



TOWN OF COLLINGWOOD

Council - Committee of the Whole Meeting Agenda

Monday, May 12, 2025, 2:00 p.m.

Council Chambers and by Videoconference

97 Hurontario Street, Collingwood ON

Sustainable, Connected, Vibrant

"Collingwood is an inclusive community that offers a healthy and active lifestyle in a beautiful waterfront setting, anchored by a responsible government, strong business and nonprofit networks, and an animated downtown"

This meeting can be viewed on Rogers TV at <http://www.rogerstv.com/> or on the Town of Collingwood - Municipal Meeting YouTube channel for those not able to attend in person.

Pages

1. **National Anthem**

Instrumental version credit of the Toronto Symphony Orchestra, conducted by Peter Oundjan.

2. **Call of Council to Order**

For more than 15,000 years, the First Nations walked upon, and cared for, the lands we now call home. Anishinaabek, Haudenosaunee, Ojibwe, and many others who were families, friends, and communities, the way we are today. The Town of Collingwood acknowledges the Lake Simcoe-Nottawasaga Treaty of 1818 and the relationship it establishes with the original inhabitants of Turtle Island. We acknowledge the reality of our shared history, and the current contributions of Indigenous people within our community. We seek to continue empowering expressions of pride amongst all of the diverse stakeholders in this area. We seek to do better, and to continue to recognize, learn, and grow, in friendship and community, Nation-to-Nation.

3. **Adoption of the Agenda**

Recommendation:

THAT the content of the Council-Committee of the Whole Agenda for May 12, 2025 be adopted as presented.

4. **Declarations of Pecuniary Interest**

Note: In accordance with the Council Code of Conflict, Procedural By-law and the Municipal Conflict of Interest Act, Council members must file with the Clerk a

written statement of the conflict, for inclusion on the Conflict of Interest Registry.

5.	Community Announcements	
6.	Deputations	
6.1	Collingwood General Marine Hospital - 2025-2030 Strategic Plan, Michael Lacroix and Jory Pritchard-Kerry	
6.2	Board Initiatives including School Builds, School Board Trustee Foley	
7.	Public Meetings	
8.	Adoption of Minutes	
8.1	Council Minutes	8
	Recommendation: THAT the minutes of Council-Committee of the Whole meeting held April 28, 2025 (excluding Committee of the Whole recommendations) and Council Meeting held May 5th, 2025, be approved as presented.	
8.2	Business Arising from Previous Minutes	
8.3	Approval of Committee of the Whole Recommendations	
8.3.1	Committee of the Whole - April 28, 2025	23
	Recommendation: THAT the Committee of the Whole recommendations from its meeting held April 28, 2025 contained within the April 28, 2025, Council minutes be hereby approved as presented.	
	<ul style="list-style-type: none">• P2025-11 180 Ontario Street Zoning By-law Amendment• Reports/Minutes of Other Committees and Boards	
9.	Staff Reports	
10.	By-Laws	
	Recommendation: THAT the following By-laws be hereby enacted and passed this 12th day of May, 2025.	
10.1	By-law No. 2025-040, being a Zoning By-Law Amendment for lands addressed as 180 Ontario Street (Staff Report P2025-11).	76
10.2	By-law No. 2025-041, being a by-law to set the tax rates and to levy taxes for the year 2025.	80
10.3	By-law No. 2025-042, being a by-law to authorize the execution of the letter of agreement for use of the Provincial Gas Tax Funds.	85
11.	Departmental Updates	
11.1	Asset Management Plan - Public Engagement Results and Initial Proposed Level of Service, Treasurer Graham, Manager Kaden	

11.2 Poplar Health and Wellness Village MZO

- No update since last meeting

12. Consent Agenda

General Consent Items: A general correspondence list can be viewed on the [Agenda and Meeting Portal](#). This Correspondence List includes items considered as bulk communications not specific to the Town of Collingwood and is of a general nature, and are not included in the Consent Agenda below.

Recommendation:

THAT Council herein receive the General Consent Agenda;

AND FURTHER THAT the information and opinions provided in the General Consent Agenda Items are that of the author(s) and are not verified or approved as being correct.

12.1	S. Ashton Letter re: Public Safety on Dawson Drive	86
12.2	Creative Simcoe Street re: Downtown Masterplan	87
12.3	Minister of Municipal Affairs and Housing Letter re: Strong Mayor Powers	89
12.4	Town of Bradford West Gwillimbury Resolution re: Increased Resources and Support for Women Facing Abuse	91
12.5	Proclamation: Fibromyalgia Awareness Day	93

13. County Report

County Council agendas and minutes can be found on the [Simcoe County Council Portal](#) (first meeting of the month).

14. Motions

14.1 County Council Composition

Background Information provided by the County of Simcoe is available at <https://simcoe.ca/government/clk/notices/>

Recommendation:

THAT the Council of the Town of Collingwood [consents or not consents] to County of Simcoe By-law 7119-25, being a By-law to Change the Composition of Council of the Corporation of the County of Simcoe;

AND THAT a copy of this resolution be sent to the Clerk at the County of Simcoe.

14.2 FCM Board of Directors Election Endorsement, Councilor Jeffery

Recommendation:

WHEREAS the Federation of Canadian Municipalities (FCM) represents the interest of municipalities on policy and program matters that fall within Federal jurisdiction;

AND WHEREAS FCM's Board of Directors and Standing Committees are comprised of elected municipal officials from all regions and sizes of communities to form a broad base of support and provide FCM with the prestige required to carry the municipal message to the federal government;

AND WHEREAS FCM's Annual Conference and Trade Show will take place from May 29th to June 1st , 2025, during which time the Annual General Meeting will be held and followed by the election of FCM's Board of Directors;

THEREFORE BE IT RESOLVED that Council of the Town of Collingwood, Ontario endorses Councillor Kathy Jeffery to stand for election on FCM's Board of Directors for the period starting in June 2025 and ending June 2027;

AND BE IT FURTHER RESOLVED that Council assumes all costs associated with Councillor Kathy Jeffery's attending FCM's Board of Directors meetings or in the case of an appointment assumes all costs associated with Councillor Kathy Jeffery's attending FCM's Standing Committee meetings and Board of Directors Meeting.

15. Move into Committee of the Whole

Public engagement and discussion is encouraged under this section of the agenda with any recommendations being ratified at the next meeting. The public are able to address the Committee on any staff report following the presentation by staff and allowed 5 minutes to speak.

If you wish to participate virtually, please view the meeting using the following link:

<https://us02web.zoom.us/j/84408871771?pwd=WW1TqRyCalO6Kill0aLEnX3DfT7uvW.1>

Webinar ID: 844 0887 1771

Passcode: 301411

Or Telephone: 1-647-558-0588 or 1-647-374-4685

This link allows you to participate in the ZOOM Webinar as a participant. Please ensure you have good connectivity and audio functionality on the device (smartphone, laptop, tablet, etc.) you will be using. Depending on your device you may need to download the ZOOM App ahead of the meeting.

15.1 Motion to move into Committee of the Whole (Mayor Hamlin)

Recommendation:

THAT Council herein move into Committee the Whole Session.

15.2 Staff Reports

15.2.1 P2025-012 Proposed Amendment to Heritage Designation By-law for Victoria Annex

Recommendation:

THAT Staff Report P2025-12, “Proposed Amendment to Heritage Designation By-law for Victoria Annex” dated May 12, 2025, be received;

AND THAT a notice of proposed amendment to Heritage Designation By-law 2019-083 be issued to the property owner in accordance with Section 30.1(3) of the Ontario Heritage Act for the reasons detailed in Report P2025-12; and

AND THAT staff be directed to bring forward the amended Heritage Designation By-law to Council for approval, if no objections are received to the Notices of Intention to Amend Designation By-law in accordance with the Ontario Heritage Act.

15.2.2 P2025-013 Conditional Approval and Authorization By-law to Execute a Site Plan Control Agreement – 180 Vacation Inn Drive (Wyldeewood Creek) Town File No. D11119

109

Recommendation:

THAT Staff Report P2025-13, “Conditional Approval and Authorization By-law to Execute a Site Plan Control Agreement – 180 Vacation Inn Drive (Wyldeewood Creek)” dated May 12, 2025 be received;

AND THAT Site Plan Application File D11119 be approved subject to the following conditions:

- Confirmation of municipal servicing capacity allocation;
- Resolution of any outstanding minor technical comments, including any associated plan revisions, to the satisfaction of Town departments, third-party peer reviewers, and external agencies;
- Approval of a future Consent application by the Committee of Adjustment and registration of the Transfer of Easement in favour of the subject property on terms and conditions to the satisfaction of the Town and the applicable utility authority(ies);
- Issuance of a Tree Cutting Permit to permit the removal of necessary boundary trees and trees on the adjacent golf course lands in proximity to the shared southern and western property lines to facilitate the proposed servicing corridor and grading and drainage, with the exact locational boundaries of the tree removals to be determined through the permitting process;
- Issuance of all required permits by the Nottawasaga

Valley Conservation Authority (NVCA);

- Registration of the Transfer of Easement (Water) in favour of the subject property per Consent PLBN2024460;
- Execution of a Site Plan Control Agreement and issuance of Final Site Plan approval of the conditionally approved second emergency vehicle access at 10 Vacation Inn Drive (File No. D111123); and
- Execution of a Site Plan Control Agreement with the Town of Collingwood;

AND THAT an Authorization By-law to execute the Site Plan Control Agreement for a residential development at 180 Vacation Inn Drive be enacted and passed;

AND THAT this conditional Site Plan approval shall lapse three years from the date that the conditional approval was issued should a permit under the Building Code Act to implement the site plan not be issued.

15.2.3 P2025-14 Servicing Capacity Allocation Policy – 2025 Comprehensive Review

**Staff Report to be added by addendum*

15.2.4 T2025-06 2024 Draft Financial Review

**Staff Report to be added by addendum*

15.2.5 T2025-07 2024 Debt Report

186

Recommendation:

THAT Staff Report T2025-07, 2024 Debt Report, be received for information.

15.2.6 T2025-08 Quarter One Financial Update

209

Recommendation:

THAT Staff Report T2025-08, Quarter One Financial Update, be received.

15.3 Deputations (unregistered)

Unregistered deputations are provided 5 minutes to address Committee.

15.4 Reports/Minutes of Other Committees/Boards

226

Recommendation:

THAT the following minutes of Other Committees and Boards be received and the recommendations contained therein be approved:

- Minutes - Trails and Active Transportation Advisory Committee
- April 10, 2025

- Minutes - Museum Advisory Committee - April 17, 2025
- Minutes - Collingwood Heritage Committee - April 3, 2025

15.5 Old or Deferred Business

15.5.1 Update re: Downtown Collingwood BIA Board of Directors Recommendation

Recommendation:

THAT Council refer the following BIA Board recommendation to the appropriate parties for review in the evaluation of locations for the potential Art Centre for Council's future consideration:

RECOMMENDATION: THAT the Collingwood Downtown BIA Board of Management request that Council consider the Collingwood Leisure Time Club property (100 Minnesota Street) to be considered as a location for the Arts Centre.

15.6 Other Business

15.7 Notice of Motions

15.8 Rise from Committee of the Whole

15.8.1 Motion to rise from Committee of the Whole (Councillor Potts)

Recommendation:

THAT Council herein rise from Committee of Whole and return to the regular Council meeting.

16. Confirmatory By-Law

246

Recommendation:

THAT By-law No. 2025-043, being a by-law to confirm the proceedings of the regular meeting of Council held May 12, 2025, be enacted and passed this 12th day of May, 2025.

17. Adjournment



TOWN OF COLLINGWOOD

COUNCIL MINUTES

May 5, 2025, 2:00 p.m.

Council Chambers and by Videoconference
97 Hurontario Street, Collingwood ON

Council Present: Mayor Yvonne Hamlin
Deputy Mayor Tim Fryer (participated remotely)
Councillor Kathy Jeffery
Councillor Deb Doherty
Councillor Chris Potts
Councillor Rob Ring
Councillor Christopher Baines
Councillor Steve Perry
Councillor Ian MacCulloch

Staff Present: Sonya Skinner, CAO
Sara Almas, Director of Legislative Services/Clerk

Others: Summer Valentine, Director, Growth and Development

Sustainable, Connected, Vibrant Collingwood is an inclusive community that offers a healthy and active lifestyle in a beautiful waterfront setting, anchored by a responsible government, strong business and nonprofit networks, and an animated downtown.

1. National Anthem

The meeting commenced with the playing of the Canadian National Anthem.

2. Call of Council to Order

Mayor Hamlin called the meeting to order at 2:05 p.m. and Councillor Doherty provided the recognition and acknowledgement of the traditional territory of the Indigenous peoples.

3. Adoption of the Agenda

Moved by: Councillor Chris Potts
Seconded by: Councillor Rob Ring

THAT the content of the Council Agenda for May 5, 2025 be adopted as presented.

Amendment:
RES-213-2025

Moved by: Councillor Kathy Jeffery
Seconded by: Councillor Deb Doherty

THAT Agenda Item 5.2 Council Training and questions be provided in open session with the ability to move into closed session if required.

CARRIED

RES-214-2025

Moved by: Councillor Chris Potts
Seconded by: Councillor Rob Ring

THAT the content of the Council Agenda for May 5, 2025 be adopted as amended.

CARRIED

4. Declarations of Pecuniary Interest

None.

5. Council Training: Strong Mayor Powers

Clerk Almas provided a detailed overview of Strong Mayor Powers that came into effect on May 1, 2025, with a focus on legislative powers including the roles of Council, the head of Council and Mayoral powers provided for under the newly implemented legislation, by-laws and veto powers; administrative and political structure powers, changes to the budget approval process, implementation processes and next steps.

Clerk Almas and Steve O'Melia, Miller Thomson LLP, addressed questions of Council and Staff that included clarification to the budget process and timelines to pass the budget; ability to amend the budget mid-term; the ability to change council composition to be removed from Strong Mayor Powers; implications of such powers during the lame duck period in an election year; concern with the broad definition of provincial priorities, who determines if a matter is applicable, the evaluation process and measurables to report on provincial priorities and potential impacts on funding approvals; if a housing target has been set for Collingwood; voting requirements and timelines associated with veto powers; inability of the Deputy Mayor to act on Strong Mayor Powers when the Mayor is absent; the purpose and role of the confirmatory by-law with these added powers; the role of the Integrity Commissioner; implementation of Council composition changes and how this will impact the workload of the Mayor with these added powers and responsibilities; posting of Strong Mayor Power documents publicly while protecting confidential or sensitive information; and, impacts to planning matters.

Next steps include Council and Staff to provide any further questions to the Clerk that require clarification and legal advice.

6. In-Camera

No Council support to second a motion to move in-camera for training and legal advice.

7. Confirmatory By-Law

RES-215-2025

Moved by: Councillor Ian MacCulloch

Seconded by: Councillor Steve Perry

THAT By-law No. 2025-039, being a by-law to confirm the proceedings of the regular meeting of Council held May 5th, 2025, be enacted and passed this 5th day of May, 2025.

CARRIED

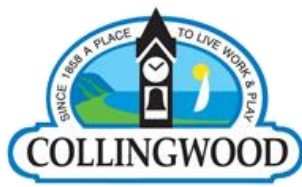
8. Adjournment

Moved by Councillor Jeffery

THAT the Council meeting be hereby adjourned at 3:56 p.m. **CARRIED.**

Mayor

Clerk



TOWN OF COLLINGWOOD

Council - Committee of the Whole Meeting Minutes

April 28, 2025, 2:00 p.m.

Council Chambers and by Videoconference
97 Hurontario Street, Collingwood ON

Council Present: Mayor Yvonne Hamlin
Councillor Kathy Jeffery
Councillor Chris Potts
Councillor Rob Ring
Councillor Christopher Baines
Councillor Steve Perry
Councillor Ian MacCulloch

Council Absent: Deputy Mayor Tim Fryer
Councillor Deb Doherty

Staff Present: Sonya Skinner, CAO
Sara Almas, Director of Legislative Services/Clerk
Amanda Pegg, Executive Director, Customer and Corporate Services
Jennifer Graham, Treasurer
Summer Valentine, Director, Growth and Development
Mohamed Alkoka, Director of Infrastructure
Ashley Kulchycki, Library CEO
Jenny Haines, Administrative Coordinator

Sustainable, Connected, Vibrant

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1. National Anthem

Council rose for the playing of the Canadian National Anthem.

2. Call of Council to Order

Mayor Hamlin called the meeting to order at 2:00 p.m. Councillor Jeffery provided the recognition and acknowledgement of the traditional territory of the Indigenous peoples.

3. Adoption of the Agenda

RES-200-2025

Moved by: Councillor Chris Potts

Seconded by: Councillor Ian MacCulloch

THAT the content of the Council-Committee of the Whole Agenda for April 28, 2025 be adopted as amended:

- Addition of a recommendation for Item 15.4 Downtown Collingwood BIA Board of Management Minutes from April 10, 2025.

CARRIED

4. Declarations of Pecuniary Interest

None.

5. Community Announcements

Council reported on various community announcements and events.

6. Deputations

6.1 Downtown Collingwood BIA Board of Management - Budget Presentation, General Manager Nicholson and Chair Sarah Pennal

BIA General Manager Sue Nicholson provided Council with an overview of the Collingwood Downtown Business Improvement Area (BIA) 2025 Budget. General Manager Nicholson confirmed the role of the BIA as defined via the Municipal Act, highlighted the 2025 BIA survey results, strategic priorities, key measures and current results and noted the 2025 initiatives of the Improvement Committee, Maintenance and Beautification Committee, and the Promotion Committee.

General Manager Nicholson and BIA Board Member Conway answered questions and took comments from Council regarding survey results regarding preference for a Multi-Use Recreational Facility or an Arts Centre; importance of monitoring the impact of the additional maintenance support in 2025; clarification on how the number of visitors was established; and if there is any indication as to why the second floor building vacancies are so high.

7. Public Meetings

None.

8. Adoption of Minutes

8.1 Council Minutes

RES-201-2025

Moved by: Councillor Christopher Baines

Seconded by: Councillor Kathy Jeffery

THAT the minutes of Council-Committee of the Whole meeting held April 14th, 2025 (excluding Committee of the Whole recommendations), be approved as presented.

CARRIED

8.2 Business Arising from Previous Minutes

None.

8.3 Approval of Committee of the Whole Recommendations**8.3.1 Committee of the Whole - April 14, 2025****RES-202-2025**

Moved by: Councillor Rob Ring

Seconded by: Councillor Steve Perry

THAT the Committee of the Whole recommendations from its meeting held April 14, 2025 contained within the April 14, 2025 Council minutes be hereby approved as presented.

- P2025-10 Proposed Draft Plan of Subdivision Approval Extension Request Red Maple (725 Tenth Line) Town File: PLEDP2024400
- PRC2025-02 Mayor's Golf Challenge Beneficiaries (as amended by Committee of the Whole)
- C2025-06 Council Input for the Development of the 2026-2029 Collingwood & The Blue Mountains OPP Detachment Action Plan (as amended by Committee of the Whole)
- T2025-03 Council Community Grant Award – Amended (as amended by Committee of the Whole)
- Reports/Minutes of Other Committees and Boards

CARRIED

9. Staff Reports

None.

10. By-Laws

RES-203-2025

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Christopher Baines

THAT the following By-laws be hereby enacted and passed this 28th day of April, 2025.

CARRIED

10.1 By-law No. 2025-036, being a by-law to appoint an Accessibility Advisory Committee Member (Sandra Grafe)

10.2 By-law No. 2025-037, being a by-law to exempt lands from Part Lot Control - The Annex

11. Departmental Updates**11.1 Poet Laureate Program Update, Coordinator Henry**

Coordinator Henry provided Council with an update on the Town of Collingwood's Poet Laureate program and confirmed how the Program aligns with the Town's Community Based Strategic Plan. An overview of the work that Poet Laureate Jillian Morris has done during her tenure with the Town since 2022 was provided, along with a review of the various benefits that would come with expanding the Poet Laureate's term from two to three years.

Poet Laureate Jillian Morris spoke noting the work she has done with youth, the importance of story telling, healing and how she used her platform with intention as a voice in the community through art. Jillian Morris thanked Council for her time and recited a poem she wrote.

Mayor Hamlin thanked Poet Laureate Jillian Morris for her dedication to the role and for supporting the Town of Collingwood.

11.2 Collingwood Public Library 2024 Annual Report, CEO Kulchycki

CEO Kulchycki briefed Council on behalf of the Library Board and Staff regarding the Collingwood Public Library's 2024 Annual Report outlining the highlights of 2024 and upcoming projects for 2025. CAO Kulchycki noted that she is grateful for the ongoing support from Council and the community.

12. Consent Agenda**RES-204-2025**

Moved by: Councillor Chris Potts

Seconded by: Councillor Rob Ring

THAT Council herein receive the General Consent Agenda;

AND FURTHER that the information and opinions provided in the General Consent Agenda Items are that of the author(s) and are not verified or approved as being correct.

CARRIED

12.1 Proclamation: National Volunteer Week

12.2 Proclamation: Earth Day

12.3 J. LaPlante Letter re: Sediment Control in New Developments and Impact on Collingwood Harbor Water Quality

13. County Report

Mayor Hamlin provided an update from County Council noting the proposed County Council Composition change and weighted system of voting, funding opportunities for non-profit daycares, and discussions with Clearview Township regarding a loan for a water treatment facility.

14. Motions

14.1 United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), Councillor Jeffery

RES-205-2025

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Rob Ring

WHEREAS the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) Act provides a framework for reconciliation, healing and peace, as well as harmonious and cooperative relations based on the principles of justice, democracy, respect for human rights, nondiscrimination and good faith;

AND WHEREAS the Federal Government of Canada, has developed an UNDRIP Action Plan, and the Federation of Canadian Municipalities has further endorsed UNDRIP and committed to taking steps to integrate its principles into FCM's reconciliation Strategy;

AND WHEREAS The Town of Collingwood is committed to bringing people together, fostering inclusion, and showcasing the richness of our culture, diversity, heritage, and community which includes the importance, recognition and reconciliation with our indigenous peoples: past, present and future.

NOW THEREFORE BE IT RESOLVED Council request that both Council and staff take into consideration support or alignment with the principles of the United Nations Declaration on the Rights of Indigenous Peoples Act during the development and/or implementation of its Programs and Services, as part of the Town's continued commitment to reconciliation,

respect and understanding of all Indigenous peoples.

CARRIED

Councillor Jeffery assumed the role of Chair at this time.

14.2 Request for a Staff Report to identify further opportunities to support Georgian Triangle Humane Society, Mayor Hamlin

RES-206-2025

Moved by: Mayor Yvonne Hamlin

Seconded by: Councillor Steve Perry

WHEREAS the Community Based Strategic Plan's Pillar "Responsible" identifies a goal to champion local, regional, intergovernmental, and multi-sectoral collaboration and advocacy, which includes developing a framework for a complete community, considering factors and services not generally delivered by local government (e.g., school spaces, long term care, sufficient electricity and other energy sources, hospital and health care, child care, animal rescue, etc.) and identify the stakeholders and sectors that should be involved in solutions;

AND WHEREAS the Community Based Strategic Plan's Pillar "Responsible" also identifies a goal to maintain the Town's strong financial health and assets, which includes considering options, such as user fees, grants, public-private partnerships, and other innovative funding sources to increase and diversify Town revenues and balance affordability for our tax base;

AND WHEREAS the Georgian Triangle Humane Society is preparing for the construction of their new "Regional Centre for Pets and People" and requesting Council consider identifying the new Center as a Municipal Capacity Facility to enable ongoing financial benefits to the Humane Society ensuring their sustainability;

THEREFORE BE IT RESOLVED THAT Council request a Staff Report to identify opportunities to further support the new GTHS Regional Centre with proposed supports in proportion with the services and benefits to Collingwood.

CARRIED

Mayor Hamlin resumed the role of Chair.

15. Move into Committee of the Whole

15.1 Motion to move into Committee of the Whole (Mayor Hamlin)

RES-207-2025

Moved by: Councillor Christopher Baines

Seconded by: Councillor Ian MacCulloch

THAT Council herein move into Committee the Whole Session.

CARRIED

Committee took a 5 minute recess.

15.2 Staff Reports

15.2.1 P2025-11 180 Ontario Street Zoning By-law Amendment

Director Valentine provided introductory comments. Senior Planner Teakle briefed Committee on the Zoning By-law Amendment for 180 Ontario Street noting site plan context, existing and proposed zoning, and confirmation of proposed R33-77 zone site specific exceptions. Senior Planner Teakle provided Committee with a review of the conceptual site plan and rendering, a summary of public comments, changes that have been made since the last public meeting, provided a summary of studies and reports which have been reviewed, planning analysis and outcomes, confirmation of where the project is within the development review process, next steps and future site plan control.

Chair Potts opened the floor to public comments

Angela Marritt, 218 Minnesota Street addressed Committee with concern regarding drainage noting that the residential sump-pump drain currently drain where the proposed parking lot will be located. Further concern was noted regarding the amount of parking allocated for the use and if there are alternative parking plans being considered.

Rand Thompson, 218 Minnesota Street addressed Committee noting that he does not feel that the number of parking spaces per unit is adequate and that the aesthetic of the building does not fit in with the neighbourhood.

Richard Young, 177 Minnesota Street addressed Committee noting that the conceptualization sketch provided did not provide details regarding colour or materials to be used and questioned if the community will be able to provide comments and feedback moving forward.

Andrew Hims, 155 Ontario Street spoke requesting additional information regarding the daycare on site and if Staff could provide an update on plans being proposed for the pedestrian crosswalk leading to the trail.

Barbara Hims, 155 Ontario Street addressed Committee asking if there has been any other communication sent out to residents since the September public meeting, noting that she was made aware of the current meeting by a neighbour via email.

Jane Metheral, 147 Ontario Street asked Staff whether the development will be geared toward low-income residents, noting the value of the homes in the surrounding area.

Beverley Schiefer, 216 Minnesota Street addressed Committee regarding the timeline for the project.

Ian Duff, 215 Minnesota Street spoke regarding the timing of the project and the plans to divert the creek that comes behind the houses on Minnesota Street, suggesting that the diversion happen prior to construction of the development. Mr. Duff further noted concern with parking, and the traffic flow of people using the daycare.

Chair Potts closed comments from the public.

Senior Planner Teakle and Director Valentine answered questions and received comments from Committee regarding where the EPCOR lands are that were previously discussed; future notice of the site plan control application; and tenant parking space allocation.

Keith MacKinnon from KLM Planning Partnership answered questions from Committee regarding the outdoor space dedicated to the daycare; if consideration would be made to discuss green-space with the County; and if the property owner would consider having input from experienced members of the public for future consultation regarding the design of the building.

Committee discussed feedback provided by the Affordable Housing Task Force.

RES-208-2025

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Steve Perry

THAT Staff Report P2025-11, “Proposed Zoning By-law Amendment – 180 Ontario Street” dated April 28, 2025 be received;

AND THAT the amending Zoning By-law, attached as Appendix “A” to this Report be enacted and passed.

CARRIED

15.3 Deputations (unregistered)

None.

15.4 Reports/Minutes of Other Committees/Boards

RES-209-2025

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Christopher Baines

THAT the following minutes of Other Committees and Boards be received and the recommendations contained therein be approved:

- Minutes - Downtown Collingwood BIA Board of Management - April 10, 2025
- Minutes - Accessibility Advisory Committee - March 20, 2025

CARRIED

RES-210-2025

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Rob Ring

THAT the following recommendation be deferred until historical information is presented to Council and the public on previous considerations for the Leisure Time Club property and analysis, and criteria to consider alternate locations such as the Leisure Time Club.

THAT Council refer the following BIA Board recommendation to the appropriate parties for review in the evaluation of locations for the potential Art Centre for Council's future consideration:

RECOMMENDATION: THAT the Collingwood Downtown BIA Board of Management request that Council consider the Collingwood Leisure Time Club property (100 Minnesota Street) to be considered as a location for the Arts Centre.

CARRIED

15.5 Old or Deferred Business

15.5.1 Update Request: Rainbow crosswalk

Committee requested an update on the maintenance work required on the Rainbow crosswalk. Staff confirmed that the crosswalk will be repaired before the Collingwood Pride Festival.

15.5.2 Update Request: Reopening of sidewalk on Huron Street and Heritage Drive

Committee requested an update on when the sidewalk on Huron Street and Heritage Drive will be re-opened. Director Alkoka confirmed that the barricades will be removed on May 5 and sidewalk re-opened on May 7.

15.5.3 Garbage Bins on First Street

Committee discussed the need for additional garbage bins on the north side of First Street. Staff confirmed they will review the need and report back to Council.

15.6 Other Business

15.6.1 Hospital Redevelopment Project - Fundraising Campaign

Committee discussed the Hospital Redevelopment Project fundraising campaign and requested confirmation of the amount the Town has in reserves committed to the Hospital Redevelopment Project.

15.6.2 Train Trail on Ontario Street

Committee requested an update from Staff on the cross walk over Ontario Street at the Train Trail. Director Alkoka confirmed that Staff will look into the matter and report back.

15.7 Notice of Motions

15.7.1 Review of permit process for repair or replacement of sewer laterals, Councillor Jeffery

The following motion was provided for consideration at the next Council and Committee of the Whole meeting:

WHEREAS in some instances residents are displaced from their homes during replacement and/or repair situations with sewer laterals;

AND WHEREAS in our Community Based Strategic Plan we strive to provide the best possible customer service;

THEREFORE BE IT RESOLVED that Council direct staff to review the permit process for repair or replacement of sewer laterals.

15.7.2 Endorsement to stand for election on FCM's Board of Directors, Councillor Baines

The following motion was provided for consideration at the next Council - Committee of the Whole meeting:

WHEREAS the Federation of Canadian Municipalities (FCM) represents the interest of municipalities on policy and program matters that fall within Federal jurisdiction;

AND WHEREAS FCM's Board of Directors and Standing Committees are comprised of elected municipal officials from all regions and sizes of communities to form a broad base of support and provide FCM with the prestige required to carry the municipal message to the federal government;

AND WHEREAS FCM's Annual Conference and Trade Show will take place from May 29th to June 1st , 2025, during which time the Annual General Meeting will be held and followed by the election of FCM's Board of Directors;

THEREFORE BE IT RESOLVED that Council of the Town of Collingwood, Ontario endorses Councillor Kathy Jeffery to stand for election on FCM's Board of Directors for the period starting in June 2025 and ending June 2027;

AND BE IT FURTHER RESOLVED that Council assumes all costs associated with Councillor Kathy Jeffery's attending FCM's Board of Directors meetings or in the case of an appointment assumes all costs associated with Councillor Kathy Jeffery's attending FCM's Standing Committee meetings and Board of Directors Meeting.

15.8 Rise from Committee of the Whole

15.8.1 Motion to rise form Committee of the Whole (Councillor Potts)

RES-211-2025

Moved by: Councillor Christopher Baines

Seconded by: Councillor Steve Perry

THAT Council herein rise from Committee of Whole and return to the regular Council meeting.

CARRIED

16. Confirmatory By-Law

RES-212-2025

Moved by: Councillor Ian MacCulloch

Seconded by: Councillor Rob Ring

THAT By-law No. 2025-038, being a by-law to confirm the proceedings of the regular meeting of Council held April 28, 2025, be enacted and passed this 28th day of April, 2025.

CARRIED

17. Adjournment

Moved by Councillor Jeffery

THAT the Council meeting be hereby adjourned at 4:09 p.m. **CARRIED.**

Mayor

Clerk



Staff Report P2025-11

Committee 2025-04-28

Council 2025-05-12

Amendments ☐

Submitted To: Committee of the Whole | Council
Submitted By: Summer Valentine, Director, Growth and Development
Prepared By: Justin Teakle, Senior Planner
Subject: Proposed Zoning By-law Amendment – 180 Ontario Street
Town File Number PLZAMA2024125

Recommendation

THAT Report P2025-11, “Proposed Zoning By-law Amendment – 180 Ontario Street” dated April 28, 2025 be received;

AND THAT the amending Zoning By-law, attached as Appendix “A” to this Report be enacted and passed.

Amendments

None.

1. Executive Summary

The purpose of this Report is to provide Council with an analysis and recommendations regarding a proposed Zoning By-law Amendment for 180 Ontario Street to rezone the subject lands from Deferred Residential (DR) zone to a Holding Twenty-Three Residential Third Density Exception Seventy-Seven zone [(H23)R3-77] to permit an apartment building and to establish site-specific provisions for the apartment building use.

Due to the active appeals to the 2024 Official Plan, should Council pass the Zoning By-law Amendment, it would not come into full force and effect until such time as the Ontario Land Tribunal (OLT) approves the applicable appealed sections of the Town’s

2024 Official Plan. Per Section 24(2) of the *Planning Act*, Council may pass a by-law that does not conform with the Official Plan, but will conform when the amended Official Plan comes into effect.

There has been concurrent evaluation of the site plan, with details to be dealt with through a future Site Plan Control application.

Several changes have been made to the proposal since the public meeting to address technical and public comment as summarized below:

- Changing from a Residential Fourth Density Exception zone to a Residential Third Density Exception zone, resulting in maximum permitted height reduction from 18 metres to 15 metres;
- Enhanced Landscaped Open Space exception - 30% is proposed whereas 25% was originally requested;
- Requirement for a minimum parking space setback from the eastern interior lot line of 2.5 metres to allow for landscaping;
- Minimum and maximum front yard setbacks together with parking required to be located behind the front elevation of the main building to help ensure an attractive streetscape; and
- Parking space length that meets the minimum requirements.

Based on the land-use planning analysis and development review process, Planning Services confirms that the submitted proposal is in conformity to and consistent with the relevant land use planning instruments and has considered input from internal/external commenting agencies and that comments received from the public have been addressed. Therefore, it is recommended that the proposed Zoning By-law Amendment be enacted and passed.

2. Analysis

Background

The Owner, 2374515 Ontario Corporation, has made application to the Town for a Zoning By-law Amendment to permit a four-storey apartment building with 60 residential units together with site specific provisions related to:

- Minimum interior side yard (west);
- Minimum and maximum front yard;
- Minimum landscaped open space; and
- Parking setbacks relative to Ontario Street and the west lot line.

Property Description

Per Figure 1, the subject property is located on the south side of Ontario Street. The property is generally rectangular in shape and approximately 0.51 hectares (1.26 acres) in size with 43.29 metres of frontage along Ontario Street and currently contains a single storey building with a day care.

Surrounding land uses include:

- North: Community Service lands associated with the Ontario Provincial Police (OPP) Station and Residential Third Density associated with single-detached dwellings fronting Ontario Street and Callary Crescent;
- East: Residential Second Density lands associated with single detached dwellings fronting Minnesota Street;
- South: Residential Second Density lands associated with an EPCOR transformer and rear yards of single detached dwellings fronting Minnesota Street and Residential Third Density and Fourth Density lands comprised of two apartment buildings fronting St. Paul Street;
- West: The Train Trail immediately abuts the entire western lot line of the subject property. Additional lands owned by EPCOR are beyond along with a smaller parcel of land with a telecommunications tower. Further west fronting St. Paul Street are Community Service lands with the County Paramedic Station and Residential Second Density lands with a vacant warehouse building. Lands west

of St. Paul Street are generally designated and zoned Downtown Core Commercial.

The subject property is municipally addressed as 180 Ontario Street and legally described as Pt N1/2 Lt 43 Con 8 Nottawasaga Parts 1,2,3 And 4 51R26401; S/T RO1341473; Collingwood.



Figure 1: 2024 aerial image of the subject property. Source: Simcoe County GIS

Proposal

The proposed Zoning By-law Amendment (see Appendix “A”) would create a site-specific Holding Twenty-Three Residential Third Density Exception Seventy-Seven [(H23) R3-77] zone to permit a four-storey apartment building with surface parking (see Appendix ‘B’). The proposed site-specific requirements are related to the following:

Zoning Provision	Parent R3 Zone	Proposed R3-77 Zone	Rationale
Minimum Interior Side Yard (West)	7.5 metres	5.0 metres	A 5.0 metre setback allows the building to be built closer to the western lot line, which enables the building and parking to be as far from the eastern lot line shared with the existing low density dwellings as possible. 5.0 metres is also the minimum width required to facilitate a stormwater easement along the western property boundary. 7.5 metres would continue to apply to the eastern lot line.
Minimum Front Yard	7.5 metres	5.0 metres and Maximum Front Yard of 6.0 metres	A minimum 5.0 metres and maximum 6.0 metres setback allows the building to be built closer to the street to provide additional space for amenities and parking behind the building. 5.0 metres is also more consistent with the setback of existing buildings in this block of Ontario street.
Minimum Landscaped Open Space	40%	30%	30% Landscaped Open Space accommodates the proposed built form together with the required parking, while still providing sufficient landscaped open space for plantings and outdoor amenities. Staff consider the 10% reduction

			reasonable in the context of the infill site within walking distance to downtown and immediately abutting a major trail connecting to multiple public open spaces such as Friendship Gardens Park, the Museum, Central Park, and others.
Maximum Entrance (Driveway) Width	15.0 metres	8.0 metres	The maximum entrance (driveway) width of 8.0 metres which has been confirmed as technically sufficient for ingress and egress by Infrastructure Growth and Development staff and is more in keeping with the residential area and the adjacent sidewalk, bike lane, and multi-use trail.

Further to the above, the following two site-specific provisions are also proposed:

- 1) Parking shall be located no closer to the front lot line than the front elevation of the main building.
 - This provision ensures that all parking is setback from the street and that the building will address the street without interceding parking areas.
- 2) A parking space shall be setback a minimum of 2.5 metres from the east interior lot line.
 - This provision ensures that parking spaces are setback from the eastern lot line shared with the existing low density residential dwellings and allows for landscaping to be required through site plan control within the setback area.

The effect of the proposed Zoning By-law Amendment is to permit a four-storey apartment building with 60 residential units (See conceptual rendering in Figure 2 and conceptual Site Plan as Figure 3). The proposal would comply with all other provisions of the parent R3 zone. While not presently envisioned by the applicant as part of the redevelopment, the proposed zoning would permit an accessory day care centre on the first-storey of an apartment building to a maximum of 25% of the Gross Floor Area of the first-storey. The property is currently Zoned Deferred Residential (DR). Deferred zoning applies to lands where the final zone classification is pending the enactment of a Zoning By-law Amendment to the satisfaction of Council.



Figure 2: Conceptual rendering of proposed apartment building as seen from the northeastern corner of the site near Ontario Street. Source: Cusimano Architect

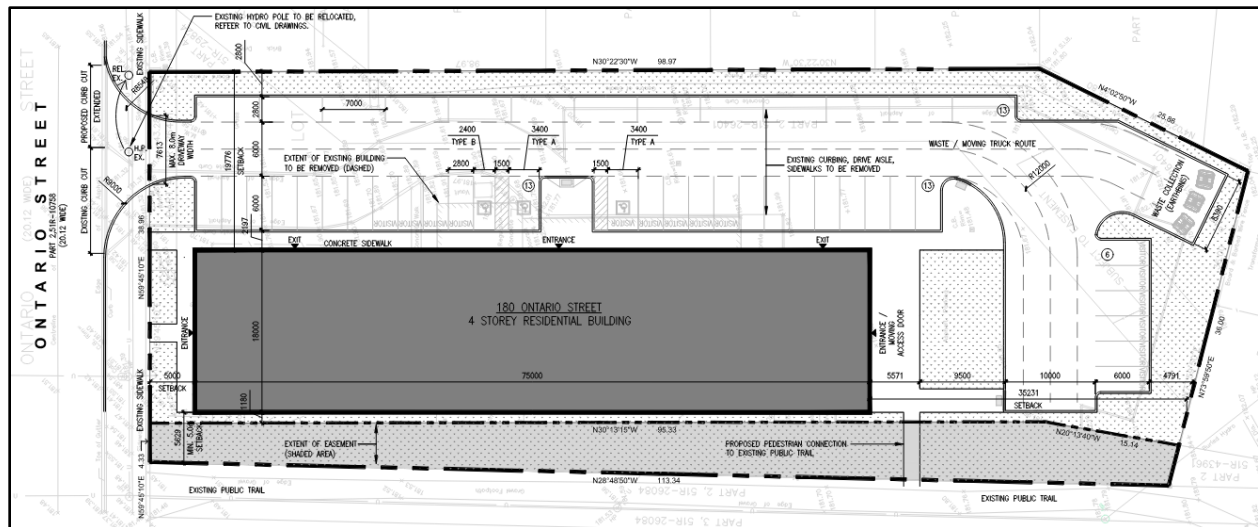


Figure 3: Conceptual Site Plan. Source: Cusimano Architect

At the time of the public meeting, the applicant's request was for a Residential Fourth Density Exception (R4-X) Zone with site-specific provisions for a reduced minimum interior side yard (west); minimum landscaped open space; maximum entrance (driveway) width; minimum number of resident and visitor parking spaces; and minimum parking space length.

Through technical review, it was determined that a Residential Third Density (R3-X) Exception Zone with site-specific provisions would be more appropriate for the subject property. Both zones have similar provisions for an apartment building use, however, the R4 zone permits a maximum height of 18.0 metres whereas the R3 zone permits a maximum height of 15.0 metres, which is in keeping with a four-storey building as proposed and addressing neighbourhood compatibility in part.

As noted by staff at the public meeting, between the application being submitted and the public meeting, Council enacted and passed an amendment to the Zoning By-law that, among other matters related to housing affordability, reduced the minimum required parking for apartment dwelling units anywhere in the Town. This amendment came into force and effect upon County Council approval of the Town's 2024 Official Plan shortly after the public meeting. As a result, no exception to the minimum number of parking spaces is required. The applicant has also amended the proposal to remove the request for a reduced minimum parking space length subsequent to the public meeting.

Further, the conceptual site plan was technically evaluated in parallel with the current Zoning By-law Amendment application, to ensure that matters required to be addressed through zoning to facilitate the future conditional approval of the site plan have been addressed. It should be noted that zoning is not a tool that can be used to control the details of site design, such as fencing, landscaping, waste bins, street furniture, etc. However, these matters will be dealt with through the future Site Plan Control application and should Council have any comments on these elements, staff would encourage their feedback.

Holding Twenty-Three (H23)

Holding Twenty-Three (H23) is an existing Holding Zone symbol in the Town's Zoning By-law that is proposed for the subject property to require the following to be satisfactorily addressed prior to being removed:

- 1) Confirmation and commitment of water and wastewater servicing capacity and allocation to the satisfaction of the Town, including the execution of any required agreement(s); and
- 2) The execution of a site plan agreement to address technical matters, to the satisfaction of the Town.

Delayed Force and Effect (2024 Official Plan Appeals)

Due to the active appeals to the 2024 Official Plan, should Council pass the Zoning By-law Amendment, it would not come into full force and effect until such time as the Ontario Land Tribunal (OLT) approves the applicable appealed sections of the Town's 2024 Official Plan. Further discussion is provided below.

Planning Analysis

The analysis section of this Report provides a review of the proposed Zoning By-law Amendment relative to the planning policy framework and regulatory instruments as follows.

Matters of Provincial Interest

The *Planning Act* provides that Council in carrying out their responsibilities under the *Act* shall have regard to matters of provincial interest.

Planning Services is satisfied that the proposed development has regard to the applicable matters of provincial interest and, more specifically, supports the following principles:

- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- (h) the orderly development of safe and healthy communities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (o) the protection of public health and safety;
- (p) the appropriate location of growth and development;
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians; and
- (r) the promotion of built form that,
 - (i) is well-designed,
 - (ii) encourages a sense of place, and
 - (iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant.

Staff would note that the proposed residential units are not necessarily intended to meet the Town or Province's definition of affordable housing, but would add to the overall market rental housing stock in the Town and include units that tend to be smaller in size and more attainable in price-point. The Town's Affordable Housing Master Plan lists market-rate rentals as the second prioritized housing type after affordable rentals.

Per Section 24(2) of the *Planning Act*, Council may pass a by-law that does not conform with the Official Plan, but will conform when the amended Official Plan comes into effect. As outlined in detail below, the proposal conforms with the 2024 Official Plan.

Provincial Planning Statement (2024)

The *Planning Act* provides that a decision of the Council of a municipality in respect of the exercise of any authority that affects a planning matter shall be consistent with the policy statements issued by the Province and shall conform with the provincial plans that are in effect or, at minimum, shall not conflict with them.

Section 3 of the *Planning Act* requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act. The Provincial Planning Statement (PPS) was issued under Section 3 of the Act and came into effect on October 20, 2024. It replaces the Provincial Policy Statement (2020) and A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2020). The intent of the PPS is to provide policy direction on matters of provincial interest related to land use planning and development. The 2024 PPS applies to any land use planning decision made after the effective date, regardless of when the application(s) was submitted.

The PPS states that Settlement Areas shall be the focus of growth and development. Development within Settlement Areas shall be based on densities and a mix of land uses which efficiently use land and resources, optimize existing and planned infrastructure, support active transportation, and are transit and freight supportive. The subject property is located in the Town of Collingwood which is a Settlement Area.

The PPS further notes that planning authorities shall support general intensification to promote the achievement of complete communities. Complete communities accommodate an appropriate range and mix of housing options including promoting densities that efficiently use land, infrastructure, public service facilities, support the use of active transportation. Requiring transit-supportive housing development and prioritizing intensification in proximity to transit is also addressed by the PPS.

The proposed development would contribute to the mix of housing options within the community. Most notably, market rental apartments are considered as the second most important development type to address housing affordability in accordance with the Affordable Housing Master Plan. The development would be located on three transit routes, there is a bike lane on Ontario Street in front of the subject property, and a multi-use trail (Train Trail) immediately abutting the subject property to the west. Further, the

subject lands are within easy walking distance of downtown businesses and services. The proposal represents transit and active transportation-supportive housing development.

Planning Services is satisfied that the proposed development is consistent with the **PPS. County of Simcoe Official Plan**

The subject property is designated ‘Settlement’ within the County of Simcoe Official Plan. The County of Simcoe Official Plan contains policies relating to the orderly development of those areas that are designated as Settlement, and particularly an emphasis on development directed to Primary Settlement Areas. The Town of Collingwood is identified as a Primary Settlement Area.

The County’s Official Plan growth management strategy is based on four themes:

- Direction of a significant portion of growth and development to settlements where it can be effectively serviced, with particular emphasis on primary settlement areas;
- Enabling and managing resource-based development including agriculture, forestry, aggregates, and tourism and recreation;
- Protection and enhancement of the County’s natural heritage system and cultural features and heritage resources, including water resources; and
- Development of communities with diversified economic functions and opportunities, and a diverse range of housing options.

The County’s Official Plan identifies the need for a wide range of land uses in Settlements to provide an opportunity for people to live, work, shop and find recreation in one compact community and for Primary Settlement Areas to develop as complete communities that are transit-supportive and accessible through active transportation networks.

Furthermore, the Plan states *‘Intensification, or directing of development to the built-up area and serviced areas within settlement areas, contributes to compact development form’, ‘...local municipalities shall promote and facilitate intensification and efficient use of land in built-up areas...’*

Settlements are to be the focus of population and employment growth with development in a compact urban form that promotes the efficient use of land and provision of water, sewer, transportation and other services. Settlement areas are encouraged to develop as complete communities with a diverse mix of land uses, a range of employment and housing types, high quality public open space and easy access to local stores and services.

The County of Simcoe Official Plan views intensification within settlements as a way to revitalize neighbourhoods, provide for efficient housing supply, promote a compact form, and contribute to environmental sustainability. Active transportation is to be supported to improve air quality, promote energy conservation, encourage healthy lifestyles, facilitate alternatives for the movement of goods and people, reduce vehicle trips and lengths, and improve connectivity.

Planning Services is satisfied that the proposed development would contribute towards the achievement of complete communities and compact urban form envisioned for Settlements. The proposal therefore conforms to the general intent and purpose of the County of Simcoe Official Plan. The County of Simcoe was circulated the proposed Zoning By-law Amendment and did not note any conformity concerns with the County Official Plan.

Town of Collingwood Official Plan (2024)

- Schedule '1' *Growth Management Plan* designates the subject lands as "Residential Community Areas"
- Schedule '2' *Existing Neighbourhood Plan* designates the subject lands as 'Existing Neighbourhood'
- Schedule '3.1' *Natural Hazards* identifies the subject lands as within the 'Floodplain Limits (NVCA Jurisdiction)' and 'Pretty River Flood Fringe – Two Zone Concept'

Existing Neighbourhoods Policies

The Existing Neighbourhoods designation is intended to accommodate attractive neighbourhoods with a variety of residential forms as well as neighbourhood facilities such as elementary schools, parks, places of worship and convenience commercial uses supportive of a residential environment. It is the intent of the Plan to protect and enhance the existing neighbourhoods within Collingwood, while managing their ongoing evolution, including opportunities for sensitive and compatible intensification. It is also the intent of the Town to recognize existing neighbourhoods as areas that consist of primarily low-rise residential house forms that have limited potential to accommodate significant levels of intensification, but that are prime candidates for the introduction of Additional Residential Units and home-based businesses, and intensification of an appropriate form and scale. Permitted uses include residential units in low-rise and mid-rise buildings.

The Existing Neighbourhoods designation also provides general development policies for intensification which are provided below along with staff's rationale as to how the proposed development satisfies these policies:

General Development Policies for Intensification	Proposed Development Conformity
Intensification initiatives will focus primarily on residential infill, small scale redevelopment, and additional/accessory residential units, in accordance with the policies of this Plan and consistent with the associated Urban Design Manual	While the proposal is not small-scale, it is infill that is appropriately scaled for the size of the subject property and its location on a collector road. There are two other apartment buildings (three and two storeys in height) in proximity fronting St. Paul Street.
Avoid parking, driveways and garages along street frontages, including designs that would lead to parking on the boulevard; shall be located away from	No parking is proposed along the street frontage any closer than the main building and the maximum width of the driveway will be restricted to 8.0 metres.

public view and preferably internal to the site, screened by buildings and active transportation infrastructure shall be provided where possible or justifiable by the use and scale of development	
Buildings shall be placed to create a continuous street wall; the setback distance shall be determined with reference to the setback distances of adjacent buildings and provide sufficient transition from private front yards to the public street	The proposed minimum 5.0 metres and maximum 6.0 metres front yard setback will ensure that the building is consistent with the streetscape of the block, while still providing a sufficient transition to the street.
The massing and scale of the development shall be compatible with the existing and planned context	The proposed four-storey building is compatible with the area context. The massing falls outside 45-degree angular planes from the centreline of Ontario Street and the eastern property line abutting existing residential dwellings.
Main entries shall be located on the front of the building/unit and shall be highlighted in the architectural design	A main building entrance facing Ontario Street is indicated on the conceptual site plan and will be required through a future Site Plan Control application.
Ensure that end/corner units display the same level of architectural detail and articulation as that of the main front elevation	The conceptual rendering indicates an intent to provide the same level of architectural treatment on all sides of the building. Planning staff will encourage architectural treatment that considers the existing character of the area in

	accordance with the Town's Urban Design Manual but note the <i>Planning Act</i> no longer permits municipalities to control exterior design through Site Plan Control.
<p>The interface between the front yard and the sidewalk shall be designed with a combination of low fencing, stone walls and/ or hedges and shrubs that enhance the character of the streetscape</p> <p>Detailed landscape treatments shall be coordinated with the main building materials and create a year-round visually appealing presence along the street.</p>	The conceptual site plan provides space for these features which will be required through Site Plan Control.

The Existing Neighbourhoods designation also has compatibility policies that encourage development which is consistent with the Urban Design Manual and that is regulated by suitable provisions in the Zoning By-law to ensure that it is compatible with existing development in the area. Where appropriate, this can include maintenance of existing building heights, setbacks, and separations. While the proposal represents a modest height increase compared to adjacent zones, as outlined above, Planning Services staff are of the opinion that, in accordance with the proposed site-specific provisions, the proposal represents compatible development.

Land Use/Built-Form Specific Policies

Mid-Rise Buildings shall be a minimum height of 3 storeys and a maximum height of 8 storeys, or 27 metres, whichever is less. Built forms that are Mid-Rise include apartment buildings. The proposed development is a 4-storey building approximately 12.6 metres in height (with the proposed R3 zoning permitting a maximum height of 15 metres). As such, the proposal is considered a Mid-Rise building.

When a site-specific Zoning By-law is under consideration to permit new Mid-Rise Buildings, the proposed development must meet the following criteria, to the satisfaction of the Town:

Mid-Rise Building Criteria	Proposed Development Conformity?
Compatible and sensitively integrated with surrounding land uses. Special measures, such as angular planes, increased building setbacks, or enhanced landscaped buffer strips may be required in order to ensure sensitive integration.	Yes – Angular planes have been provided and reviewed and a minimum parking setback is proposed to facilitate landscaping along the eastern lot line.
Site of suitable size for the proposed development, and provide adequate landscaping, amenity features, buffering, on-site parking and garbage pickup and recycling services;	Yes – Conceptual site plan demonstrates adequate landscaping, amenities, parking, and waste collection.
Be located in proximity to parks, open space and other community facilities, services and amenities;	Yes – The subject property is within walking distance of downtown businesses, services, and amenities. Friendship Gardens Park, the Museum open space, and Central Park are all

	in proximity and linked to the site by the Train Trail.
Have access to utilities and municipal service infrastructure adequate to serve the proposed development;	Yes – utilities and municipal services are available.
Have frontage on a collector or arterial road; and	Yes - Ontario Street is a collector road.
Have convenient access to an existing or planned public transit stop.	Yes –transit stop on the north side of Ontario Street near Minnesota Street which is serviced by the East route, Crosstown route, and the Simcoe County LINX route to Wasaga Beach.
Maximum Density of 3.5 Floor Space Index (FSI)*	Yes - FSI of 3.5 = Maximum Gross Floor Area of approximately 8,150 m ² . Approximately 5,400 m ² Gross Floor Area proposed.

*FSI means the Gross Floor Area of all buildings on a lot divided by the lot area as illustrated in Figure 4 and is a tool to regulate density.

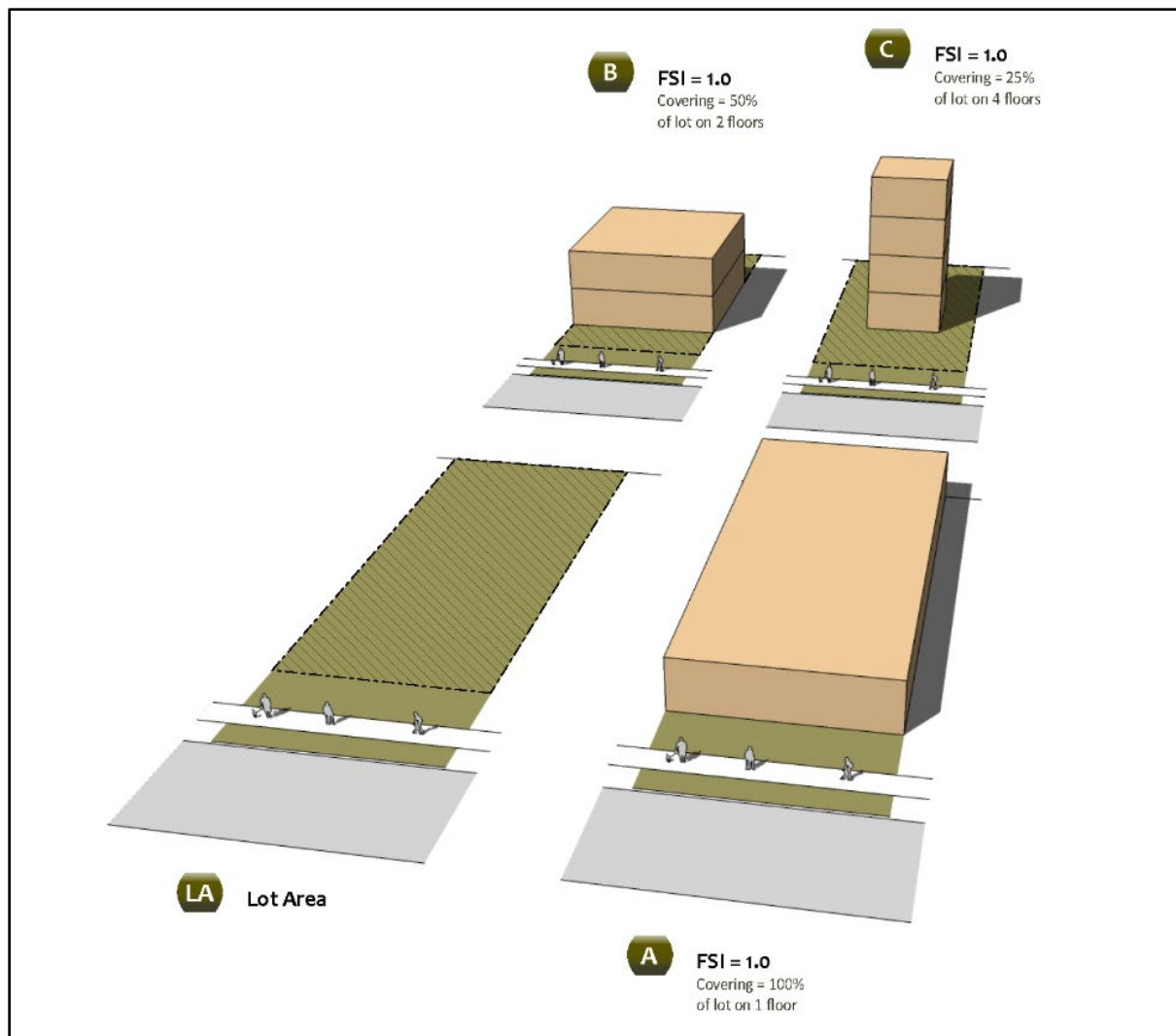


Figure 4: Illustration of what an FSI of 1.0 could look like in three different built forms on the same lot. Source: City of Toronto

Official Plan Appeals:

The proposed Zoning By-law Amendment requires the Mid-Rise and Existing Neighbourhoods policies of the 2024 Official Plan to be in force and effect in order to conform with the Town's Official Plan. All of those policies have been appealed to the Ontario Land Tribunal (OLT). As such, until appeals to those policies are resolved, the Zoning By-law Amendment would not come into force and effect.

The Pretty River Sub-Watershed - Two-Zone Concept Policies

Within the Pretty River sub-watershed, the Two-Zone Concept will be employed. As a result, the floodplain associated with the Pretty River shall consist of two zones: the floodway and the flood-fringe. The subject lands are within the flood-fringe. Permitted land uses in the flood-fringe are those identified in the underlying designation (Existing Neighbourhoods). Furthermore, all major development permitted in the flood-fringe shall be subject to Site Plan Control and all uses shall be flood-proofed to the regulatory flood standard.

The Nottawasaga Valley Conservation Authority (NVCA) has reviewed the proposal as the Town's Natural Hazards peer review expert and have no objection to the proposed Zoning By-law Amendment. Further technical details pertaining to natural hazards will be addressed through Site Plan Control and the NVCA's regulatory permitting process. The proposed zoning includes a Holding Symbol, requiring the execution of a Site Plan Agreement before the Symbol can be lifted and a building permit issued. This process provides the safeguard to ensure that flood hazard matters are addressed through detailed site design.

Based on the above, the proposal would conform with the general intent and purpose of the Town's 2024 Official Plan.

Town of Collingwood Zoning By-law

The Town of Collingwood Zoning By-law 2010-040, as amended, zones the subject property as Deferred Residential (DR). Deferred zoning applies to lands where the final zone classification is pending the enactment of a Zoning By-law Amendment to the satisfaction of Council.

The Zoning By-law Amendment proposes to establish a site-specific Residential Third Density Exception Seventy-Seven Zone together with a Holding Twenty-Three Zone [(H23) R3-77] to permit a four-storey apartment building with 60 residential dwelling units. Site specific exceptions and their rationale were previously outlined in the 'Proposal' section of this Report.

With regard to permitted height, the R3 zone permits a maximum height of 15.0 metres, whereas the R4 zone originally sought by the applicant permits a maximum height of 18.0 metres. Per Figure 5, the proposed concept has a height of approximately 12.6 metres. The 15.0 metres permitted in the parent R3 zoning provides some flexibility without encroaching into the 45-degree angular plane. A 45-degree angular plane is a tool used to manage height and building massing in relation to the public spaces and adjacent properties. Keeping building massing within a 45-degree angular plane ensures that taller buildings do not cast excessive shadows on lower buildings or public spaces and also helps to facilitate an appropriate transition between different built forms.



Figure 5: Conceptual building elevations and angular planes Source: Cusimano Architect

For context, the single detached dwellings fronting Minnesota Street and St. Paul Street are zoned Residential Second Density (R2) and single detached dwellings fronting Ontario Street in the same block as the subject property are zoned Residential Third Density (R3). In both the R2 and R3 zones, single and semi-detached dwellings have maximum permitted height of 12.0 metres. Therefore, the requested height for the subject property is 3.0 metres more than what is permitted as-of-right on adjacent

residential lots and the concept currently only proposes a height that is 0.6 metres more than what is permitted on adjacent residential lots.

As noted above, an apartment building use is permitted to have an accessory day care centre on the first-storey to a maximum of 25% of the Gross Floor Area of the first-storey. While a day care is not currently proposed as part of the redevelopment, should the concept change, an accessory day care would be permitted on-site.

Parking Provisions:

As outlined in the following table the proposal provides the minimum number of required parking spaces:

Required	Number of Parking Spaces Proposed
Minimum 0.5 spaces per unit plus an additional 0.25 spaces per unit for visitor parking: 0.5 x 60 units = 30 spaces 0.25 x 60 units = 15 spaces 45 spaces total	45 spaces

Financial Impacts

Maintaining an adequate, appropriate and orderly supply and mix of residential, commercial, and industrial units in anticipation of future development and servicing conditions provides a long-term foundation for stable community growth and results in the generation of growth-related revenue associated with building permit fees, development charges, taxes, and other related fees.

Conclusion

Due to the active appeals to the 2024 Official Plan, should Council pass the Zoning By-law Amendment, it would not come into full force and effect until such time as the Ontario Land Tribunal (OLT) approves the applicable appealed sections of the Town's 2024 Official Plan. Per Section 24(2) of the *Planning Act*, Council may pass a by-law that does not conform with the Official Plan, but will conform when the amended Official Plan comes into effect.

There has been concurrent evaluation of the site plan, with details to be dealt with through a future Site Plan Control application as outlined in this Report.

Several changes have been made to the proposal since the public meeting to address technical and public comment as summarized below:

- Changing from a Residential Fourth Density Exception zone to a Residential Third Density Exception zone, resulting in maximum permitted height reduction from 18 metres to 15 metres;
- Enhanced Landscaped Open Space exception - 30% is proposed whereas 25% was originally requested;
- Requirement for a minimum parking space setback from the eastern interior lot line of 2.5 metres to allow for landscaping;
- Minimum and maximum front yard setbacks together with parking required to be located behind the front elevation of the main building to help ensure an attractive streetscape; and
- Parking space length that meets the minimum requirements.

Based on the land-use planning analysis and development review process, Planning Services confirms that the submitted proposal is in conformity to and consistent with the relevant land use planning instruments and has considered input from internal/external commenting agencies and that comments received from the public have been addressed. Therefore, it is recommended that the proposed Zoning By-law Amendment be enacted and passed.

3. Input from Other Sources

The subject application was circulated to Town Departments, third-party peer reviewers, and external agencies for review and comment. All concerns related to the proposed Zoning By-law Amendment have been satisfactorily addressed.

The following supporting documents were provided in support of the application and confirmed and/or reviewed by the applicable experts:

- Planning Justification Report [April 2024], [KLM Planning];
- Draft Zoning By-law Amendment [April 2024, last March 2025], [KLM Planning];
- Conceptual Site Plan [April 4, 2024, last revised November 6, 2024], [Cusimano Architect];
- Flood Hazard Study [April 10, 2024], [Crozier & Associates Inc.];
- Functional Servicing and Preliminary Stormwater Management Report [March 2024], [Crozier & Associates Inc.];
- Parking Justification Study [April 2024], [Crozier & Associates Inc.];
- Phase I Environmental Site Assessment [April 9, 2024], [Crozier & Associates Inc.];
- Transportation Impact Study, [April 2024], [Crozier & Associates Inc.];
- Conceptual 3D Rendering, [August 19, 2024]; [Cusimano Architect];
- Angular Plane Diagrams, [March 7, 2025]; [Cusimano Architect]; and
- Property Survey, [Patten & Thomsen Limited].

Third-party peer review was undertaken for traffic, landscape architecture, and natural hazards. The following peer review reports were provided:

- Traffic [June 12, 2024], [R.J. Burnside & Associates Limited];
- Landscape Architecture [June 21, 2024, last revised December 6, 2024], [SGL Planning & Design Inc.]; and
- Natural Hazards [September 24, 2024], [NVCA].

The Town held a Statutory Public Meeting regarding the proposed Zoning By-law Amendment on September 23, 2024. Fourteen people provided oral submissions at the

public meeting. The Public Meeting minutes are attached to this Report as Resource ‘1’. Furthermore, ten people submitted written comments (see Appendix ‘C’), including two comments in support of the proposal noting the proposal would be a good use of the lands and that there is a high demand for additional housing, specifically apartments in the community. The oral and written comments raised by the public cited concerns generally related to height, parking/traffic, noise, community character/architecture, soil contamination, flooding, drainage, loss of the existing day care, environmental impacts, impacts to light/views, and radiation levels from the existing telecommunications tower. In response to the concerns raised, staff offer the following:

Height: The proposal meets the requirements of the 2024 Official Plan for compatibility of a mid-rise building. The proposal has also been changed from a R4 exception zone (permitting a maximum height of 18.0 metres) to a R3 exception zone (permitting a maximum height of 15.0 metres). Angular plane diagrams submitted in support of the proposed development demonstrate the proposal does not impact the 45-degree angular planes from the eastern lot line or the centreline of Ontario Street. The proposed zoning would permit a maximum height that is 3.0 metres more than the permitted as-of-right height on adjacent properties, with the current concept being only 0.6 meters greater.

Parking/Traffic: The proposal demonstrates that the minimum required parking can be provided on-site. The original application required site-specific parking exceptions, however Council subsequently reduced the minimum required parking for apartment dwellings Town-wide since that time and the proposal now complies with the Zoning By-law, as amended. The original proposal also included shorter parking spaces, which is no longer being requested. The proposed parking spaces satisfy the minimum 6.0 metres in length. A Traffic Impact Study was submitted and peer reviewed by R.J. Burnside and Associates Limited, and no concerns were identified. The location also provides ample opportunity for the use of public transit and active transportation to reach community amenities and services.

Noise: The proposal is fully residential and currently there is no accessory commercial or other non-residential uses proposed. There is no reason to suspect that the use would cause incompatible noise levels for existing residents in the area. Waste collection would likely occur once per week which is consistent with the County of Simcoe weekly curbside collection services. The property (like all others) would be subject to compliance with the Town's Noise By-law. A Noise Impact Study will be required in support of the future Site Plan Control application, which will be peer reviewed by the Town's third-party noise consultant to confirm acceptable noise levels associated with HVAC equipment. Any pertinent noise abatement requirements would be incorporated into the Site Plan Agreement.

Community Character/Architecture: A number of site-specific provisions outlined above are intended to ensure that the proposal is appropriate to the existing neighbourhood context. The proposal complies with the compatibility criteria in the Town's 2024 Official Plan for Mid-Rise Buildings and intensification within the Existing Neighbourhoods designation and will be subject to further review against the Town's Urban Design Manual as part of a future Site Plan Control application process. While architectural style can no longer be controlled for development on properties that are not subject to a heritage designation, staff will continue to encourage an architectural style that aligns with the Urban Design Manual through Site Plan Control. It should also be noted that there are two existing apartment buildings on St. Paul Street in close proximity to the subject property.

Soil Contamination: A Phase I Environmental Site Assessment (ESA) was submitted in support of the application and reviewed by Infrastructure Growth and Development staff to the satisfaction of the Town. While no evidence of actual environmental contamination was found, a Phase II ESA will be required in support of the future Site Plan Control application, in accordance with the Phase I recommendations, to confirm the site is clear of any potential sources of contamination. As previously noted, development cannot proceed before a Site Plan Agreement is executed and the Holding Symbol lifted, ensuring that site contamination will be examined and if necessary, addressed.

Flooding: As noted above, the site is located within the Pretty River Flood Fringe. A Flood Hazard Study was submitted in support of the application. The NVCA has reviewed the proposed Zoning By-law Amendment as the Town's Natural Hazards peer review expert and they have no concerns with the proposal. Similarly, Site Plan Control and Conservation Authority permits are requirements for this proposal and will ensure that flood hazard matters are addressed.

Drainage: A preliminary stormwater management report was submitted in support of the application and reviewed by Infrastructure Growth and Development staff to the satisfaction of the Town. A final stormwater management report will be required in support of the future Site Plan Control application to ensure that appropriate drainage will be provided for the proposed development and that any existing conditions, such as drainage onto the property from adjacent properties is addressed without negative impacts. The Town will also be relocating the existing Minnesota Drain storm sewer, which currently crosses the eastern side of the property into a proposed easement on the western side of the property, adjacent to the Train Trail. This work is anticipated to be completed this year and as noted in other sections, will be required to be addressed in the Site Plan Control agreement in advance of any redevelopment.

Loss of the Existing Day Care: It is recognized that the existing day care is an important community asset. While the Town can permit the use of a day care through the proposed zoning on the subject property (an accessory day care would continue to be permitted under the proposed zoning), the Town can't require a day care to continue to operate on-site. The Town's Economic Development staff have been connected with the existing day care operators, should they require assistance in seeking another suitable location. The developer does not have a specific timeline for the continued operation of the existing day care on site. Staff understand that the applicant considered incorporation of the day care into the redevelopment, but were challenged to accommodate the use in accordance with Ministry requirements such as appropriate outdoor space.

Trees and Environmental Impacts: There are no identified natural heritage features on the subject property. Landscaping with native species will be required and a 30% tree canopy coverage at maturity will be sought through the future Site Plan Control application, supported by an arborist report and landscape plan to evaluate the health of existing trees for preservation and new plantings. A minimum 2.5 metre setback from the eastern lot line to the proposed parking area will ensure there is suitable space for landscaping along the eastern lot line. The proposal has macro environmental benefits, representing intensification in an existing built-up area and would provide additional dwellings in close proximity to transit, active transportation routes, and community services and amenities, reducing vehicle reliance and urban sprawl.

Impacts to Light/Views: Further to the height commentary above, the proposal would permit a height that is 3.0 metres more than adjacent properties. Additionally, the submitted angular plane diagrams demonstrate the building massing is appropriate and outside the 45-degree angular plane from the eastern lot line, which would minimize shadows on the existing, adjacent residential properties. Planning staff are of the opinion that the proposal represents compatible development and will not adversely impact neighbouring residential properties. There are no policies or planning tools to protect views from one private property to another.

Telecommunication Radiation Levels: There is an existing telecommunications tower on Ontario Street near the subject lands and west of the Train Trail. Telecommunication towers and radiation levels are regulated by the Federal Government, specifically Innovation, Science and Economic Development Canada (ISED). There are no changes proposed to the existing telecommunications tower as a result of the proposed development.

In addition to the above public comments, at the Public Meeting members of Council inquired about the proposed location of the waste bins and whether they could be relocated closer to the Train Trail, the size and type of dwelling units, and whether electric vehicle charging stations are proposed. These specific matters of site layout and design would be confirmed and addressed through the future Site Plan Control

application. Staff have heard Council's concerns and will take them into account when reviewing the Site Plan Control application.

Report P2025-11 was forwarded to Department Heads on April 22, 2025, and the content of this Report responds to the feedback received.

4. Applicable Policy or Legislation

- *Planning Act* (1990, as amended)
- Provincial Planning Statement (2024)
- Simcoe County Official Plan (2016)
- Town of Collingwood Official Plan (2024)
- Town of Collingwood Zoning By-law 2010-040

5. Considerations

2024-2028 Community Based Strategic Plan: Advances pillar(s) below:

- | | | | |
|--|---|--|--------------------------------------|
| <input checked="" type="checkbox"/> Sustainable | <input checked="" type="checkbox"/> Connected | <input checked="" type="checkbox"/> Vibrant | <input type="checkbox"/> Responsible |
| <input type="checkbox"/> Services adjusted if any | | Not applicable | |
| <input checked="" type="checkbox"/> Climate Change / Sustainability: | | The proposed development represents intensification within an existing built-up area near active transportation routes, transit, and community services and would contribute toward a compact and complete community and reducing vehicle reliance and urban sprawl. | |
| <input checked="" type="checkbox"/> Communication / Engagement: | | Public Engagement has occurred | |
| The proposed development has been posted on the Town's website and the Notice of Complete Application and Public Meeting for the Zoning By-law Amendment was published in the Collingwood Today online newspaper and circulated to property owners within 120 metres of the subject property. A Public Meeting was held on September 23, 2024. | | | |
| <input type="checkbox"/> Accessibility / Equity, Diversity, Inclusion: Not Applicable | | | |

☐ Registered Lobbyist(s) relating to content: Not Applicable

Next steps and future action required following endorsement:

- Notice of Passing By-law prepared and circulated/published
- 20-day appeal period
- Will not come into force or effect until the appeals to the 2024 Official Plan are resolved
- Future Site Plan Control application
- Future Removal of Holding Zone application

6. Appendices and Other Resources

Appendix A: Zoning By-law Amendment

Appendix B: Preliminary/Conceptual Site Plan

Appendix C: Written Public Comments

Resource 1: [Public Meeting Minutes](#)

7. Approval

Prepared By:

Justin Teakle, MICP, RPP
Senior Planner

Reviewed By:

Lindsay Ayers, MCIP, RPP
Manager, Planning

Submitted By:

Summer Valentine, MCIP, RPP
Director, Growth and Development

CAO Comments:

☐ Endorsed by CAO Skinner on Click or tap to enter a date. to proceed to Council.



EXPLANATORY NOTE
TO THE CORPORATION OF THE TOWN OF COLLINGWOOD
BY-LAW No. 2025-0XX

By-law No. 2025-0XX is a By-law under the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, for prohibiting the use of land for or except for such purposes as may be set out in the By-law.

The purpose and effect of the proposed Zoning By-law Amendment is to rezone 180 Ontario Street from the Deferred Residential (DR) zone to Holding Twenty-Three Residential Third Density Exception Seventy-Seven [(H23)R3-77] zone to permit an apartment building together with site-specific provisions.

The By-law will be in conformity with the 2024 Official Plan of the Town of Collingwood, as amended, when the applicable policies are no longer subject to appeal and come into effect. Section 24(2) of the *Planning Act* allows a council to pass a by-law that does not conform with the official plan but will conform once the amendments come into effect.



BY-LAW No. 2025-0XX
OF THE
CORPORATION OF THE TOWN OF COLLINGWOOD



BEING A BY-LAW UNDER THE PROVISIONS OF SECTION 34 OF THE
PLANNING ACT, R.S.O. 1990, C. P.13, AS AMENDED

WHEREAS Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, permits a Council to pass a by-law prohibiting the use of land, buildings or structures for or except for such purposes as may be set out in the by-law within the municipality or within a defined area or areas;

AND WHEREAS Section 24(2) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, permits a Council to pass a by-law that does not conform with the Official Plan but will conform with it when an amendment to the Official Plan comes into effect, in this case a newly approved Official Plan;

AND WHEREAS Collingwood Zoning By-law No. 2010-040 is the governing By-law of the Corporation of the Town of Collingwood and such was finally passed by the Council of the Town of Collingwood on April 12, 2010;

AND WHEREAS the Council of the County of Simcoe approved a new 2024 Official Plan on September 24, 2024;

AND WHEREAS the Council of the Corporation of the Town of Collingwood has deemed it advisable to amend Collingwood Zoning By-law No. 2010-040, and thus implement the 2024 Official Plan of the Town of Collingwood;

AND WHEREAS this by-law will come into effect once the applicable 2024 Official Plan policies are no longer subject to appeal and come into effect in accordance with Section 24(2) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended;

AND WHEREAS Council deems that adequate public notice of the public meeting was provided and adequate information regarding this Amendment was presented at the public meeting held September 23, 2024, and that a further meeting is not considered necessary in order to proceed with this Amendment;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD ENACTS AS FOLLOWS:

- 1. THAT** Schedule “A” of Collingwood Zoning By-law No. 2010-040, as amended, is hereby further amended in accordance with Schedule “1” attached hereto by rezoning said lands from the DEFERRED RESIDENTIAL (DR) ZONE to a HOLDING TWENTY-THREE RESIDENTIAL THIRD DENSITY EXCEPTION SEVENTY-SEVEN (H23) R3-77 ZONE.
- 2. THAT** Section 6.5 titled Residential Exception Zones of the Collingwood Zoning By-law No. 2010-040, as amended, is hereby amended in part by adding the zone classification of RESIDENTIAL THIRD DENSITY EXCEPTION SEVENTY-SEVEN (R3-77) ZONE with the provisions as follows:

RESIDENTIAL THIRD DENSITY EXCEPTION SEVENTY-SEVEN – R3-77 ZONE

The following zoning exceptions shall apply:

Minimum Front Yard:	5.0 m
Maximum Front Yard:	6.0 m
Minimum Interior Side Yard (west):	5.0 m
Minimum Landscaped Open Space:	30%

Notwithstanding Provision 5.3.2.2, the maximum entrance width shall be 8.0 m.

A parking space shall not be located closer to the front lot line than the closest exterior wall projection of the main building.

A parking space shall be setback a minimum of 2.5 m from the east interior lot line.

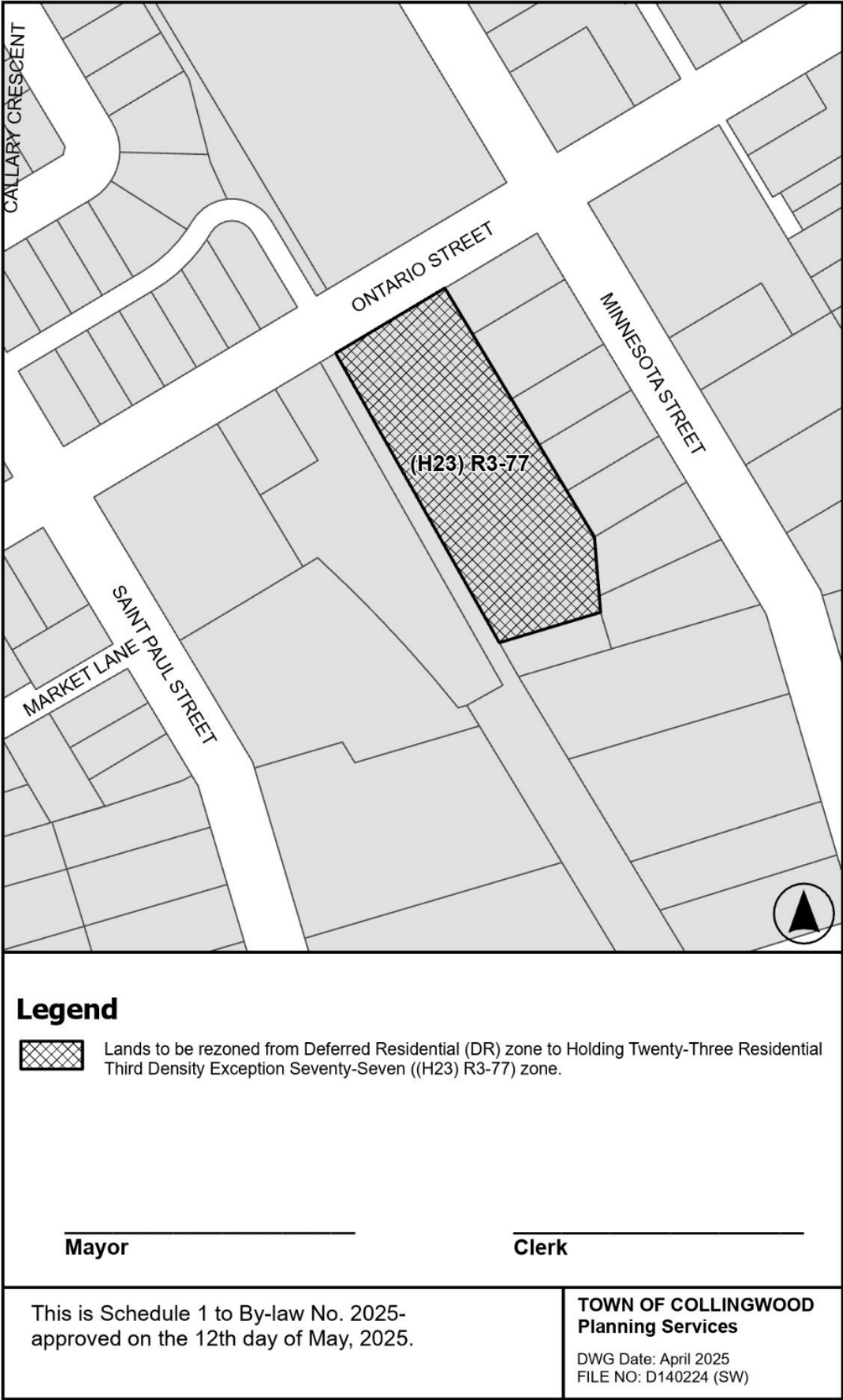
- 3. **THAT** Collingwood Zoning By-law No. 2010-040 is hereby amended to give effect to the foregoing, but Collingwood Zoning By-law 2010-040 shall in all other respects remain in full force and effect.
- 4. **THAT** this By-law shall come into force and effect on the date it is enacted and passed by the Council of the Corporation of the Town of Collingwood, subject to the 2024 Official Plan for the Town of Collingwood coming into force and subject to notice hereof being circulated in accordance with the provisions of the *Planning Act* and Ontario Regulation 545/06, and if required as a result of such circulation the obtaining of the approval of the Ontario Land Tribunal.

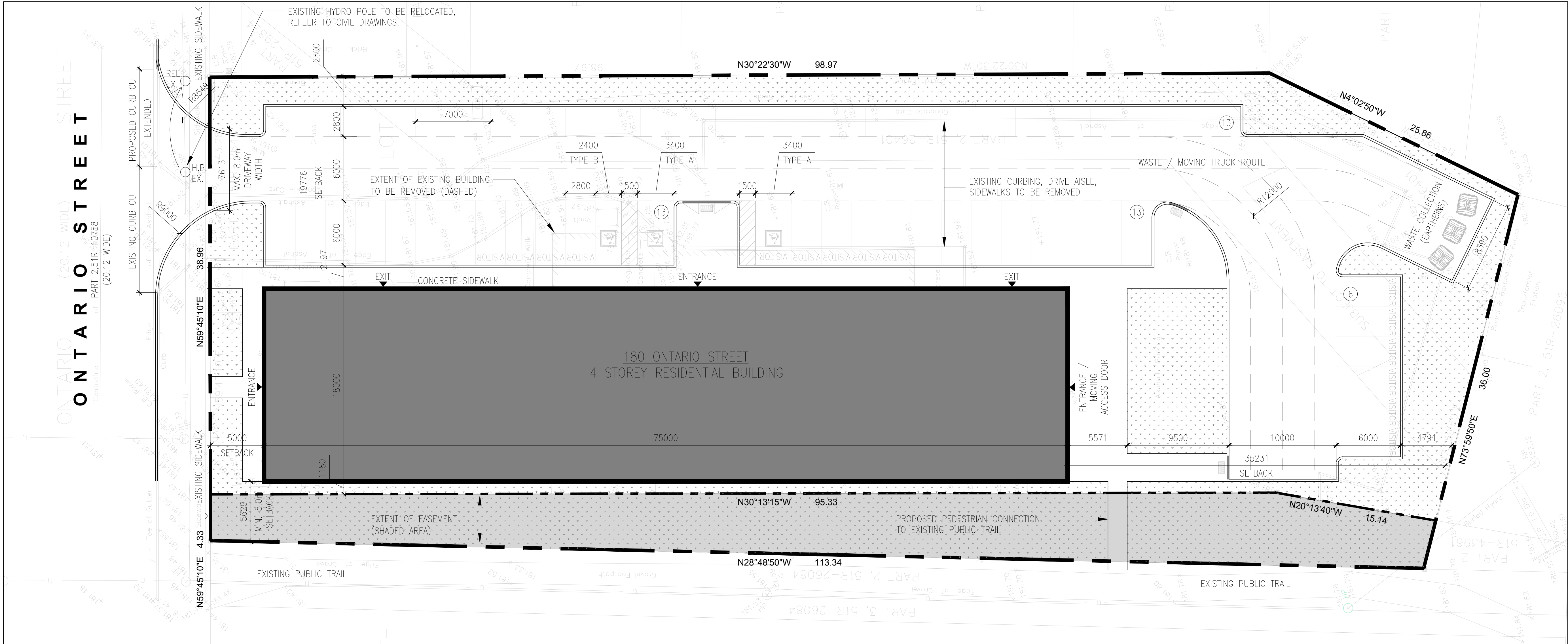
ENACTED AND PASSED THIS 12TH DAY OF MAY, 2025.

MAYOR

CLERK

180 Ontario Street
Town of Collingwood
County of Simcoe



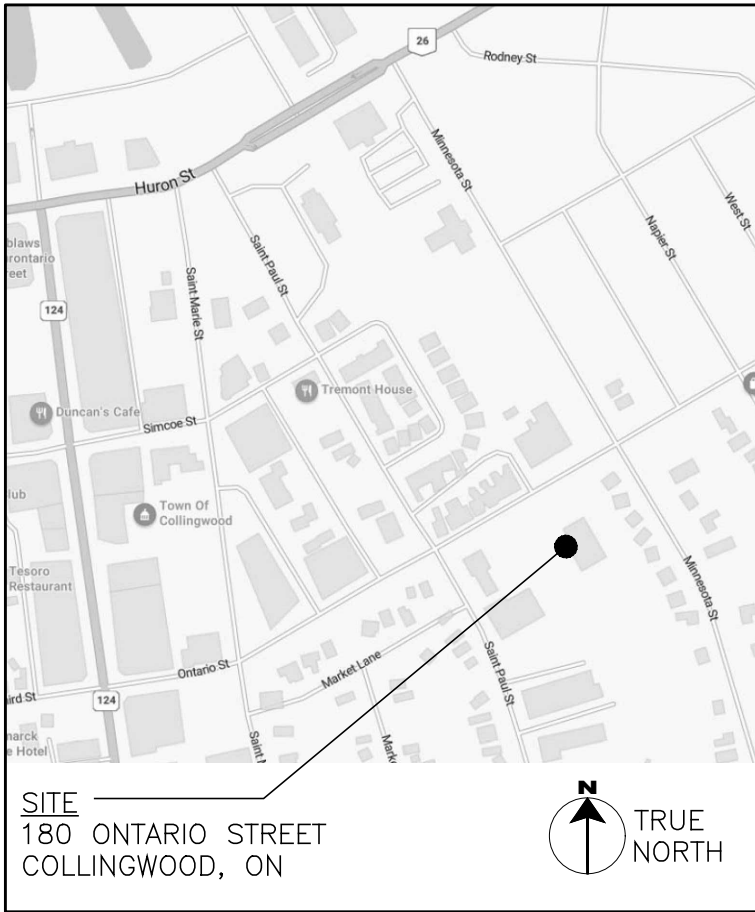


1
A100
PROPOSED SITE PLAN
SCALE: 1:200

ZONING REQUIREMENTS		
ZONING CATEGORY: RESIDENTIAL FOURTH DENSITY (R4) ZONE		
LOT REGULATIONS	REQUIRED	PROVIDED
MINIMUM LOT AREA	NIL	5,193 sqm
MINIMUM LOT FRONTAGE	30.0 m	43.29 m
MINIMUM FRONT YARD	7.5 m	5.00 m
MINIMUM INTERIOR SIDE YARD (WEST)	7.5 m	5.62 m
MINIMUM INTERIOR SIDE YARD (EAST)	7.5 m	19.97 m
MINIMUM REAR YARD	7.5 m	35.23 m
MAXIMUM HEIGHT	18.0 m	18.00 m
MAXIMUM LOT COVERAGE	40 %	26.00 %
MINIMUM LANDSCAPED OPEN SPACE	40 %	(1,513 sqm) 30 %
GROSS FLOOR AREA		
TYPICAL FLOOR AREA	1,350 sqm	14,531 sqft
TOTAL GFA (4 FLOORS)	5,400 sqm	58,124 sqft
UNIT COUNT		
	15± UNITS PER FLOOR	60± UNITS TOTAL
PARKING REGULATIONS		
RESIDENTIAL USE: 0.50 SPACES PER DWELLING UNIT	60 UNITS 60 X 0.50 = 30 SPACES	60 UNITS 60 X 0.50 = 30 SPACES
RESIDENTIAL USE: VISITOR PARKING 0.25 PER UNIT	60 UNITS 60 X 0.25 = 15 SPACES	60 UNITS 60 X 0.25 = 15 SPACES
TOTAL PARKING SPACES	45 SPACES	45 SPACES
MINIMUM DRIVE ENTRANCE WIDTH		
	7.50 m	7.61 m
MINIMUM DRIVE AISLE WIDTH		
	6.00 m	6.00 m
PARKING STALL SIZE (W X L)		
	2.80 m X 6.00 m	2.80 m X 6.00 m
ACCESSIBLE STALL SIZE (W X L)		
	4.50 m X 6.00 m	4.50 m X 6.00 m
DELIVERY SPACE SIZE (W X L)		
	3.50 m X 6.00 m	3.50 m X 6.00 m

LEGEND	
	PROPERTY LINE
	PROPOSED EASEMENT
	PROPOSED BUILDING
	LANDSCAPED AREA MINIMUM LANDSCAPE OPEN SPACE 30%

SITE PLAN INFORMATION IS TAKEN FROM PLAN OF SURVEY
PREPARED BY ZUBEK, EMO PATTEN & THOMSEN LTD.
DATED: DECEMBER 12, 2022
PLAN 51R-43961
PART OF NORTH HALF OF LOT 43
CONCESSION B
(FORMERLY TOWNSHIP OF NOTTAWASAGA)
TOWN OF COLLINGWOOD
COUNTY OF SIMCOE



P2025-11 Appendix "B": Conceptual Site Plan

This drawing, as an instrument of service, is provided by and is the property of DANIEL L. CUSIMANO, ARCHITECT.

The contractor must verify and accept responsibility for all dimensions and conditions on site and must notify DANIEL L. CUSIMANO, ARCHITECT, of any variations from the supplied information.

This drawing is not to be scaled.

The architect is not responsible for the accuracy of survey, structural, mechanical, electrical, etc., information shown on this drawing. Refer to the appropriate consultant's drawings before proceeding with the work.

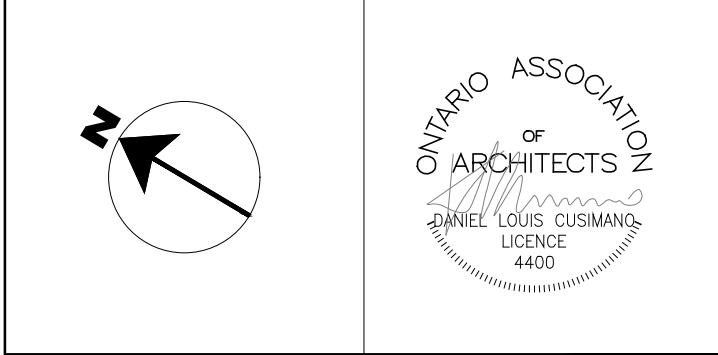
Construction must conform to all applicable codes and requirements of authorities having jurisdiction.

The contractor working from drawings not specifically marked "For Construction" must assume full responsibility and bear costs for any corrections or damages resulting from this work.

PRINT DATE:
2024-11-06

2	REVISED FOR REQUIRED PARKING ZONING BY-LAW	2024-10-07
1	REVISED FOR REDUCED PARKING ZONING BY-LAW	2024-08-26
No.	DESCRIPTION	DATE
R E V I S I O N S		

3	ISSUED FOR RESUBMISSION	2024-11-06
2	ISSUED FOR 1ST ZONING BY-LAW AMENDMENT REVIEW	2024-04-04
1	ISSUED FOR CLIENT REVIEW	2023-08-18
No.	DESCRIPTION	DATE
ISSUED FOR		



PROJECT:
PROPOSED RESIDENTIAL BUILDING DEVELOPMENT
180 ONTARIO STREET
COLLINGWOOD, ON L9Y 3S5

DATE: AUGUST 2024	DWN. BY: MR	CH'D. BY: DLG
DRAWING TITLE: PROPOSED SITE PLAN & SITE STATISTICS		
SCALE: AS NOTED	DRAWING No.: A100	
PROJ. NO.: 2024-02		

P2025-11 Appendix "C" Written Public Comments

Justin Teakle

From: Jesse Matchett [REDACTED]
Sent: Wednesday, June 5, 2024 9:01 AM
To: Justin Teakle
Subject: 180 Ontario St.

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

I am an adjacent land owner and wish to be notified of any and all public meetings along with notices regarding the proposed Zoning By-law amendment.

I am opposed to the proposed zoning amendment greater than an R2 zoning change for the subject property. The existing daycare also serves a great need in the community.

Regards Jesse

[REDACTED]
Collingwood, ON
[REDACTED]

Justin Teakle

From: Sandi Beach McLean [REDACTED]
Sent: Wednesday, June 5, 2024 4:24 PM
To: Justin Teakle
Subject: Proposed Apartment Building at 180 Ontario Street

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

Dear Justin

As a taxpayer at [REDACTED] we are "outraged" by the possibility of a four story building with 60 Units on the south side of Ontario St. Callary Cr is already inundated with an overflow of cars morning till evening accessing the Yoga Studio. With the minimal parking spots proposed for this building we will have another burden of excessive car parking problems on Callary Cr.

Please inform us when there will be a meeting for concerned residents in Olde Town to attend. Indeed a "blizzard of shame." for an apartment to be on Ontario St.

With thanks,
Thomas Wilson, Sandi Beach, McLean
[REDACTED]
Collingwood

Justin Teakle

From: [REDACTED]
Sent: Thursday, June 13, 2024 8:10 PM
To: Justin Teakle
Subject: 180 Ontario St Collingwood

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

Thank you for notifying the residents across the street from this address regarding a 4 storey apartment building with 60 units.

A number of homes across the street from this address are concerned about parking for these units.

Please contact us regarding a public meeting. There is a lot of traffic in this area already and 60 plus more cars in an area where the people in the houses across the street from this said property are all seniors who drive slow.

Jane & Alan Metheral

[REDACTED]

[REDACTED]

Sent from my iPhone

Justin Teakle

From: Kyle Millar [REDACTED]
Sent: Monday, July 8, 2024 4:48 PM
To: Justin Teakle
Subject: 180 Ontario St

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

Hi Justin

I hope you are doing well. I'm following up on the voicemail you left for me regarding the motion to build a low rise building at 180 Ontario place.

The location is currently a preschool that holds close to 100 children in daycare which we desperately need in Collingwood. If this building is demolished what is the plan to help accommodate parents for their childcare needs as we are facing such a shortage. Is there a process to fight for his motion?

If it is easier talk on the phone I can be accessible all day tomorrow.

Thanks so much

Kyle

From: [REDACTED]
Sent: Wednesday, July 10, 2024 8:22 AM
To: Justin Teakle <jteakle@collingwood.ca>
Cc: [REDACTED]
Subject: Water Drainage - 180 Ontario Street

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

Good morning Justin,

As I am sure you are aware there is a drainage ditch built in 1996 that runs on the subject property to collect the runoff and sump pump effluent from the new homes on the west side of Minnesota Street. This ditch begins behind 222 Minnesota Street and ends in a purpose built grate at the Ontario Street end. Each of the seven houses have their sump water directed into this ditch through pipes that terminate at the ditch. Each of the lots are graded to the west, and the ditch, as well.

The Conceptual Site Plan included in the Zoning Bylaw Amendment shows no such ditch. In fact, it details parking spots directly over the existing ditch.

Would you please let me know what the plan is to collect this water going forward? Will we be connected to the larger pipe that runs under the subject property? It is important to note that these seven properties were not permitted to attach our sump pipes to the storm sewer which runs under Minnesota Street at the time of construction. The Town directed the construction of the ditch and grate on the subject property at the time.

Thank you for your attention to this matter.

Regards,

Duncan Hawkins

[REDACTED]
[REDACTED] or [REDACTED]

A) List of questions/concerns re Proposed Rezoning and development of 180 Ontario St, Collingwood.

Site Plan

- 1) Has the proposed development followed the Town's Urban Design Standards?
- 2) Is adequate parking been provided such that street parking in neighbouring areas will not occur as a result of overflow from this building's residents or guests.
- 3) Was a truck turning template for waste collection and deliveries used to optimize access and minimize reversing (back up noise indicators)?
- 4) Has a lighting study been completed confirming the impact of proposed site and building lighting on the surrounding neighbours?
- 5) Has building showdown analysis or shadow study been completed?
- 6) Will the developer be required to install privacy fencing along the east side of the property between the parking area and the rear yards of the residents on Minnesota Street? Please define if they are required to replace the wooden 6 foot high privacy fence that currently exists.
- 7) Has snow storage been identified on the proposed development? Given the location of the parking, waste collection, delivery space and amenity it would appear minimum space is available.
- 8) Has EPCOR provided comment given the proximity of their neighbouring substation at the rear of the property?

Servicing

- 1) Has the functional servicing report confirmed water and wastewater capacity for the proposed development?
- 2) Will the new development meet the minimum requirements for water and wastewater allocation under the new Town application process? Regarding wastewater, has the capacity of the Minnesota Street Sewage Pumping Station been reviewed to confirm capacity?

Approvals

- 1) Current application is only for rezoning. What is the timeline for planning approval for the site plan and development?
- 2) The property is within the NVCA jurisdiction. Has approval been given by the NVCA?
- 3) What were the results of the Stage 1 and 2 Archaeological Assessment given that this property was identified as having archaeological potential under the County's management plan.

Trees

- 1) Has an arborist been retained to determine the impact of construction on the surrounding mature trees?
- 2) How will these trees be protected during construction.
- 3) If any trees are identified for removal or if neighbouring trees are impacted by construction how is this being addressed under the guide lines of the Town's Urban Forrester Management Plan?

Storm Water and Minnesota Street Drainage issues

- 1) It appears the reason the existing rear parking lot has collapsed is because the storm sewer that runs under the back corner of the property has failed and collapsed. This has resulted in the failure and sinking of the back yard at 212 Minnesota Street into the storm sewer behind. The town engineering department has been informed of this issue. Is the town planning to correct this issue with a proper retaining wall?

- 2) The Minnesota Storm Sewer reconstruction project, which seems to be proceeding ahead of the rezoning and potential future development of the Ontario Street property, needs to make accommodations for the sump pump discharges from the rear yards of several Minnesota street residences that were permitted by the Town when these homes were constructed circa 1996. These sumps currently discharge into the existing storm drainage infrastructure that is understood to be relocated/modified such that the water discharged from the properties may not have an outlet and will result in flooding and damage to multiple private properties.

Thank you for your answers to these questions/concerns. I look forward to your response.

A handwritten signature in black ink, appearing to read 'M. Wesibrod', written in a cursive style.

Dr. Matthew Wesibrod MD, CCFP

Justin Teakle

From: Bob Cook [REDACTED]
Sent: Wednesday, August 28, 2024 11:23 AM
To: Justin Teakle
Subject: 180 Ontario

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

I would like to address council with regard to the proposal. Specifically I have serious concerns with the parking minimums and spaces as proposed.

Would you please include me on the agenda.

Bob Cook

[REDACTED]

Collingwood

180 ONTARIO STREET DEVELOPMENT

TO: Collingwood Municipality
FROM: Matthew Weisbrod on behalf of residents of Minnesota Street
RE: Site Concerns 180 Ontario Street
DATE: September 23, 2024

I. Executive Summary

1. Phase 1 Environmental Site Assessment (ESA)

- **Historical Contamination:** Rail lines and a fuel terminal raise concerns about petroleum and coal contamination.
- **Waste Oil Contamination:** Past use as a vehicle maintenance facility poses soil contamination risks.
- **Hazardous Materials:** Possible PCBs in old light fixtures, asbestos, and lead-based paint in the building.
- **Transformer Risk:** Nearby transformers since 1966 may contribute to PCB contamination.
- **Nearby Fuel Tanks:** Former fuel tanks north of the site could have contaminated soil and groundwater.

Action Items for the Municipality

- Require a Phase II ESA to assess contamination risks.
- Investigate soil and groundwater for fuel and waste oil contamination.
- Ensure hazardous material removal for PCBs, asbestos, and lead-based paint.

2. Functional Servicing and Stormwater Management Report

- **Flood Risk:** The site is within a regulated floodplain (Pretty River Spill Zone), relying on future floodproofing and culvert upgrades, adding uncertainty to flood resilience.
- **Stormwater Runoff:** Increased impervious surfaces (up to 80%) risk ponding and runoff issues, dependent on Minnesota Drain upgrades.
- **Sanitary Sewer and Capacity Issues:** No existing sanitary sewer; Collingwood Wastewater Plant is nearing capacity.
- **Erosion Control:** Stormwater discharge into Georgian Bay poses environmental risks if controls fail.
- **Fire Flow Demand:** High fire flow demand exceeds typical requirements, stressing local infrastructure.

Action Items for the Municipality

- Ensure floodproofing and culvert upgrades.
- Review stormwater management/ Confirm sewer service and wastewater expansion.
- Monitor erosion controls / Assess fire flow infrastructure capacity.

3. Parking Justification Study

- **Parking Shortage:** The development is 15 spaces below the required 75, risking congestion in nearby residential areas.
- **Visitor Parking Deficiency:** Short by 3 visitor spaces, causing potential spillover into residential areas.
- **Non-compliant Parking Dimensions:** Stalls are smaller than by-law requirements, affecting usability.
- **Over-reliance on Public Transit:** Low transit frequency and unrealistic assumptions about reduced car use may not alleviate parking demand.

Action Items for the Municipality

- Address parking shortfall and visitor overflow.
- Ensure compliance with parking dimension requirements.
- Reassess assumptions on transit and active transportation's impact on parking needs.

4. Planning Justification Study

- **Flood Risk:** Site in a floodplain; relies heavily on floodproofing, which poses risks if not implemented or maintained properly.
- **Infrastructure Strain:** Uncertainty around whether local water and sanitary services can handle the new load.
- **Zoning Issues:** Requires a zoning amendment and seeks exceptions that may negatively impact the community.
- **Parking Shortage:** Insufficient parking could lead to overflow in surrounding streets.
- **Neighborhood Impact:** Increased density and building height may disrupt the local character and increase traffic.

Action Items for the Municipality

- Evaluate floodproofing reliability and infrastructure capacity.
- Ensure the zoning amendment aligns with community needs.
- Address parking and traffic concerns / Consider the density impact on the neighborhood.

5. Transportation Impact Study

- **Increased Traffic:** 15 a.m. and 24 p.m. peak trips may contribute to congestion, despite LOS "B" ratings.
- **Pedestrian and Cyclist Safety:** Increased traffic risks for pedestrians, especially at the unpainted Train Trail crossing.
- **Maneuverability Issues:** Service vehicles require complex maneuvers, posing potential safety concerns.
- **Underestimated Traffic Growth:** The 2% growth rate may not account for future developments, risking infrastructure overload.
- **Limited Study Scope:** Study focused only on site access, ignoring nearby intersections.

Action Items for the Municipality

- Reassess traffic impact with a wider scope and higher growth assumptions.
- Implement traffic calming measures and improve pedestrian crossings.
- Address maneuvering concerns for larger vehicles on-site.

II. The Phase I Environmental Site Assessment (ESA)

1. Historical Contaminants from Past Site Uses:

- **Rail Lines and Fuel Terminal:** A rail spur ran through the site, and the Regent Oil Co. operated a bulk fuel terminal on the northern portion of the site in the mid-1950s. These past uses suggest the potential for contamination from petroleum hydrocarbons, ash, coal deposition, and other substances associated with railway and fuel storage.
 - **Collingwood Public Utilities Commission Facility:** The site was used as a vehicle maintenance facility by the Collingwood Public Utilities Commission from 1966 to 1998, registered as generating waste oil. Waste oil handling often leads to soil contamination, which could pose environmental risks.
2. Recommendation for a Phase II ESA:
- Due to the concerns mentioned, the report strongly recommends a **Phase II ESA** to investigate potential contamination from the site's historical uses, including the rail line, fuel terminal, and vehicle maintenance. This deeper investigation could uncover further contamination risks. Highlighting the necessity of further environmental investigation could delay or challenge the approval process for the development.
3. Presence of Hazardous Materials:
- **Polychlorinated Biphenyls (PCBs):** PCBs may be present in the ballasts of fluorescent light fixtures that were installed before 1980 in the building on site.
 - **Asbestos and Lead-Based Paint:** While the probability of asbestos-containing materials in vinyl tiles is considered low, the building was constructed in 1966, suggesting the potential presence of **lead-based paint** in areas where the original paint remains.
4. Transformer and Potential PCB Risk:
- A **transformer compound** is located immediately south of the site and has been operational since 1966. The oil-filled transformer on-site also presents a potential contamination risk.
5. Proximity to Other Hazardous Locations:
- **Former Fuel Storage Tanks Nearby:** Just north of the site, 201 Ontario Street housed three 4,550-liter fuel storage tanks that were in operation until 2008. These underground storage tanks (USTs) could have caused soil or groundwater contamination in the area.

III. Functional Servicing and Stormwater Management Report

1. Flood Hazard Concerns:
- **Location in a Flood Zone:** The development is located entirely within the **Pretty River Spill Flow Zone (Zone #2)**, a regulated floodplain. The floodplain elevation is 182.09 meters above sea level (MASL), and the proposed development is designed with floodproofing measures at **182.40 MASL**, but any delay or failure in implementing floodproofing increases flood risk.
 - **Minnesota Drain Upgrade Uncertainty:** The report notes that the **Minnesota Drain culvert upgrades** are critical to flood management on the site. However, if these upgrades are delayed, the flood elevation increases by **0.01 meters**. This introduces a level of uncertainty and risk to the site's flood resilience.
 - **Floodproofing Reliance:** While floodproofing measures are included, they rely on future works (e.g., culvert upgrades) and assume no significant changes in the regional flood situation.

Highlighting the reliance on future infrastructure projects might raise concerns regarding timing and project completion.

2. Stormwater Management and Drainage Issues:

- **Post-Development Runoff Concerns:** The report acknowledges the development will significantly increase impervious surfaces (up to **80%**) in certain areas, which could lead to more stormwater runoff. Although retention and drainage systems are designed, there is a risk that **parking lot ponding** and overland flow into Ontario Street could become problematic during extreme storm events.
- **Drainage to Minnesota Drain:** Stormwater will ultimately discharge into the **Minnesota Drain**, but this system is subject to ongoing upgrades, which could create potential delays or issues with capacity.

3. Water and Sanitary Servicing Limitations:

- **No Existing Sanitary Sewer:** The existing sanitary sewer infrastructure does not currently service the development site on Ontario Street. There is some uncertainty about the existing sanitary service conditions, and its adequacy would need confirmation during construction.
- **Capacity Issues at the Collingwood Wastewater Treatment Plant:** While the report states there is available capacity at the **Collingwood Wastewater Treatment Plant (CWWTP)**, it also acknowledges that the plant is nearing its capacity and will need to be expanded in the near future. Highlighting this could signal infrastructure strain.

4. Erosion and Sediment Control Concerns:

- **Proximity to Water Bodies:** The site discharges stormwater into Georgian Bay, meaning that any failure in erosion or sediment control during construction could have a direct environmental impact on nearby water bodies.
- **Ongoing Maintenance of Controls:** The report notes that erosion and sediment controls must be monitored after every significant rainfall event. Given the proximity to sensitive areas, any lapse in monitoring could result in environmental harm.

5. Fire Flow and Safety:

- **High Fire Flow Demand:** The proposed building's fire flow demand is **233 L/s** based on the latest site plan, which exceeds typical fire flow requirements. This could place additional demand on local water infrastructure, particularly if upgrades or additional water storage are needed.

IV. Parking Justification Study

1. Parking Deficiency

- **Parking Shortage:** The proposed development provides only **60 parking spaces**, which is **15 spaces short** of the required **75 spaces** according to the Town of Collingwood's Zoning By-law. This shortage could lead to parking congestion in the surrounding residential area, particularly during peak times when visitor demand is higher.

- **Potential Spillover Effects:** Although the report claims that nearby public parking and on-street options will alleviate the deficiency, relying on external parking resources (especially in public areas) could burden existing residents and businesses.

2. Inadequate Visitor Parking

- **Visitor Parking Deficiency:** Based on a proxy site survey from **417 Peel Street**, the study predicts a shortage of **3 visitor spaces** during peak times. With limited visitor parking, this could lead to visitors parking in nearby residential areas, causing inconvenience to current residents and traffic congestion.
- **Over-reliance on Public Parking:** The study notes that existing public parking could accommodate visitor overflow, but this doesn't resolve the core issue of a parking shortage on-site.

3. Non-compliance with Zoning By-law Parking Dimensions

- **Parking Stall Dimensions:** The proposed parking stalls are **0.5 meters shorter** than the required dimensions under the Zoning By-law. While the report argues that this is mitigated by adjacent curbs and sidewalks, it still raises concerns about the usability of these stalls, particularly for larger vehicles.

4. Reliance on Active Transportation and Public Transit

- **Assumption of Reduced Car Ownership:** The study assumes that the proximity to **bike lanes, walking trails, and public transit** will reduce parking demand. However, it's not clear if this assumption is realistic, especially in a small-town context where many residents might still rely on personal vehicles.

V. Planning Justification Study

1. Flood Hazard Concerns

- **Flood Plain Location:** The subject lands are within the **Pretty River Flood Fringe**, a regulated area by the Nottawasaga Valley Conservation Authority (NVCA). While floodproofing measures are proposed, the location in a flood zone poses inherent risks, particularly in case of extreme weather events.
- **Reliance on Floodproofing:** The report notes that floodproofing is required to meet safety standards. However, any failure in implementing or maintaining these measures could lead to significant risks.

2. Infrastructure Capacity

- **Sanitary and Water Servicing Uncertainty:** Although the report states the site can be serviced by municipal water and wastewater systems, there is no detailed analysis of whether the existing infrastructure is sufficient to handle the additional load created by 60 new units.

3. Non-compliance with Current Zoning

- **Zoning Amendment Requirement:** The current zoning for the land is **Deferred Residential (DR)**, meaning no residential development is permitted until a formal zoning amendment is passed. This highlights that the proposed development is inconsistent with the current land use plan for the area.
- **Request for Site-Specific Exceptions:** The development proposal seeks **site-specific zoning exceptions** for reduced side yards, reduced landscaping, and parking, which may not align with the broader community design and could affect neighboring properties negatively.

4. Parking Deficiencies

- **Reduced Parking Supply:** The proposal includes only 60 parking spaces for 60 units, with no additional parking for visitors. This reduced supply might cause overflow parking issues in surrounding streets.

5. Impact on Local Character

- **Increased Density in a Low-Rise Residential Area:** The surrounding area consists primarily of low-rise, single-family homes. Introducing a mid-rise, four-story apartment building could disrupt the existing character and aesthetics of the neighborhood.
- **Potential Overdevelopment:** By proposing a denser, higher structure, the development might lead to overcrowding and reduce the quality of life for nearby residents due to increased traffic, noise, and reduced privacy.

6. Traffic and Transit Concerns

- **Increased Traffic Load:** With 60 units, the project would increase vehicular traffic on Ontario Street and nearby residential roads, possibly leading to congestion.
- **Public Transit Assumptions:** While the report highlights proximity to transit, the frequency and adequacy of public transportation in a small town like Collingwood might not be sufficient to offset the additional car traffic from new residents.

VI. Transportation Impact Study

1. Increase in Traffic Volume

- **Peak Hour Trip Generation:** The development is expected to generate **15 two-way trips in the weekday a.m. peak** and **24 two-way trips in the p.m. peak**. Although the report suggests that the site will continue to operate at a Level of Service (LOS) "B", an increase in traffic volume, even with minimal delays, could still contribute to congestion in the neighborhood, particularly during peak hours.
- **Traffic Growth Rate Assumptions:** A **2% annual growth rate** was applied to traffic volume forecasts, which may be an underestimation considering future developments.

2. Impact on Pedestrian and Cyclist Safety

- **Pedestrian and Cycling Facilities:** While the report acknowledges the presence of dedicated cycling lanes and sidewalks, the increased traffic volume may pose a greater risk to pedestrians and cyclists, particularly at peak times. The lack of a painted pedestrian crossing, as noted for the nearby **Train Trail crossing**, presents a significant safety concern.

- **Potential Need for Traffic Calming Measures:** The report suggests possible traffic calming measures such as **speed bumps and textured crosswalks** to address pedestrian safety concerns, especially near the Train Trail crossing. The necessity of these measures points to potential safety issues that have yet to be fully addressed.

3. Driveway and Access Configuration

- **Limited Maneuverability for Larger Vehicles:** The study found that **waste collection vehicles** need to make a **five-point turn** to navigate the site. Although there are no conflicts with other vehicles, this level of maneuvering for service vehicles could lead to delays or safety concerns if not managed properly.
- **Driveway Access and Site Distances:** The new driveway access location is projected to have adequate sight distance (more than 150m), but any reduction in sight lines due to future development or traffic conditions could present a hazard.

4. Limited Capacity for Additional Traffic

- **Impact on Ontario Street:** Even though the study shows that the access point will continue to operate at LOS "B" during peak hours, any significant increase in traffic beyond the 2% growth assumption or if nearby developments proceed, could push the infrastructure beyond its capacity.

5. Underestimation of Local Traffic Conditions

- **Scope of Traffic Study:** The analysis was scoped to only review the **site access** and not nearby public road intersections, even though the proposed driveway location is relatively close to other intersections and streets. Highlighting this limited scope could be a useful argument in contesting the adequacy of the study.

From: Susan T [REDACTED]
Sent: Monday, September 23, 2024 4:24 PM
To: Justin Teakle <jteakle@collingwood.ca>
Subject: Re: 180 Ontario Street

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

Hi Justin,
Have just watched the information, discussion and issues at the council meeting and the many concerns about parking and parking space size, and flooding, trees, waste removal etc was noted. So I am wondering what difference would be made if ...the same number of units was developed into five stories instead of four. I realize it would be higher but would it make the size of the footprint smaller thus addressing some of the concerns already mentioned especially the size and number of parking spaces, setbacks etc.
Thanks for all you do,
Susan Thibert

Sent from my iPad

-----Original Message-----

From: Susan T <[REDACTED]>
Sent: Wednesday, August 28, 2024 8:50 AM
To: Justin Teakle <jteakle@collingwood.ca>
Subject: 180 Ontario Street

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

Good morning
I just need some information on the plan for 180 Ontario St. It seems the town owns the property and the change in the bylaw would allow an apartment building to be built. That would be such a good use of the lands!
If the zoning bylaw gets approved, who would build the apartment buildings The town? Or would the town sell the lands to a developer who would be expected to build apartments?
I guess what I am wondering is how it works if the zoning change is successful...is an apartment building a sure result?
Many thanks,
Susan Thibert
Sent from my iPad

From: Jesse Matchett [REDACTED]
Sent: Wednesday, September 25, 2024 4:50 PM
To: Justin Teakle <jteakle@collingwood.ca>; Lindsay Ayers <layers@collingwood.ca>; Yvonne Hamlin <yhamlin@collingwood.ca>
Subject: Re: Notice of Public Meeting - 180 Ontario Street (Zoning By-law Amendment D140224)

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

Hi Justin,

It was nice to be able to attend the Public meeting regarding the application for 180 Ontario St. earlier this week. Some insightful information was exchanged.

During the meeting I brought forward a comment with respect to the inclusion of a daycare within the proposal. The proponent's planner KLM c/o Courtney Fish responded to the comment stating that a daycare under the current proposal could not be accommodated when considering the site size and site constraints (min. site amenity requirements). I would like to follow up my comment with the following: key word - "current proposal".

- if the current proposal was amended with a lower density (less units/smaller footprint) could less bylaw exemptions be considered ?
- if the current proposal was amended with a lower density (less units/smaller footprint) could the daycare be accommodated ?
- if the current proposal was amended conforming to an R2 designation could a daycare be accommodated and or a permanent commercial/institutional block be created. Town Blocks or Vacant Land Condo with common element access and services could be considered for the residential portion and much more appropriate for the subject lands.

I believe one could answer yes to all of the questions above.

My closing thoughts from Monday's meeting was that too many exemptions are being considered to proceed with the Zoning ByLaw Amendment ("square peg, round hole", Collingwood Today). It was clear not enough information was provided within the concept site plan and supporting studies to fully appreciate the request, such as occupancy allowances for each unit, site plan controls, boundary conditions, loss of the existing use and occupancy and their respective impacts to the community. The current proposal was met with great opposition from surrounding landowners, from what I recall not one attending community member spoke in favour of the current proposal.

In my opinion it is premature to approve the current ZBA. The current amendment should be revisited and another public meeting should be considered. A more appropriate R2 amendment would likely allow the daycare to continue and better coincide with the local site, sounds and surrounds.

Regards, Jesse.
[REDACTED]

Justin Teakle

From: Darah Joseph [REDACTED]
Sent: Thursday, September 26, 2024 9:52 AM
To: Justin Teakle
Subject: Comment in Support of 180 Ontario St

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

Hi,

I don't know if this is too late but here it is anyway. I am writing to voice my support of the 180 Ontario St proposal.

I'm the mother of 2 young boys and I'm concerned about how far they will have to move when they are looking to launch. I love Collingwood and many more people should be able to live in it. And we need to add housing supply as demand is wild.

Collingwood needs more housing. We need more apartment-style housing. I'm speaking for those in need of housing as they are often missed as notices primarily go to those who have housing already. I grew up in an area with blended apartments and single-family housing and many of the concerns raised will be minor or unnoticed once the building is in place.

We need more housing for people. Not housing for cars. I understand people's concerns but I think they are overblown.

I hope this project moves forward.

Sincerely,

Darah Joseph
Address: [REDACTED], Collingwood

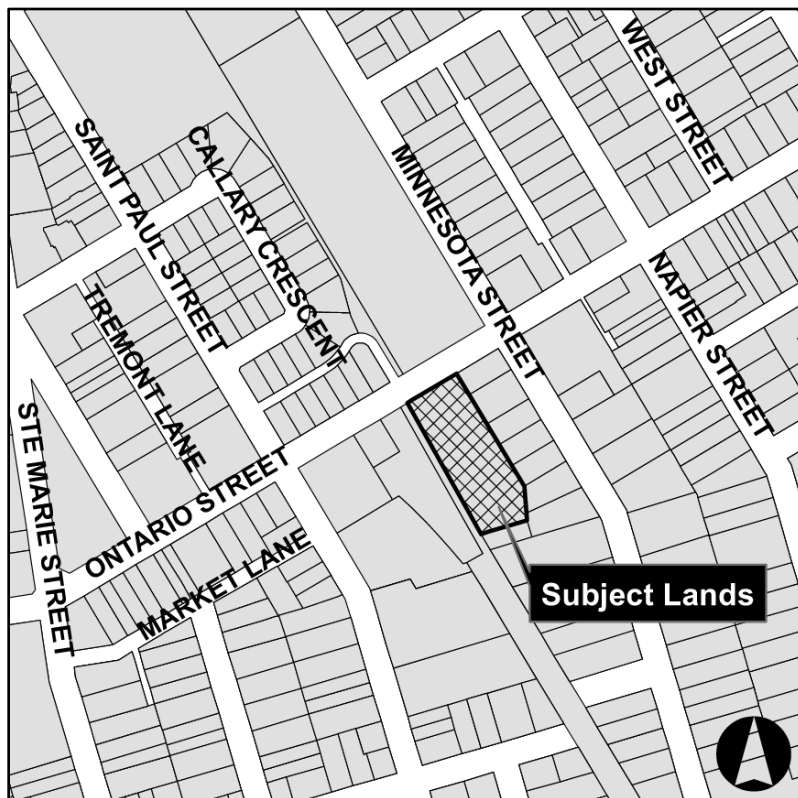


**EXPLANATORY NOTE
TO THE CORPORATION OF THE TOWN OF COLLINGWOOD
BY-LAW No. 2025-040**

By-law No. 2025-040 is a By-law under the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, for prohibiting the use of land for or except for such purposes as may be set out in the By-law.

The purpose and effect of the proposed Zoning By-law Amendment is to rezone 180 Ontario Street from the Deferred Residential (DR) zone to Holding Twenty-Three Residential Third Density Exception Seventy-Seven [(H23)R3-77] zone to permit an apartment building together with site-specific provisions.

The By-law will be in conformity with the 2024 Official Plan of the Town of Collingwood, as amended, when the applicable policies are no longer subject to appeal and come into effect. Section 24(2) of the *Planning Act* allows a council to pass a by-law that does not conform with the official plan but will conform once the amendments come into effect.



BY-LAW No. 2025-040
OF THE
CORPORATION OF THE TOWN OF COLLINGWOOD



BEING A BY-LAW UNDER THE PROVISIONS OF SECTION 34 OF THE
PLANNING ACT, R.S.O. 1990, C. P.13, AS AMENDED

WHEREAS Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, permits a Council to pass a by-law prohibiting the use of land, buildings or structures for or except for such purposes as may be set out in the by-law within the municipality or within a defined area or areas;

AND WHEREAS Section 24(2) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, permits a Council to pass a by-law that does not conform with the Official Plan but will conform with it when an amendment to the Official Plan comes into effect, in this case a newly approved Official Plan;

AND WHEREAS Collingwood Zoning By-law No. 2010-040 is the governing By-law of the Corporation of the Town of Collingwood and such was finally passed by the Council of the Town of Collingwood on April 12, 2010;

AND WHEREAS the Council of the County of Simcoe approved a new 2024 Official Plan on September 24, 2024;

AND WHEREAS the Council of the Corporation of the Town of Collingwood has deemed it advisable to amend Collingwood Zoning By-law No. 2010-040, and thus implement the 2024 Official Plan of the Town of Collingwood;

AND WHEREAS this by-law will come into effect once the applicable 2024 Official Plan policies are no longer subject to appeal and come into effect in accordance with Section 24(2) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended;

AND WHEREAS Council deems that adequate public notice of the public meeting was provided and adequate information regarding this Amendment was presented at the public meeting held September 23, 2024, and that a further meeting is not considered necessary in order to proceed with this Amendment;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD ENACTS AS FOLLOWS:

1. **THAT** Schedule "A" of Collingwood Zoning By-law No. 2010-040, as amended, is hereby further amended in accordance with Schedule "1" attached hereto by rezoning said lands from the DEFERRED RESIDENTIAL (DR) ZONE to a HOLDING TWENTY-THREE RESIDENTIAL THIRD DENSITY EXCEPTION SEVENTY-SEVEN (H23) R3-77 ZONE.
2. **THAT** Section 6.5 titled Residential Exception Zones of the Collingwood Zoning By-law No. 2010-040, as amended, is hereby amended in part by adding the zone classification of RESIDENTIAL THIRD DENSITY EXCEPTION SEVENTY-SEVEN (R3-77) ZONE with the provisions as follows:

RESIDENTIAL THIRD DENSITY EXCEPTION SEVENTY-SEVEN – R3-77 ZONE

The following zoning exceptions shall apply:

Minimum Front Yard:	5.0 m
Maximum Front Yard:	6.0 m
Minimum Interior Side Yard (west):	5.0 m
Minimum Landscaped Open Space:	30%

Notwithstanding Provision 5.3.2.2, the maximum entrance width shall be 8.0 m.

A parking space shall not be located closer to the front lot line than the closest exterior wall projection of the main building.

A parking space shall be setback a minimum of 2.5 m from the east interior lot line.

- 3. **THAT** Collingwood Zoning By-law No. 2010-040 is hereby amended to give effect to the foregoing, but Collingwood Zoning By-law 2010-040 shall in all other respects remain in full force and effect.
- 4. **THAT** this By-law shall come into force and effect on the date it is enacted and passed by the Council of the Corporation of the Town of Collingwood, subject to the 2024 Official Plan for the Town of Collingwood coming into force and subject to notice hereof being circulated in accordance with the provisions of the *Planning Act* and Ontario Regulation 545/06, and if required as a result of such circulation the obtaining of the approval of the Ontario Land Tribunal.

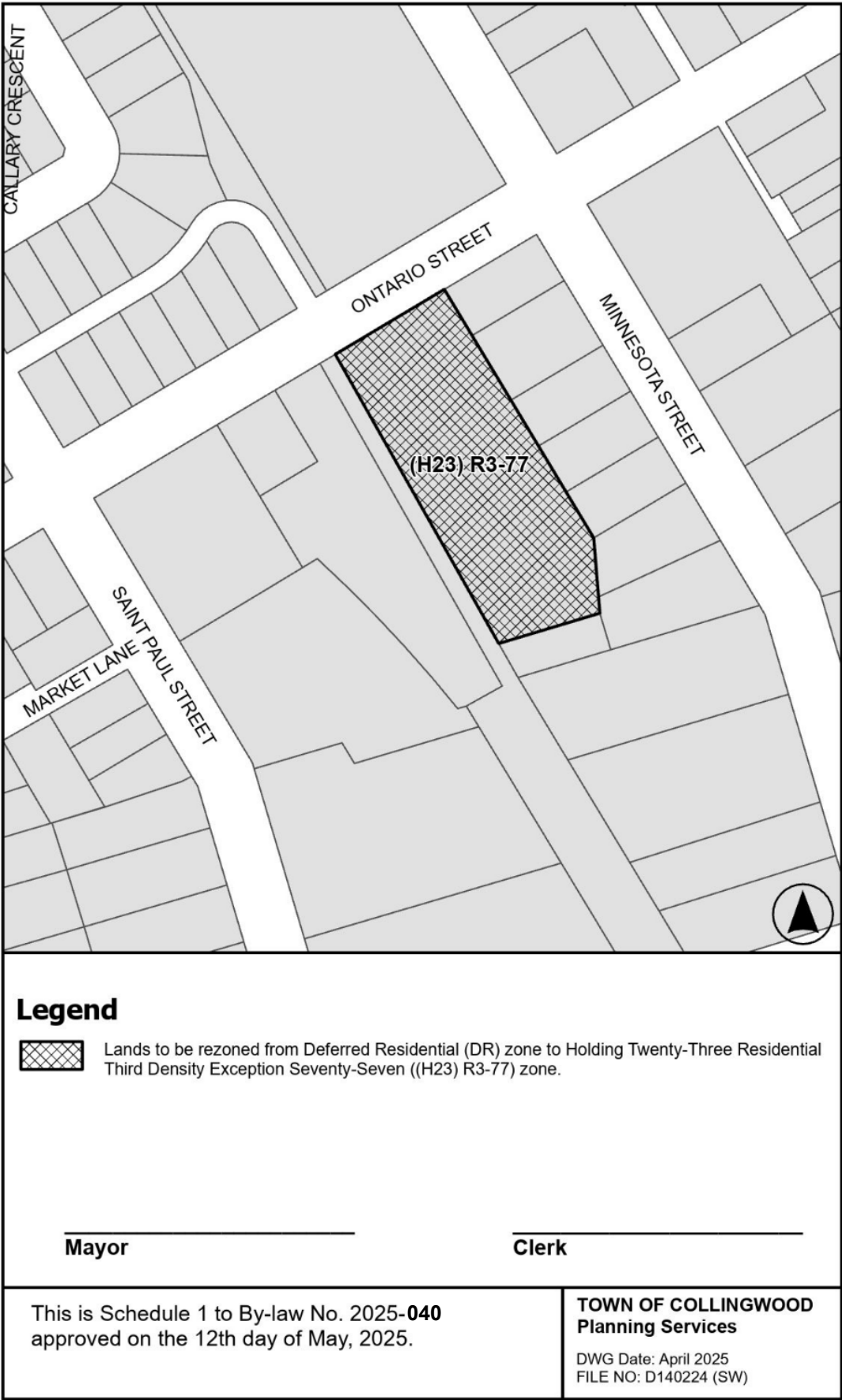
ENACTED AND PASSED THIS 12TH DAY OF MAY, 2025.

MAYOR

CLERK

Schedule ‘1’ to By-law No. 2025-040

180 Ontario Street
Town of Collingwood
County of Simcoe



BY-LAW No. 2025-041
OF THE
CORPORATION OF THE TOWN OF COLLINGWOOD



BEING A BY-LAW TO SET THE TAX RATES AND TO LEVY
TAXES FOR THE YEAR 2025

WHEREAS Section 307 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended provides that all taxes shall, unless expressly provided otherwise, be levied upon the whole of the assessment for real property or other assessments made under the Assessment Act accordingly to the amounts assessed and not upon one or more kinds of property or assessment or in different proportions, and shall be deemed to have been imposed and be due on the dates as specified in the By-law;

AND WHEREAS Section 308 of the Municipal Act, 2001 provides for the establishment of tax ratios for every municipality and that the Council of the upper-tier municipality shall pass such By-law;

AND WHEREAS Section 312 of the Municipal Act, 2001 provides that for the purposes of raising the general local municipal levy, a local municipality shall, each year, pass a By-law levying a separate tax rate, as specified in the By-law, on the assessment in each property class in the local municipality rateable for local municipal purposes;

AND WHEREAS the Corporation of the Town of Collingwood adopted the 2025 budget estimates including the Special Capital Levy and General Capital Levy by By-law No. 2025-07 at a meeting of Council held on January 27th, 2025;

AND WHEREAS Section 311 of the Municipal Act, 2001 provides that upper-tier municipalities shall prepare and adopt estimates for all sums required during the year for the purposes of the upper-tier municipality, and that they shall pass a By-law directing each lower-tier municipality to levy a separate tax rate, as specified in the By-law, on the assessment in each property class in the lower-tier municipality rateable for upper-tier purposes;

AND WHEREAS the County of Simcoe, in accordance with the relevant sections of the Municipal Act, passed By-law No. 7121-25 which established:

- a) the Tax Ratios to be used by all Municipalities within the County for 2025 and these are as follows:

Residential/Farm	1.000000
Multi-Residential	1.000000
New Multi-Residential	1.000000
Commercial	1.222300
Industrial	1.192500
Pipelines	1.296600
Farmlands	0.250000
Managed Forests	0.250000
Landfill	1.000000
Aggregate Extraction	1.100000

- b) the Tax Rates to be used by the lower-tier municipalities to establish the amount of taxes to be raised for the County Levy and further these rates are set out in Schedule “A” attached to this By-law.

AND WHEREAS the County of Simcoe has by By-law No. 7121-25 adopted optional tools for the purposes of administering limits for Commercial, Industrial and Multi-

Residential Property classes in accordance with Section 329.1 of the Municipal Act and Ontario Regulation 73/03, as amended;

AND WHEREAS the Ministry of Finance has provided the 2025 Uniform Residential Education Tax Rate and the 2025 Business Education Tax Rates and further, these rates are set out in Schedule “A” attached to this By-law;

AND WHEREAS this By-law combines the amounts for all purposes for the year 2025 to be raised through taxation and payments-in-lieu as follows:

Municipal Purposes	\$ 38,089,254
General Capital Levy Purposes	\$ 3,240,199
Special Capital Levy Purposes	\$ 1,624,322
County Purposes	\$ 17,087,746
Education Purposes	\$ 12,967,667

AND FURTHER this total amount is \$73,009,188 and the corresponding tax rates to levy this amount are set out in Schedule “A” attached to this By-law.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD ENACTS AS FOLLOWS:

1. For the year 2025, the Corporation of the Town of Collingwood shall levy upon the Residential Assessment, Farm Assessment, Multi-Residential Assessment, Commercial Assessment, Industrial Assessment, Pipeline Assessment, Farmland Assessment and Managed Forest Assessment the rates of taxation per current value assessment for general purposes as set out in Schedule “A” attached to this By-law;
2. The levy provided for in Schedule “A” attached to this By-law shall be reduced by the amount of the interim levy for 2025;
3. For payments-in-lieu of taxes due to the Corporation of the Town of Collingwood, the actual amount due to the Corporation shall be based on the assessment roll and the tax rates for the year 2025;
4. For Railway “rights-of-way”, taxes are due in accordance with the Regulations as established by the Minister of Finance, the actual amount due shall be based on the Assessment Roll and the tax rates for the year 2025;
5. The Treasurer is hereby authorized to mail, or cause to be mailed, the Notice of Taxes Due, to the address of the residence or place of business of the person to whom such a notice is required to be given, as it appears in the last revised Assessment Roll for the Town of Collingwood;
6. A penalty shall be imposed for non-payment of taxes on the due date, at the rate of 15% per annum or 1.25% of the amount due on the first day of default and on the first day of each succeeding calendar month in which default continues. The same interest penalty applies to both current year taxes and all arrears of taxes that remain outstanding from previous taxation years;
7. Nothing herein done shall prevent the Treasurer from proceeding at any time with the collection of any rate, tax assessment or any part thereof in accordance with the provision of the Statutes and By-laws governing the collection of taxes;
8. Default of payment of any installment by the day named for payment thereof, the subsequent installment or installments forthwith become payable;
9. The 2025 Final Taxes for capped and uncapped property classes, shall be payable in two (2) installments of approximately equal amounts on the following dates, namely:

August 15th, 2025
October 17th, 2025;

- 10. If any section or portion of this By-law or of Schedule “A” is found by a court of competent jurisdiction to be invalid, it is the intent of the Council of the Corporation of the Town of Collingwood that all remaining sections and portions of this By-law and of Schedule “A” continue in force and effect;
- 11. Schedule “A” attached hereto shall be and form part of this By-law;
- 12. **THAT** this By-law shall come into full force and effect on the date of final passage hereof at which time all By-laws and/or resolutions that are inconsistent with the provisions of this By-law and the same are hereby repealed or rescinded insofar as it is necessary to give effect to the provisions of this By-law.

ENACTED AND PASSED 12th day of May, 2025.

MAYOR

CLERK

Town of Collingwood
Summary of Tax Rates – 2025
Schedule “A” to By-law No. 2025-041

	DESCRIPTION	TAX CLASS	MUNICIPAL TAX RATE	SPECIAL CAPITAL LEVY	GENERAL CAPITAL LEVY	COUNTY TAX RATE	EDUCATION TAX RATE	2025 TOTAL TAX RATE
1	Residential/Farm	RT	0.691798%	0.029503%	0.058850%	0.310357%	0.153000%	1.243508%
2	Multi-Residential	MT	0.691798%	0.029503%	0.058850%	0.310357%	0.153000%	1.243508%
	Multi-Residential	NT	0.691798%	0.029503%	0.058850%	0.310357%	0.153000%	1.243508%
3	Commercial Occupied	CT	0.845584%	0.036061%	0.071933%	0.379349%	0.880000%	2.212927%
	Vacant Units/Excess Land	CU	0.845584%	0.036061%	0.071933%	0.379349%	0.880000%	2.212927%
	Vacant Commercial Land	CX	0.845584%	0.036061%	0.071933%	0.379349%	0.880000%	2.212927%
	New Construction Excess Land	XU	0.845584%	0.036061%	0.071933%	0.379349%	0.880000%	2.212927%
	Small Scale On-Farm (1st & 2nd)	C7/C0	0.211396%	0.009015%	0.017983%	0.094837%	0.220000%	0.553232%
4	Industrial Occupied	IT	0.824969%	0.035182%	0.070179%	0.370101%	0.880000%	2.180431%
	Vacant Units/Excess Land	IU	0.824969%	0.035182%	0.070179%	0.370101%	0.880000%	2.180431%
	Vacant Industrial Land	IX	0.824969%	0.035182%	0.070179%	0.370101%	0.880000%	2.180431%
	New Construction Excess Land	JU	0.824969%	0.035182%	0.070179%	0.370101%	0.880000%	2.180431%
	Small Scale On-Farm (1st & 2nd)	I7/I0	0.206242%	0.008796%	0.017545%	0.092525%	0.220000%	0.545108%
5	Aggregate Extraction	VT	0.760978%	0.032453%	0.064735%	0.341393%	0.511000%	1.710559%
6	Pipelines	PT	0.896985%	0.038253%	0.076305%	0.402409%	0.880000%	2.293953%
7	Farmlands	FT	0.172949%	0.007376%	0.014713%	0.077589%	0.038250%	0.310877%
8	Managed Forests	TT	0.172949%	0.007376%	0.014713%	0.077589%	0.038250%	0.310877%
NOTE: * Property Classes - Shopping Centres, Shopping Centres New Construction, Commercial New Construction, Parking Lots, Vacant Lands, Excess Lands, Office Buildings and New Construction Office Buildings will pay tax rates as determined in the Commercial category. * The Large Industrial Property Class and the New Construction Industrial Class will pay tax rates as determined in the Industrial category.								

**Town of Collingwood
Summary of Tax Rates – 2025
Schedule “A” to By-law No. 2025-041**

	DESCRIPTION - PAYMENT IN LIEU OF TAXATION	TAX CLASS	MUNICIPAL TAX RATE	SPECIAL CAPITAL LEVY	GENERAL CAPITAL LEVY	COUNTY TAX RATE	EDUCATION TAX RATE	2025 TOTAL TAX RATE
1	Residential/Farm	RG	0.691798%	0.029503%	0.058850%	0.310357%	0.153000%	1.243508%
2	Multi-Residential	MP	0.691798%	0.029503%	0.058850%	0.310357%	0.153000%	1.243508%
3	Commercial Occupied	CF	0.845584%	0.036061%	0.071933%	0.379349%	0.980000%	2.312927%
	Vacant Commercial Land	CV	0.845584%	0.036061%	0.071933%	0.379349%	0.980000%	2.312927%
4	Industrial Occupied	IP	0.824969%	0.035182%	0.070179%	0.370101%	1.250000%	2.550431%
5	Landfill	HF	0.691798%	0.029503%	0.058850%	0.310357%	0.980000%	2.070508%

BY-LAW No. 2025-042
OF THE
CORPORATION OF THE TOWN OF COLLINGWOOD



BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF THE
LETTER OF AGREEMENT FOR THE USE OF DEDICATED GAS TAX
FUNDS FOR THE PUBLIC TRANSPORTATION PROGRAM
BETWEEN HIS MAJESTY THE KING IN THE RIGHT OF ONTARIO
AND THE TOWN OF COLLINGWOOD

WHEREAS the Municipal Act, 2001, S.O. 2001 c. 25, as amended, authorizes municipalities to enter into agreements respecting matters within their jurisdiction;

AND WHEREAS the Town of Collingwood provides a public transit service that includes service to, and receives financial contributions from the Town of the Blue Mountains;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD HEREBY ENACTS AS FOLLOWS:

1. **THAT** the Mayor and Treasurer be hereby authorized to execute the Letter of Agreement between His Majesty the King in Right of the Province of Ontario, represented by the Minister of Transportation for the Province of Ontario and the Town of Collingwood related to funding provided by the Province of Ontario to the Town of Collingwood under the Dedicated Gas Tax Funds for the Public Transportation Program, as attached hereto;
2. **THAT** the Town of Collingwood confirms that it shall continue to act as the host for other municipalities that provide support for the service;
3. **THAT** the authority to execute a Letter of Agreement related to funding provided by the Province of Ontario to the Town of Collingwood under the Dedicated Gas Tax Funds for the Public Transportation Program shall extend and remain valid for future agreements in future years until such time as the funds are no longer available;
4. **THAT** this By-law shall come into full force and effect on the date of final passage hereof.

ENACTED AND PASSED this 12th day of April, 2025.

MAYOR

CLERK

From: [REDACTED]
To: [Clerk's Distribution List](#)
Cc: [REDACTED]
Subject: Dawson Drive
Date: Tuesday, May 6, 2025 11:28:57 AM

EXTERNAL EMAIL: This email originated outside of the Town's email system. Do not click any links or open any attachments unless you trust the sender and know the content is safe. If in doubt, please contact the helpdesk at x4357.

When I moved to Collingwood nine years ago, Dawson Drive was not a safe street to be walking on. There was supposed to be a 40km speed sign at both intersections of Dawson and Oxbow, I was unable to locate two signs. I contacted the town and within a few days another sign was erected. I appreciate that the town responded to my observation so quickly. But nothing changed cars were still driving at eighty, a long way from 40. There are no sidewalks on Dawson and you can barely see the white lines. After the winter snow the accumulation of sand on the side of the road is also unsafe, when it is wet anyone can slip and fall on it, which causes pedestrians myself included to walk further into the road.

Over the past two years additional Condo's have been built near the Cranberry Trail which has increased the number of vehicles on Dawson, so we have more speeders and more of the drivers who won't move over for a pedestrian.

I have had to restrict my walking on Dawson Drive to once a day to get to the trails as I am terrified of becoming road kill. My other two walks are back and forth on Oxbow only.

I sincerely urge members of Council to do something to correct this problem, as right now Dawson Drive is an accident waiting to happen.

Respectfully Submitted
Sheila Ashton
I



Dear Mayor Hamlin, Deputy Mayor Fryer, Council and Staff,

We would like to express our support for the recently completed Collingwood Downtown Master Plan. Thank you to those involved, including Mayor Hamlin, Council, CAO Skinner, Clerk Almas, townstaff, the BIA and others as well as Fotenn Planning + Design for an excellent visioning exercise for the future of our Downtown.

As many will know, the arts hub on Simcoe Street has been a 12 plus year project. The area is a mix of private and public buildings that together revitalised a portion of the downtown beginning in 2009. The town's management of the Simcoe Street Theatre has played an important role as have the many individual artists, arts groups and entrepreneurs. We were pleased to see that the Downtown Master Plan recognised Creative Simcoe Street as an arts district as did the Nordicity Arts Centre Feasibility Studies - however the challenges, particularly at this time, are many as we continue to work to make this district sustainable. This year we look forward to reintroducing a major Arts Market on Canada Day weekend as well as celebrating the BMFA's 50th anniversary and the Simcoe Street Theatre's 10th year - additionally 2025 marks 15 years since the Tremont's restoration. Another highlight will be the Pride Festival's return to Simcoe Street.

As we have indicated in the past - there is an opportunity to increase the vibrancy of the area by encouraging visitors and residents to venture beyond just the main street. Our side streets downtown have much to offer and should be highlighted and promoted. We are happy to see that the recently completed Downtown Master Plan did just that. This well thought out plan offers some excellent direction in creating a more vibrant downtown. One that holds the attention of visitors for longer stays and encourages exploration.

To highlight just a few items in the Plan that relate to Simcoe Street:

5.1. *Create a series of pocket parks in strategic locations throughout the Downtown.*

Tremont Square is already a great example of a small municipal space. Keeping that square well maintained and vibrant would be an important goal.

5.2. Formalize Creative Simcoe Street through public realm upgrades - The Four Corners of Creative Simcoe Street to be Highlighted. *Redevelopment opportunity of the northwest corner would create a true 'four corners' for Creative Simcoe Street and should include a predominant use that complements the Theatre, Library, and Brewery. Provide internal wayfinding signage, (unique from the broader Town strategy) and information about studios, historic buildings, etc.*

A long standing request of the advocates for Creative Simcoe Street, has been unique wayfinding. This could include special banners and distinctive sidewalk painting and public art as suggested in the Plan.

5.4. The Wayfinding Signage report..... *An update should focus on moving people throughout the Downtown and to the Waterfront. Provide clear and consolidated pedestrian signage.*

In the case of Simcoe Street, many interesting features could be highlighted, they include: The Library, Brewery, Simcoe Street Theatre, Artist Studios, Galleries and beyond to the Museum, Leisure Time Centre and Friendship Gardens.

In the coming weeks and months as the town prioritises the tasks and upgrades suggested in the Plan we ask that you consider ideas to improve pedestrian traffic on Simcoe Street and other parts of the east side of the downtown. These improvements are vital to creating a sustainable district.

Sincerely, Richard and Anke Lex
The Tremont & Creative Simcoe Street

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2025-1992

May 1, 2025

Dear Head of Council:

To follow up on [our government's announcement from April 9, 2025](#), I am pleased to inform you that as of May 1, 2025, we have expanded strong mayor powers to heads of council of an additional 170 municipalities. This includes your municipality.

Heads of council in strong mayor municipalities are able to:

- Choose to appoint the municipality's chief administrative officer.
- Hire certain municipal division heads, and establish and re-organize divisions.
- Create committees of council, assign their functions and appoint the Chairs and Vice-Chairs of committees of council.
- Veto certain by-laws if they are of the opinion that all or part of the by-law could potentially interfere with a prescribed provincial priority, such as housing, transit and infrastructure.
- Bring forward matters for council consideration if they are of the opinion that considering the matter could potentially advance a prescribed provincial priority.
- Propose certain municipal by-laws if they are of the opinion that the proposed by-law could potentially advance a prescribed provincial priority. Council can pass these by-laws if more than one-third of all council members vote in favour.
- Propose the municipal budget, which would be subject to council amendments and a separate mayoral veto and council override process.

Some strong mayor powers are related to prescribed provincial priorities that are identified in [O. Reg 580/22](#).

Heads of council in strong mayor municipalities are subject to existing accountability and transparency rules, as well as certain additional rules. For example, when the head of council exercises many of the strong mayor powers and performs many of the strong mayor duties, they are required to provide written documentation to the municipal clerk and members of council by the next business day. They must also make this written documentation available to the public.

.../2

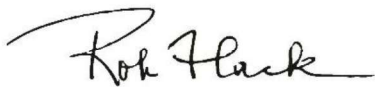
For more information on strong mayor powers and duties please see:

- The Strong Mayor chapter of the [Ontario Municipal Councillor's Guide](#)
- Part VI.1 of the Municipal Act, 2001 – [Special Powers and Duties of the Head of Council](#)
- Regulations made under the Municipal Act, 2001 that relate to strong mayor powers and duties: [O. Reg 580/22](#); [O. Reg. 530/22](#)

If you have any questions, please reach out to my Director of Stakeholder and Caucus Relations, Tanner Zelenko, at 437-996-2487 or tanner.zelenko@ontario.ca.

Please accept my best wishes.

Sincerely,



Hon. Rob Flack
Minister of Municipal Affairs and Housing

c: Robert Dodd, Chief of Staff
Martha Greenberg, Deputy Minister
Caspar Hall, Assistant Deputy Minister, Local Government Division
Sean Fraser, Assistant Deputy Minister, Municipal & Housing Operations Division
Municipal Clerk and Chief Administrative Officer

March 25, 2025

VIA EMAIL

Hon. Charmaine Williams
Associate Minister of Women's Social and Economic Opportunity
College Park
777 Bay St, 6th Fl, Suite 601D
Toronto, ON M7A 2J4

Re: Increased Resources and Support for Women Facing Abuse

At its Regular Meeting of Council held on March 18, 2025, the Town of Bradford West Gwillimbury Council approved the following resolution:

Resolution 2025-93

Moved by: Councillor Duhaney

Seconded by: Councillor Verkaik

WHEREAS domestic and intimate partner violence (IPV) continues to disproportionately affect women in Bradford West Gwillimbury and Simcoe County, jeopardizing their safety and well-being;

WHEREAS the South Simcoe Police Service reported 640 intimate partner violence incidents in 2024, an increase from 506 in 2023, reflecting a significant rise in cases of violence against women within Bradford West Gwillimbury and Innisfil;

WHEREAS women are more likely to experience severe forms of intimate partner violence, including physical, emotional, and financial abuse, yet face barriers when seeking to leave abusive situations, such as lack of shelter space, limited mental health support, and insufficient legal assistance;

WHEREAS local shelters, such as My Sister's Place, are operating at full capacity, forcing many women to remain in unsafe environments due to the lack of available housing and support services;

WHEREAS the growing demand for police intervention in domestic violence cases highlights the need for a coordinated and well-resourced support network specifically for women in crisis;

THEREFORE BE IT RESOLVED THAT the Council of the Town of Bradford West Gwillimbury:

- 1. Advocates to Simcoe County Council and the Government of Ontario for increased funding and resources to expand emergency shelter spaces, counselling services, and legal assistance specifically for women fleeing abuse in Bradford West Gwillimbury and Simcoe County.*
- 2. Supports the development of additional transitional housing and affordable long-term housing to provide women with stable and secure living environments after leaving abusive situations.*
- 3. Recommends enhanced collaboration between local law enforcement, healthcare providers, and support agencies to create a coordinated response to domestic violence cases involving women in Bradford West Gwillimbury and Simcoe County.*
- 4. Requests that County and Provincial governments establish a designated fund to provide emergency financial assistance to women leaving abusive situations, covering costs such as transportation, relocation, and legal fees.*

BE IT FURTHER RESOLVED THAT this motion be forwarded to Simcoe County Council, the Minister of Women's Social and Economic Opportunity, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), Member of Provincial Parliament Caroline Mulroney, and all municipalities within Simcoe County for their consideration and action.

CARRIED

Thank you for your consideration of this request.

Regards,



Tara Reynolds
Clerk, Town of Bradford West Gwillimbury
(905) 775-5366 Ext 1104
treynolds@townofbwg.com

CC: Simcoe County Council
Hon. Rob Flack, Minister of Municipal Affairs and Housing
Hon. Caroline Mulroney, MPP York-Simcoe
Simcoe County Municipalities



Proclamation

- WHEREAS,** Fibromyalgia (FM) is a complex illness whose symptoms vary widely and may include debilitating chronic pain, overwhelming fatigue, and cognitive impairment; and
- WHEREAS,** There is no known cause of, or cure for fibromyalgia; and
- WHEREAS,** Fibromyalgia Awareness Day is an opportunity to raise awareness and to show support for those living with FM and their families; and
- WHEREAS,** Fibromyalgia Association Canada is the only national organization in Canada that supports both FM research and services for people with FM and their families; and
- WHEREAS,** Fibromyalgia affects about 5% of Canada's population, which is over 2,000,000 men, women, and children of all ages and races are afflicted with this chronic illness; and
- WHEREAS,** People with FM have a right to be treated with dignity and have a right to pain relief.

NOW THEREFORE, I, Yvonne Hamlin, Mayor of the Town of Collingwood,

DO HEREBY PROCLAIM May 12th 2025, as “Fibromyalgia Awareness Day” in the Town of Collingwood.

Dated this 12th day of **May 2025.**

A handwritten signature in black ink, appearing to read 'Yvonne Hamlin'.

Mayor Yvonne Hamlin



Staff Report P2025-12

Committee 2025-05-12

Council 2025-05-26

Amendments ☐

Submitted To: Committee of the Whole | Council

Submitted By: Summer Valentine, Director, Growth and Development

Prepared By: Jocelyn Wainwright, Community Planner
Justin Teakle, Senior Planner

Subject: Proposed Amendment to Heritage Designation By-law for Victoria Annex

Recommendation

THAT Report P2025-12, “Proposed Amendment to Heritage Designation By-law for Victoria Annex” dated May 12, 2025, be received;

AND THAT a notice of proposed amendment to Heritage Designation By-law 2019-083 be issued to the property owner in accordance with Section 30.1(3) of the *Ontario Heritage Act* for the reasons detailed in Report P2025-12; and

AND THAT staff be directed to bring forward the amended Heritage Designation By-law to Council for approval, if no objections are received to the Notices of Intention to Amend Designation By-law in accordance with the *Ontario Heritage Act*.

Amendments

None.

1. Executive Summary

The Annex subdivision is located on lands formerly addressed as 400 Maple Street and known as the Victoria School Annex, which is a designated property under Part IV of the *Ontario Heritage Act*. The lands have been subject to a number of development applications in recent years to facilitate the construction of a residential subdivision

currently under construction. As such, it is appropriate to initiate a proposal to amend to the Heritage Designation By-law (By-law 2019-083) which currently applies to the entire Annex subdivision, as contemplated through the various applications required to finalize the project. An amendment is therefore proposed to update the legal description and municipal address to clarify which lands in the Annex subdivision should remain subject to the Heritage Designation By-law.

The *Ontario Heritage Act* (OHA) provides municipal councils with the ability to amend existing Heritage Designation By-laws for reasons including the need to correct the legal description of the property, clarify or correct the statement explaining the property's cultural heritage value or interest or the description of the property's heritage attributes, and to otherwise revise the by-law to make it consistent with the requirements of the Act and regulations (Section 30.1). The proposed amendment to the Designation By-law would ensure that heritage designation only applies to Block 10 being the lot that contains the Victoria School Annex building, which is the only heritage attribute identified in the Designation By-law. Therefore, it is recommended that Council direct staff to proceed with issuing the notice of the proposed amendment and to bring forward the amended Heritage Designation By-law for Victoria Annex for approval following the 30-day objection period, provided no objections are received.

2. Analysis

Background

The property formerly known as 400 Maple Street (Victoria School Annex) was designated under Part IV of the *Ontario Heritage Act* (OHA) in 2019 per By-law 2019-083 ("the Heritage Designation By-law") ([P2019-53](#)). Since that time, the property has been subject to a number of *Planning Act* applications to facilitate the redevelopment of the site. The Annex Draft Plan of Subdivision received Council approval on September 19, 2022 ([P2022-33](#)). Subsequently, Council granted approval and enacted and passed authorization by-laws to execute both the Subdivision and Site Plan Agreements on June 5, 2023 ([P2023-14](#)). The Subdivision Agreement was executed on October 27, 2023, and the subdivision was registered in July 2024. A consent for the creation of two

easements for storm sewers was provisionally granted on April 25, 2024 ([D102024](#)). The subject development received a Part Lot Control Exemption Certificate on April 14, 2025, to further subdivide the property and allow for the creation of 10 lots for semi-detached dwellings ([PDA2025-05](#)).

In accordance with the requirements of the OHA, staff consulted the Town's Heritage Committee on the proposed amendment at the December 5, 2024, Committee meeting and they are in support of the proposed amendment (Resolution number HER-043-2024).

Property Description

Per Figure 1, the subject lands are located on the north side of Sixth Street, the south side of Fifth Street, and the west side of Maple Street and are approximately 0.6 hectares (1.48 acres) in total size. The Annex Subdivision represents a rectangularly shaped development block divided into 14 lots and one (1) block. The Victoria School Annex building is located on Block 10, Plan 51M-1267 which is located centrally within the subdivision and has access from Maple Street (See Figure 2.). Per Figure 3, once complete, there will be five (5) dwelling units located on Block 10, each with their own municipal addresses, including 368, 370, 372, 374, 376 Maple Street.

Per Figures 1, surrounding land uses include residential uses (predominantly single detached dwellings).



Figure 1: 2024 Aerial Image of the Subject Lands

Source: Simcoe County GIS Maps

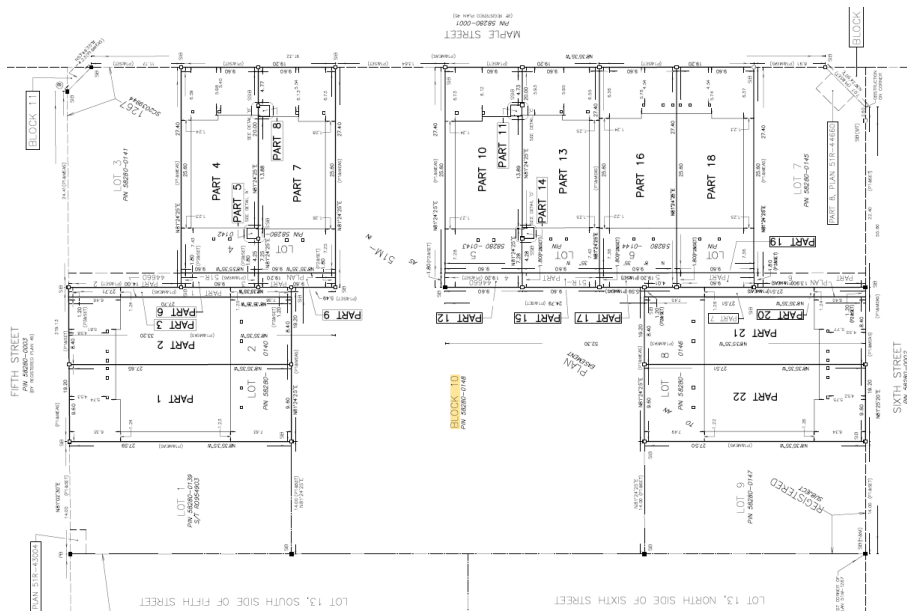


Figure 2: Reference Plan

Source: J.D. Barnes Ltd

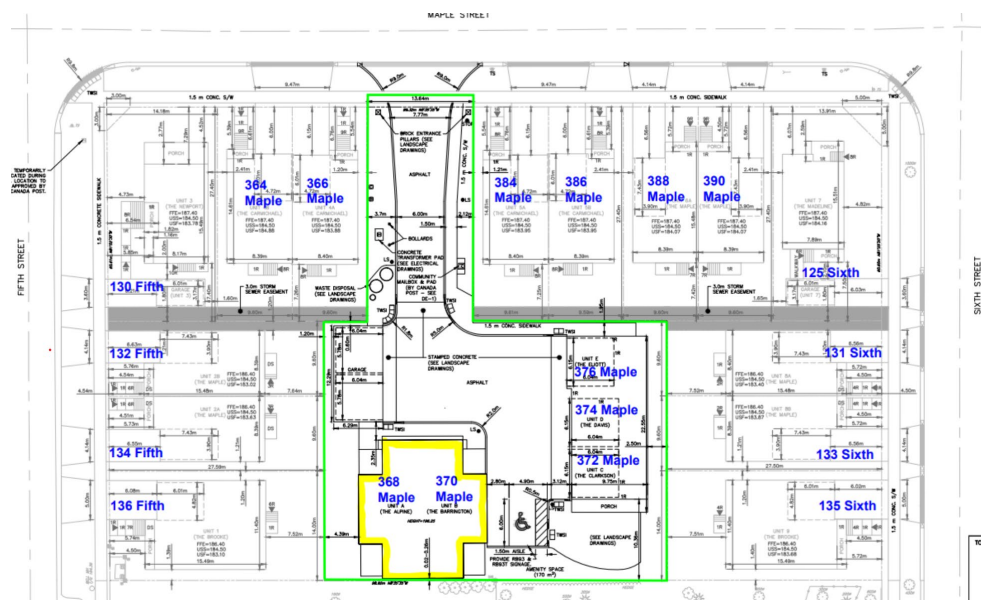


Figure 3: Site Plan with Assigned Municipal Addresses

Source: Tatham Engineering

Proposal

The proposed amendment to the Designation By-law would ensure that heritage designation only applies to Block 10 (municipally addressed as 368, 370, 372, 374, 376 Maple Street), being the lot that contains the Victoria School Annex building, which is the only heritage attribute identified in the Designation By-law. The effect of amending the legal description and municipal addresses included in the Heritage Designation By-law would be to remove the new dwellings on the neighbouring lots from the By-law and the associated requirements for the future property owners to obtain heritage permits to undertake alterations to their properties.

While the properties within the Annex subdivision contiguous to Block 10, including 136, 134, and 132 Fifth Street, 366, 384, 386, and 388 Maple Street, 131, 133, and 135 Sixth Street would no longer be designated, any proposed development requiring *Planning Act* applications would be required to undertake a Heritage Impact Assessment to evaluate any impacts to the heritage value of the adjacent heritage property.

The properties within the Annex subdivision that are not contiguous to Block 10, including 130 Fifth Street, 364 and 390 Maple Street, and 125 Sixth Street would also

no longer be designated and would not be required to undertake a Heritage Impact Assessment for any proposed *Planning Act* applications.

Any alterations on Block 10 including both to the Victoria School Annex building as well as any new structures including the townhouse dwellings and detached garage would still be required to obtain heritage permits.

Planning Analysis

The analysis section of this Report provides a review of the proposed amendment relative to the planning policy framework and regulatory instruments as follows.

Ontario Heritage Act (OHA)

The OHA, Section 30.1 titled, *Amendment of Designation By-law* outlines procedures that enable municipal councils to amend existing Heritage Designation By-laws. A link to the Act is provided as Resource 1.

The proposed amendment would refine the legal description as well and the municipal addresses included in the by-law. As noted above, the amendment proposes that only Block 10 will continue to remain subject to the Heritage Designation By-law. It merits note that Block 10, includes five dwelling units which are municipally addressed as 368, 370, 372, 374, 376 Maple Street. The units addressed 368 and 370 Maple Street comprise the Victoria School Annex building, whereas the units addressed 372, 374, and 376 Maple Street are a new three-unit townhouse on the same property as the Victoria Annex School Building. Also on Block 10 will be a detached garage for the use of 368 and 370 Maple Street. Any alterations on Block 10 including both to the Victoria School Annex building as well as any new structures including the townhouse dwellings and detached garage would still be required to obtain heritage permits.

The properties within the Annex subdivision contiguous to Block 10, would no longer be designated, however, any proposed development requiring *Planning Act* applications would be required to undertake a Heritage Impact Assessment to evaluate any impacts to the heritage value of the adjacent heritage property. The properties within the Annex

subdivision that are not contiguous to Block 10, would also no longer be designated and would not be required to undertake a Heritage Impact Assessment for any proposed *Planning Act* applications.

Matters of Provincial Interest

The *Planning Act* provides that Council in carrying out their responsibilities under the *Act* shall have regard to matters of provincial interest.

Planning Services is satisfied that the proposed amendment has regard to the applicable matters of provincial interest and, more specifically, supports the following principle:

(d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest.

In light of the foregoing, Planning Services can confirm that the proposal has regard for the applicable matters of provincial interest under the *Planning Act*.

Provincial Planning Statement (2024)

The *Planning Act* provides that a decision of the Council of a municipality in respect of the exercise of any authority that affects a planning matter shall be consistent with the policy statements issued by the Province and shall conform with the provincial plans that are in effect or, at minimum, shall not conflict with them.

Section 3 of the *Planning Act* requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act. The PPS states that protected heritage property, which may contain built heritage resources or cultural heritage landscapes, shall be conserved, and that Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property unless the heritage structures of the protected heritage property will be conserved.

As discussed, the only heritage attribute listed in the existing Heritage Designation By-law is the Victoria Annex School building and its exterior components, which is located

on Block 10 of the subject lands. However, the designation by-law applies to the entire Annex subdivision. Refining the legal description and municipal addresses included in the by-law would provide clarity to future owners and staff in determining the applicability of the heritage designation and when associated requirements including heritage permits, would be required. The proposed amendment will support the continued conservation of the Victoria School Annex. Alterations and future redevelopment on Block 10 would continue to be subject to the heritage designation and associated requirements.

The properties within the Annex subdivision contiguous to Block 10, would no longer be designated but would be considered as “adjacent lands” under the PPS built heritage protection policies. Therefore, any proposed development requiring *Planning Act* applications would be required to undertake a Heritage Impact Assessment to evaluate any impacts to the heritage value of the adjacent heritage property. The properties within the Annex subdivision that are not contiguous to Block 10, would also no longer be designated and would not be required to undertake a Heritage Impact Assessment for any proposed *Planning Act* applications.

In consideration of the above, Planning Services is satisfied that the proposed amendment is consistent with the PPS.

County of Simcoe Official Plan

The *Cultural Heritage Conservation* policies of the County of Simcoe Official Plan, identifies that significant built heritage resources will be conserved.

Updating the designation by-law supports the continued conservation of the Victoria School Annex as a significant built heritage resource. Therefore, Planning Services is satisfied that the proposed amendment is consistent with the County’s Official Plan.

Town of Collingwood Official Plan (2024)

The Town's Official Plan outlines policies for the management and conservation of cultural heritage resources. The policies of the Official Plan provide that the Town may designate whole or specific parts of buildings or structures upon designated property.

The proposed amendment will refine the legal description and municipal addresses listed in the Heritage Designation By-law. The purpose of refining the legal description and municipal address is to clarify that the by-law only applies to Block 10 and does not apply to the other lands within the Annex subdivision.

While the properties within the Annex subdivision adjacent to Block 10 would no longer be designated, any proposed development requiring *Planning Act* applications would be required to undertake a Heritage Impact Assessment to evaluate any impacts to the heritage value of the adjacent heritage property. The properties within the Annex subdivision that are not contiguous to Block 10, would not be subject to this requirement.

In consideration of the foregoing, Planning Services is satisfied that the proposed amendment is consistent with the Town's Official Plan.

Financial Impacts

Staff anticipate costs associated with publishing the notice of passing of the amendment in *Collingwood Today* newspaper and registering the amended by-law on title of the property. These costs would be covered by the property owner.

In the unlikely event that the owner appeals the amended by-law to the Ontario Land Tribunal (OLT) there would be costs associated with defending the Town's position.

Conclusion

Based on the land-use planning analysis and the process set out in Section 30.1 of the *OHA*, Planning Services confirms that the proposal is in conformity to and consistent with the relevant land use planning instruments and has considered input from internal/external commenting agencies and that feedback received from the public through the associated applications for the project have been addressed.

Therefore, it is recommended that Council direct staff to proceed with issuing the notice of the proposed amendment, and to bring forward the amended Designation By-law for Victoria Annex for approval following the 30-day objection period, provided no objections are received.

3. Input from Other Sources

The Report was reviewed by Department Heads on May 6, 2025, and the content responds to input and advice received.

The procedure set out in the *OHA* for amending a designation by-law requires that Council consult with its municipal heritage committee before giving a property owner notice of a proposed amendment. The Town's Heritage Committee was consulted on the proposed amendment at the December 5, 2024, meeting. The Heritage Committee is supportive of the proposed amendment (Resolution number HER-043-2024). Meeting minutes are provided as Resource 2.

4. Applicable Policy or Legislation

- *Ontario Heritage Act*
- *Planning Act* (1990, as amended)
- Provincial Planning Statement (2024)
- Simcoe County Official Plan (2016)
- Town of Collingwood Official Plan (2024)
- Town of Collingwood Zoning By-law 2010-040

5. Considerations

2024-2028 Community Based Strategic Plan: Advances pillar(s) below:

- | | | | |
|--|--|----------------------------------|--------------------------------------|
| <input checked="" type="checkbox"/> Sustainable | <input type="checkbox"/> Connected | <input type="checkbox"/> Vibrant | <input type="checkbox"/> Responsible |
| <input type="checkbox"/> Services adjusted if any | Not applicable | | |
| <input checked="" type="checkbox"/> Climate Change / Sustainability: | The proposed amendment will support the continued conservation of the Victoria School Annex, a designated heritage | | |

property. Designation helps to ensure the long-term conservation of an existing building.

☒ Communication / Engagement: Advertisement/Notice will be provided
Notice of Proposed Amendment and Notice of Passing will be given.

☐ Accessibility / Equity, Diversity, Inclusion: Not Applicable

☐ Registered Lobbyist(s) relating to content: Not Applicable

Next steps and future action required per Section 30.1 of the *OHA* following endorsement:

- Notice of the proposed amendment is given to the property owner. The notice shall include an explanation of the purpose and effect of the proposed amendment and inform the owner of the right to object to the proposed amendment by filing a notice of objection with the clerk of the municipality within 30 days of receiving the notice. Under the *Act*, the notice is not required to be made public, and members of the public cannot object to the proposed amendment.
- If no objection is submitted within the 30-day objection period, staff will bring forward the amending by-law for approval at the next available and scheduled Council meeting. In this case, staff do not anticipate the owner will object to the proposed amendment, as the owner has been consulted on the proposal. However, if an objection is submitted, it must be considered by Council within 90 days of the 30-day objection period ending. Council may then decide to issue a notice of withdrawal or pass the amending by-law.
- Notice of the passing of the amendment to a Heritage Designation By-law and a copy of the amending by-law will be served on the property owner and the Ontario Heritage Trust. This notice would also be published in *Collingwood Today* newspaper. Within 30 days of receiving the notice, the owner may appeal the decision to the Ontario Land Tribunal which can make a binding decision to dismiss the appeal, have the Designation By-law amended, or repeal the Designation By-law. Only the property owner has the right to appeal.

- If no appeals are filed, the amending By-law comes into force on the day following the last day of the appeal period. The Clerk shall register the amending By-law on the title of the affected property and serve a copy of the registered By-law on the Ontario Heritage Trust.

6. Appendices and Other Resources

Appendix A: Victoria Annex Heritage Designation By-law 2019-083 (existing).

Resource 1: [Ontario Heritage Act](#)

Resource 2: [Heritage Committee Minutes – December 05, 2024](#)

7. Approval

Prepared By:

Jocelyn Wainwright, MSc

Community Planner

Justin Teakle, MICP, RPP

Senior Planner

Reviewed By:

Lindsay Ayers, MCIP, RPP

Manager, Planning

Submitted By:

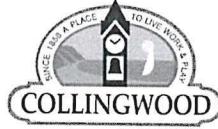
Summer Valentine, MCIP, RPP

Director, Growth and Development

CAO Comments:

☒ Endorsed by CAO Skinner on May 7, 2025 to proceed to COW.

BY-LAW No. 2019-083
OF THE
CORPORATION OF THE TOWN OF COLLINGWOOD



BEING A BY-LAW TO DESIGNATE A PROPERTY TO BE OF CULTURAL
HERITAGE VALUE OR INTEREST UNDER SECTION 29 OF THE ONTARIO
HERITAGE ACT

WHEREAS pursuant to Section 29, Part IV of the *Ontario Heritage Act, R.S.O. 1990, chapter O.18*, the council of a municipality is authorized to enact by-laws to designate a property within the municipality to be of cultural heritage value or interest;

AND WHEREAS 400 Maple Street is the municipal address for the lands commonly known as the former Victoria School Annex and property legally described in Schedule "A" to this By-law ("the Property");

AND WHEREAS the Council of the Corporation of the Town of Collingwood has caused to be served on the owners of the Property located at 400 Maple Street, Collingwood, ON and upon the Ontario Heritage Trust, notice of intention to designate the former Victoria School Annex at the Property, and further, has caused the notice of intention to be published the newspaper of general circulation in the municipality;


AND WHEREAS the one objection to the notice of intention to designate had been served on the Clerk of the municipality, to which the Conservation Review Board subsequently dismissed;


AND WHEREAS the Town Council has describe the Property, set out the statement of cultural heritage value or interest for the Property, and described the heritage attributes of the Property in Schedule "B" to this By-law, which forms part of this By-law;

NOW THEREFORE the Council of the Corporation of the Town of Collingwood hereby enacts as follows:

1. That the real property legally described in Schedule "A" to this By-law, is hereby designated to be of cultural heritage value or interest under section 29 of the Ontario Heritage Act.
2. That the description of the Property, the statement of its cultural heritage value or interest, and the description of its heritage attributes are set out in Schedule "B" to this By-law.
3. That the attached Schedules form part of the By-law.
4. That the Town Solicitor be authorized to cause a copy of this By-law to be registered against the property legally described in Schedule "A" at the Land Registry Office and served on the property owner and on the Ontario Heritage Trust, and publish notice of this By-law in a newspaper having general circulation in the Town.

ENACTED AND PASSED this 16th day of December, 2019.



MAYOR


DEPUTY CLERK

By-law No. 2019-083
Schedule "A"

Lots 10, 11, 12, north side, Sixth Street
Lots 10, 11, 12, south side, Fifth Street
Plan 45
Town of Collingwood
County of Simcoe

**By-law No. 2019-083
pSchedule “B”**

STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST

The former Victoria School Annex building erected in 1894 on Maple Street represents the final stage in the chronology of Collingwood’s first common or public school, Centre Ward School, from makeshift classrooms elsewhere in the 1850s, to the sale of the Annex property by the Simcoe County District School Board in 2004. The Maple Street property was in continuous use for educational purposes from 1884 until 2001, resulting in a long standing association of the site with Collingwood’s elementary school aged children, parents, staff, and administrators.

The main school building erected on this site in 1884 and demolished about 1969 was designed by Collingwood architect Marshall B. Aylesworth and built by local contractors. It was a well executed, locally rare example of the Romanesque Revival style of architecture being applied to institutional use.

The standalone Annex building, erected at the west, was designed to match the style and form of the main school building. The contract for its construction was awarded to Frank W. Bryan with other Collingwood builders John Chamberlain, D. Peterman & Sons, and local tradespeople. Although this attributes Bryan with the design, the Annex is a near duplicate of the 1884 school. It could be argued that with the removal of the earlier building, the Annex also now represents Aylesworth’s work at this site.

Like the 1884 school, the Annex illustrates the 19th century philosophy that a school building should be inspiring and have certain features such as separate entrances for boys and girls and natural lighting. The plan, massing, gable designs, masonry, decorative and polychromatic (red/buff) brickwork accented with black dye, round and segmental door and window openings together form an attractive composition.

There has been a school building on this property since 1884. The 1894 Victoria School Annex is a neighbourhood and town landmark.

Description of Heritage Attributes

The only heritage attribute of the property is the 1894 Romanesque Revival style school Annex building, elements of which include:

Exterior Only

- Cruciform plan, height, massing, and symmetry
- Cross gable, medium pitch roof type
- Fenestration (window placement, shape, dimension, and sash type)
- Red-orange and buff-cream coloured brick masonry with buff coloured lime based mortar
- The use of black pigment on selected bricks as banding and edging
- All decorative brickwork, including corbelling, arcading, pilasters, and bands
- All woodwork, including moulding and carved brackets
- Rubblestone foundation
- All elements of the gables
- All original door openings, with separate boys’ and girls’ entrances



Staff Report P2025-13

Committee 2025-05-12

Council 2025-05-26

Amendments ☐

Submitted To: Council

Submitted By: Summer Valentine, Director, Growth and Development

Prepared By: Lindsay Ayers, Manager, Planning

Subject: Conditional Approval and Authorization By-law to Execute a Site Plan Control Agreement – 180 Vacation Inn Drive (Wyldeewood Creek)

Town File No. D11119

Recommendation

THAT Report P2025-13, “Conditional Approval and Authorization By-law to Execute a Site Plan Control Agreement – 180 Vacation Inn Drive (Wyldeewood Creek)” dated May 12, 2025 be received;

AND THAT Site Plan Application File D11119 be approved subject to the following conditions:

- Confirmation of municipal servicing capacity allocation;
- Resolution of any outstanding minor technical comments, including any associated plan revisions, to the satisfaction of Town departments, third-party peer reviewers, and external agencies;
- Approval of a future Consent application by the Committee of Adjustment and registration of the Transfer of Easement in favour of the subject property on terms and conditions to the satisfaction of the Town and the applicable utility authority(ies);
- Issuance of a Tree Cutting Permit to permit the removal of necessary boundary trees and trees on the adjacent golf course lands in proximity to the shared southern and western property lines to facilitate the proposed servicing corridor

and grading and drainage, with the exact locational boundaries of the tree removals to be determined through the permitting process;

- Issuance of all required permits by the Nottawasaga Valley Conservation Authority (NVCA);
- Registration of the Transfer of Easement (Water) in favour of the subject property per Consent PLBN2024460;
- Execution of a Site Plan Control Agreement and issuance of Final Site Plan approval of the conditionally approved second emergency vehicle access at 10 Vacation Inn Drive (File No. D111123); and
- Execution of a Site Plan Control Agreement with the Town of Collingwood;

AND THAT an Authorization By-law to execute the Site Plan Control Agreement for a residential development at 180 Vacation Inn Drive be enacted and passed;

AND THAT this conditional Site Plan approval shall lapse three years from the date that the conditional approval was issued should a permit under the *Building Code Act* to implement the site plan not be issued.

Amendments

None.

1. Executive Summary

The purpose of this Report is to provide Council with an analysis and recommendations regarding a proposed Site Plan and related Agreement at 180 Vacation Inn Drive to facilitate a 165-unit residential condominium development consisting of six (6) apartment buildings, surface parking, outdoor amenity areas, and landscaping.

Based on the land-use planning analysis and the Town's development review process, Planning Services confirms that the submitted documents and plans illustrate a proposed use and associated site works that are in conformity to, or consistent with, the relevant land use planning instruments. It is therefore recommended that the Site Plan be approved subject to the conditions referenced in the Recommendation section of this Report to address required permits, easements, municipal servicing capacity allocation,

site plan agreements, and other technical matters. It is further recommended that this conditional site plan approval shall lapse three years from the date that the conditional approval was issued should a permit under the *Building Code Act* to implement the site plan not be issued.

Planning Services notes that though site plan approval matters have been delegated to staff as required by the *Planning Act*, this Site Plan Control application was received prior to the effective date of July 1, 2022, hence Council remains the approval authority. It is anticipated that the related Removal of the Holding 'H' Zone application (File No. D140724) would be addressed through delegated authority to staff pending approval of the recently adopted Town of Collingwood Official Plan Amendment No. 1 by the County of Simcoe and that the future application for Condominium Exemption to facilitate separately conveyable tenure of the apartment dwelling units by way of a standard condominium would also be addressed through delegated authority to staff.

2. Analysis

Background

The Owner, The Georgian Manor Resort & Country Club Inc., has made application to the Town for Site Plan Control to facilitate the development of 165 residential apartment dwellings at 180 Vacation Inn Drive.

Property Description

Per Figure 1, the subject property is located approximately 350 metres south of Highway 26 on Vacation Inn Drive (a private road). The property is approximately 2.6 hectares in size and is currently comprised of three maintenance buildings associated with Georgian Bay Hotel and a telecommunications tower in the southeast corner, with only the telecommunications tower proposed to remain.

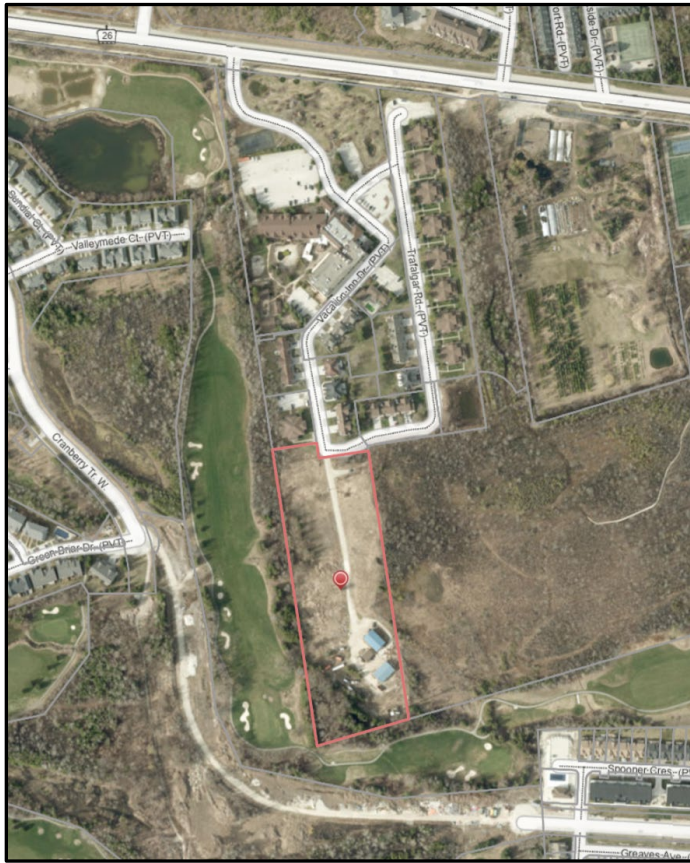


Figure 1: 2024 Aerial Image of Subject Property

Source: Simcoe County GIS Maps

Surrounding land uses include recreational uses to the west and south (Cranberry Golf Course), resort commercial uses to the north (Georgian Bay Hotel and residential condominium developments), and environmental protection lands (Silver Creek Wetland Complex) to the east. One transit stop and the Town's multi-use 'Vacation Inn Trail' are located approximately 350 metres from the subject property along Highway 26.

Proposal

The proposed development consists of 165 apartment dwelling units in six (6) separate 3-storey plus mezzanine buildings, 207 surface parking spaces, including 7 accessible parking spaces, and an outdoor recreational amenity area, including an amenity building, outdoor swimming pool, fire pit, and children's play area. A total of 21 apartment units are proposed to be affordable to the 6th decile household income, representing approximately 13% of the proposed development. Planning Services notes

that an additional 12 units fall within the gap between the 6th and 7th deciles, just beyond what is considered 'affordable' for the Town's target middle income demographic.

The proposed development would retain the existing Provincially Significant Wetland (PSW) boundary along the eastern property line and establish a variable enhanced naturalized buffer between the wetland boundary and the proposed residential development that averages approximately 30 metres in width. The existing PSW buffer is comprised of fill of unknown quality that is dominated by non-native species. The proposed development would remove this fill and fully restore and landscape the buffer with native species. Furthermore, cedar demarcation posts 1.2 metres in height are proposed approximately every 3 metres along the PSW buffer edge with signage stating 'Provincially Significant Wetland – Please Do Not Enter'. Based on the existing state of the wetland buffer, the proposed development and associated restoration plan is considered to be a net benefit to the wetland feature.

The proposed development would also involve the construction of an open naturalized channel for stormwater conveyance that is currently facilitated by an underground culvert. This channel would create additional habitat where none presently exists and the slopes of the channel are proposed to be planted with native vegetation, where appropriate.

Vehicular access to the site will be off Highway 26 via Vacation Inn Drive, a private road. Based on the number of residential dwelling units proposed, a second emergency vehicle access is required, which is to be constructed off Highway 26 over the Georgian Bay Hotel lands, located at 10 Vacation Inn Drive. A Minor Adjustment to Site Plan application submitted for 10 Vacation Inn Drive (File No. D111123) to facilitate this second emergency vehicle access was conditionally approved by the Director, Growth and Development, on May 2, 2025 and execution of the Site Plan Control Agreement and issuance of Final Site Plan approval related to this second emergency vehicle access is a recommended condition of this Site Plan approval.

The proposed development would be connected to municipal water and wastewater services through private infrastructure internal to the broader Georgian Bay Hotel lands

as well as through the provision of a second water connection to the municipal water servicing system from Cranberry Trail East that would ultimately be owned by the municipality. To facilitate this new water connection, along with hydro and natural gas connections to existing infrastructure along Cranberry Trail East, an easement is required over the golf course lands south of the subject property. The developer has entered into an Agreement of Purchase and Sale with the golf course owner to facilitate this private easement and the approval of a future Consent application by the Committee of Adjustment and registration of the Transfer of Easement in favour of the subject property on terms and conditions to the satisfaction of the Town and the applicable utilities is a recommended condition of this Site Plan approval. Easements for the proposed water, hydro, and natural gas infrastructure will ultimately be transferred to the Town, EPCOR, and Enbridge respectively, once constructed. Furthermore, a blanket easement to permit access to and maintenance of the water servicing system will be required to be conveyed to the Town over the subject property. These Transfer of Easement requirements will be outlined in the Site Plan Control Agreement and no securities would be released until the necessary transfers are completed to the satisfaction of the Town.

The *existing* private infrastructure servicing arrangement is facilitated by a series of easements in favour of the subject property. The Town Solicitor completed a comprehensive review of the servicing and access easements and it was determined that one (1) additional servicing (water) easement was required. As such, the applicant submitted a Consent application (File No. PLBN2024460) to address the identified servicing easement 'gaps' for several properties within the broader Georgian Bay Hotel lands, including the subject property. A [Planning Report](#) was considered by the Committee of Adjustment on February 27, 2025 and the Consent application was conditionally approved. No appeals were received in response to the Notice of Decision.

The Town Solicitor has subsequently confirmed that the necessary servicing and access easements will be in place for the subject property pending approval of a future Consent application by the Committee of Adjustment and registration of the necessary Transfer of Easements, which are recommended conditions of this Site Plan approval.

Planning Services also understands that the applicant has voluntarily undertaken an extensive review of services associated with the broader Georgian Bay Hotel community, including the existing seven condominium corporations, the Georgian Bay Hotel lands, and the subject property. A comprehensive Shared Facilities Agreement, prepared by a law firm with extensive experience in condominium law and related matters, has been drafted and is currently under legal review by the various property owners. Although this Agreement is beyond the scope of the subject Site Plan Control application, it provides a degree of reassurance that the various property owners are working to resolve the current lack of coordination and cost-sharing with respect to private infrastructure associated with roads, stormwater, water, and wastewater services within the broader Georgian Bay Hotel community, which would be a benefit to all existing and future residents and owners as well as lessening the liability on the Town should the municipality be requested to intervene to address private infrastructure issues in the future.

In order to facilitate the proposed residential development, including the proposed servicing corridor from Cranberry Trail East, certain external works are required to be undertaken on the adjacent golf course lands, owned by Munro Golf Limited. These works include offsite grading, drainage, and removal of trees in proximity to the shared southern and western property lines. Munro Golf Limited has submitted a Letter of Consent authorizing the Owner to undertake the necessary site works and tree removals in proximity to the shared property lines and has acknowledged that a Tree Cutting Permit will be required to facilitate the required tree removals on the golf course lands. The issuance of a Tree Cutting Permit is a recommended condition of this Site Plan approval.

In addition, per the Golf Shot Spray Analysis for the 10th Hole of Cranberry Golf Course, prepared by R.F. Moote & Associates Ltd., submitted in support of the approved and related concurrent Official Plan and Zoning By-law Amendment application associated with the proposed development, requisite mitigation measures, including the relocation of tee decks, coniferous and deciduous tree plantings along the west side of the new tee decks, and deciduous tree plantings along the east side of the fairway are to be

undertaken on the 10th hole, located west of the subject property, to mitigate the risk of potential impacts of golf play on the proposed development to an acceptable level.

Planning Services has received subsequent confirmation from R.F. Moote & Associates Ltd. that the requisite mitigation measures on the adjacent golf course lands have been satisfactorily completed. Furthermore, it is understood that additional modifications were made to the golf course whereby the new 9th hole, formerly played as the subject Par 5 full-length 10th hole, has been shortened to a Par 4 modest-length hole, further reducing potential risks to the proposed residential development.

Planning Services also understands there is an agreement between the Owner and Munro Golf Limited to facilitate a temporary construction access along the western boundary of the broader Georgian Bay Hotel lands. This temporary construction access road (see Schedule 'B') would be utilized by construction vehicles and equipment during construction to minimize impacts on the existing private roads internal to the site, which was a concern identified during consideration of the approved and related concurrent Official Plan and Zoning By-law Amendment application associated with the proposed development.

Water and Wastewater Capacity Allocation

A Servicing and Stormwater Management Implementation Report, prepared by Crozier Consulting Engineers, was submitted in support of the proposed development. Based on the Town of Collingwood Development Standards dated July 2007 as well as the updated Development Standards pertaining to Sanitary and Watermain Design Flows, approved by Council on August 18, 2022, Growth and Development staff have estimated water and wastewater servicing capacity requirements to be 109 Single Dwelling Unit equivalents (SDUs) and 131 SDUs respectively to facilitate the proposed development.

Section A5 'Development Subject to the Allocation Policy' of the Town's Servicing Capacity Allocation Policy (SCAP) applies to the following growth and development, among others:

- a) Any development where an extension and/or the provision of new water and/or wastewater infrastructure is required;
- c) Any development requiring site plan approval.

Planning Services completed a merit-based evaluation of the proposed residential development against the SCAP. Per Appendix 'A', a total score of 54 points out of a possible 95 points (57%), was achieved by this development. This merit-based evaluation of the development proposal exceeds the minimum 50% of the available points required for Council's consideration when a request for allocation is received.

The difference in points between the applicant's (74%) and Town staff's (57%) evaluations were generally consistent with many scores only varying by approximately 1-2 points. However, there was a greater degree of difference in the Conservation and Sustainable Development criteria where the applicant awarded 4 points for incorporating low impact/sustainable development as it relates to water efficiency and reducing wastewater flow whereas staff awarded 0 points as no initiatives specific to water efficiency and reducing wastewater flow were identified. In addition, there was a greater degree of difference in the Infrastructure and Public Facilities criteria where the applicant awarded 4 points for the completion, upgrade or reconstruction of active transportation infrastructure whereas staff only awarded 1 point for the possible future trail connection. Furthermore, there was a greater degree of difference in the Economic Development criteria where the applicant awarded 3 points for enhancing the Downtown or a main street as a focal point of activity and commerce whereas staff awarded 0 points due to the distance of the subject property from the Downtown or an activated main street.

Planning Services notes that capacity allocation is not being committed through the conditional approval of this Site Plan Control application. In accordance with the approach approved by Council on January 30, 2023, the SCAP evaluation referenced above is anticipated to be brought forward in a batch format for consideration of allocation in 2024. Building permits would not be available until the conditions of approval are fulfilled, including the allocation of municipal servicing and the execution of a Site Plan Control Agreement with the municipality, among others.

Planning Analysis

The analysis section of this report provides a review of the proposed Site Plan and the associated Site Plan Control Agreement relative to the planning policy framework and regulatory instruments as follows:

Matters of Provincial Interest

The *Planning Act* provides that Council in carrying out their responsibilities under the *Act* shall have regard to matters of provincial interest.

Planning Services is satisfied that the proposed development has regard to the applicable matters of provincial interest and, more specifically, supports the following principles:

- (a) the protection of ecological systems, including natural areas, features and functions;
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- (h) the orderly development of safe and healthy communities;
- (h.1) the accessibility for persons with disabilities to all facilities, services and matters to which the *Act* applies;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (o) the protection of public health and safety;
- (p) the appropriate location of growth and development;
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians; and
- (r) the promotion of built form that,
 - (i) is well-designed,
 - (ii) encourages a sense of place, and
 - (iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant.

Provincial *Bills 109* and *23* do not impact this Site Plan application. As the Site Plan Control application was received prior to July 1, 2022, Council remains the

approval authority. The provisions of Section 41 of the *Planning Act* have been accounted for in the review and processing of this application.

Furthermore, in accordance with the Province's Housing Supply Action Plan, "use it or lose it" approach, and recent changes to the *Planning Act*, municipalities may now provide that the approval of a Site Plan lapses at the expiration of a specified time period, currently not less than three years, to support the efficient allocation of housing-enabling infrastructure. Planning Services finds the Province's "use it or lose it" tools to be reasonable and balanced in the continued drive toward shovel readiness for all types of development that contribute to complete and sustainable communities and is therefore recommending that conditional Site Plan approval lapse three years from the date of issuance should a permit under the *Building Code Act* to implement the site plan not been issued.

Provincial Planning Statement (2024)

Section 3 of the *Planning Act* requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act. The Provincial Planning Statement (PPS) was issued under Section 3 of the *Planning Act* and came into effect on October 20, 2024. It replaces the Provincial Policy Statement (2020) and A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2020). The intent of the PPS is to provide policy direction on matters of provincial interest related to land use planning and development.

The PPS states that Settlement Areas shall be the focus of growth and development. Development within Settlement Areas shall be based on densities and a mix of land uses which efficiently use land and resources, optimize existing and planned infrastructure, support active transportation, and are transit supportive. The subject property is located in the Town of Collingwood which is a Settlement Area.

The PPS notes that planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents by establishing and implementing minimum targets for the provision of

housing that is affordable to low and moderate household incomes. In addition, planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

The PPS further notes that healthy, active and inclusive communities should be promoted by planning public streets, spaces and facilities to be safe and meet the needs of persons of all ages and abilities, including pedestrians, and facilitate active transportation and community connectivity; and plan and provide for the needs of persons of all ages and abilities in the distribution of a full range of publicly-accessible built and natural settings for recreation, including open space areas, trails and linkages.

The proposed residential development would provide 165 apartment dwelling units, including a total of 21 units (13%) which would be affordable to the 6th decile household income. As such, the proposal would contribute to housing supply options for moderate household incomes in the Town. Planning Services notes that an additional 12 units fall within the gap between the 6th and 7th deciles, just beyond what is considered affordable for the Town's target demographic of middle income households.

In addition, the proposed residential development would be located on an underutilized infill development site with access to municipal services, minimizing the need for additional land consumption in greenfield areas and has convenient access to municipal transit and active transportation opportunities, both of which are within 350 metres of the subject property.

The PPS also states that natural features and areas shall be protected for the long term and that the diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems, should be maintained, restored, or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features

and ground water features. In addition, the PPS states that development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions. This site is located in proximity to the Cranberry Marsh, which forms part of the Provincially Significant Silver Creek Wetland Complex.

A scoped Environmental Impact Statement was submitted in support of the previously approved and related concurrent Official Plan and Zoning By-law Amendment application associated with the proposed development. The EIS was peer reviewed by the Nottawasaga Valley Conservation Authority (NVCA), the Town's peer reviewer for natural heritage matters at the time. The proposal does not involve any development or site alteration within the PSW itself and would establish a variable enhanced naturalized buffer between the wetland boundary and the proposed residential development that averages approximately 30 metres in width. The existing PSW buffer is comprised of fill of unknown quality that is dominated by non-native species. The proposed development would remove this fill and fully restore and landscape the buffer with native species. Furthermore, cedar demarcation posts 1.2 metres in height are proposed approximately every 3 metres along the PSW buffer edge with signage stating 'Provincially Significant Wetland – Please Do Not Enter'. Based on the existing state of the wetland buffer, the proposed development and associated restoration plan is considered to be a net benefit to the wetland feature.

The PPS further states that development shall generally be directed to areas outside of hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards. The subject property falls partially within the regulatory jurisdiction of the NVCA due to floodplain and erosion hazard areas and related buffers associated with the watercourse that traverses the property, and the 30 m wetland regulatory buffer associated with the Cranberry Marsh PSW.

A number of reports and drawings, including a Flood Study and a Servicing and Stormwater Management Implementation Report, among others, were submitted in support of the subject application and/or the approved and related concurrent Official Plan and Zoning By-law Amendment application associated with the proposed development. The proposed development has been extensively peer reviewed by NVCA engineering staff with respect to stormwater, drainage, channel restoration, etc. through six iterative technical submissions over more than 6 years. The NVCA has confirmed they are supportive of advancing the proposed development for conditional site plan approval with the issuance of all required permits by the NVCA being a recommended condition of this Site Plan approval.

In consideration of the above, Planning Services is satisfied that the proposed development is consistent with the PPS.

County of Simcoe Official Plan

The subject property is designated 'Settlement' within the County of Simcoe Official Plan. The County of Simcoe Official Plan contains policies relating to the orderly development of those areas that are designated as Settlement, and in particular, an emphasis on development directed to Primary Settlement Areas. The Town of Collingwood is identified as a Primary Settlement Area.

The County's Official Plan identifies four themes of the planning growth management strategy including:

- Direction of a significant portion of growth and development to settlements where it can be effectively serviced, with particular emphasis on primary settlement areas;
- Enabling and managing resource-based development including agriculture, forestry, aggregates, and tourism and recreation;
- Protection and enhancement of the County's natural heritage system and cultural features and heritage resources, including water resources; and
- Development of communities with diversified economic functions and opportunities, and a diverse range of housing options.

The County's Official Plan identifies that a wide range of land uses in Settlements provides an opportunity for people to live, work, shop and find recreation in one compact community and that Primary Settlement Areas are required to develop as complete communities that are transit-supportive. The development of a wide range of housing types and costs, is a goal of the County's Official Plan. Furthermore, the Plan states '*Intensification, or directing of development to the built-up area and serviced areas within settlement areas, contributes to compact development form*' and '*...local municipalities shall promote and facilitate intensification and efficient use of land in built-up areas...*' In addition, it is an objective of the County's Official Plan to promote healthy, complete, and accessible urban and rural communities that are in proximity to amenities, support services, and transit.

It is also a policy of the County's Official Plan that the Town of Collingwood plans to achieve a minimum intensification target of 40% for all new residential units occurring annually to be developed within the built boundary.

Planning Services is satisfied that the proposed development represents an efficient use of land and services and would contribute towards the achievement of complete communities and compact urban form and is transit-supportive. In addition, the provision of a variable enhanced naturalized buffer between the Silver Creek PSW Complex and the proposed residential development that averages approximately 30 metres in width further protects this sensitive feature and addresses the County's natural heritage policies.

The proposed residential development would also contribute towards achieving the County's minimum Town-wide 40% intensification target for Collingwood and provide a wider range of housing types and costs.

Planning Services is satisfied that the proposed development conforms to the general intent and purpose of the County of Simcoe Official Plan. The subject application was circulated to the County of Simcoe and no concerns were raised with conformity to the County's Official Plan.

Town of Collingwood Official Plan (2004)

Schedule 'A' titled *Land Use Plan* designates the subject property as High Density Residential Exception Two in part and Environmental Protection in part

Schedule 'B' titled *Environmental Protection – Natural Heritage Resource Areas* identifies Category 1 Wetlands along the eastern property boundary

Schedule 'C' titled *Residential Density* designates the subject property as High Density

Schedule 'E' titled *Municipal Service Areas* identifies the subject property as within Municipal Service Area 1

Schedule 'F' titled *Urban Structure* identifies the subject property as Inside Built Boundary (Designated/Available Lands)

Environmental Protection Policies

The Silver Creek Wetland Complex, identified as a Category 1 Wetland, is located along the eastern boundary of the subject property. Category 1 lands are lands where development is prohibited. Further, within the Category 1 Environmental Protection – Natural Heritage Resource Areas on Schedule B, no development or site alteration is permitted, except for public works/uses required for flood or erosion control or passive public recreation (e.g. trails), or public/private road, or public/private utility.

Per the 'Category 1: Adjacent Lands' policies, no development shall be permitted within 120 metres of a Category 1: Wetland unless the proposed methods of remediating the potential impacts of such development on adjacent resources are satisfactory to the Town of Collingwood and the NVCA and that this shall be demonstrated through the preparation of an EIS. More specifically, the Official Plan states that naturally vegetated buffers, generally extending a minimum of 30 metres from the edge of Category 1 resource areas shall be encouraged and that the precise nature of the buffers and their dimensions shall be determined on a site-by-site basis through the findings of an EIS.

As previously noted, a scoped EIS was submitted in support of the approved and related concurrent Official Plan and Zoning By-law Amendment application associated with the proposed development and peer reviewed by the NVCA, the Town's peer reviewer for natural heritage matters at the time. The proposal does not involve any development or site alteration within the PSW itself and would establish a variable enhanced naturalized buffer between the wetland boundary and the proposed residential development that averages approximately 30 metres in width. The existing PSW buffer is comprised of fill of unknown quality that is dominated by non-native species. The proposed development would remove this fill and fully restore and landscape the buffer with native species. Furthermore, cedar demarcation posts 1.2 metres in height are proposed approximately every 3 metres along the PSW buffer edge with signage stating 'Provincially Significant Wetland – Please Do Not Enter'. Based on the existing state of the wetland buffer, the proposed development and associated restoration plan is considered to be a net benefit to the wetland feature.

The NVCA has confirmed they are supportive of advancing the proposed development for conditional site plan approval with the issuance of all required permits by the NVCA being a recommended condition of Site Plan approval.

Residential Policies

The Residential designation is intended to provide for a variety of housing opportunities and associated uses, within a broad range of residential densities, in order to meet the Town's long-range housing needs and complete community and compact urban form policies.

Residential Intensification Policies

Residential intensification means intensification of a property, site or area which results in a net increase in residential units or accommodation and includes the development of vacant or underutilized lots within previously developed areas and infill development.

Consideration of opportunities for Residential Intensification throughout the Town, as well as specific development proposals, will be based on the following criteria and the other applicable policies of the Official Plan:

- a) Capacity and availability of municipal water and wastewater servicing;
- b) Proximity to and adequacy of community infrastructure, services and facilities;
- c) Ability to accommodate required off-street parking;
- d) Ability to accommodate an outdoor amenity area;
- e) Acceptable impacts on traffic;
- f) Sensitivity to the urban design and character of adjacent buildings, including their location, massing, height and building materials;
- g) Compatibility with the character and streetscapes of the surrounding neighbourhood; and,
- h) Preservation of heritage resources.

The proposed residential development of 165 apartment dwelling units on an underutilized infill development site represents a form of residential intensification within the built boundary. Furthermore, it is the opinion of Planning Services that the proposed development would satisfy the above-noted criteria as follows:

- Municipal water and wastewater servicing is available to the subject property and it is anticipated that the proposed development could be brought forward for consideration of servicing capacity allocation in 2024, pending Council's decision on the subject application;
- Sufficient community infrastructure, services and facilities are available and within reasonable proximity to the subject property – noting Princeton Shores municipal park is within 850 m, Pretty River Academy (private school) is within 700 m, and the Town's trail system is within 350 m;
- The minimum parking requirements for the proposed development have been satisfied with a total of 207 parking spaces proposed to support the 165 apartment dwelling units;

- An outdoor recreational amenity area, including a swimming pool, fire pit, and children's play area are proposed central to the subject property to serve the private development;
- The submitted comprehensive (37 pages) Traffic Opinion Letter, prepared by Crozier Consulting Engineers, confirmed the additional traffic to be generated by the proposed development is expected to have a negligible impact on the operations of Highway 26;
- As outlined further in the Urban Design Manual section of this report, the proposed development has considered urban design elements and the building design and landscaping measures have been proposed to provide suitable screening and buffering to surrounding properties; and
- Planning Services notes that natural heritage resources were thoroughly assessed and addressed as outlined in previous sections of this Report.

High Density Residential Policies

The property was the subject of Official Plan Amendment No. 46 (OPA 46) adopted by Council on January 30, 2023, and approved by the County of Simcoe on April 25, 2023. OPA 46 redesignated the subject property from Resort Commercial to High Density Residential Exception Two in part and Environmental Protection in part.

The primary permitted residential uses in the High Density Residential designation shall be limited to apartment buildings and student dormitories. Further, the High Density Residential Exception Two designation permits a maximum density of 75 dwelling units per gross hectare and requires a second emergency vehicle access off a public road to facilitate the proposed residential development.

The proposed development is comprised of six apartment buildings and the proposed 165 dwelling units would achieve a density of approximately 74.6 dwelling units per gross hectare, thereby representing a permitted use which does not exceed the maximum permitted density. Furthermore, as previously noted, a second emergency vehicle access, which is to be constructed off Highway 26 over

the Georgian Bay Hotel lands to facilitate the proposed development was conditionally approved by the Director, Growth and Development, on May 2, 2025 and execution of the Site Plan Control Agreement related to this second emergency vehicle access is a recommended condition of this Site Plan approval. Securities pertaining to this second emergency vehicle access have been included in the subject development's securities cost estimate to ensure that the second emergency vehicle access is constructed to the satisfaction of the Town.

The County of Simcoe's Notice of Decision, dated April 25, 2023, also stipulated that development or site alteration on the subject lands shall be subject to Site Plan Control and, as a requirement of Site Plan Control, a Stage 1 (or Stage 1-2) Archaeological Assessment of the subject property shall be carried out by a licensed archaeologist in accordance with provincial Standards and Guidelines for Consulting Archaeologists. The property owner shall provide the Town and the County of Simcoe with a copy of all completed Archaeological Assessment reports and satisfy the applicable reporting requirements of the Ministry of Tourism, Culture and Sport. Stage 1 and 2 Archaeological Assessments, prepared by Archaeological Research Associates Ltd. (ARA), and associated Ministry correspondence pertaining to report filing was submitted in support of the proposed development to the satisfaction of both the Town and the County.

Municipal Services Policies

It is the intent of the Official Plan that no major forms of new development shall be permitted unless adequate municipal water, sanitary sewer and storm sewer facilities are available. The subject property is located within Service Area 1, which includes the fully serviced lands within the built boundary. Service Area 1 lands can develop immediately subject to other policy considerations.

The proposed development would be connected to municipal water and wastewater services through private infrastructure internal to the broader Georgian Bay Hotel lands as well as through the provision of a second water connection to the municipal water servicing system from Cranberry Trail East that would

ultimately be owned by the municipality. To facilitate this new water connection, along with hydro and natural gas connections to existing infrastructure along Cranberry Trail East, an easement is required over the golf course lands south of the subject property. The developer has entered into an Agreement of Purchase and Sale with the golf course owner to facilitate this private easement and the approval of a future Consent application by the Committee of Adjustment and registration of the Transfer of Easement in favour of the subject property on terms and conditions to the satisfaction of the Town and the applicable utilities is a recommended condition of this Site Plan approval. Easements for the proposed water, hydro, and natural gas infrastructure will ultimately be transferred to the Town, EPCOR, and Enbridge respectively, once constructed. Furthermore, a blanket easement to permit access to and maintenance of the water servicing system will be required to be conveyed to the Town over the subject property. These Transfer of Easement requirements will be outlined in the Site Plan Control Agreement and no securities would be released until the necessary transfers are completed to the satisfaction of the Town.

The *existing* private infrastructure servicing arrangement is facilitated by a series of easements in favour of the subject property. The Town Solicitor completed a comprehensive review of the servicing and access easements and it was determined that one (1) additional servicing (water) easement was required. As such, the applicant submitted a Consent application (File No. PLBN2024460) to address the identified servicing easement 'gaps' for several properties within the broader Georgian Bay Hotel lands, including the subject property. A [Planning Report](#) was considered by the Committee of Adjustment on February 27, 2025 and the Consent application was conditionally approved. No appeals were received in response to the Notice of Decision.

The Town Solicitor has subsequently confirmed that the necessary servicing and access easements will be in place for the subject property pending approval of a future Consent application by the Committee of Adjustment and registration of the

necessary Transfer of Easements, which are recommended conditions of this Site Plan approval.

Planning Services also understands that the applicant has voluntarily undertaken an extensive review of services associated with the broader Georgian Bay Hotel community, including the existing seven condominium corporations, the Georgian Bay Hotel lands, and the subject property. A comprehensive Shared Facilities Agreement, prepared by a law firm with extensive experience in condominium law and related matters, has been drafted and is currently under legal review by the various property owners. Although this Agreement is beyond the scope of the subject Site Plan Control application, it provides a degree of reassurance that the various property owners are working to resolve the current lack of coordination and cost-sharing with respect to private infrastructure associated with roads, stormwater, water, and wastewater services within the broader Georgian Bay Hotel community, which would be a benefit to all existing and future residents and owners as well as lessening the liability on the Town should the municipality be requested to intervene to address private infrastructure issues in the future.

Natural Hazards Policies

Planning and development decisions shall protect, improve or restore the quality and quantity of water and related resources where possible on an integrated watershed management basis. Furthermore, development and site alteration shall be restricted in or near sensitive surface water features and sensitive groundwater features and occur in a manner that will protect property and the health and safety of the public from natural hazards such as flooding and erosion. In addition, it is an objective of the Town to minimize the volume and maximize the quality of surface drainage from new development. All applications for major development shall be accompanied by a Stormwater Management Report to the satisfaction of the Town and the NVCA.

The subject property falls partially within the regulatory jurisdiction of the NVCA due to floodplain and erosion hazard areas and related buffers associated with the

watercourse that traverses the property and the 30 m wetland regulatory buffer associated with the Cranberry Marsh PSW.

A number of reports and drawings, including a Flood Study and a Servicing and Stormwater Management Implementation Report, among others, were submitted in support of the subject application and/or the approved and related concurrent Official Plan and Zoning By-law Amendment application associated with the proposed development. The proposed development has been extensively peer reviewed by NVCA engineering staff with respect to stormwater, drainage, channel restoration, etc. over more than 6 years and the NVCA has confirmed they are supportive of advancing the proposed development for conditional site plan approval with the issuance of all required permits by the NVCA being a recommended condition of this Site Plan approval.

Conservation Authorities Policies

The Town of Collingwood shall consult with the Nottawasaga Valley Conservation Authority or the Grey Sauble Conservation Authority, who function as the Town's technical advisors, during the review and approval of a variety of applications for development in lands that are determined to have Natural Heritage and/or Natural Hazard features. All development within the areas regulated under the *Conservation Authorities Act* shall be subject to the permit process administered by the NVCA. As previously noted, extensive consultation has occurred with NVCA over more than 6 years with respect to the subject application and the proposed development will be subject to the NVCA permitting process.

Implementation Policies – Tree Cutting By-laws

The removal of necessary boundary trees and trees on the adjacent golf course lands in proximity to the shared southern and western property lines is required to facilitate the proposed development, particularly the proposed servicing corridor from Cranberry Trail East. As previously noted, the owner of the golf course lands, Munro Golf Limited, has submitted a Letter of Consent authorizing the Owner to undertake the necessary site works and tree removals in proximity to the shared

property lines, with the exact locational boundaries of the tree removals to be determined through the permitting process. As these tree removals would be external to the subject property and are not required as part of the operation of the existing golf course, a Tree Cutting Permit will be required. Munro Golf Limited has acknowledged this permit requirement and confirmed that a Tree Assessment and Tree Preservation Plan would be submitted in support of the future Tree Cutting Permit application. It is anticipated that the future Tree Cutting Permit application would be addressed through delegated authority to staff.

Based on the foregoing, Planning Services is satisfied that the proposed development conforms with the general intent and purpose of the Town's Official Plan (2004).

Town of Collingwood New Official Plan (2024)

On September 24, 2024, the County of Simcoe approved the Town's new Official Plan, which is currently subject to a number of appeals. However, as this application was received prior to the new Official Plan being approved, the proposed development was assessed for conformity to the Town of Collingwood Official Plan (2004), as amended.

Town of Collingwood Zoning By-law

The property was the subject of a Zoning By-law Amendment (By-law No. 2023-011) enacted and passed by Council on January 30, 2023. By-law No. 2023-011 rezoned the subject property from Resort Commercial Exception Four (C3-4) to Holding Twenty-Two Residential Fourth Density Exception Eight [(H22)R4-8] in part and Environmental Protection in part to establish the principle of development for the proposal.

The H22 Zone requires confirmation of adequate servicing and access to the satisfaction of the Town of Collingwood prior to the development proceeding. An application to remove the H22 Zone has been submitted (File No. D140724). However, until the previously noted matters pertaining to easements have been satisfactorily addressed, Planning Services is not prepared to recommend removal

of the H22 Zone from the subject property. Once the outstanding servicing easement matters have been addressed, it is anticipated that the removal of the H22 Zone would be considered through delegated authority to staff pending approval of the recently adopted Town of Collingwood Official Plan Amendment No. 1 by the County of Simcoe.

The R4-8 zone permits apartment dwellings and group or cluster dwellings and includes the following site-specific exceptions:

- The maximum number of dwelling units permitted on lands in this zone shall be one hundred and sixty-five (165); and
- General Provision 4.14.2 titled Multiple Zones on a Lot shall not apply to the Interior Side Yard along the eastern boundary of this zone.

A total of 165 apartment dwelling units are proposed for the subject property. Compliance with the R4-8 lot provisions for the proposed Group or Cluster Apartment dwellings is provided in the table below:

R4-8 Lot Provisions	Required	Provided
Minimum Lot Area	Nil	N/A
Minimum Lot Frontage	Nil	N/A
Minimum Front Yard	6.0 m	19.4 m
Minimum Interior Side Yard (East)	6.0 m	15.9 m
Minimum Interior Side Yard (West)	6.0 m	7.5 m
Minimum Rear Yard	7.5 m	7.5 m
Maximum Height	18.0 m	13.7 m
Maximum Lot Coverage	40%	25%
Minimum Landscaped Open Space	40%	41%

Parking Provisions

The Town's Zoning By-law outlines the Parking and Loading provisions required for various types of uses, including the minimum number of required parking spaces and associated parking space sizes, number of entrances, vehicular entrance provisions, bicycle parking, etc. The proposed development has been reviewed in the context of these zoning provisions and satisfies those requirements.

With respect to minimum parking requirements, Council enacted and passed an amendment to the Zoning By-law on July 22, 2024 that, among other matters related to housing affordability, reduced the minimum required parking for apartment dwelling units anywhere in the Town. This amendment came into force and effect upon the County of Simcoe's approval of the Town's 2024 Official Plan on September 24, 2024. Based on current zoning requirements, a minimum of 0.5 parking spaces per apartment dwelling unit plus an additional 0.25 parking spaces per unit for visitor parking is required. Per the proposed 165 apartment dwelling units, a minimum of 124 parking spaces, including 42 visitor parking spaces, would be required.

Planning Services notes that the subject application was submitted in February 2019 and had undergone extensive technical review of five submissions prior to the Town-wide reduction of minimum parking requirements. As such, the applicant has maintained the originally proposed number of parking spaces per the Town's previous minimum parking requirement of 1 space per apartment dwelling unit plus 0.25 visitor parking spaces with a total of 207 surface parking spaces, including 7 accessible parking spaces, proposed. Planning Services could support a reduction in parking for the proposed development but does not take issue with the implementation of the Town's previous parking requirements, noting that the Zoning By-law does not currently contain a maximum cap on parking spaces provided. In addition, 20 bicycle parking spaces are required for the proposed group or cluster dwellings and 56 bicycle parking spaces are proposed.

Based on the foregoing, Planning Services is satisfied that the proposed development conforms to the Town's Zoning By-law.

Town of Collingwood Urban Design Manual

On July 19, 2010, Council enacted and passed By-law Numbers 2010-082 and 2010-083 to give effect to the Town's Urban Design Manual (UDM). The intent of the UDM is to ensure that any application for site plan control, subdivision or

condominium are designed to meet or exceed a minimum standard set of guidelines for urban development form.

Building elevations and architectural renderings, prepared by CMV Group Architects, were submitted in support of the proposed development (see Appendix 'B' and Figures 2, 3, 4, and 5 below). The proposed design is generally consistent with the previously approved and constructed Wyldewood and Wyldewood Cove residential developments. The subject property does not have frontage along a municipal roadway. It is anticipated that only the rear of Building D (see Figure 5) may be visible from the Cranberry Trail streetscape, once the Cranberry Trail East and West road connection is completed. Planning Services finds the proposed design consistent with the 'Lakeshore and Mountainside Recreation' architectural theme and, though exterior building design details such as building materials and colours are no longer subject to Site Plan Control per recent changes to the *Planning Act*, the architectural component of the proposed development is deemed to be in compliance with the UDM guidelines.



Figure 2: Architectural Rendering – Front Entrance

Source: CMV Group Architects (2022)



Figure 3: Architectural Rendering – View from Proposed Creek

Source: CMV Group Architects (2022)



Figure 4: Sample Front Building Front Elevation (Building B)

Source: CMV Group Architects (2023)



Figure 5: Rear Building Elevation (Building D)

Source: CMV Group Architects (2023)

Per the Landscape Plans included in Appendix 'B', a significant amount of landscaping is proposed along the perimeter of and internal to the subject property, including native coniferous and deciduous trees and shrubs in the

variable enhanced naturalized buffer adjacent to the PSW. The Town's Landscape Architect peer reviewer, Envision Tatham, has estimated a 75% overall mature tree canopy coverage for the entirety of the site, exceeding the 30% canopy coverage requirement.

An outdoor recreational amenity area, including an amenity building, outdoor swimming pool, fire pit, and children's play area, is proposed in the central area of the subject property to serve the private development. Furthermore, each proposed residential unit would have access to a private outdoor amenity space (terrace or balcony).

The proposed development would also involve the construction of an open naturalized channel that is currently facilitated by an underground culvert. It is anticipated that this channel would add a distinct outdoor, more naturalized aesthetic for residents to enjoy and would create additional habitat where none presently exists.

In terms of the more operational elements pertaining to Site Plans, MolokDomino garbage and recycling containers are proposed at specific locations internal to the site, which would be emptied by a private waste collection service. Furthermore, snow is proposed to be temporarily plowed (by a private contractor) to the edges of the parking areas and would be removed offsite, as necessary, to ensure that access aisles, parking spaces, and landscaping areas are not used for the stockpiling of snow – noting the proposed number of onsite parking spaces exceeds the Town's minimum parking requirements.

Overall, the proposed development has been found to be acceptable in the context of the applicable standards of the Town's UDM.

Site Plan Control Agreement

The Site Plan Control Agreement will include all standard clauses typically found in the Town's Site Plan Control Agreements, including clauses that address water and wastewater capacity allocation, condominium declarations, archaeological resources, school board requirements, utility provider requirements, and construction management

plans (including construction access routes that minimize the impacts on the existing private roads). Additionally, the following special clauses are proposed within the Site Plan Control Agreement:

- **Transfer of Easements:** The requirement for the Owner to convey the necessary servicing easement(s) to the Town on terms and conditions to the satisfaction of the Town;
- **Environmental Impact Statement:** The requirement for the Owner to implement the recommendations outlined in the Environmental Impact Statement;
- **Archaeological Assessment:** The requirement for the Owner to implement the recommendations outlined in the Stage 1 and 2 Archaeological Assessment;
- **Technical Memo for Detailed Channel Restoration Design – Wyldewood Creek:** The requirement for the Owner to implement the recommendations outlined in the Memo prepared by GEO Morphix Ltd., including monitoring of the channel for a period of three years;
- **Nottawasaga Valley Conservation Authority:** Addresses any specific requirements identified by NVCA through their technical review;
- **Golf Spray Analysis:** The requirement for the applicable Agreements of Purchase and Sale and Sale/Leases to include a clause that advises prospective purchasers or tenants re: adjacency of an existing golf course and potential impacts that may arise from the use, operation, and maintenance of the golf course;
- **Affordable Housing Units:** Addresses the Owner's commitment to provide 21 units at the maximum 6th decile affordable purchase price; and
- **No County of Simcoe Waste Collection:** The requirement for private waste collection services that will be the responsibility of the Owner.

Basic Data Pertaining to the File:

Application Deemed Complete: February 12, 2019

Town Solicitor: Jean Leonard, Miller Thomson

Related Files: D001618 Preconsultation

D084318 (Official Plan & Zoning By-law Amendment)

D111123 (Site Plan Control – Second Emergency
Vehicle Access)

D140724 (Removal of Holding Zone)

PLBN2024460 (Consent – Servicing Easement)

Parties to the Agreement

- The Corporation of the Town of Collingwood
- The Georgian Manor Resort & Country Club Inc.

Financial and Security Considerations

Administration Fees

- The sum of **\$5,000.00** to be applied towards the Town's administrative and legal costs is required as a deposit. The sum of **\$69,222.50** as a fee for the Town's Growth and Development Division review of the proposal and the inspection of the site works is required. This amount is subject to change as it represents 3% of the total cost estimate of the proposed development. The estimated total cost of the proposed development may be impacted by the resolution of outstanding technical comments.

Securities

- Securities in the amount of **\$2,307,416.74**, representing the total security value including contingency, for the project is required for site works. This amount is subject to change as the applicant resolves minor technical comments, which may impact the estimated total cost of the proposed development.

Insurance

- A general comprehensive liability insurance certificate in the amount of **\$5,000,000.00** is required, and the Town will need to be listed as an insured.

Cash-in-lieu of Parkland Dedication

- A payment for cash-in-lieu of parkland dedication equal to five percent (5%) of the appraised value of the lands is required. The appraisal shall be completed at the Owner's expense by an individual who holds a designation from the Appraisal

Institute of Canada. The value of the lands shall be determined as of the day prior to the issuance of the first building permit in respect of the Development.

Financial Impacts

Maintaining an adequate, appropriate and orderly supply and mix of residential, commercial, and industrial units in anticipation of future development and servicing conditions provides a long-term foundation for stable community growth and results in the generation of growth-related revenue associated with building permit fees, development charges, taxes, and other related fees.

Conclusion

Based on the land-use planning analysis and the Town's development review process, Planning Services confirms that the submitted documents and plans illustrate a proposed use and associated site works that are in conformity to, or consistent with, the relevant land use planning instruments. It is therefore recommended that the Site Plan be approved subject to the conditions referenced in the Recommendation section of this Report to address required permits, easements, municipal servicing capacity allocation, site plan agreements, and other technical matters. It is further recommended that this conditional site plan approval shall lapse three years from the date that the conditional approval was issued should a permit under the *Building Code Act* to implement the site plan not be issued.

3. Input from Other Sources

The subject application was circulated to Town departments, applicable third-party peer reviewers, and external agencies for review and comment. All concerns related to the proposed Site Plan have been satisfactorily addressed, save and except for the matters addressed by the conditions noted in the Recommendation section of this Report.

The following supporting documents were provided with the application, updated, amended, confirmed and/or reviewed by the applicable experts:

- Site Plan [CMV Group Architects] [February 4, 2019. Last revised April 28, 2025];

- Engineering Plans, including General Site Servicing Plan, Overall Site Grading Plan (North), Plan & Profile Street 'A', Plan and Profile Servicing Easement, Channel Plan & Profile and Grading Details, Culvert Crossing Notes and Details, Sanitary Drainage Plan, Storm Drainage Plan, Water Distribution Plan, Erosion and Sediment Control Plan, Composite Utility Plan, Construction Access Road Plan, Vehicle Movement Plan, Construction Notes and Standard Details, Site Plan – Photometric, and Sight Lighting Details [Crozier Consulting Engineers] [February 4, 2019. Last revised December 20, 2024];
- Landscape Design Intent [Hensel Design Group] [January 31, 2019];
- Landscaping Plans and Landscape Details [Crozier Consulting Engineers] [April 8, 2021. Last revised December 20, 2024];
- Architectural Renderings [CMV Group Architects] [April 5, 2021];
- Exterior Building Elevations [CMV Group Architects] [February 4, 2019. Last revised January 14, 2022];
- Channel Restoration Design Drawings, including Planform and Profile and Restoration Details [GEO Morphix Ltd.] [January 14, 2022. Last revised February 7, 2023];
- Technical Memo for Detailed Channel Restoration Design [GEO Morphix Ltd.] [February 7, 2023];
- Flood Study [Crozier Consulting Engineers] [September 2020];
- Traffic Opinion Letter [Crozier Consulting Engineers] [February 4, 2019];
- Geotechnical Investigation [Soil Engineers Ltd.] [September 2018.];
- Servicing & Stormwater Management Implementation Report [Crozier Consulting Engineers] [February 2019. Last revised December 2024];
- Asphalt Pavement Condition Assessment [Soil Engineers Ltd.] [August 11, 2020];
- Stage 1 and Stage 2 Archaeological Assessments [Archaeological Research Associates Ltd.] [September 13, 2024];
- Golf Shot Spray Analysis – 10th Hole Cranberry Golf Course [R.F. Moote & Associates Ltd.] [October 5, 2020];

- Confirmation of Remedial Renovation of the 10th Hole (now playing as Hole No. 9) at Cranberry Golf Course [R.F. Moote & Associates Ltd.] [May 4, 2025];
- Plans of Survey and associated legal documents re: private easements; and
- Draft Reference Plan of Survey (Easement over Golf Course Lands) [KRCMAR Surveyors Ltd.] [2021].

Third-party peer reviews were undertaken for natural heritage, natural hazard, and landscaping matters. The following peer review responses were provided:

- Landscape Architect Review [Envision Tatham] [February 27, 2019; July 29, 2021; April 14, 2022; May 22, 2023; May 24, 2024; and April 1, 2025]; and
- Natural Heritage & Natural Hazards Review [Nottawasaga Valley Conservation Authority] [February 27, 2019; September 19, 2021; September 28, 2022; October 20, 2023; September 6, 2024; and April 9, 2025].

Staff Report No. P2025-13 was forwarded to Department Heads on May 6, 2025 and the content of this report responds to the feedback received.

4. Applicable Policy or Legislation

- *Planning Act* (1991, as amended);
- Provincial Planning Statement (2024);
- Simcoe County Official Plan (2016);
- Town of Collingwood Official Plan (2004, as amended);
- Town of Collingwood Zoning By-law 2010-040 (2010, as amended);
- Town of Collingwood Site Plan Control By-law 2010-082 (2010, as amended); and
- Town of Collingwood Urban Design Manual (2010).

5. Considerations

2024-2028 Community Based Strategic Plan: Advances pillar(s) below:

☒ Sustainable ☐ Connected ☐ Vibrant ☐ Responsible

☐ Services adjusted if any

Not Applicable

☒ Climate Change / Sustainability: Positive impact on climate change/sustainability (decreases GHG emissions)

☒ Communication / Engagement: Public Engagement has occurred

This proposed development was published on the Development Activity layer of the Town's Land Use Planning Interactive Map and posted on the Town's website. The Notice of Complete Application and Public Meeting for the previous Official Plan and Zoning By-law Amendments (File No. D084318) was published in the local newspaper and circulated to all property owners within 120 m of the subject lands. The recent Consent application (File No. PLBN2024460) was also circulated to all property owners within 60 m of the subject lands.

☒ Accessibility / Equity, Diversity, Inclusion: Other:

The proposed development has been reviewed in the context of AODA regulations.

☒ Registered Lobbyist(s) relating to content: The developer (David Hirsh, Brandy Lane Corporation and Wyldewood Creek Inc.) is listed on the Town's Lobbyist Registry.

Next steps and future action required following endorsement:

- Consent Application (Easement over golf course lands)
- Application for Tree Cutting Permit (golf course lands)
- Owner satisfaction of conditions
- Subject to the above, execution of a Site Plan Control Agreement
- Removal of Holding (H22) Zone
- Application for Condominium Exemption

6. Appendices and Other Resources

Appendix A: Servicing Capacity Allocation Policy Evaluation Matrix

Appendix B: Site Plan Drawings

7. Approval

Prepared By:

Lindsay Ayers, MCIP, RPP, Manager, Planning

Reviewed By:

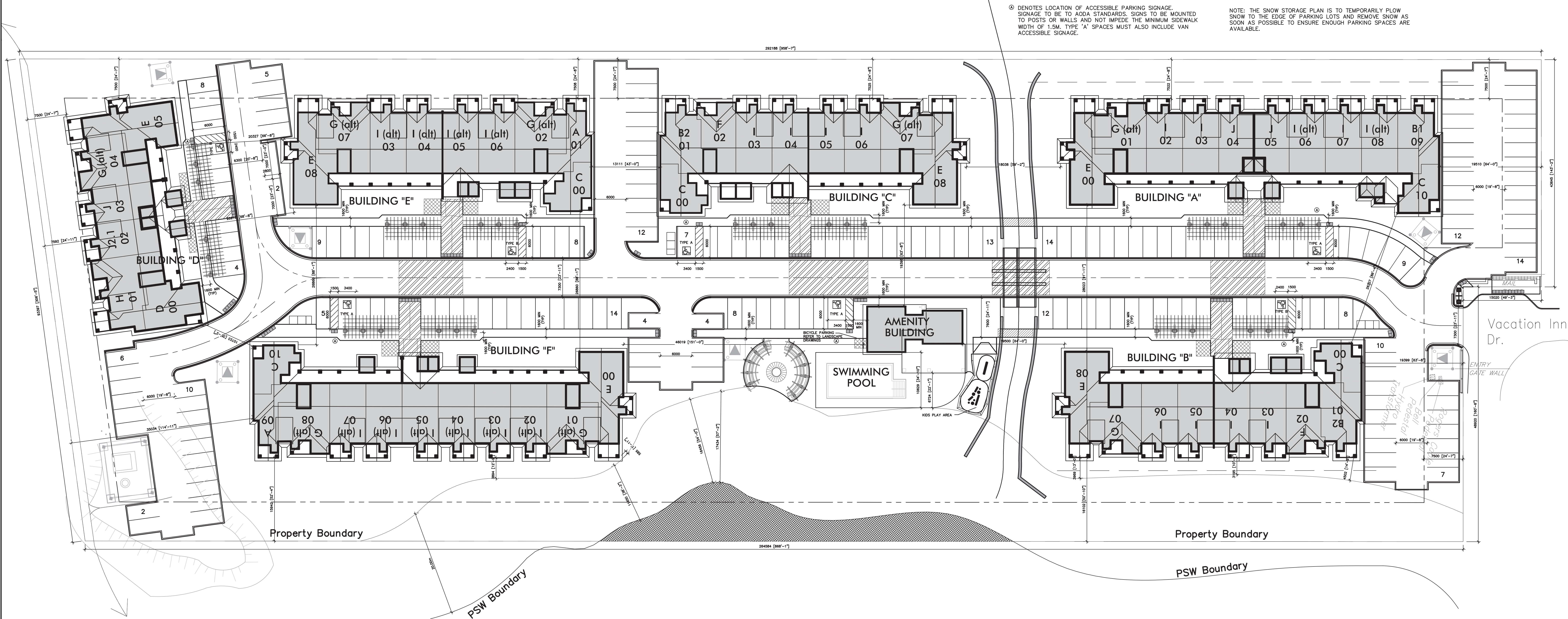
Summer Valentine, MCIP, RPP, Director, Growth & Development

CAO Comments:

☒ Endorsed by CAO Skinner on May 7, 2025 to proceed to COW.

SCAP MATRIX - RESIDENTIAL

DATE							
Apr-25							
PROJECT NAME							
Wyldewood Creek							
		TOTAL POSSIBLE	APPLICANT EVALUATION	SCORE	STAFF RECOMMENDATION	SCORE	
		95	70.5	74%	54	57%	
CATEGORY + CRITERIA		MEASURE	POINTS POSSIBLE	APPLICANT EVALUATION	APPLICANT JUSTIFICATION	STAFF RECOMMENDATION	STAFF COMMENTS
A	EFFICIENT USE OF LAND AND ORDERLY DEVELOPMENT						
A1	Lands are within built boundary and/or within an existing built up neighbourhood	No - 0 Yes - 5	5	5	Lands are within built boundary per the Official Plan	5	Agree with applicant's score/justification.
If response to A1 is 'No' please answer A2 and A3. If response to A1 is 'Yes', please do not answer A2 and A3.							
A2	Development represents an orderly and sequential greenfield expansion of the community outward from the existing built-up area	No - 0 Yes - 2.5	2.5	0		0	Points attained in A1.
A3	Greenfield development meets or exceeds the density targets in the Town Official Plan	No - 0 Yes - 2.5	2.5	0		0	Points attained in A1.
A4	Development includes a mix of land uses (e.g. Residential, open space, commercial, industrial, etc.)	No - 0 Yes - 5	5	5	Proposal includes land use mix of residential and open space per uses allowed in the zoning by-law.	5	Agree with applicant's score/justification.
A5	Development represents transit supportive development based on density and proximity (i.e. 400-800 meters measured by radius from the property boundary unless there are physical or topographic barriers preventing access) to existing or planned transit routes	No - 0 Yes - 2.5	2.5	2.5	Density is considered transit supportive and the subject lands are situated within 800m of an existing transit route.	2.5	Agree with applicant's score/justification. Subject property < 400 m from transit stop.
A6	Development facilitates the re-development of a contaminated site	No - 0 Yes - 2.5	2.5	2.5	Earth fill in its present condition is not capable of sustaining foundation loads sensitive to settlement. Topsoil and other deleterious material need to be sorted prior to compaction	0	Earth fill not suitable for sustaining foundation loads does not render a site contaminated.
			15	15		12.5	
B	CONSERVATION AND SUSTAINABLE DEVELOPMENT						
B1	Development incorporates low impact / sustainable development, as it relates to water efficiency and reduced wastewater flow from development projects	Degree of Compliance: Scale 0-5	5	4	Development efficiencies realized through proposed urban form - mid-rise residential will make more efficient use of municipal services.	0	No low impact/sustainable development initiatives as it relates to water efficiency and reduced wastewater flow identified.
B2	Development which will achieve LEED, Energy Star or other similar certification or equivalent, as determined by the Town	Degree of Compliance: Scale 0-5	5	3	Development will be able to achieve certain energy star or similar ratings that will be confirmed through detailed design.	3	Agree with applicant's score/justification, noting that a clause pertaining to the Owner's commitment to achieving Energy Star or similar ratings will be included in the Site Plan Control Agreement.
B3	Developments that incorporate green development standards or methods that contribute to the sustainability of the development such as passive solar design, climate change resilient buildings/infrastructure, and naturalized stormwater management features	Degree of Compliance: Scale 0-5	5	4	Climate resiliency measures employed regarding stormwater management control systems and naturalized swm feature.	5	Development includes improvements to the stormwater flow transecting the subject property and proposed naturalization initiatives.
B4	Development protects, restores, conveys into public ownership, and/or enhances a natural heritage feature, including maintenance or enhancement of the tree canopy	Degree of Compliance: Scale 0-5	5	5	Extensive protection and development impact mitigation measures re southerly PSW, significant addition to current tree canopy coverage.	5	Agree with applicant's score/justification.
			20	16		13	
C	INFRASTRUCTURE AND PUBLIC FACILITIES						
C1	Development includes the completion, upgrade or reconstruction of required key infrastructure, such as road connections between development areas, transit facilities and/or water and sewage infrastructure	Degree of Compliance: Scale 0-10	10	5	Provides road and services extensions/connections to an infill land parcel designated for development. Provides an additional water looping capability of benefit to adjacent northerly existing development.	5	Agree with applicant's score/justification.
C2	Development includes the completion, upgrade or reconstruction of active transportation infrastructure (e.g. trails, bicycle lanes or separated corridors, sidewalks, bike storage areas, etc.) in the public or private realms or both	Degree of Compliance: Scale 0-5	5	4	Provisions of internal sidewalk systems, bike racks, and connection to external community trail system associated with Cranberry Marsh Trail.	1	Proposed development does not complete, upgrade or reconstruct active transportation infrastructure as no improvements are proposed to the broader existing development. Standard requirements (i.e. sidewalks, etc.) are proposed only for the development itself. 1 point awarded based on the development supporting a future trail connection.
C3	Developments that enable the provision of public facilities and/or community benefits beyond those facilities which are required to be provided by the developer by legislation including, but not limited to park improvements, new park construction, development of public active transportation systems, and streetscape improvements or other key elements of public infrastructure	Degree of Compliance: Scale 0-5	5	5	A lot of time, energy and costs spent analyzing and delineating the adjacent wetland features. Owner willing to convey EP lands to the Town.	5	Conveyance of the recently designated Environmental Protection lands to the Town is a community benefit not required to be provided. The proposed Shared Facilities Agreement to address servicing, etc. responsibilities and cost-sharing is also a benefit to residents of the Georgian Bay Hotel community.
			20	14		11	
D	ECONOMIC DEVELOPMENT						
D2	Development supports the goals and objectives of applicable economic development master plan	Degree of Compliance: Scale 0-5	5	4	Re: 2020 Economic Plan. Supports Goal number 2 by promoting Collingwood as a great place to live and work. Provides a more affordable housing option suitable for the local workforce.	2.5	The proposed development involves healthy lifestyle promotion and provides a potential housing option suitable for a younger workforce.
D3	Development enhances the Downtown or a main street as a focal point of activity and commerce	Degree of Compliance: Scale 0-5	5	3	Will result in additional population contributing to the market area of Downtown and other commercial districts.	0	The proposed development does not enhance the Downtown or a main street 'as a focal point of activity or commerce'
			10	7		2.5	
E	AFFORDABLE HOUSING						
E1	Developments that include affordable housing units	1 point/5% of units up to 5 points	5	5	13% of the units are considered affordable per the Moderate Income Group (4th to 6th deciles). There is a large gap between moderate and high income group calculations and the proposed development includes 2 unit types that are slightly above the Moderate Income group but less than the High Income group. If these additional units are deemed affordable, 20% of the proposed development would be affordable.	4	In consultation with the Town's Housing Development Coordinator, the Town acknowledges the large gap between Moderate and High Income groups and based on the sales prices provided, Planning Services is willing to acknowledge 20% of the units as being affordable.
E2	Developments that propose innovative housing solutions that contribute to affordability	Degree of Compliance: Scale 0-5	5	3	The buildings are designed with exterior corridors and surface parking. Unlike traditional condominium projects, these features keep the cost of maintaining buildings low (i.e. no central heating for outside corridors, no underground parking garages, etc.). Not aware of other new builds in Town that are willing or able to promote these design features.	3	Agree with applicant's score/justification.
E3	Developments that include rental housing units	0.5 point/5% of units up to 2.5 points	2.5	0		0	Agree with applicant's score.
E4	Developments that include seniors, community or special needs housing	No - 0 Yes - 2.5	2.5	2.5	Approximately 20% of the units are designed to be 'accessible' for seniors and those with limited ability.	0	Although the development includes 1 elevator per building, which may facilitate seniors or persons with special needs living in the building, the proposal does not represent purpose-built seniors, community or special needs housing.
E5	Developments that include a mix of housing types with one housing type comprising no less than 10% of total units	No - 0 Yes - 5	5	0		0	Agree with applicant's score.
			20	10.5		7	
F	COMMUNITY IMPACTS/BENEFITS						
F1	The application preserves sites/buildings of historical interest and/or complies with the requirements of any applicable heritage district plan	No - 0 Yes - 2	2	0		0	Agree with applicant's score.
F2	Development will facilitate the removal or improvement of a land use conflict	Degree of Compliance: Scale 0-2	2	2	Existing land parcel abuts a golf course and existing residential uses and was used as a maintenance/storage site for the hotel and proposal results in removal of quanset building and outside storage land use.	2	Agree with applicant's score/justification.
F3	Includes urban design or architectural control and implementation in accordance with or exceeding any applicable master plan or guideline	Degree of Compliance: Scale 0-6	6	6	Development has undergone extensive detailed design analysis and assessment through the site plan approval process with the UDM as a key guide.	6	Agree with applicant's score/justification.
			10	8		8	



SITE STATISTICS			
TOWN OF COLLINGWOOD		COUNTY OF SIMCOE	
TOTAL SITE AREA	2.56 HA		
DEVELOPABLE SITE AREA	22,058.1 m ²		
41% of Developable Area is Landscape/ Open Space Revised Site Plan per Proposed Variable Buffer Zone and 16m Building Setback from East Property Line			
VARIABLE BUFFER ZONE	2,988.4 m ²		
EXISTING PSW	442.2m ²		
BUILDING COVERAGE	5,232.76 m ²	25.03%	
LANDSCAPE AREA	8,221.24 m ²	41%	
OPEN SPACE	822.58 m ²		
PAVED AREA	7,493.75 m ²	33.97%	
RECREATION BLOCK	1320.0 m ²		
OUTDOOR AMENITY SPACE			1630 m ²
Amenity Space/Building (20m ² / Building) (Includes: Bench/Garbage Receptacle/Bike Rack)			120 m ²
GROSS BUILDING AREA	16,491.755 m ²		
BUILDING HEIGHT	13.580 m		
(FROM FINISHED FRONT GRADE TO HIGHEST ROOF RIDGE)			
NUMBER OF UNITS	165		
BUILDING CODE CLASSIFICATION	GROUP C RESIDENTIAL		
(3 STOREY BUILDING HEIGHT, BUILDING AREA NOT TO EXCEED 600 M2)			
RESIDENT PARKING REQUIRED (1.00 x 165 UNITS) = 165 SPACES			
VISITOR PARKING REQUIRED (0.25 x 165 UNITS) = 41.25 SPACES			
TOTAL PARKING PROVIDED = 207 SPACES			
MINIMUM PARKING STALL SIZE 2.8M X 6.00M = 16.8 M ²			
BARRIER-FREE PARKING STALL SIZE			
TYPE A: 3.4M X 6.00M WITH 1.5M AISLE			
TYPE B: 2.4M X 6.00M WITH 1.5M AISLE			
BICYCLE PARKING PROVIDED = 72 SPACES			

1 SITE PLAN
A100 SCALE: 1:300 REF DWG: N/A

REVISIONS AND DISTRIBUTION LOG		
No.	Date	Note
1	2019/02/04	ISSUED FOR SITE PLAN APPROVAL
2	2021/04/05	RE-ISSUED FOR SITE PLAN APPROVAL
3	2022/01/14	RE-ISSUED FOR SITE PLAN APPROVAL
4	2023/03/28	RE-ISSUED FOR SITE PLAN APPROVAL
5	2024/03/11	RE-ISSUED FOR SITE PLAN APPROVAL
6	2025/04/28	RE-ISSUED FOR SITE PLAN APPROVAL
7		
8		

267 Spadina Avenue, 8th floor
Toronto, Ontario
M5T 3A8
www.cmvgroup.com

F 416.506.1000 F 416.506.0956

Project:
**WYLDEWOOD CREEK
DESIGN DEVELOPMENT**
WYLDEWOOD DEVELOPMENT CORPORATION

Collaborator:
COLLINGWOOD **ONTARIO**

Drawing Title:
SITE PLAN

Drawn By:	Checked By:	Date Checked:	Project No.:
	CMV		18A143

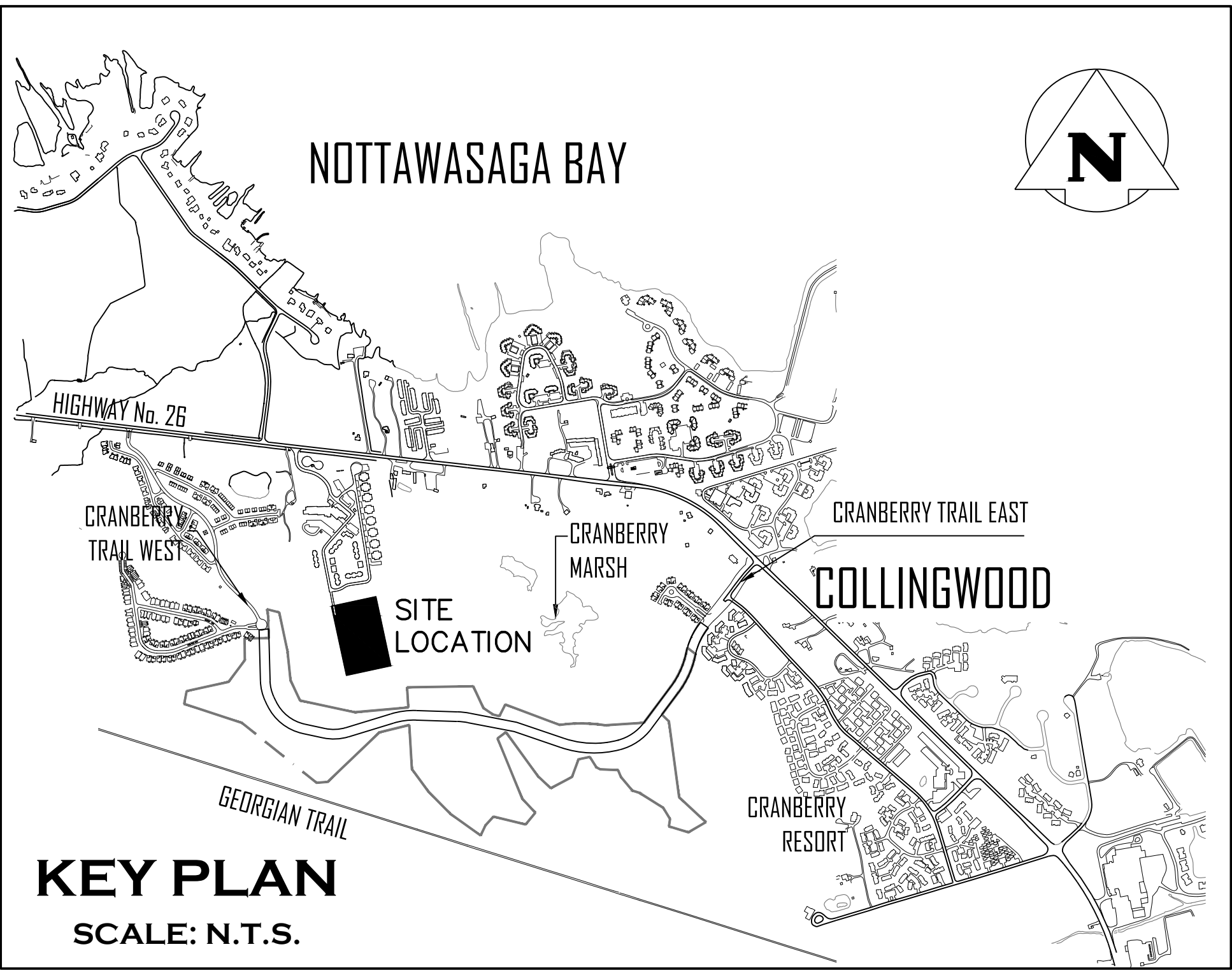
Date Plotted:	Scale:
Apr 28, 2025 - 8:30am	AS NOTED

Drawing No.:	Revision No.:
A100	6

WYLDEWOOD CREEK

TOWN OF COLLINGWOOD

COUNTY OF SIMCOE



MUNICIPALITY

TOWN OF COLLINGWOOD
97 HURONTARIO STREET, P.O. BOX 157
COLLINGWOOD, ONTARIO, L9Y 3Z5

DEVELOPER

BRANDY LANE CORPORATION
4580 DUFFERIN STREET, SUITE 307
TORONTO, ONTARIO, M3H 5Y2

DEVELOPER'S ENGINEER AND LANDSCAPE ARCHITECT



70 HURON STREET, SUITE 100
COLLINGWOOD, ON, L9Y 4L4
705-446-3510
WWW.CFCROZIER.CA

ARCHITECT

CMV GROUP ARCHITECTS
247 SPADINA AVENUE, 4TH FLOOR
TORONTO, ONTARIO, M5T 3A8

MASTER LEGEND

EXISTING FEATURES (EX.)

XXX.X	EX. CONTOUR
+XXX.XX	EX. GRADE
~~~~~	EX. TREELINE
=====	EX. WATERCOURSE
--->--->---	EX. DITCH
---XBM---XBM---	EX. WATERMAIN
---(V)---	EX. WATER SERVICE
---(FH)---	EX. FIRE HYDRANT & VALVE
---XSAN---XSAN---	EX. SANITARY SEWER & MANHOLE
---XFM---XFM---	EX. SANITARY FORCEMAIN
---(S)---	EX. SANITARY SERVICE
---(O)---	EX. STORM SEWER & MANHOLE
□	EX. STORM CATCHBASIN
□	EX. STORM DOUBLE CATCHBASIN
⊙	EX. STORM CATCHBASIN MANHOLE
⊕	EX. STORM DOUBLE CATCHBASIN MANHOLE
---XGAS---XGAS---	EX. GAS MAIN
---XB---XB---	EX. BELL LINE
□	EX. BELL PEDESTAL
□	EX. CABLE TELEVISION PEDESTAL
○HP	EX. HYDRO POLE
⊙	EX. LIGHT STANDARD
⊙	EX. SIGN
▨	EX. BUILDING
⊕BM#	EX. BENCHMARK NUMBER & LOCATION
⊕BH#	EX. BOREHOLE NUMBER & LOCATION

PROPOSED FEATURES (PR.)

---	PR. PROPERTY LIMITS
+XXX.XX	PR. ELEVATION
+EP XXX.XX	PR. EDGE OF PAVEMENT
+XXX.XX	PR. ELEVATION (MATCH EX. ELEVATION)
XXX	PR. SWALE & SLOPE
--->---	PR. DITCH DRAINAGE
---W---W---	PR. WATERMAIN & VALVE
---(V)---	PR. WATER SERVICE
---(FH)---	PR. FIRE HYDRANT & VALVE
---(VC)---	PR. WATER VALVE CHAMBER
---(QTS)---	PR. WATER QUALITY TESTING STATION
---FM---FM---	PR. SANITARY SEWER & MANHOLE
---	PR. SANITARY FORCEMAIN
---	PR. SANITARY CATCHMENT
11	CATCHMENT AREA ID
0.14	AREA (ha)
	POPULATION (1.9 p.p.u.)
---	PR. STORM SEWER & MANHOLE
□	PR. CATCHBASIN
□	PR. DOUBLE CATCHBASIN
⊙	PR. CATCHBASIN MANHOLE
⊕	PR. DOUBLE CATCHBASIN MANHOLE
---	PR. STORM CATCHMENT
102	CATCHMENT AREA ID
0.23 0.75	RUNOFF COEFFICIENT
	DRAINAGE AREA (ha)
---	PR. CURB CUT
⊕	PR. CANADA POST COMMUNITY MAIL BOX
⊕	PR. TRANSFORMER AND GROUNDING GRID
□>	PR. STREET LIGHT
SS	PR. STOP SIGN
NS	PR. NAME SIGN
NP	PR. NO PARKING SIGN
---	PR. FENCE
---	PR. BUILDING ENVELOPE
---	PR. LIGHT DUTY SILT FENCE
---	PR. HEAVY DUTY SILT FENCE
---	PR. STRAW BALE CHECK FLOW
---	PR. ROCK CHECK DAM
---	PR. SLOPE (3:1 MAX.)
▨	PR. TREE PRESERVATION AREA
▨	PR. TOPSOIL STOCKPILE LOCATION

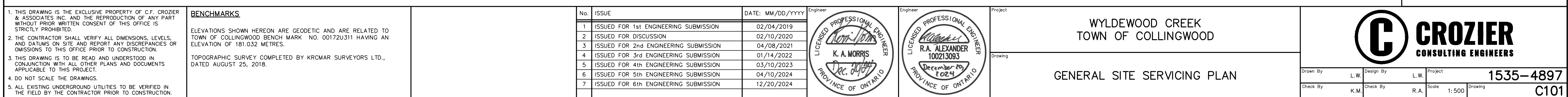
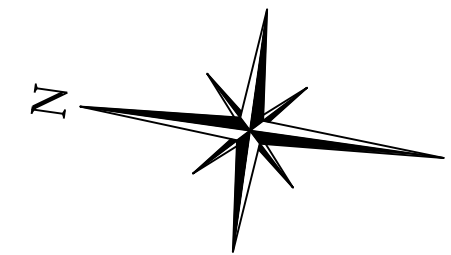
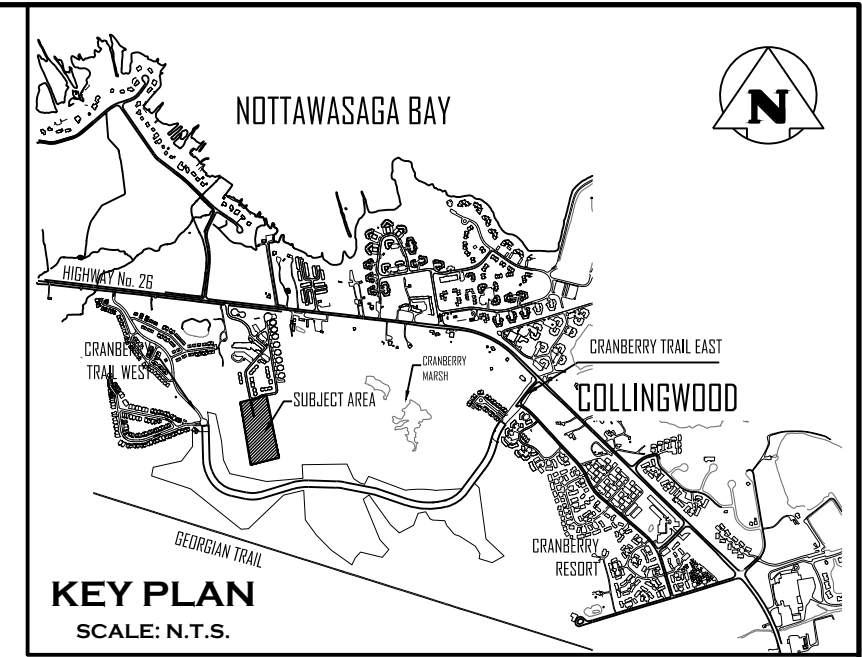
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TITLE

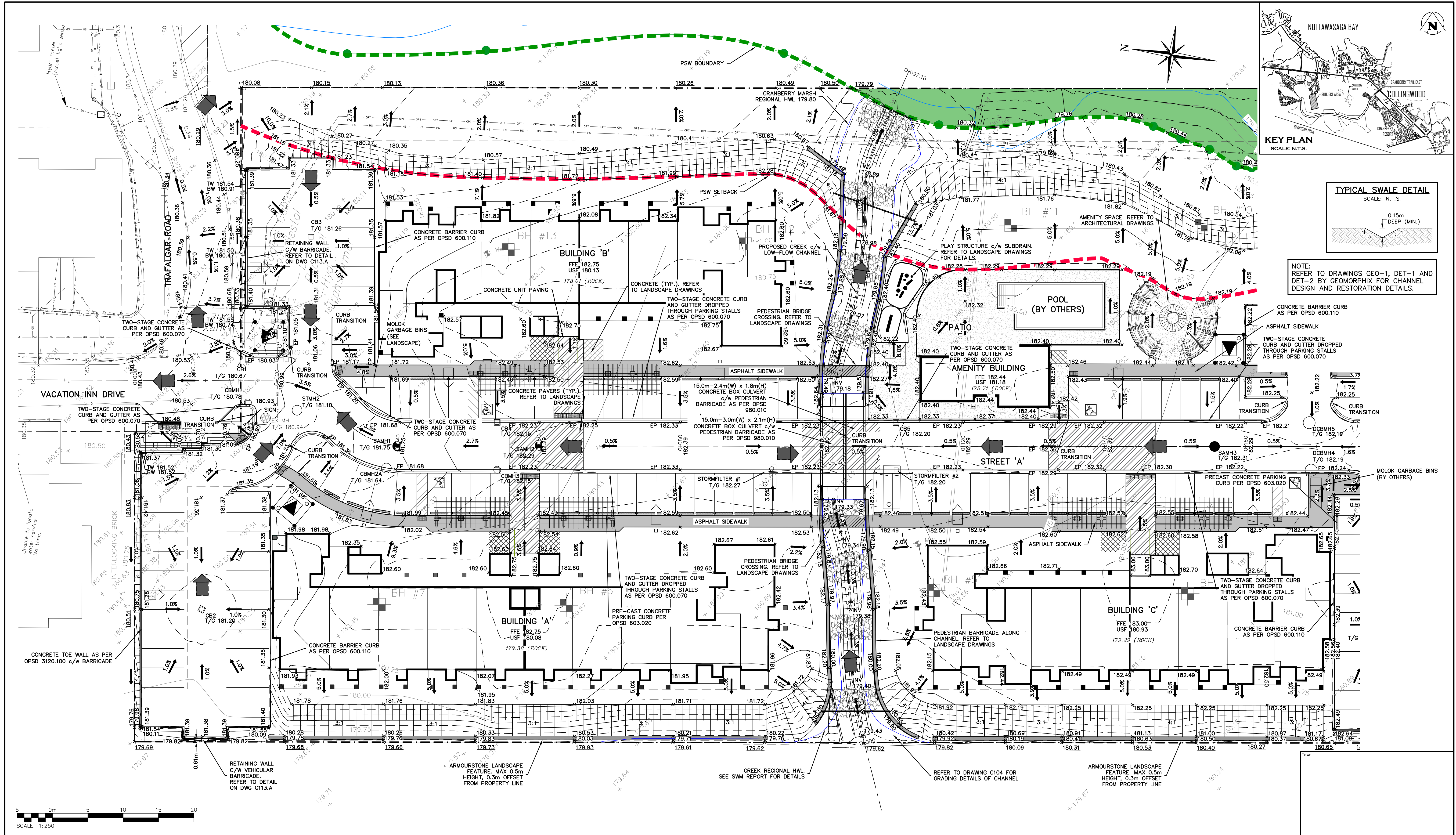
C100	COVER SHEET
C101	GENERAL SITE SERVICING PLAN
C102.A	OVERALL SITE GRADING PLAN (NORTH)
C102.B	OVERALL SITE GRADING PLAN (SOUTH)
C103.A	PLAN & PROFILE STREET 'A' (STA. 0+000 – 0+288.22)
C103.B	PLAN & PROFILE SERVICING EASEMENT
C104	CHANNEL PLAN & PROFILE AND GRADING DETAILS
C105	CULVERT CROSSING NOTES AND DETAILS
C106	SANITARY DRAINAGE PLAN
C107	STORM DRAINAGE PLAN
C108	WATER DISTRIBUTION PLAN
C109	EROSION AND SEDIMENT CONTROL PLAN
C110	COMPOSITE UTILITY PLAN
C111	CONSTRUCTION ACCESS ROAD PLAN
C112	VEHICLE MOVEMENT PLAN
C113.A	CONSTRUCTION NOTES & STANDARD DETAILS
C113.B	STANDARD DETAILS
E100	SITE PLAN – PHOTOMETRIC
E101	SITE LIGHTING DETAILS
LP1–6	LANDSCAPE PLANS
LD1–2	LANDSCAPE DETAILS
GEO–1	CHANNEL RESTORATION DESIGN PLANFORM AND PROFILE
DET–1	CHANNEL RESTORATION DESIGN RESTORATION DETAILS
DET–2	CHANNEL RESTORATION DESIGN RESTORATION DETAILS
PESC	CHANNEL RESTORATION DESIGN RESTORATION DETAILS



PROJECT No.: 1535-4897  
6TH SUBMISSION



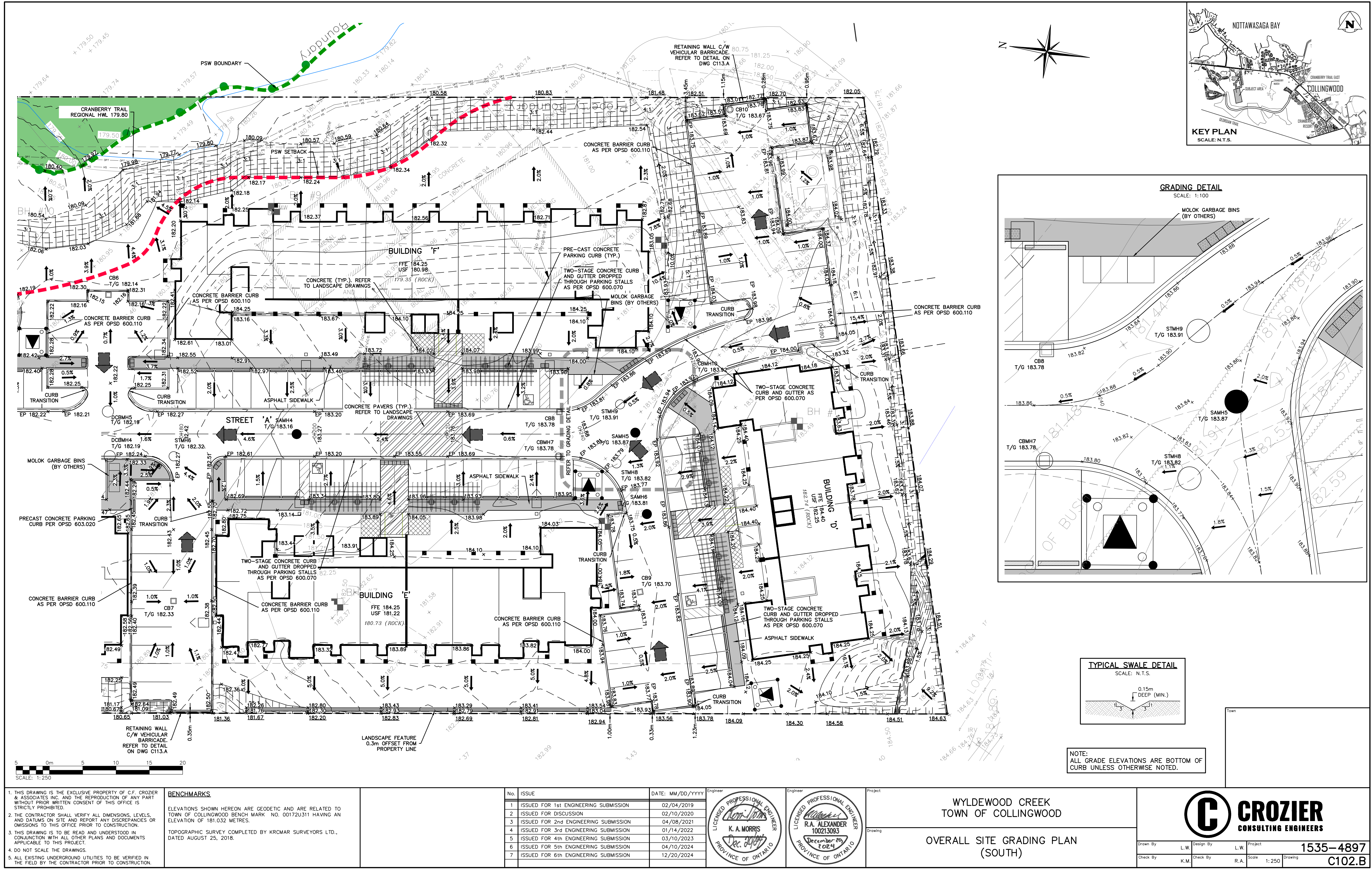




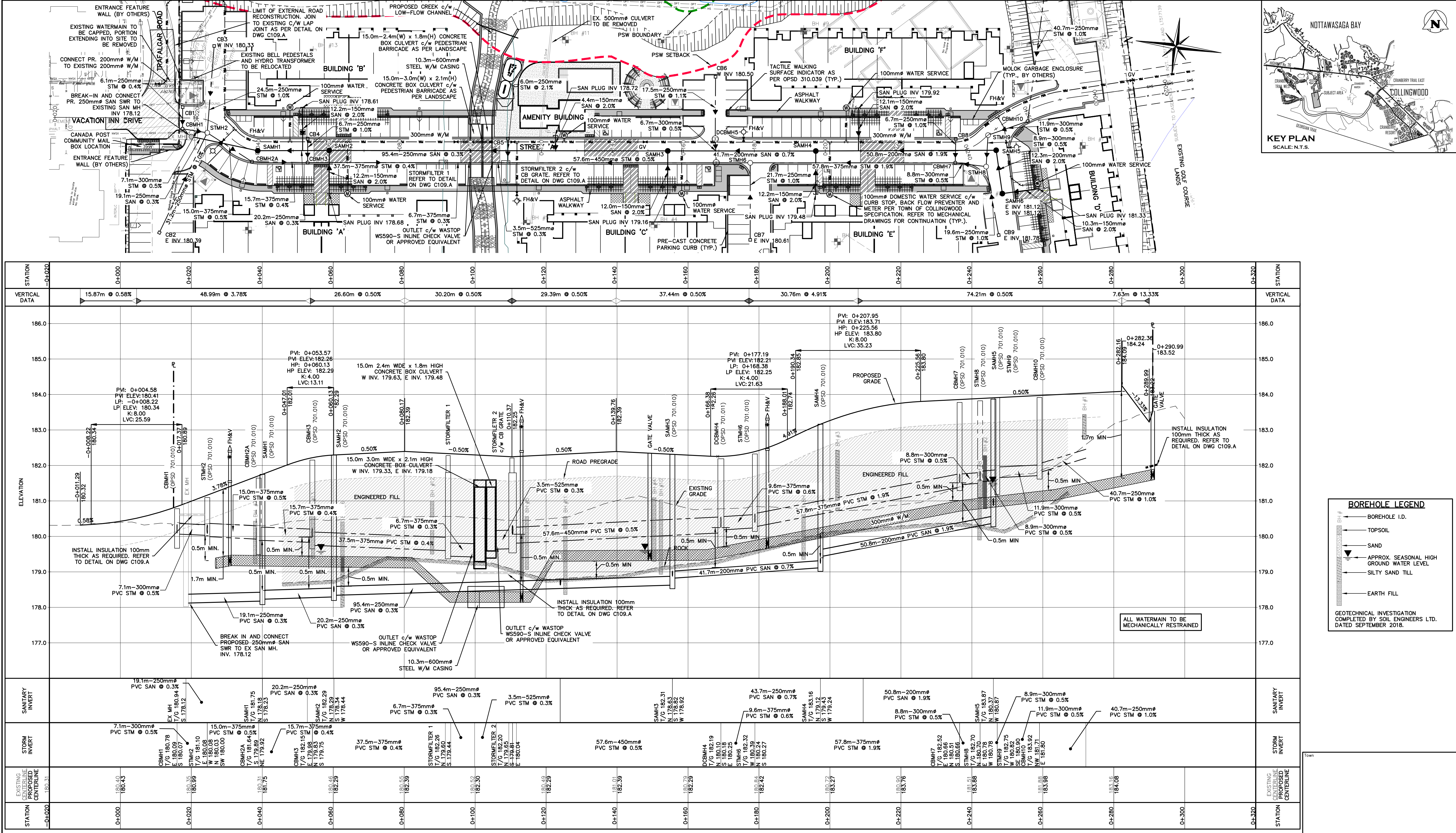


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No.	ISSUE	DATE: MM/DD/YYYY																												
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7	ISSUED FOR 6th ENGINEERING SUBMISSION	12/20/2024																												









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BENCHMARKS	
ELEVATIONS SHOWN HEREON ARE GEODETIC AND ARE RELATED TO TOWN OF COLLINGWOOD BENCH MARK NO. 001723J11 HAVING AN ELEVATION OF 181.032 METRES.	
TOPOGRAPHIC SURVEY COMPLETED BY KRCMAR SURVEYORS LTD., DATED AUGUST 25, 2018.	

No.	ISSUE	DATE: MM/DD/YYYY
1	ISSUED FOR 1st ENGINEERING SUBMISSION	02/04/2019
2	ISSUED FOR DISCUSSION	02/10/2020
3	ISSUED FOR 2nd ENGINEERING SUBMISSION	04/08/2021
4	ISSUED FOR 3rd ENGINEERING SUBMISSION	01/14/2022
5	ISSUED FOR 4th ENGINEERING SUBMISSION	03/10/2023
6	ISSUED FOR 5th ENGINEERING SUBMISSION	04/10/2024
7	ISSUED FOR 6th ENGINEERING SUBMISSION	12/20/2024

LICENSED PROFESSIONAL ENGINEER

K.A. MORRIS

PROVINCE OF ONTARIO

LICENSED PROFESSIONAL ENGINEER

R.A. ALEXANDER

PROVINCE OF ONTARIO

Project

WYLDEWOOD CREEK  
TOWN OF COLLINGWOOD

Drawing

PLAN & PROFILE STREET 'A'  
(STA 0+000 - 0+288.22)

**CROZIER**  
CONSULTING ENGINEERS

Drawn By

L.W.

Design By

L.W.

Project

1535-4897

Check By

K.M.

Check By

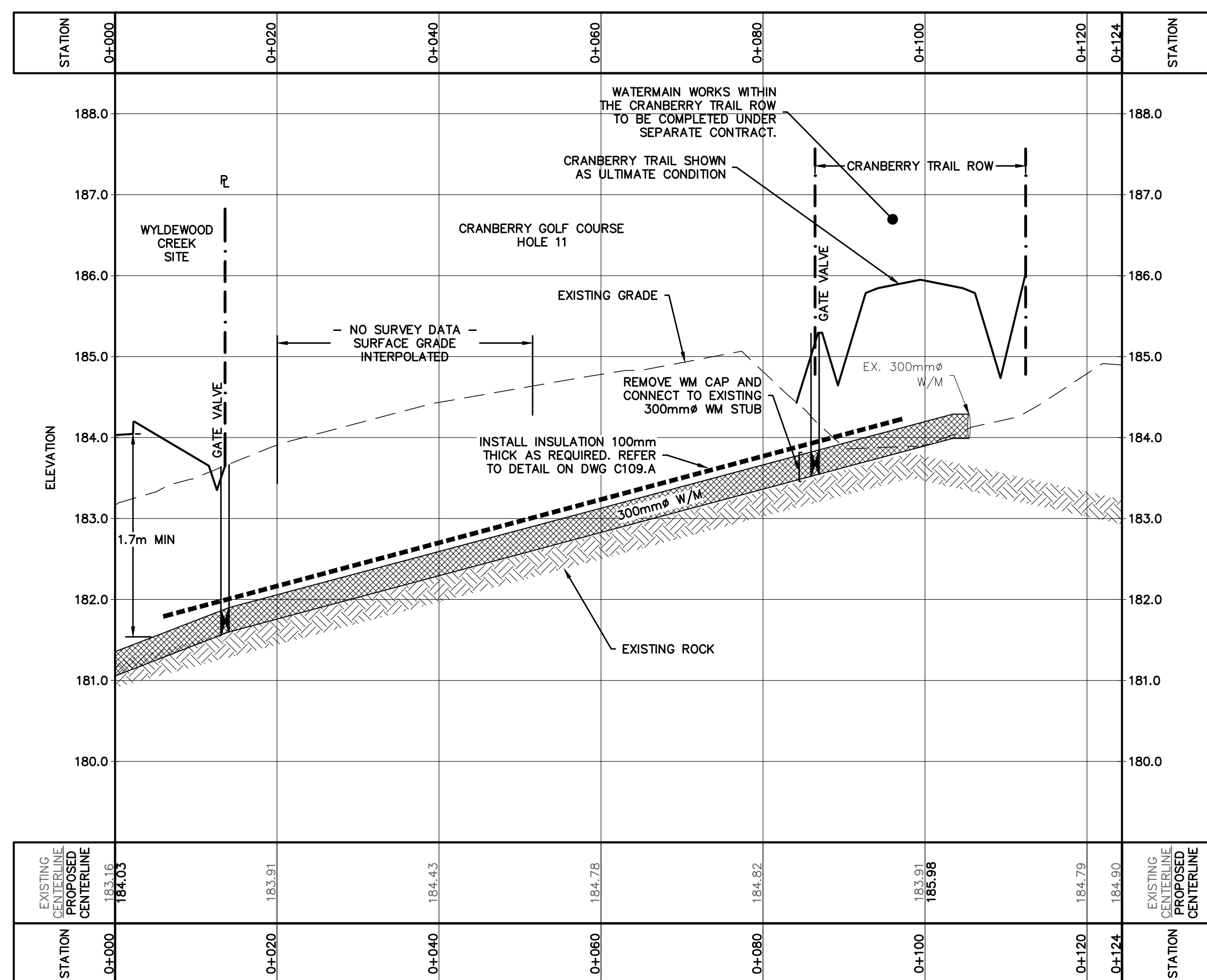
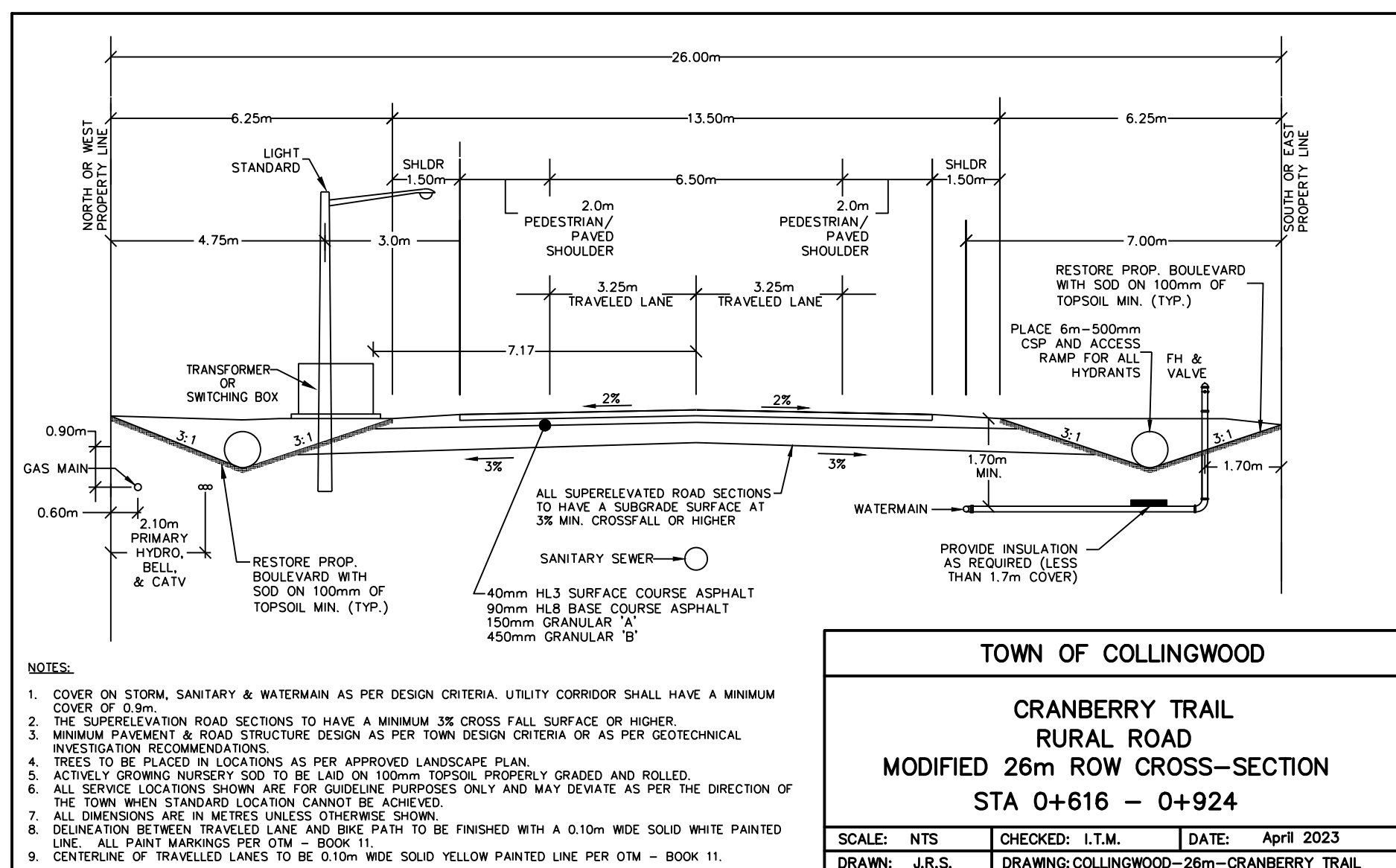
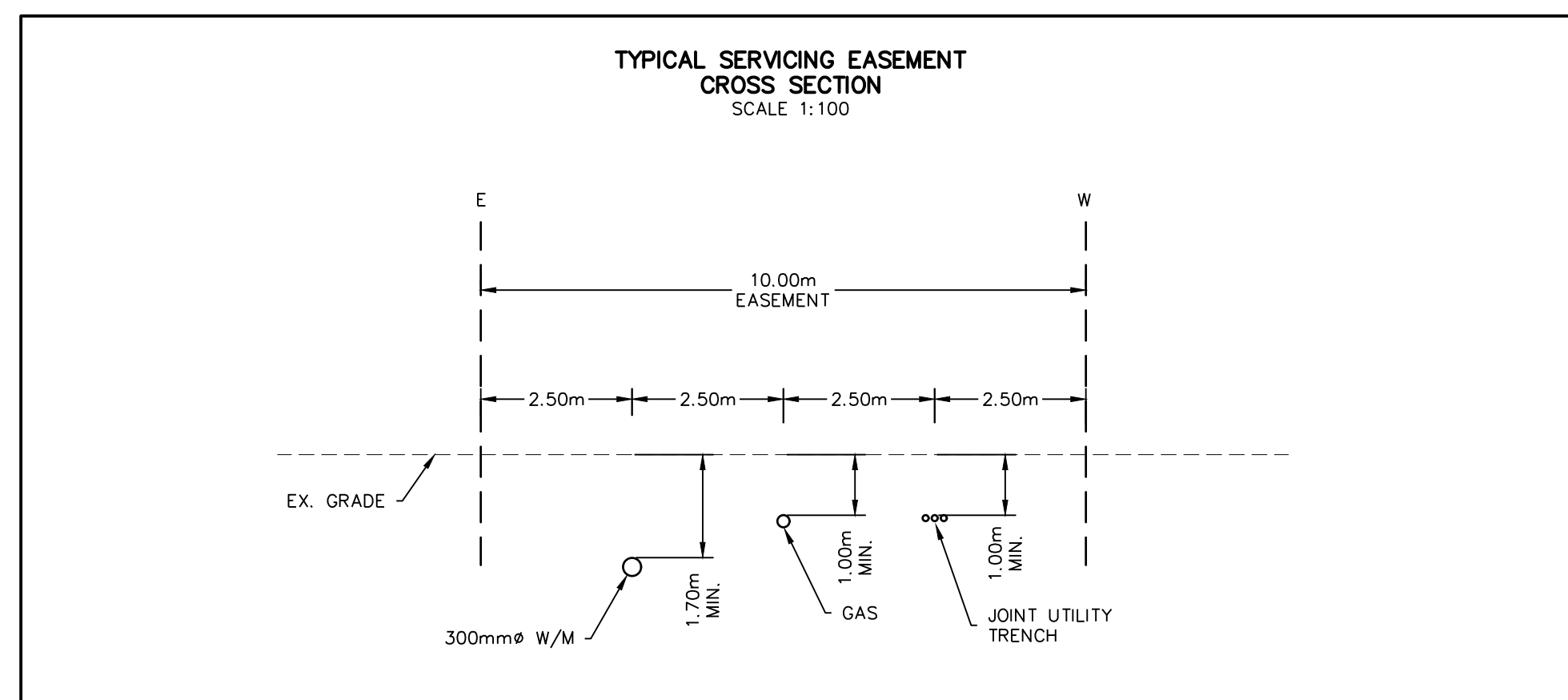
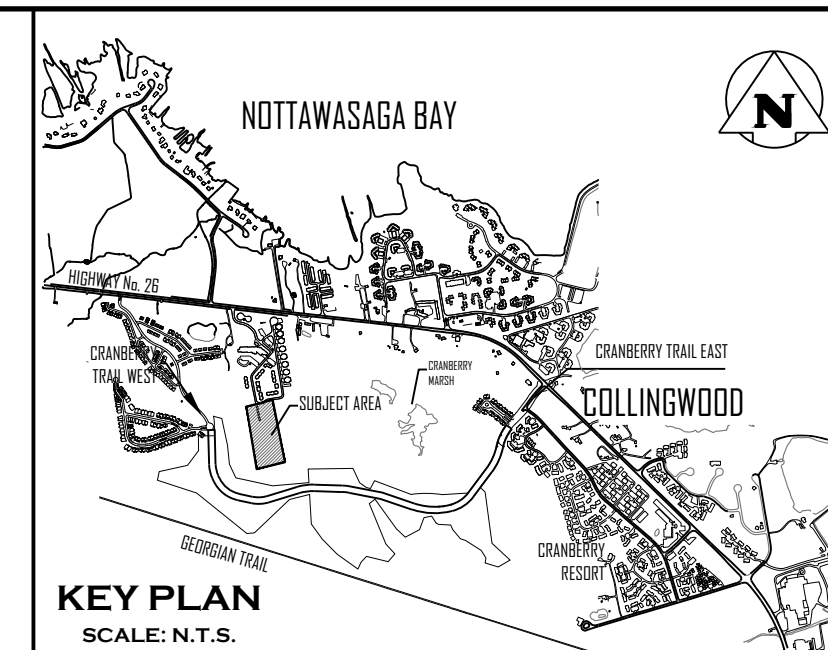
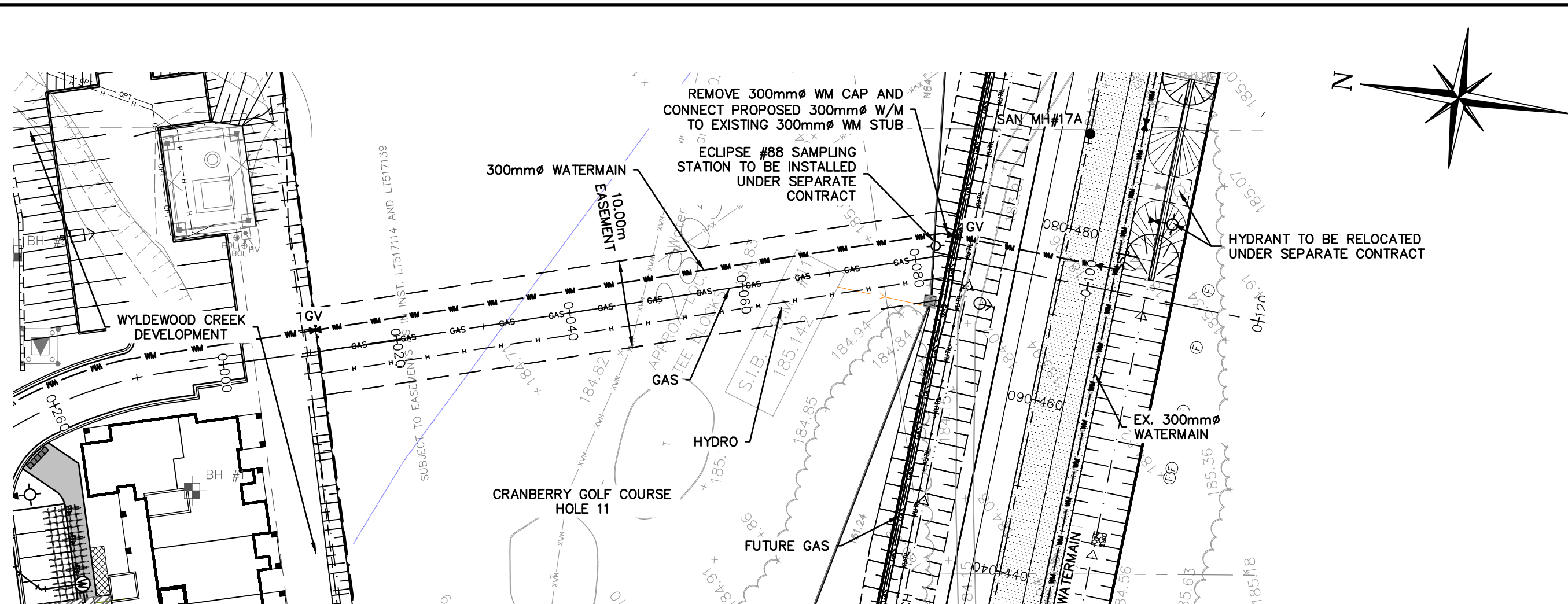
R.A.

Scale H: 1:500  
V: 1:50

Drawing

C103.A





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## BENCHMARKS


ELEVATIONS SHOWN HEREON ARE GEODETIC AND ARE RELATED TO TOWN OF COLLINGWOOD BENCH MARK NO. 00172U311 HAVING AN ELEVATION OF 181.032 METRES.

TOPOGRAPHIC SURVEY COMPLETED BY KRCMAR SURVEYORS LTD.  
DATED AUGUST 25, 2018.

_____

No.	ISSUE	DATE: MM/DD/YYYY
1	ISSUED FOR 1st ENGINEERING SUBMISSION	02/04/2019
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6	ISSUED FOR 5th ENGINEERING SUBMISSION	04/10/2024
7	ISSUED FOR 6th ENGINEERING SUBMISSION	12/20/2024

Engineer



LICENSED PROFESSIONAL ENGINEER  
R.A. ALEXANDER  
100213093  
December 29  
2024  
PROVINCE OF ONTARIO

	Project
--	---------

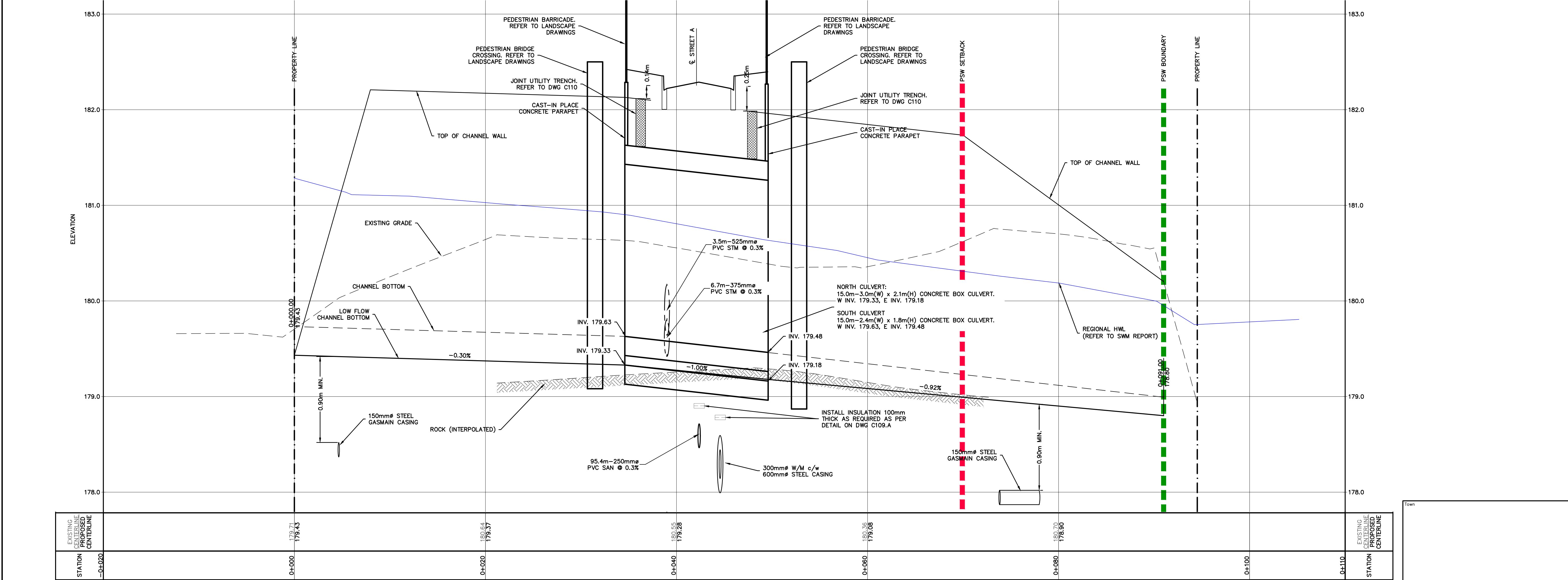
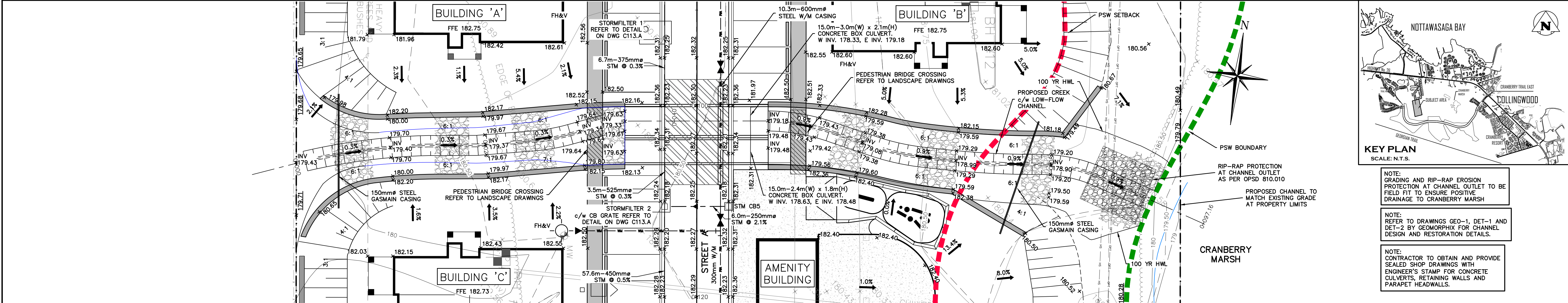
Drawing

WYLDEWOOD CREEK  
TOWN OF COLLINGWOOD

# PLAN & PROFILE SERVICING EASEMENT

Drawn By	L.W.	Design By	L.W.	Project	1535-4897
Check By	K.M.	Check By	R.A.	Scale H 1:500 V 1:50	Drawing C103.B





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3. THIS DRAWING IS TO BE READ AND UNDERSTOOD IN CONJUNCTION WITH ALL OTHER PLANS AND DOCUMENTS APPLICABLE TO THIS PROJECT.

4. DO NOT SCALE THE DRAWINGS.

5. ALL EXISTING UNDERGROUND UTILITIES TO BE VERIFIED IN THE FIELD BY THE CONTRACTOR PRIOR TO CONSTRUCTION.

**BENCHMARKS**

ELEVATIONS SHOWN HEREON ARE GEODETIC AND ARE RELATED TO TOWN OF COLLINGWOOD BENCH MARK NO. 00172U311 HAVING AN ELEVATION OF 181.032 METRES.

TOPOGRAPHIC SURVEY COMPLETED BY KRCMAR SURVEYORS LTD., DATED AUGUST 25, 2018.

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6	ISSUED FOR 5th ENGINEERING SUBMISSION	04/10/2024
7	ISSUED FOR 6th ENGINEERING SUBMISSION	12/20/2024

ENGINEER

**K. A. MORRIS**

PROVINCIAL PROFESSIONAL ENGINEER

PROVINCE OF ONTARIO

ENGINEER

**R. A. ALEXANDER**

PROVINCIAL PROFESSIONAL ENGINEER

PROVINCE OF ONTARIO

Project: **WYLDEWOOD CREEK TOWN OF COLLINGWOOD**

Drawing: **CHANNEL PLAN & PROFILE AND GRADING DETAILS**

Drawn By: L.W.

Check By: K.M.

Design By: L.W.

Check By: R.A.

Project: **1535-4897**

Scale: H: 1:200 V: 1:20

Drawing: **C104**

**CROZIER**

CONSULTING ENGINEERS

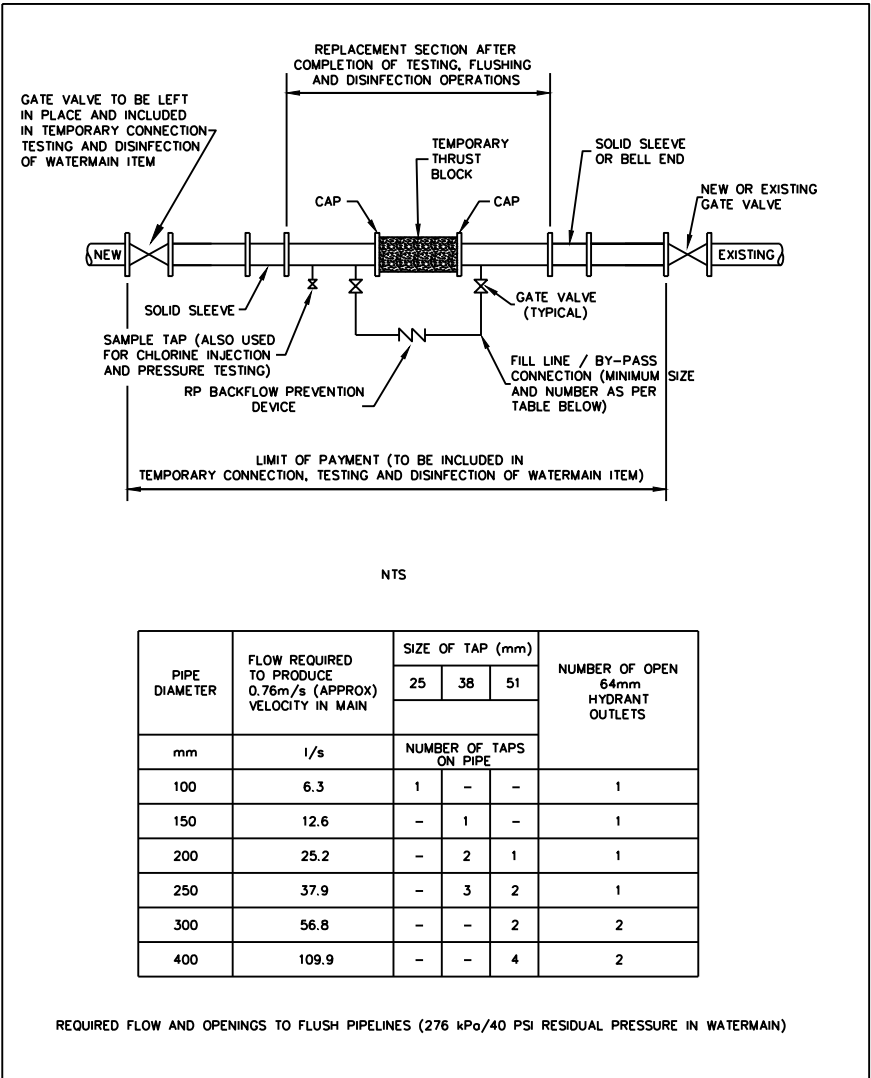
1535-4897

C104

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J:\1500\1535-Brandy Lane Corp\4897-Georgian Bay Hotel South Block\CAD\Civil_Sheets\4897_C104 CREEK.dwg, C104, 2024-12-20 4:13:14 PM, lwaters





NOTE:  
GRADING AND RIP-RAP EROSION PROTECTION AT CHANNEL OUTLET TO BE FIELD FIT TO ENSURE POSITIVE DRAINAGE TO CRANBERRY MARSH

NOTE:  
REFER TO DRAWINGS GEO-1, DET-1 AND DET-2 BY GEOMORPHIX FOR CHANNEL DESIGN AND RESTORATION DETAILS.

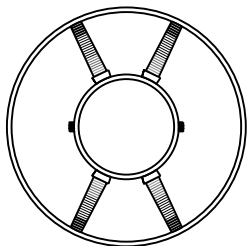
NOTE:  
CONTRACTOR TO OBTAIN AND PROVIDE SEALED SHOP DRAWINGS WITH ENGINEER'S STAMP FOR CONCRETE CULVERTS, RETAINING WALLS AND PARAPET HEADWALLS.

### CASING SPACERS

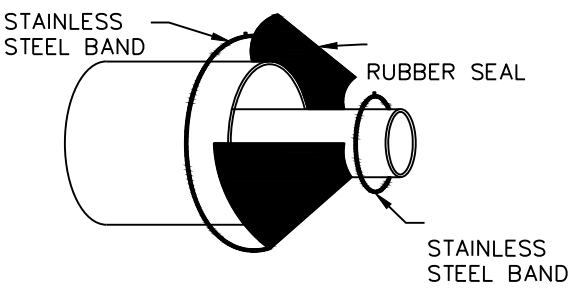
- CASCADE: CCS - 1320-8 (OR APPROVED EQUAL)

#### NOTES:

- CONTRACTOR TO SUBMIT SHOP DRAWINGS OF MATERIAL AND INSTALLATION METHODOLOGY FOR REVIEW AND APPROVAL.
- ALL CASING SPACERS ARE TO BE MADE OF T-304 STAINLESS STEEL.
- BEARING SURFACES (RUNNERS) SHALL BE ULTRA HIGH MOLECULAR WEIGHT POLYMER OR EQUIVALENT.
- POSITIONING OF SPACERS ALONG THE WATERMAIN IS TO BE AS PER MANUFACTURER'S SPECIFICATIONS.
- POSITION OF WATERMAIN WITHIN LINER TO BE CENTERED AND RESTRAINED, SUFFICIENT ENOUGH TO PROVIDE NO LESS THAN 19mm (¾") CLEARANCE BETWEEN THE CASING PIPE AND THE OUTSIDE DIAMETER OF THE BELL.



- WATERMAIN SHALL BE RESTRAINED Laterally FOR THE ENTIRE LENGTH OF THE LINER PLUS ONE FULL PIPE LENGTH BEYOND END OF CASING.
- LINER TO BE SEALED USING WRAP AROUND RUBBER ENDS COMPLETE WITH STAINLESS STEEL (T-304) BANDING.



### GENERAL CONSTRUCTION SCHEDULE

- IN STREAM WORKS TO COMPLY WITH NVCA TIMING GUIDELINES AND ASSOCIATED PERMITTING.
- MAINTAIN TEMPORARY WATER MANAGEMENT WORKS AND OVERLAND SPILL ROUTE PRIOR TO ANY EXCAVATION.
- COMPLETE ASSOCIATED SEDIMENT CONTROLS, CULVERT AND UNDERGROUND SERVICES ENSURING WORKING IN THE DRY AT ALL TIMES.

#### GENERAL NOTES

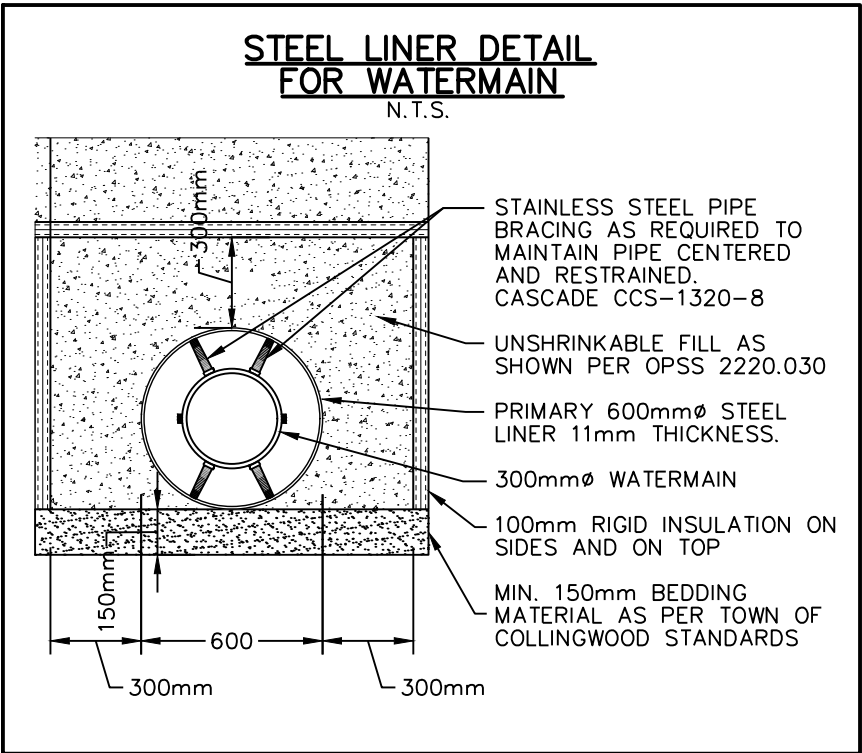
- ALL WORK TO BE PERFORMED IN DRY DEWATERED CONDITIONS USING APPROVED WATER MANAGEMENT PLAN.
- NO MAINTENANCE OR REPAIR WORK ON CONSTRUCTION EQUIPMENT IS ALLOWED WITHIN 30 METRES OF WATERCOURSE.
- ALL SEDIMENT & EROSION CONTROL FACILITIES AND WORKS ARE TO BE CONSTRUCTED AND IN PLACE TO THE APPROVAL OF THE SITE ENGINEER PRIOR TO EXCAVATION WORKS COMMENCING.
- ALL TEMPORARY SOIL OR DIRT TO BE STOCKPILED PER DESIGNATED AREAS.
- FLOW INFORMATION PROVIDED HEREIN CONCERNING CRANBERRY MARSH OUTLET FOR CONTRACTOR USE ONLY.
- THE SEDIMENT & EROSION CONTROLS SPECIFIED HEREIN DO NOT NECESSARILY CONSTITUTE ALL MEASURES REQUIRED GIVEN FIELD CONDITIONS. CONTRACTOR TO PROVIDE ANY SUPPLEMENTARY SEDIMENT & EROSION CONTROL MEASURES AS REQUIRED TO ENSURE NO RELEASE OF DELETERIOUS SUBSTANCES TO WATERCOURSE.
- FINAL RETAINING WALL DESIGN SPECIFICATIONS TO BE CONFIRMED AND APPROVED BY ENGINEER

#### GENERAL BRIDGE NOTES

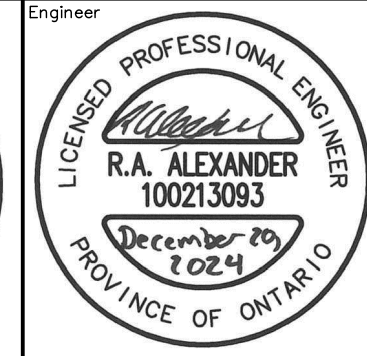
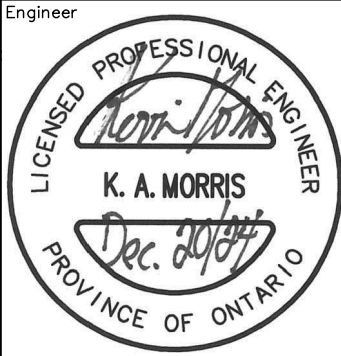
- FOOTING DETAILS (DIMENSIONS & REINFORCING) FOR MUNICIPAL APPROVAL PROCESS ONLY. ACTUAL SIZE OF FOOTINGS AND REINFORCING AS PER DESIGN BY CONTRACTOR.
- FOOTINGS ARE ASSUMED TO BE FOUNDED ON BEDROCK; CONTRACTOR TO CONFIRM IN FIELD.
- DESIGN IN ACCORDANCE WITH THE CANADIAN HIGHWAY BRIDGE DESIGN CODE (CAN/CSA-S6-06).
- CONTRACTOR IS TO EXPOSE THE BEDROCK AROUND THE PROPOSED FOOTING FOR REVIEW BY GEOTECHNICAL ENGINEER. ANY LOOSE OR DELETERIOUS MATERIALS SHALL BE REMOVED AT THE DIRECTION OF THE GEOTECHNICAL ENGINEER.
- CLASS OF CAST-IN-PLACE CONCRETE = 30 MPa.
- CLEAR COVER TO REINFORCING: FOOTINGS = 100+25 DISTRIBUTION SLAB = AS NOTED ON DWG.
- BAR MARKS WITH SUFFIX 'C' DENOTE COATED BARS.
- REINFORCING BARS SHALL BE GRADE 400 MPa.
- CONTRACTOR TO PROVIDE MIN. 0.75m GRANULAR ABOVE CULVERT STRUCTURE DURING CONSTRUCTION.

#### REQUIREMENTS FOR THE CONTRACTOR

- PROVIDE STAMPED SHOP DRAWINGS INDICATING THAT THE BRIDGE STRUCTURE HAS BEEN DESIGNED IN ACCORDANCE WITH THE CANADIAN HIGHWAY BRIDGE DESIGN CODE (CHBDC) (CAN/CSA-S6-06). CONTRACTOR TO ALSO PROVIDE COPIES OF ALL SHOP DRAWINGS TO THE TOWN FOR THEIR RECORDS.
- SUBMISSION SHALL INCLUDE DETAILS ON REACTION LOADS, BOTH HORIZONTAL & VERTICAL, TO BE RESISTED BY FOUNDATION AS WELL AS DETAILS ON PROPOSED ANCHORAGE FOR CULVERT & FOOTINGS.
- ENSURE THAT THE SHOP DRAWINGS ARE SPECIFIC TO THIS CONTRACT, AND REFERENCED TO CFCA PROJECT No. 1535-4897, AND NOT A "STOCK ITEM".
- ENSURE THAT SHOP DRAWINGS SHOW AND SPECIFY ALL JOINT FILLERS, SEALS AND COMPOUNDS, GROUT, AND GEOTEXTILE INSTALLATIONS AND APPLICATIONS.

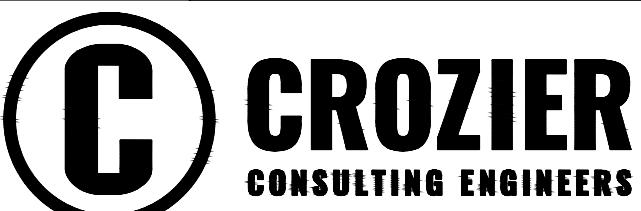


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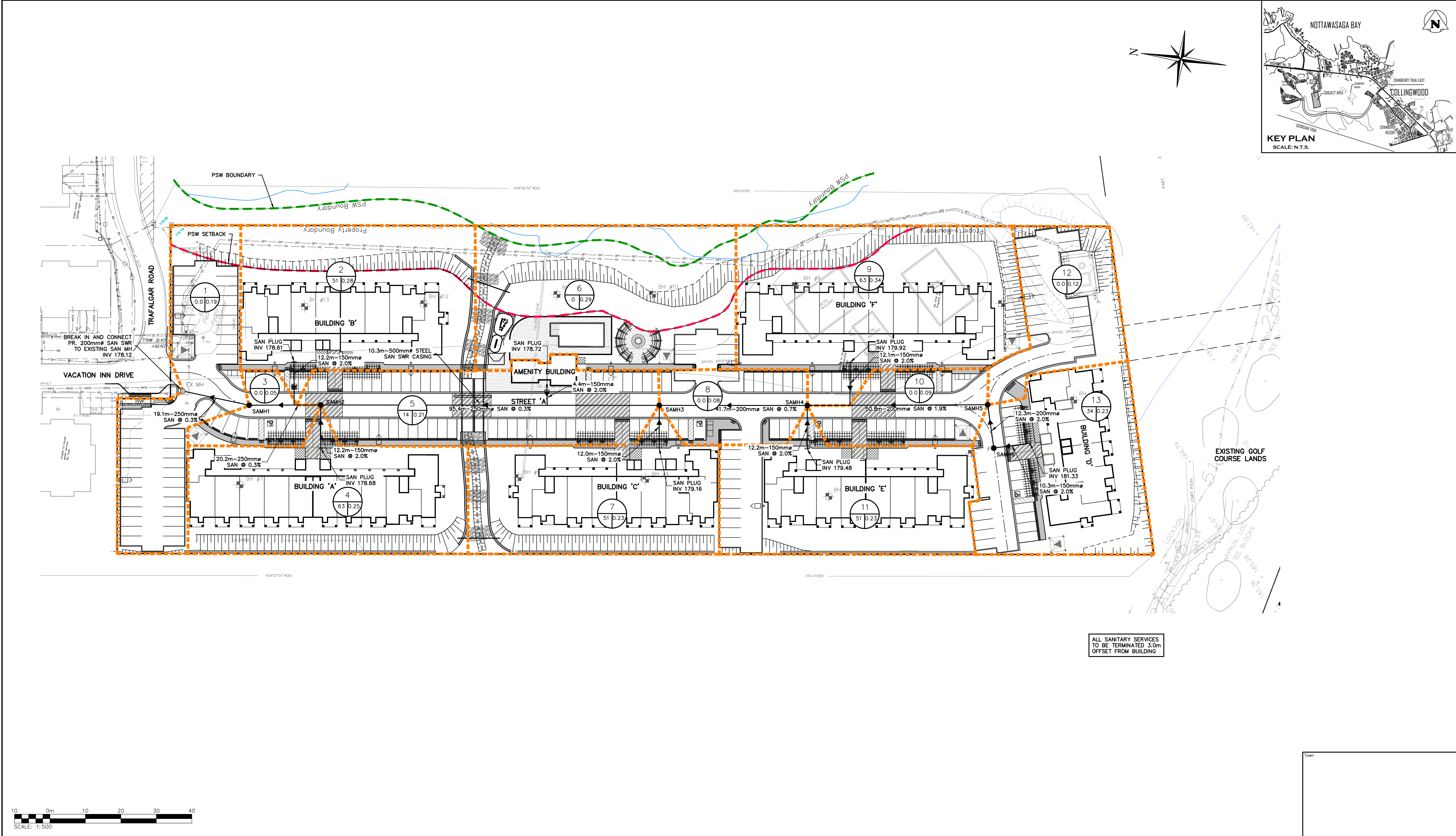


Project	WYLDEWOOD CREEK TOWN OF COLLINGWOOD
Drawing	CULVERT CROSSING NOTES AND DETAILS

Drawn By	L.W.	Design By	L.W.	Project	1535-4897
Check By	K.M.	Check By	R.A.	Scale	AS NOTED
				Drawing	C105







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**BENCHMARKS**

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7	ISSUED FOR 6th ENGINEERING SUBMISSION	12/20/2024

LICENSED PROFESSIONAL ENGINEER  
K. A. MORRIS  
Dec. 2018  
PROVINCE OF ONTARIO

LICENSED PROFESSIONAL ENGINEER  
R.A. ALEXANDER  
100213093  
December 20, 2024  
PROVINCE OF ONTARIO

Project

WYLDEWOOD CREEK  
TOWN OF COLLINGWOOD

Drawing

SANITARY DRAINAGE PLAN

Drawn By

L.W.

Design By

L.W.

Project

1535-4897

Check By

K.M.

Check By

R.A.

Scale

1:500

Drawing

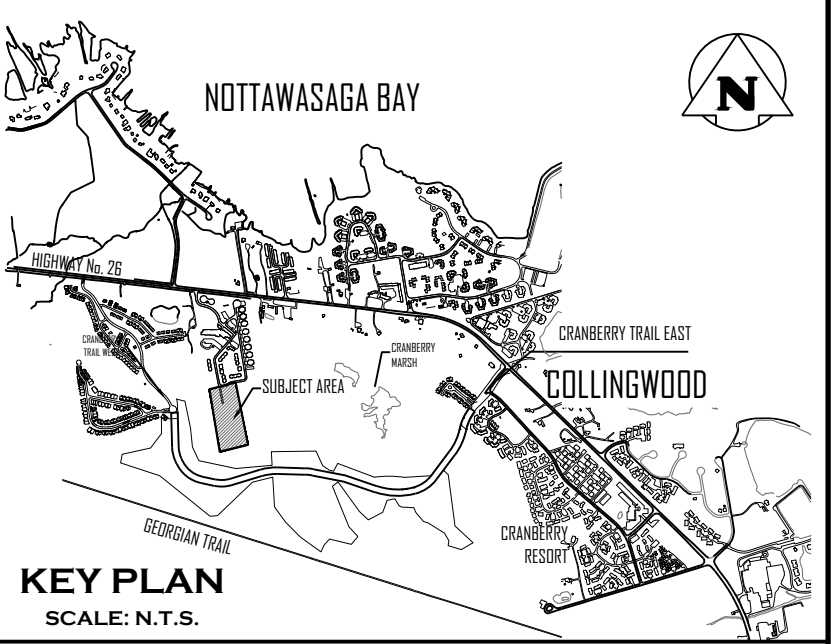
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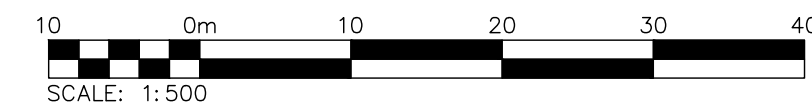
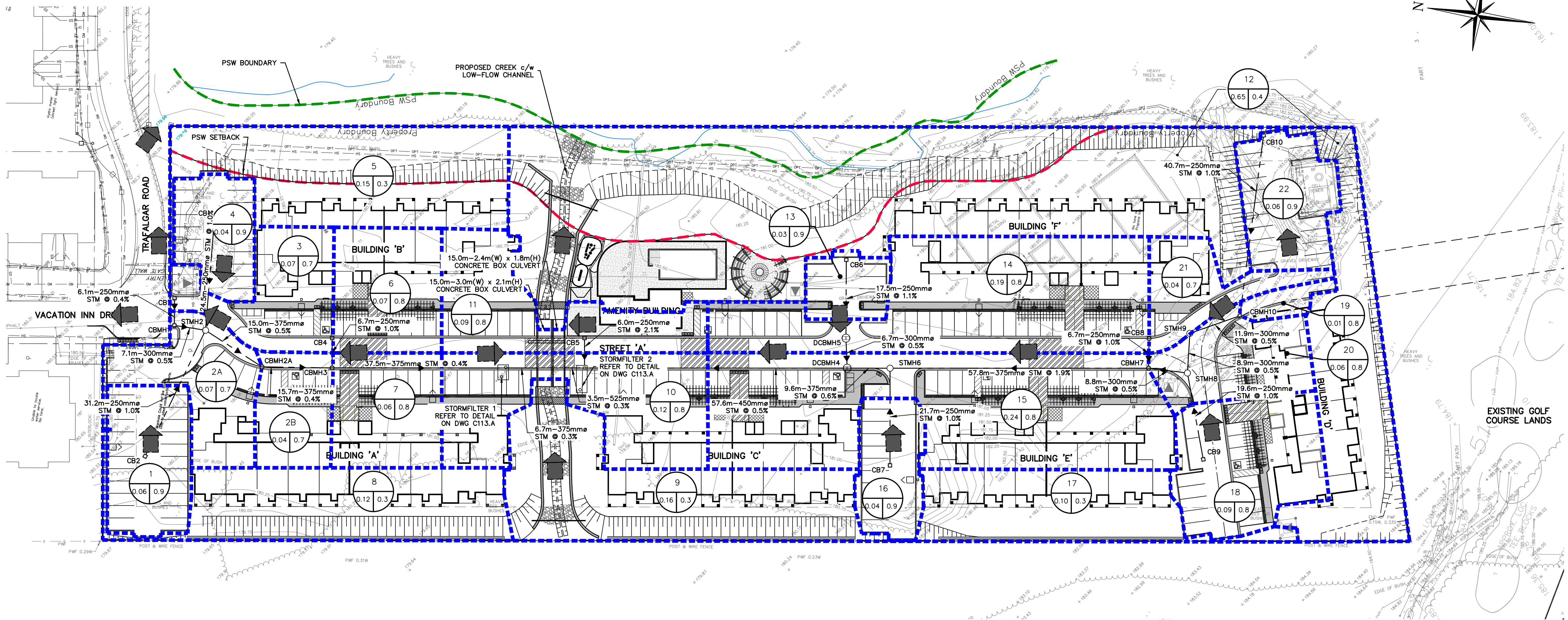
**CROZIER**  
CONSULTING ENGINEERS

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NOTE: ROOFS TO DISCHARGE TO LANDSCAPED AREAS



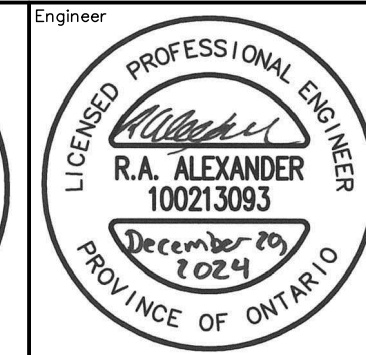
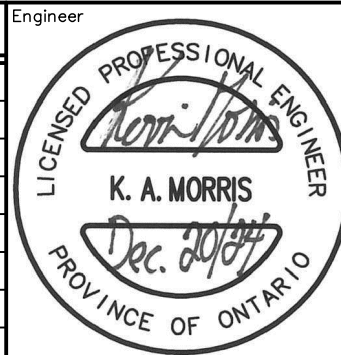
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Project

WYLDEWOOD CREEK  
TOWN OF COLLINGWOOD

STORM DRAINAGE PLAN



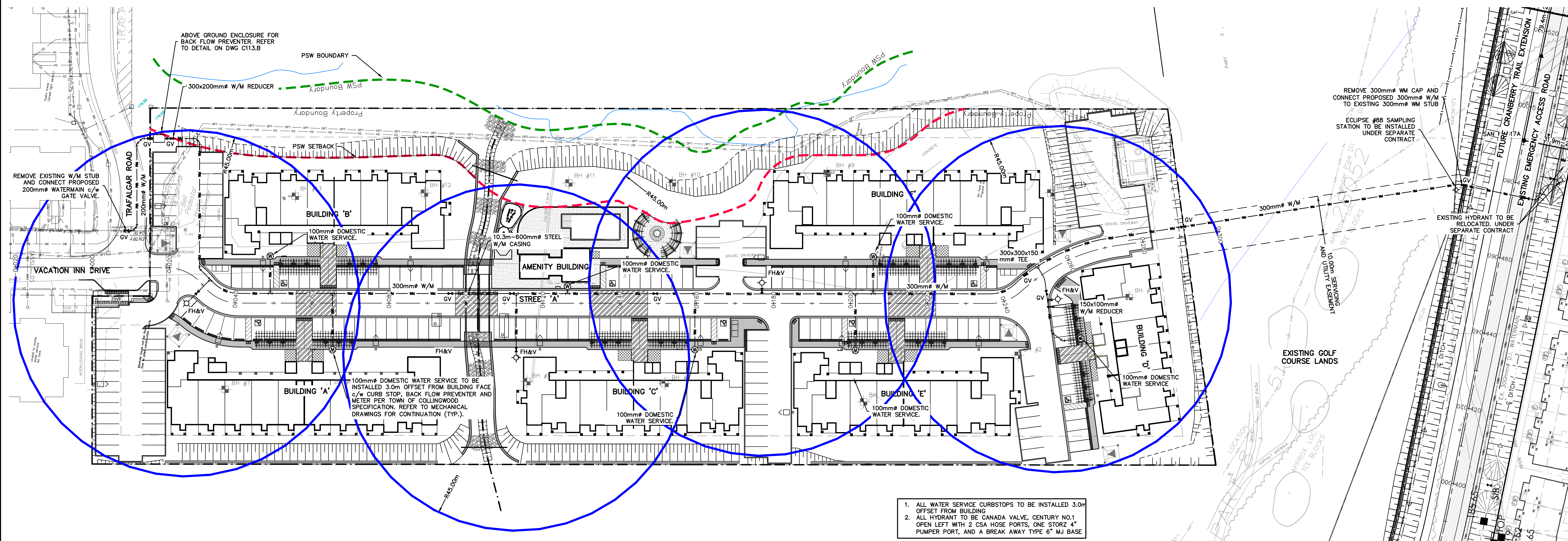
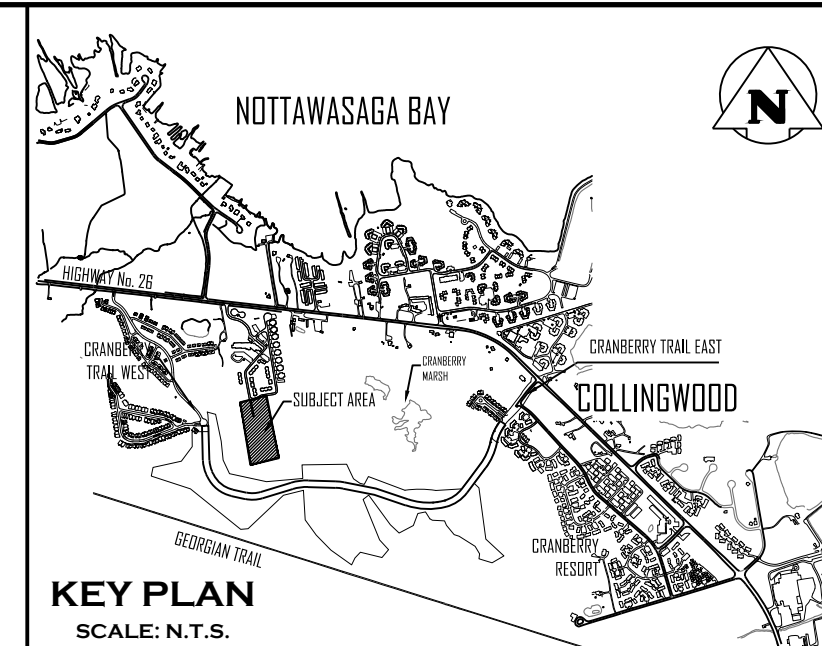
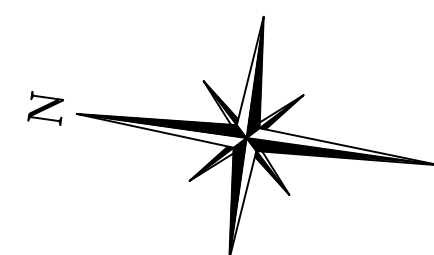
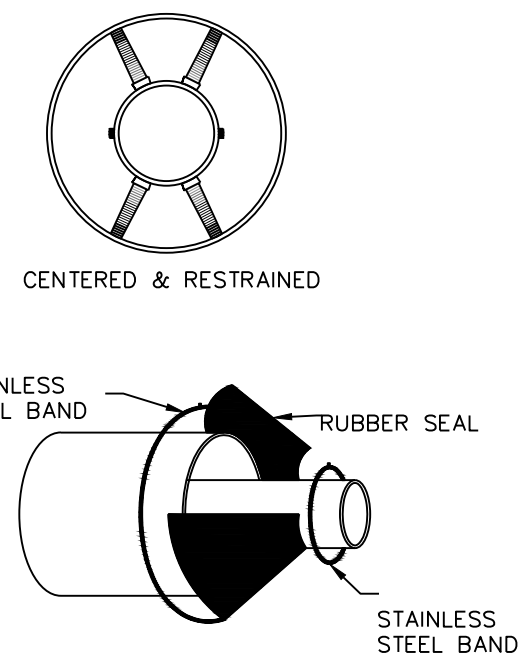
Drawn By	L.W.	Design By	L.W.	Project	1535-4897
Check By	K.M.	Check By	R.A.	Scale	1:500
				Drawing	C107



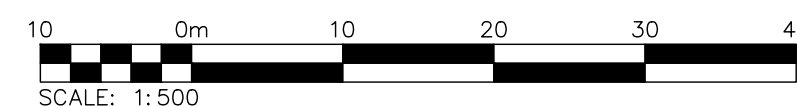
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NOTES:

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3. BOTH SURFACES (RUNNERS) SHALL BE ULTRA HIGH MOLECULAR WEIGHT POLYMER OR EQUIVALENT.
4. POSITIONING OF SPACERS ALONG THE WATERMAIN IS TO BE AS PER MANUFACTURER'S SPECIFICATIONS.
5. POSITION OF WATERMAIN WITHIN LINER TO BE CENTERED AND UNRESTRAINED, SUFFICIENT ENOUGH TO PROVIDE NO LESS THAN 19mm ( $\frac{3}{4}$ ") CLEARANCE BETWEEN THE CASING PIPE AND THE OUTSIDE DIAMETER OF THE BELL.
6. WATERMAIN SHALL BE RESTRAINED LATEROALLY FOR THE ENTIRE LENGTH OF THE LINER PLUS ONE FULL PIPE LENGTH BEYOND END OF CASING.
7. LINER TO BE SEALED USING WRAP AROUND RUBBER ENDS COMPLETE WITH STAINLESS STEEL (T-304) BANDING.



1. ALL WATER SERVICE CURBSTOPS TO BE INSTALLED 3.0m OFFSET FROM BUILDING
2. ALL HYDRANT TO BE CANADA VALVE, CENTURY NO.1 OPEN LEFT WITH 2 CSA HOSE PORTS, ONE STORZ 4" PUMPER PORT, AND A BREAK AWAY TYPE 6" MJ BASE

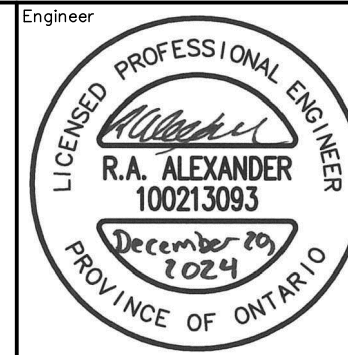
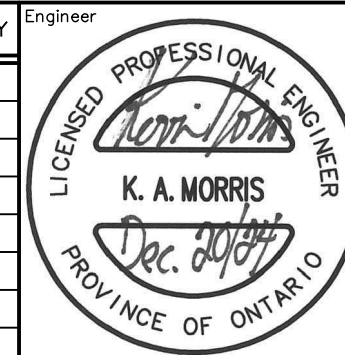


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Drawing

## WATER DISTRIBUTION PLAN



Drawn By	L.W.	Design By	L.W.	Project	1535-4897
Check By	K.M.	Check By	R.A.	Scale	1:500
				Drawing	C108



GENERAL NOTES:

- ALL CONSTRUCTION EQUIPMENT TO USE MAIN CONSTRUCTION ACCESS POINT LOCATED AT THE SOUTH END OF VACATION INN DRIVE VIA THE CONSTRUCTION ACCESS ROAD. REFER TO DRAWING C111 'CONSTRUCTION ACCESS ROAD PLAN' FOR DETAILS.
- NO MAINTENANCE OR REPAIR WORK ON CONSTRUCTION EQUIPMENT IS ALLOWED WITHIN 30 METRES OF AN EXISTING WATER COURSE OR DITCH.
- ALL SEDIMENT AND EROSION CONTROL FACILITIES AND WORKS ARE TO BE CONSTRUCTED AND IN PLACE TO THE APPROVAL OF THE SITE ENGINEER PRIOR TO ANY GRADING OPERATIONS COMMENCING. TYPICAL WORKS INCLUDE SILT FENCES, CONSTRUCTION ACCESS MUD MAT AND CHECK DAMS.
- ALL TEMPORARY TOPSOIL STOCKPILES ARE TO BE PROVIDED WITH THE NECESSARY SEDIMENT AND EROSION CONTROL FEATURES. IF STOCKPILES ARE TO REMAIN FOR A PERIOD LONGER THAN 30 DAYS, STOCKPILES SHALL BE HYDROSEEDED AND SURROUNDED WITH SILT FENCE.
- THE SITE ENGINEER SHALL UNDERTAKE WEEKLY INSPECTIONS OF ALL SEDIMENT/EROSION CONTROL FACILITIES DURING THE EXTENT OF THE ENTIRE CONSTRUCTION PROJECT AS WELL AS AFTER ALL RAIN EVENTS 13mm OR GREATER. THE WEEKLY INSPECTIONS ARE TO BE COMPLETED ON AN EROSION AND SEDIMENT CONTROL INSPECTION REPORT.
- THE SITE ENGINEER SHALL PROVIDE WEEKLY STATUS REPORTS TO THE MUNICIPALITY AND CONSERVATION AUTHORITY ADVISING OF THE CONDITION OF STRUCTURES AND MAINTENANCE WORKS THAT HAVE BEEN UNDERTAKEN.
- DURING THE CONSTRUCTION PERIOD, WHEN INTERNAL BLOCKS HAVE INITIATED CONSTRUCTION, A STREET CLEANING SCHEDULE WILL BE UNDERTAKEN ON A MINIMUM WEEKLY BASIS, OR AS DIRECTED BY THE SITE ENGINEER OR MUNICIPALITY.
- ANY ADJUSTMENTS TO THE EROSION AND SEDIMENT CONTROLS MADE BY THE CONTRACTOR SHALL BE DOCUMENTED IN WRITING.

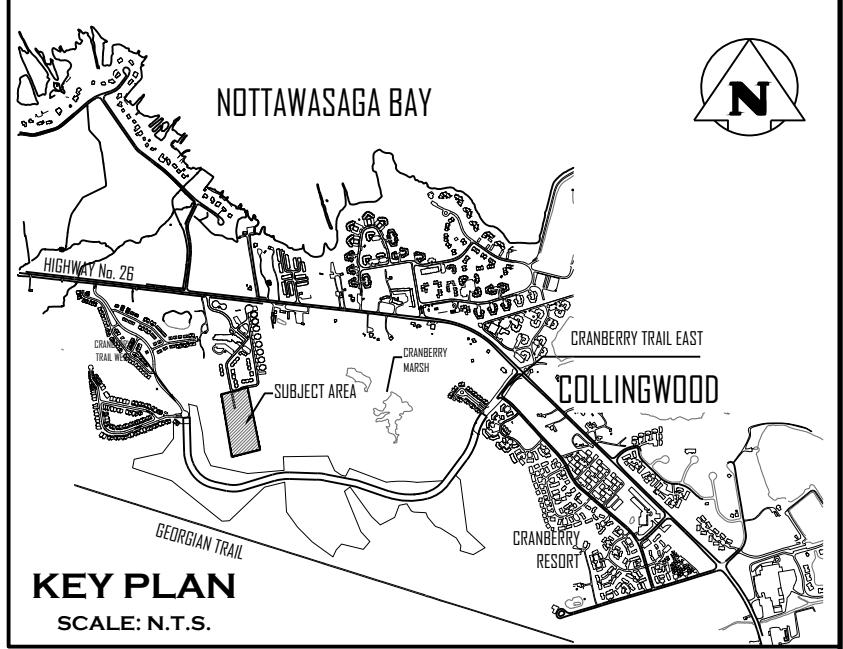
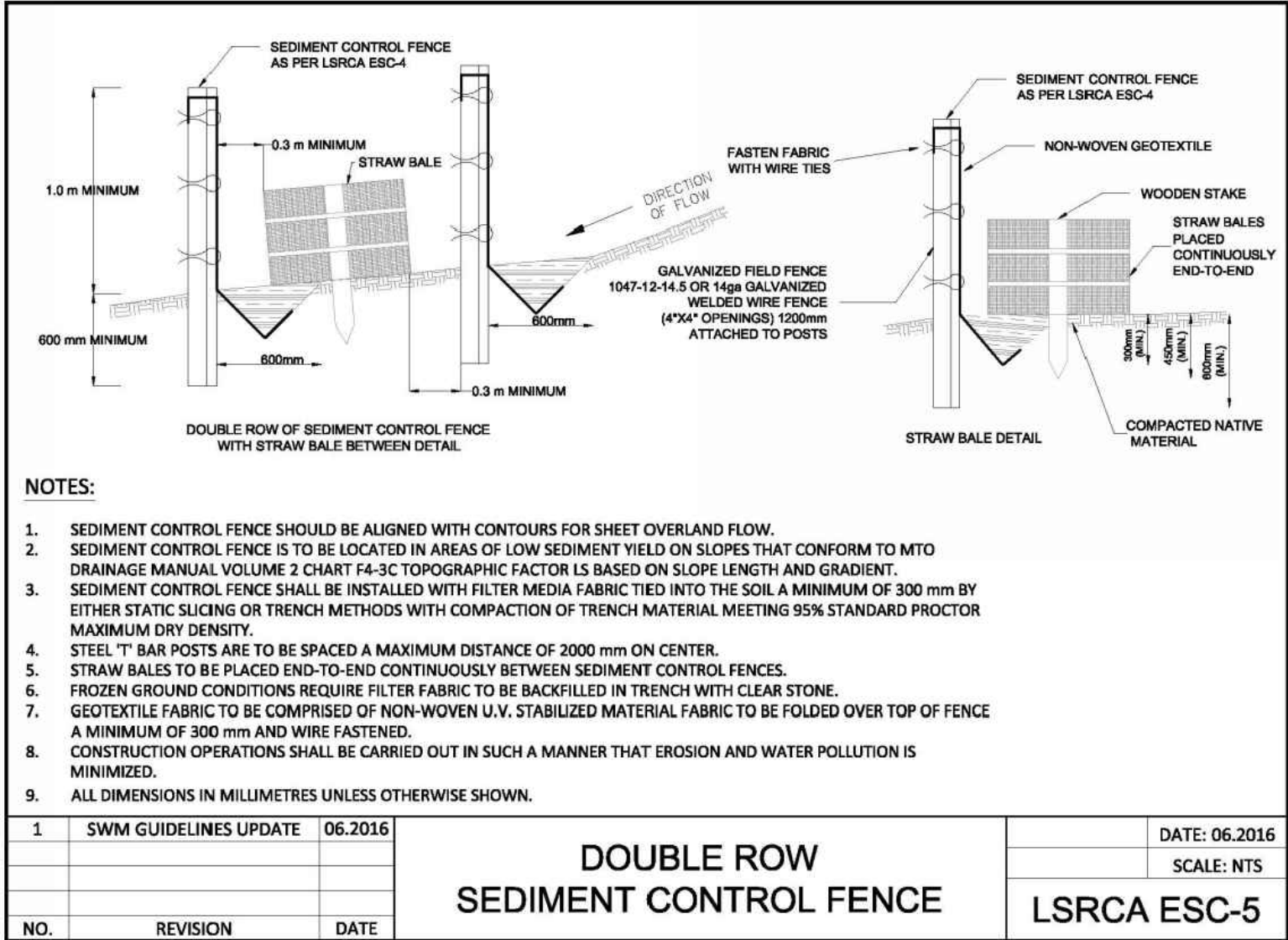
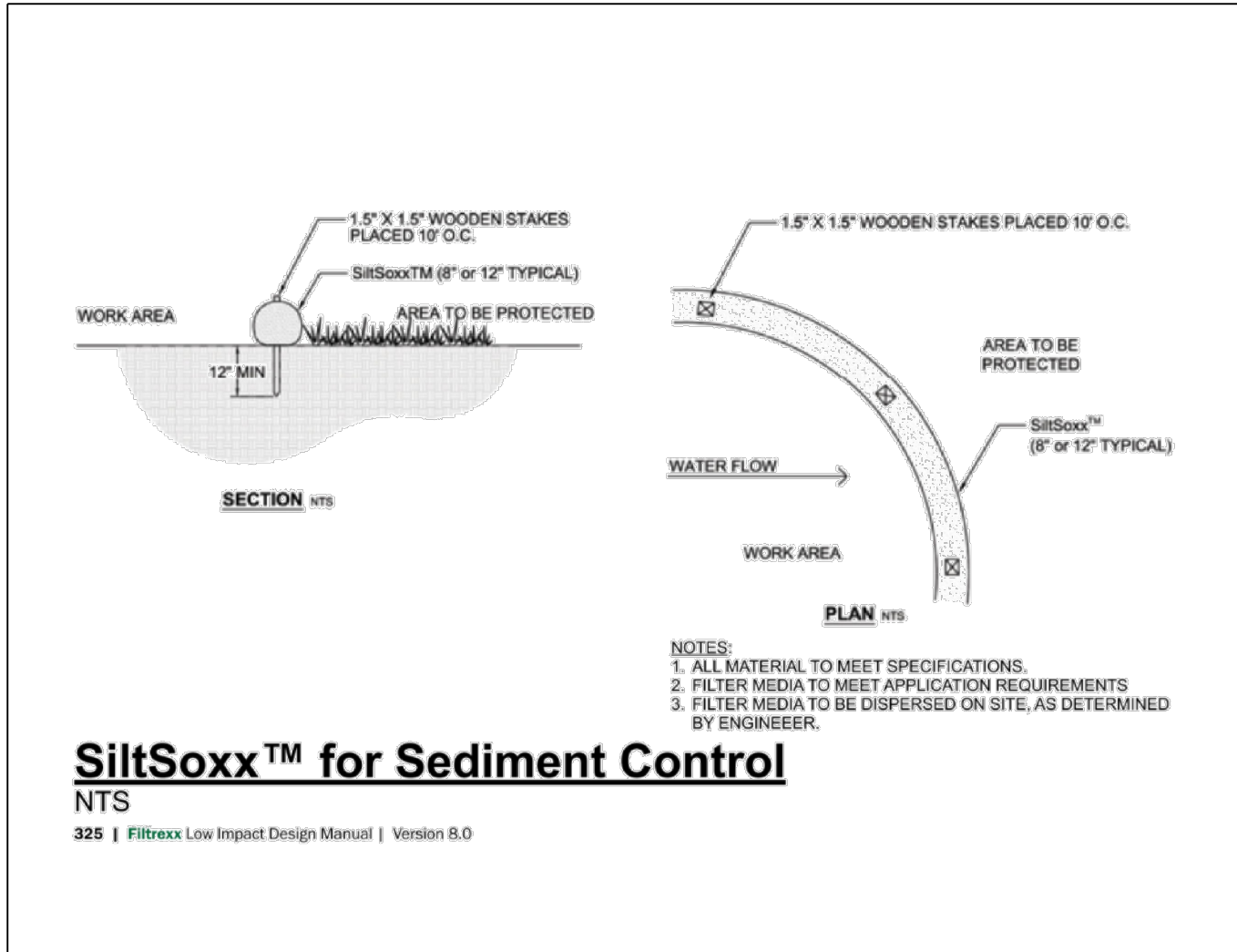
CONSTRUCTION IMPLEMENTATION:

- PRE-CONSTRUCTION
  - SITE ENGINEER TO ADVISE TOWN OF STAFF RESPONSIBLE FOR SITE SEDIMENT CONTROL SUPERVISION, INSPECTION AND MAINTENANCE, INCLUDING AFTER HOUR CONTACTS.
  - SITE ENGINEER TO PROVIDE WRITTEN INSPECTION AND MAINTENANCE SCHEDULE OF SEDIMENT CONTROL DEVICES.
  - CONTRACTOR TO INSTALL ALL SEDIMENT CONTROL DEVICES AS IDENTIFIED ON THE APPROVED EROSION CONTROL PLAN PRIOR TO EARTHWORKS OPERATIONS.
- DURING CONSTRUCTION (SITE AND BUILDING WORKS)
  - CONTRACTOR TO ENSURE TOPSOIL, STRIPPING, GRADING AND UNDERGROUND WORKS CONFORM TO APPROVED GRADING, SERVICING AND EROSION CONTROL PLANS.
  - SITE ENGINEER TO CONDUCT REQUIRED WEEKLY INSPECTION, MAINTENANCE AND REPORTING OF SEDIMENT CONTROLS TO THE TOWN.
  - CONTRACTOR TO STABILIZE SITE AS REQUIRED THROUGHOUT SITE CONSTRUCTION SCHEDULE.
- POST CONSTRUCTION (INCLUDING BUILDING CONSTRUCTION)
  - CONTRACTOR TO COMPLETE FINAL SITE STABILIZATION AND REVEGETATION WORKS. ALL SWALES EXPECTED TO REMAIN IN EXCESS OF 30 DAYS TO BE STABILIZED BY CONTRACTOR VIA HYDROSEEDING.
  - CONTRACTOR TO REMOVE ALL SEDIMENT CONTROL DEVICES AFTER THE SITE

IS STABILIZED TO A CONDITION EQUAL TO, OR BETTER THAN, PRE-CONSTRUCTION CONDITIONS AND WITH ACKNOWLEDGMENT OF THE SITE ENGINEER.

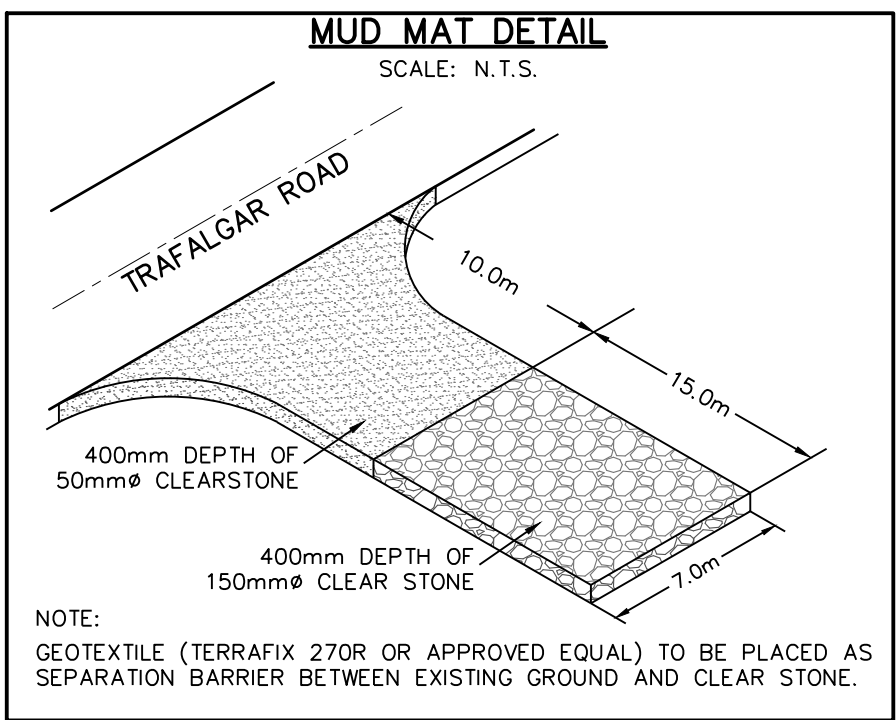
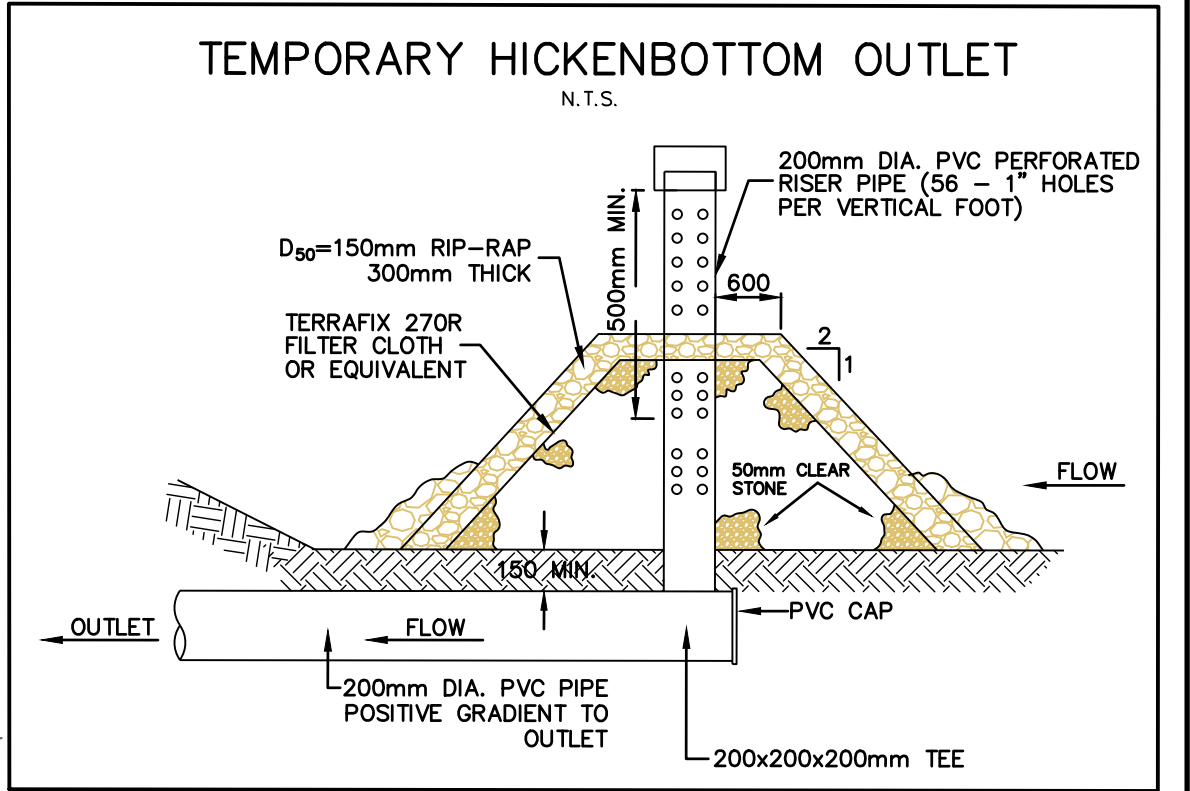
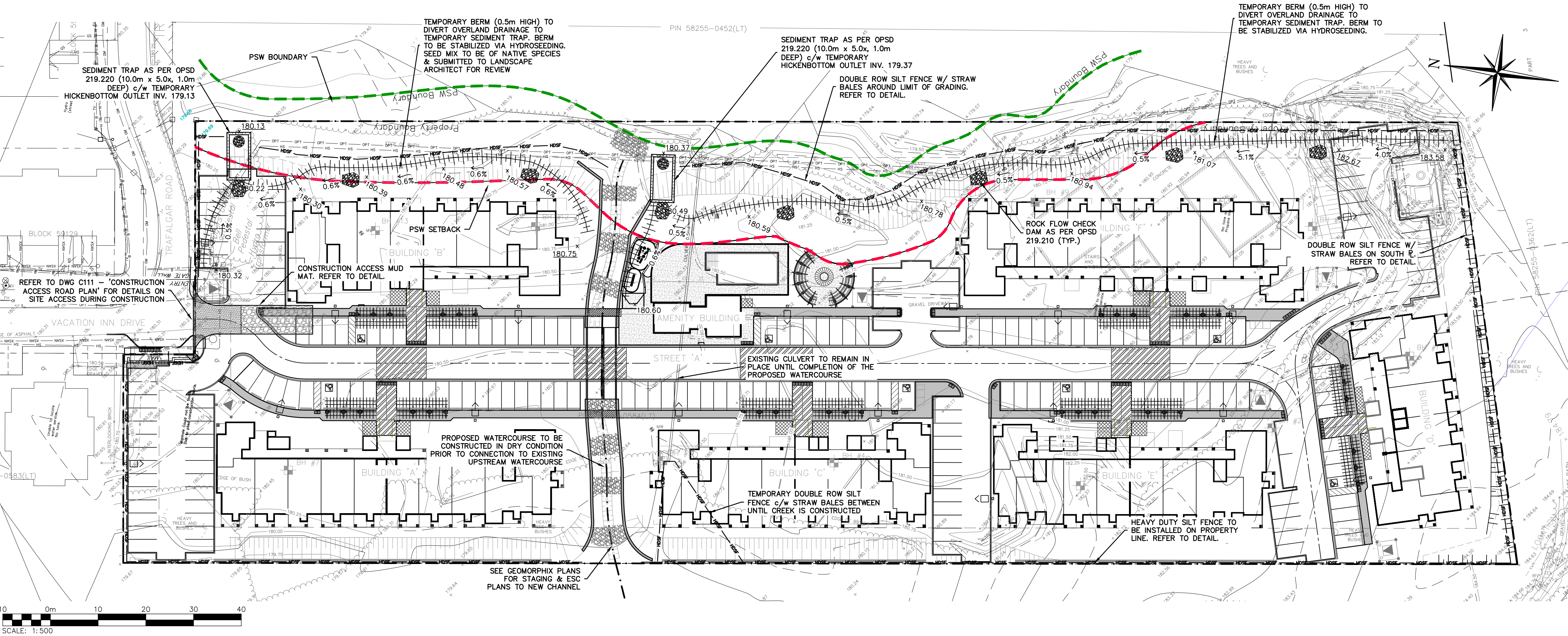
MAINTENANCE & OPERATIONS OF SEDIMENT CONTROLS

- SILT FENCE
  - SILT FENCE TO BE LOCATED ON CRANBERRY TRAIL PROPERTY LINE.
  - SILT FENCE MUST BE INSPECTED WEEKLY FOR RIPS OR TEARS, BROKEN STAKES, BLOW-OUTS AND ACCUMULATION OF SEDIMENT.
  - SILT FENCE MUST BE INSPECTED FOLLOWING ALL 13mm OR GREATER RAIN STORM EVENT OR AS DIRECTED BY SITE ENGINEER.
  - SEDIMENT MUST BE REMOVED FROM SILT FENCE WHEN ACCUMULATION REACHES 50% OF THE HEIGHT OF THE FENCE.
  - ALL SILT FENCES MUST BE REMOVED ONLY WHEN THE ENTIRE SITE IS STABILIZED AND AS DIRECTED BY THE SITE ENGINEER.
- ROCK & STRAW BALE FLOW CHECK DAM
  - REMOVE ACCUMULATED SEDIMENT UP STREAM OF THE CHECK DAM IF GREATER THAN 50% OF DAM HEIGHT.
  - SILT REMOVAL MUST BE UNDERTAKEN WITH CARE TO MINIMIZE DOWN STREAM SEDIMENTATION IN SWALE OR DITCH.
  - CHECK DAMS AND ALL ACCUMULATED SEDIMENT MUST BE REMOVED WITH CARE ONCE THE CONSTRUCTION SITE IS STABILIZED AND AS DIRECTED BY THE SITE ENGINEER.
- SEDIMENT TRAP
  - REMOVE ACCUMULATED SEDIMENT FROM THE SEDIMENT TRAP IF THE DEPTH IS GREATER THAN 50% OF THE TRAP DEPTHER.
  - SILT REMOVAL MUST BE UNDERTAKEN WITH CARE TO MINIMIZE DOWN STREAM SEDIMENTATION IN SWALE OR DITCH.
  - CHECK TRAPS AND ALL ACCUMULATED SEDIMENT MUST BE REMOVED WITH CARE ONCE THE CONSTRUCTION SITE IS STABILIZED AND AS DIRECTED BY THE SITE ENGINEER.



NOTE: GRADING AND RIP-RAP EROSION PROTECTION AT CHANNEL OUTLET TO BE FIELD FIT TO ENSURE POSITIVE DRAINAGE TO CRANBERRY MARSH

NOTE: REFER TO DRAWINGS GEO-1, DET-1 AND DET-2 BY GEOMORPHIX FOR CHANNEL DESIGN AND RESTORATION DETAILS.



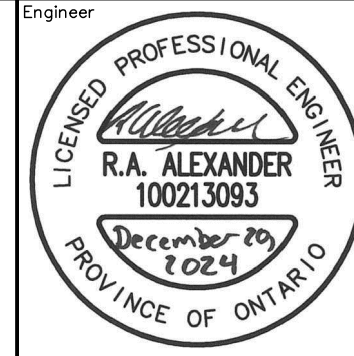
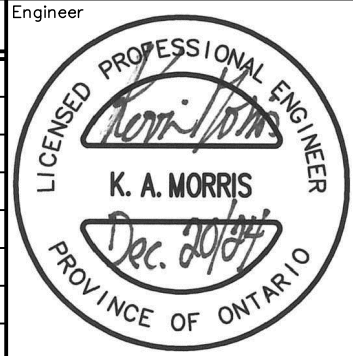
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- DO NOT SCALE THE DRAWINGS.
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BENCHMARKS

ELEVATIONS SHOWN HEREON ARE GEODETIC AND ARE RELATED TO TOWN OF COLLINGWOOD BENCH MARK NO. 00172U311 HAVING AN ELEVATION OF 181.032 METRES.

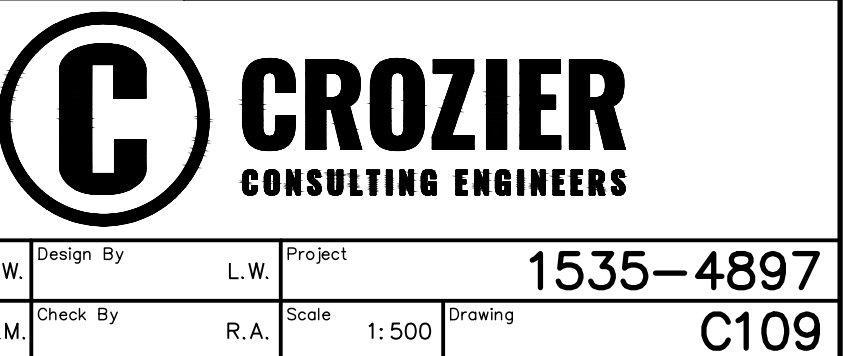
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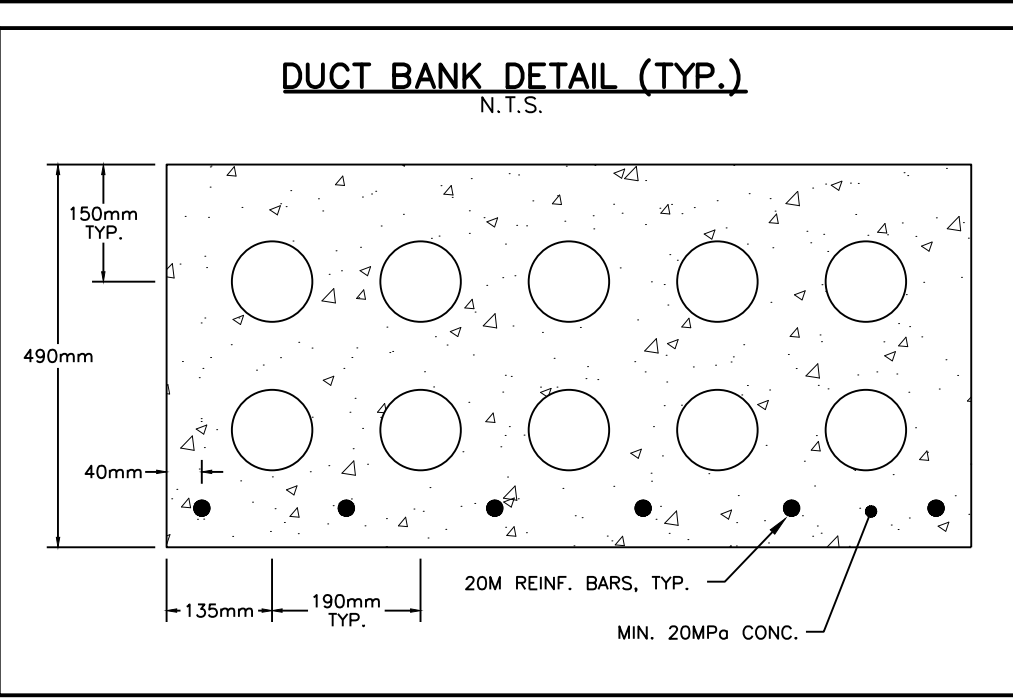
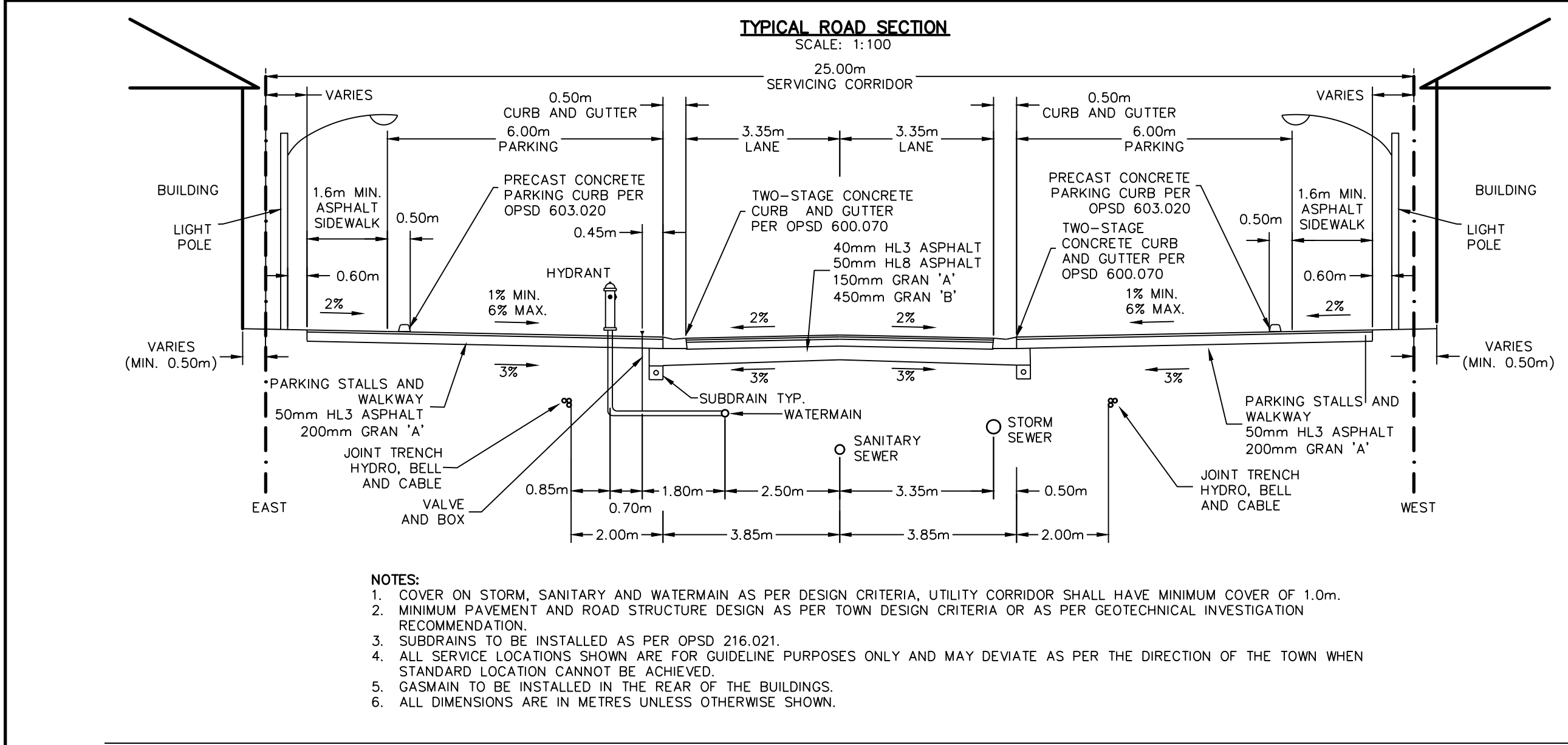


Project: WYLDEWOOD CREEK TOWN OF COLLINGWOOD

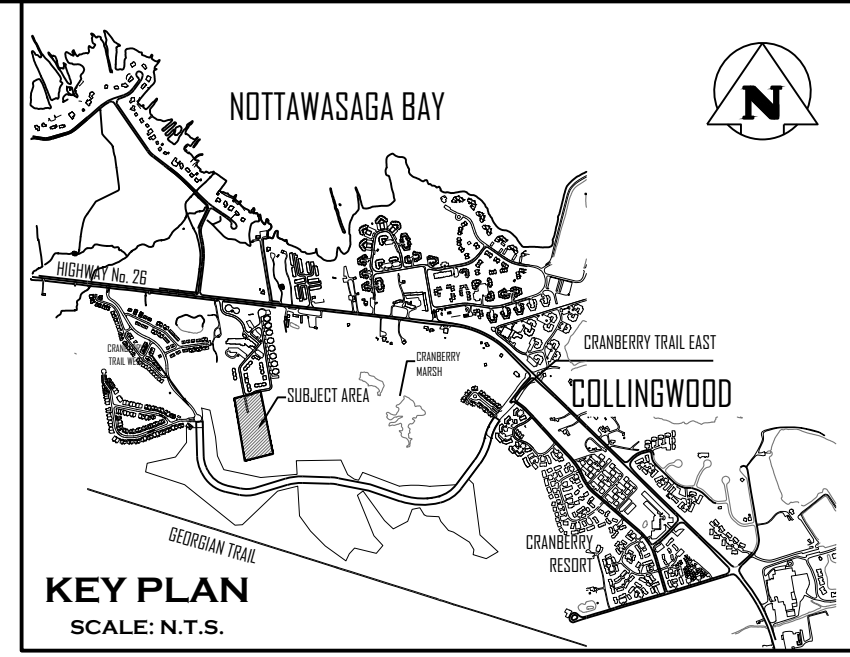
Drawing: EROSION AND SEDIMENT CONTROL PLAN





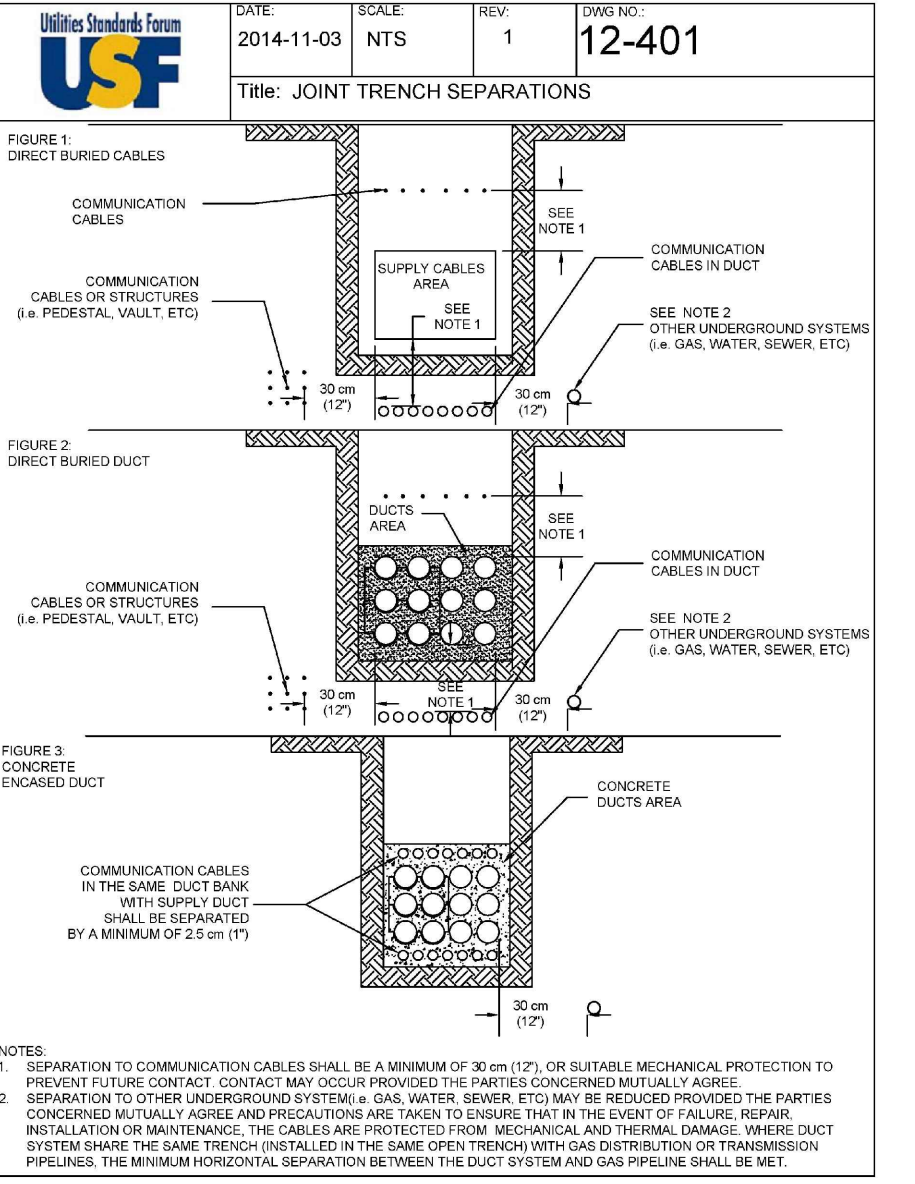
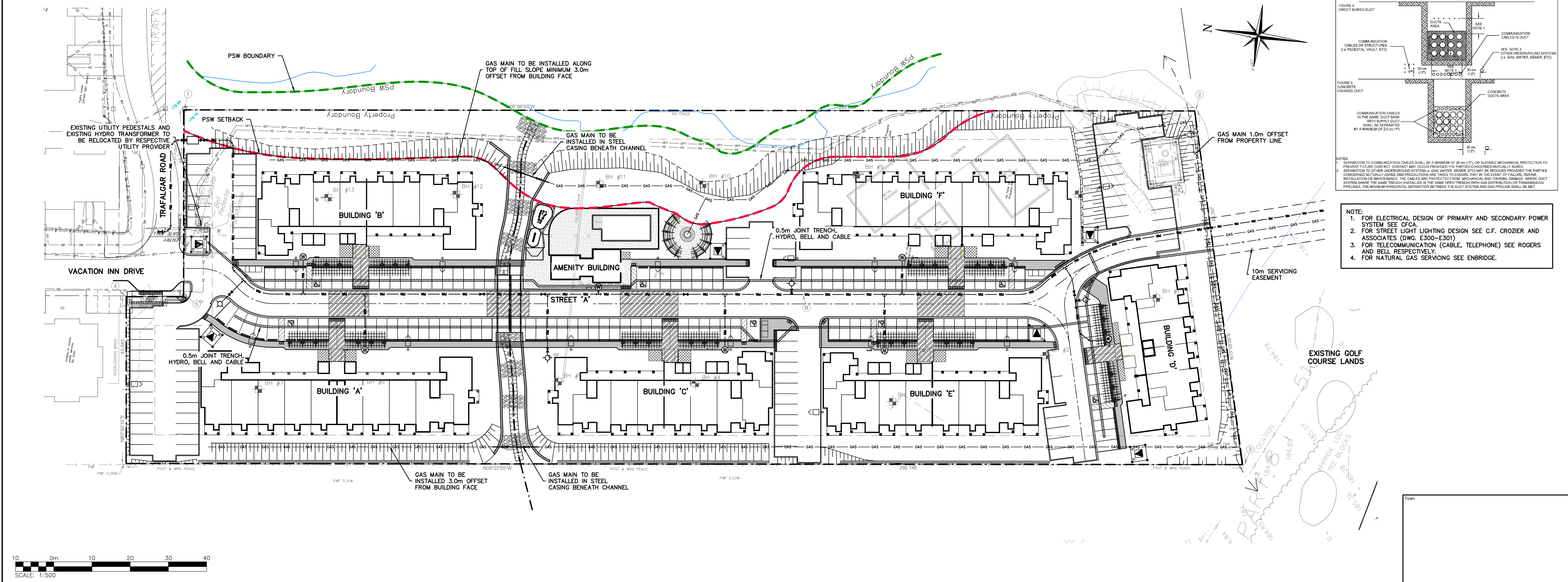


- GENERAL CONSTRUCTION SCHEDULE**
1. IN STREAM WORKS TO COMPLY WITH NVCA TIMING GUIDELINES AND ASSOCIATED PERMITTING.
  2. MAINTAIN TEMPORARY WATER MANAGEMENT WORKS AND OVERLAND SPILL ROUTE PRIOR TO ANY EXCAVATION.
  3. COMPLETE ASSOCIATED SEDIMENT CONTROLS, CULVERT AND UNDERGROUND SERVICES ENSURING WORKING IN THE DRY AT ALL TIMES.
- GENERAL NOTES**
1. ALL WORK TO BE PERFORMED IN DRY DEWATERED CONDITIONS USING APPROVED WATER MANAGEMENT PLAN.
  2. NO MAINTENANCE OR REPAIR WORK ON CONSTRUCTION EQUIPMENT IS ALLOWED WITHIN 30 METRES OF WATERCOURSE.
  3. ALL SEDIMENT & EROSION CONTROL FACILITIES AND WORKS ARE TO BE CONSTRUCTED AND IN PLACE TO THE APPROVAL OF THE SITE ENGINEER PRIOR TO EXCAVATION WORKS COMMENCING.
  4. ALL TEMPORARY SOIL OR DIRT TO BE STOCKPILED PER DESIGNATED AREAS.
  5. FLOW INFORMATION PROVIDED HEREIN CONCERNING CRANBERRY MARSH OUTLET FOR CONTRACTOR USE ONLY.
  6. THE SEDIMENT & EROSION CONTROLS SPECIFIED HEREIN DO NOT NECESSARILY CONSTITUTE ALL MEASURES REQUIRED GIVEN FIELD CONDITIONS. CONTRACTOR TO PROVIDE ANY SUPPLEMENTARY SEDIMENT & EROSION CONTROL MEASURES AS REQUIRED TO ENSURE NO RELEASE OF DELETERIOUS SUBSTANCES TO WATERCOURSE.



**COMPOSITE UTILITY PLAN  
FOR INFORMATION PURPOSES ONLY**

THIS PLAN HAS BEEN PREPARED BY C.F. CROZIER & ASSOCIATES INC. TO CONSOLIDATE THE DESIGNS COMPLETED BY THE RESPECTIVE UTILITIES. OUR FIRM HAS REVIEWED EACH UTILITY DESIGN TO CONFIRM IT COMPLIES WITH THE APPLICABLE MUNICIPAL GUIDELINES AND ROAD STANDARDS AND TO CONFIRM THERE ARE NO CONFLICTS WITH THE PROPOSED CIVIL SERVICING AND DRAINAGE SYSTEMS. WE HAVE NOT CHECKED NOR ACCEPT RESPONSIBILITY FOR THE ACCURACY AND VERACITY OF EACH UTILITY DESIGN. ANY USE WHICH A THIRD PARTY MAKES OF THIS PLAN, OR ANY RELIANCE ON OR DECISIONS BASED ON IT, ARE THE RESPONSIBILITIES OF SUCH THIRD PARTIES. IT IS RECOMMENDED THAT DURING CONSTRUCTION THE THIRD PARTY REFERENCE OR MAKE USE OF THE APPROVED FOR CONSTRUCTION PLANS PREPARED BY EACH RESPECTIVE UTILITY.



- NOTE:**
1. FOR ELECTRICAL DESIGN OF PRIMARY AND SECONDARY POWER SYSTEM SEE C.F.A.
  2. FOR STREET LIGHT LIGHTING DESIGN SEE C.F. CROZIER AND ASSOCIATES (DWG. E300-E301)
  3. FOR TELECOMMUNICATION (CABLE, TELEPHONE) SEE ROGERS AND BELL RESPECTIVELY.
  4. FOR NATURAL GAS SERVICING SEE ENBRIDGE.

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4. DO NOT SCALE THE DRAWINGS.

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Engineer  
**K. A. MORRIS**  
LICENSED PROFESSIONAL ENGINEER  
PROVINCE OF ONTARIO

Engineer  
**R. A. ALEXANDER**  
LICENSED PROFESSIONAL ENGINEER  
100213093  
December 20, 2024  
PROVINCE OF ONTARIO

Project  
**WYLDEWOOD CREEK  
TOWN OF COLLINGWOOD**

Drawing  
**COMPOSITE UTILITY PLAN**

Drawn By  
**L.W.**

Design By  
**L.W.**

Project  
**1535-4897**

Check By  
**K.M.**

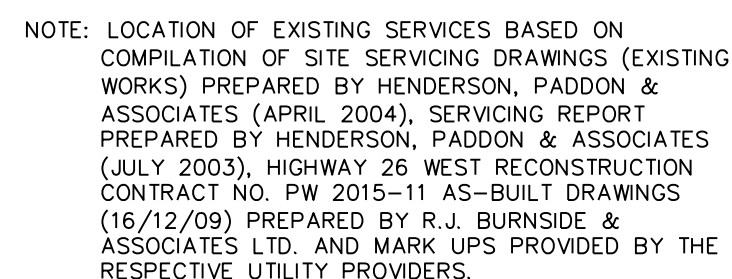
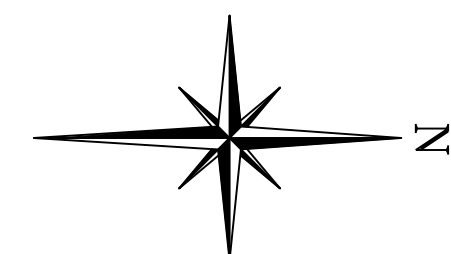
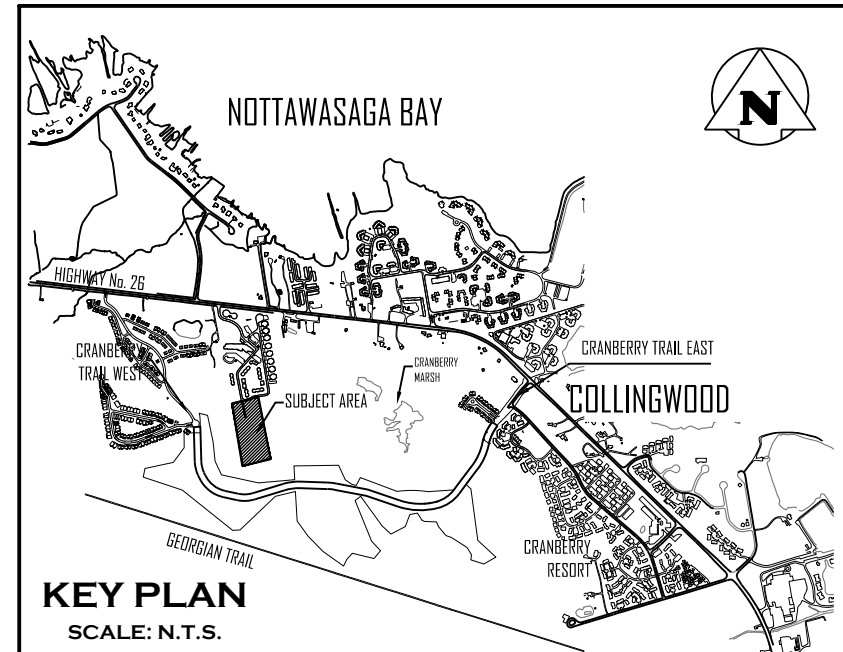
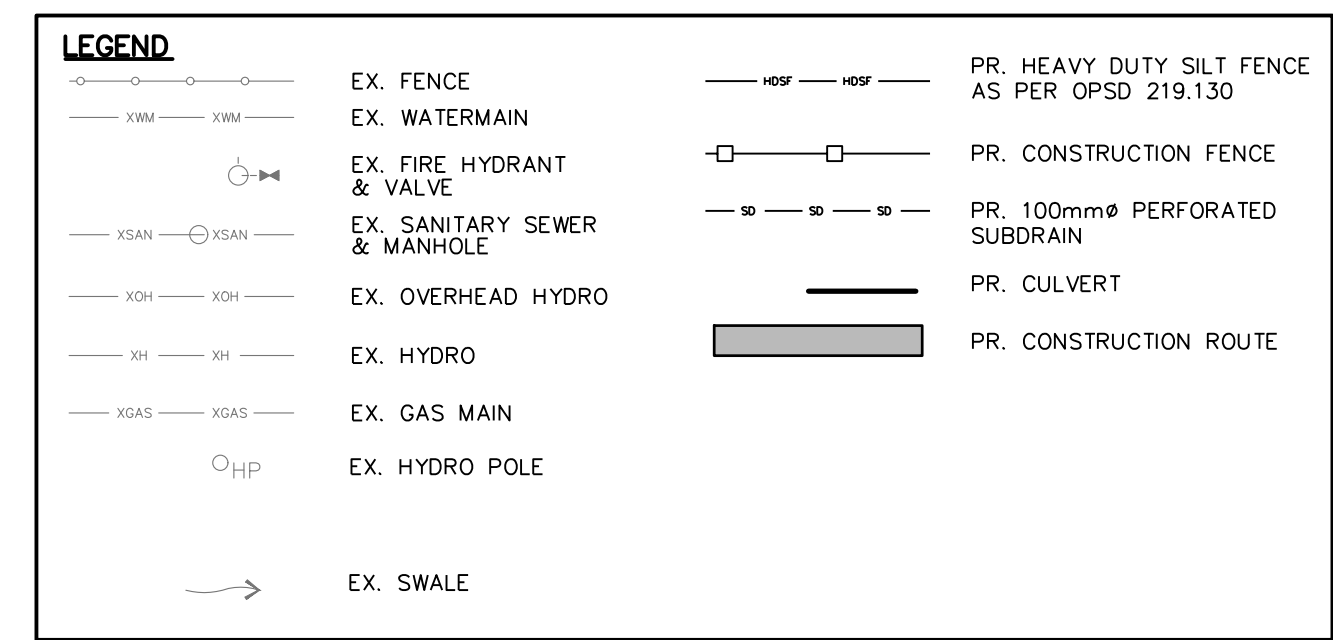
Check By  
**R.A.**

Scale  
**1:500**

Drawing  
**C110**

**CROZIER**  
CONSULTING ENGINEERS





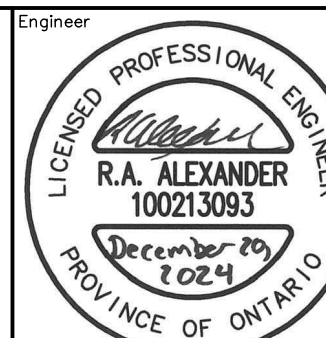
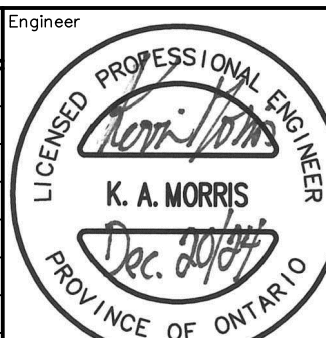
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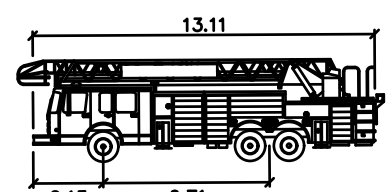
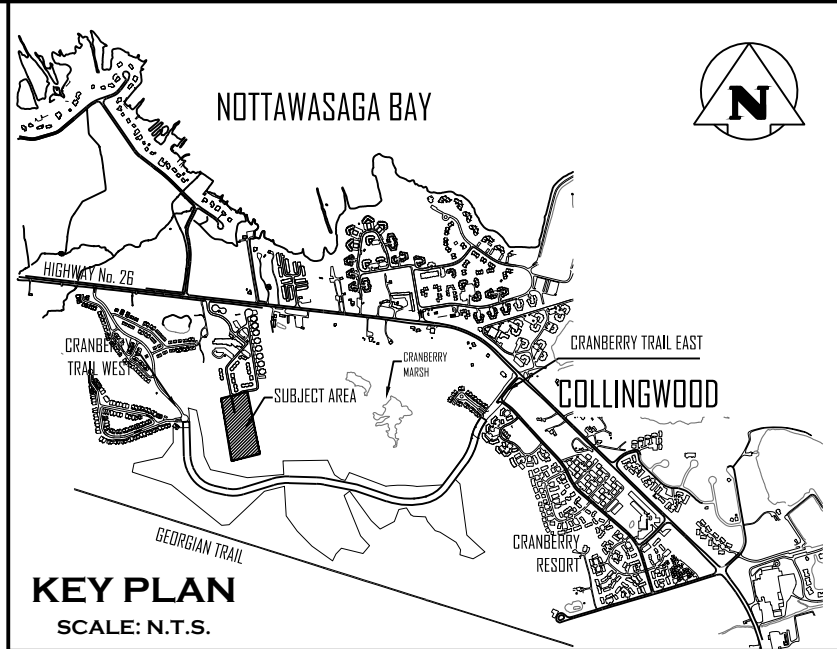


Project	WYLDEWOOD CREEK TOWN OF COLLINGWOOD
Drawing	CONSTRUCTION ACCESS ROAD PLAN

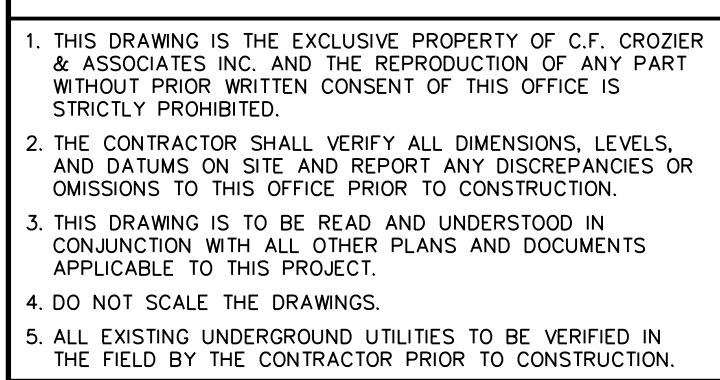


Drawn By	L.W.	Design By	L.W.	Project	1535-4897
Check By	K.M.	Check By	R.A.	Scale 1: 1000	Drawing C111





Aerial Fire Truck	
	meters
Width	: 2.59
Track	: 2.59
Lock to Lock Time	: 6.0
Steering Angle	: 33.3



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The seal is circular with the text "LICENSED PROFESSIONAL ENGINEER" around the top and "PROVINCE OF ONTARIO" around the bottom. In the center, the name "K. A. MORRIS" is printed. Above the name is a handwritten signature "K. A. Morris" and below the name is a handwritten date "Dec. 2010".

Engineer



A circular professional engineer seal for the Province of Ontario. The outer ring contains the text "LICENSED PROFESSIONAL ENGINEER" at the top and "PROVINCE OF ONTARIO" at the bottom. The center of the seal features a signature, the name "R.A. ALEXANDER", the license number "100213093", and the expiration date "December 29, 2024".

Project	WYLDEWOOD CREEK TOWN OF COLLINGWOOD
Drawing	VEHICLE MOVEMENT PLAN

Drawn By	L.W.	Design By	L.W.	Project	1535-4897	
Check By	K.M.	Check By	R.A.	Scale	1: 500	Brawing
						C112



CONSTRUCTION NOTES:

A) GENERAL – CONSTRUCTION

1. ALL WORK TO BE CARRIED OUT IN ACCORDANCE WITH TOWN OF COLLINGWOOD STANDARDS (2009), OPSD AND OPSS, WHERE CONFLICT OCCURS, TOWN OF COLLINGWOOD STANDARDS (2009) TO GOVERN.
2. TRENCH BACKFILL (OPSD 802.010 & 802.013) TO BE SELECT NATIVE MATERIAL OR IMPORTED SELECT SUBGRADE TO OPSS 1010. BACKFILL TO BE PLACED IN MAXIMUM 200mm THICK LIFTS AND COMPACTED TO 95% OF THE MATERIAL'S STANDARD PROCTOR MAXIMUM DRY DENSITY (SPMDD).
3. PIPE COVER AND BEDDING TO BE GRANULAR 'A' (MINIMUM 150mm DEPTH COMPACTED TO A MINIMUM 95%SPMDD).
4. ALL TOPSOIL AND EARTH EXCAVATION TO BE STOCK PILED OR REMOVED TO AN APPROVED SITE AS DIRECTED BY ENGINEER.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DETAILED LAYOUT OF THE WORK. THE DEVELOPER'S ENGINEER WILL CONFIRM ALL BENCH MARK ELEVATIONS AND HORIZONTAL ALIGNMENT FOR THE CONTRACTOR.
6. ALL PROPERTY BARS TO BE PRESERVED AND REPLACED BY O.L.S. AT CONTRACTOR'S EXPENSE IF REMOVED DURING CONSTRUCTION.
7. THE CONTRACTOR SHALL MAKE HIS OWN ARRANGEMENTS FOR THE SUPPLY OF TEMPORARY WATER AND POWER.
8. DEWATERING TO BE CARRIED OUT IN ACCORDANCE WITH OPSS-517 AND 518 TO MAINTAIN ALL TRENCHES IN A DRY CONDITION. CONTRACTOR RESPONSIBLE FOR OBTAINING M.E.C.P. PERMIT IF REQUIRED.
9. ALL ENGINE DRIVEN PUMPS TO BE ADEQUATELY SIZED, SUITABLE FOR OPERATION IN A RESIDENTIAL DISTRICT.
10. DISTURBED AREAS OUTSIDE THE DEVELOPABLE LANDS TO BE REINSTATED TO PREVIOUS CONDITION OR BETTER.
11. THE CONTRACTOR IS RESPONSIBLE TO NOTIFY ALL UTILITY COMPANIES PRIOR TO COMMENCING WORK AND CO-ORDINATE CONSTRUCTION ACCORDINGLY.
12. ALL ROCK EXCAVATION PER OPSS-206.
13. ALL EXCAVATION MUST BE CARRIED OUT IN FULL COMPLIANCE WITH MOST RECENT GUIDELINES OF O.H.SA. NATIVE SOILS ARE CLASSIFIED AS TYPE 3 SOIL.
14. IMPORTED FILL MATERIAL APPROVED BY THE GEOTECHNICAL ENGINEER TO BE COMPACTED TO BE USED FOR FILL. PADS FOR BUILDINGS TO 0.5m ABOVE UNDERSTANDING OF FOOTING ELEVATION. REFER TO GEOTECHNICAL REPORT.

B) ROADS

1. SUBGRADE AND BOULEVARD MATERIAL TO BE COMPACTED TO A MINIMUM DRY DENSITY OF AT LEAST 95% SPMDD. SUBGRADE TO BE PROOF ROLLED AND CERTIFIED BY GEOTECHNICAL ENGINEER PRIOR TO PLACING GRANULAR 'B'.
2. GRANULAR 'A' AND 'B' ROAD BASE TO BE COMPACTED TO 100% OF THE MATERIAL'S RESPECTIVE SPMDD AND PLACED IN MAX. 150mm LIFTS. REFER TO GEOTECHNICAL REPORT FOR FURTHER DETAILS.
3. CONDO ROADWAY TO BE CONSTRUCTED WITH MINIMUM 450mm GRANULAR 'B' TYPE 1, 150mm GRANULAR 'A', 50mm HLB BASE COURSE ASPHALT, & 40mm HL3 SURFACE COURSE ASPHALT.
4. SELECT SUBGRADE MATERIAL APPROVED BY THE ENGINEER, COMPACTED TO 98% SPMDD TO BE USED AS FILL IN ALL AREAS WHERE PROPOSED PIPE INVERTS ARE HIGHER THAN EXISTING GRADE OR AS INSTRUCTED BY THE ENGINEER.
5. ALL GRANULARS AND ASPHALT MATERIALS AND PLACEMENT TO BE IN ACCORDANCE WITH OPSS 314 AND OPSS 310.
6. JOINTS WITH EXISTING ASPHALT TO BE SAW CUT STRAIGHT WITH MIN. 1.0m LAP JOINT PRIOR TO PLACING NEW ASPHALT AND TACK COAT APPLIED TO EXISTING ASPHALT.
7. STOP SIGNS AND STREET SIGNS TO TOWN STANDARDS (DETAIL DWG NO. 401).
8. REINSTATEMENT OF ALL DISTURBED BOULEVARDS TO INCLUDE REGRADING, 150mm TOPSOIL AND SOD TO OPSS 802 AND 803. 100mm Ø PIPE SUBDRAINS SHALL BE PROVIDED UNDER EDGE OF PAVEMENT ON LOWER SIDE OF THE SUPER-ELEVATED ROAD.
9. ALL SUBDRAINS TO BE CONSTRUCTED IN ACCORDANCE WITH OPSS 405. SUBDRAIN TO BE INSTALLED IN GRANULAR 'A' TRENCH AND CONNECTED TO EACH CB OR CBMH.
10. SUBDRAINS TO BE PERFORATED OTHER THAN THE 2.0m SECTION IMMEDIATELY UPSTREAM OF ALL STRUCTURES WHICH SHALL BE NON-PERFORATED.
11. ASPHALT WALKWAY TO BE CONSTRUCTED WITH MINIMUM 200mm GRANULAR 'A' AND 50mm HL3 ASPHALT IN ACCORDANCE WITH OPSS 311.
12. CONCRETE SIDEWALK TO BE CONSTRUCTED PER OPSD 310.010 WITH MINIMUM 200mm GRANULAR 'A' BASE.
13. TACTILE WALKING SURFACE INDICATORS AT WALKWAY CROSSINGS AND ACCESSIBLE PARKING STALL AISLES AS PER OPSD 310.039 AND OPSD 310.033.
14. PARKING STALLS TO BE COMPLETE WITH PRECAST CURB WHEEL STOPS.

C) SANITARY SEWERS

1. M.H.'S TO OPSD – 701.010, 701.030, & 704.014.
2. BENCHING TO OPSD – 701.021.
3. STEPS TO OPSD – 405.010.
4. BACKFILL AND EMBEDMENT TO OPSD – 802.010 CLASS 'B', GRANULAR 'A' BEDDING.
5. TRENCH BACKFILL TO BE SELECT NATIVE MATERIAL, AS APPROVED BY GEOTECHNICAL ENGINEER, OR IMPORTED GRANULAR MATERIAL. FRAMES AND COVERS TO OPSD – 401.01 TYPE 'A' (CLOSED COVER).
6. SERVICE CONNECTIONS TO OPSD – 1006.020 (125mm), GRANULAR 'A' BEDDING, TERMINATE AT SERVICING CORRIDOR LIMITS, 125 x 100 REDUCER, PLUG AND 2X4 MARKER POST PAINTED GREEN. MINIMUM GRADE TO BE 2.0%, MAXIMUM 8.0%.
7. RADIUS BENDS TO BE USED ON SANITARY SEWER CONNECTIONS WHERE THE ANGLE OF CONNECTION BETWEEN THE SERVICE AND SEWER EXCEEDS 90°.
8. BACKFILL AND EMBEDMENT MATERIAL TO BE COMPACTED TO A DRY DENSITY OF AT LEAST 95% OF THE MATERIAL'S STANDARD PROCTOR MAXIMUM DRY DENSITY (SPMDD).
9. MAINTENANCE HOLES FRAMES TO BE SET TO BASE COURSE ASPHALT ELEVATION AND RAISED BY ADDING RISER RINGS PRIOR TO PLACING SURFACE COURSE ASPHALT.
10. PIPE SUPPORT AT MAINTENANCE HOLES AS PER OPSD 708.020.
11. ALL MAINTENANCE HOLES, UNLESS EXPRESSLY IDENTIFIED ARE 1200mm Ø.
12. GENERAL INSTALLATION AND TESTING OF SEWERS AND APPURTENANCES TO BE IN ACCORDANCE WITH OPSS 407, 408, 409 (CCTV), 410, 421 AND ALL SPECIFICATIONS REFERENCED WITHIN THESE SECTIONS.
13. SANITARY SEWER – SDR 35 PVC.
14. SANITARY SERVICE – SDR 28 PVC – 125mm FOR RESIDENTIAL UNITS AND 150mm FOR MIDRISE BUILDINGS AS PER OPSD 1006.020 SENTRY SERVICE CONNECTION FOR FLEXIBLE PIPE.
15. FROST STRAPS PER OPSD 701.100.
16. CLAY SEEPAGE PLUGS (0.5M THICK) TO BE PLACED ALONG PIPE BETWEEN MAINTENANCE HOLES.

D) WATERMANS

1. BACKFILL AND EMBEDMENT TO OPSD – 802.010 CLASS 'B', GRANULAR 'A' EMBEDMENT.
2. TRENCH BACKFILL TO BE SELECT NATIVE MATERIAL, AS APPROVED BY GEOTECHNICAL ENGINEER, OR IMPORTED GRANULAR MATERIAL. THRUST BLOCKS TO OPSD – 1103.010 AND 1103.020 WHERE SUITABLE SOILS ARE ENCOUNTERED.
3. SERVICE CONNECTIONS TO OPSD – 1104.010, 100mm GRANULAR 'A' EMBEDMENT AND COVER OVER PIPE. TERMINATE AT SERVICING

5. CORRIDOR LIMITS C/W CURB STOP AND BOX.
6. HYDRANTS TO OPSD – 1105.010 DRAIN PLUGS SHALL BE INSTALLED WHERE HIGH WATER TABLE IS ENCOUNTERED.
7. BACKFILL AND EMBEDMENT MATERIAL TO BE COMPACTED TO A DRY DENSITY OF AT LEAST 95% OF THE MATERIAL'S STANDARD PROCTOR MAXIMUM DRY DENSITY (SPMDD).
8. MINIMUM COVER ON WATERMAIN AND SERVICES TO BE 1.7m.
9. GATE VALVES, BENDS AND HYDRANT LEADS AND FITTINGS TO BE CONNECTED WITH ROLMAC GRIPPER RING RESTRAINING GLANDS. CLEARANCE BETWEEN WATERMANS AND SEWERS TO BE AS PER M.E.C.P. GUIDELINES, MINIMUM 0.5m VERTICAL SEPARATION WHERE SEWER IS ABOVE WATERMAIN & 2.5m MINIMUM HORIZONTAL SEPARATION.
10. ALL SERVICES TO BE DIRECT TAPPED.
11. FOLLOWING TESTING, CONTRACTOR SHALL OPERATE EACH WATER SERVICE TO VERIFY FULL FLOW AND PRESSURE AT THE CURB STOP TO THE SATISFACTION OF THE CONTRACT ADMINISTRATOR AND TOWN OF COLLINGWOOD WATER DEPARTMENT.
12. GENERAL INSTALLATION AND TESTING OF WATERMAIN AND APPURTENANCES TO BE IN ACCORDANCE WITH OPSS 441 AND ALL SPECIFICATIONS REFERENCED WITHIN THESE SECTIONS. COMPLETE WATER SYSTEM SHALL BE DISINFECTED IN ACCORDANCE WITH REQUIREMENTS OF AWWA STANDARD C651-99. REFER TO DETAIL ON DRAWING C113.B FOR TYPICAL TEMPORARY CONNECTION. ALL WATERMAIN TESTING & CHLORINATION WILL BE CONDUCTED BY A QUALIFIED THIRD PARTY AT THE CONTRACTORS COST. PROPOSED WATERMANS ARE NOT TO BE CONNECTED TO EXISTING WATERMANS UNTIL BACTERIOLOGICAL TESTING HAS BEEN SUCCESSFULLY COMPLETED & TO THE SATISFACTION OF THE TOWN.
13. COMPLETE WATER SYSTEM SHALL BE DISINFECTED IN ACCORDANCE WITH REQUIREMENTS OF O. REG. 459/00 & SATISFACTION OF TOWN OF COLLINGWOOD WATER DEPARTMENT.
14. WATERMAIN – CLASS 52 OR PRESSURE CLASS 350 CEMENT LINED DUCTILE IRON OR APPROVED EQUIVALENT.
15. SINGLE WATERMAIN SERVICES – 19mm Ø TYPE 'K' COPPER PIPE. FOR DOUBLE WATER SERVICE, THE COMMON WATER SERVICE & MAIN STOP TO BE 25mm Ø TYPE 'K' COPPER, SPLITTER FITTING SHOULD BE 'U' TYPE & LOCATED OUTSIDE OF DRIVEWAYS.
16. MAIN STOPS TO 301-A4H4, BALL STYLE, AWWA THREAD BY COMPRESSION CAMBRIDGE BRASS.
17. CURB STOPS TO 203-H3H3, BALL STYLE WITH DRAIN. COMPRESSION JOINT BY CAMBRIDGE BRASS.
18. A CURB STOP & EXTENSION SERVICE BOX & MAIN STOP MUST BE INSTALLED ON EACH SERVICE USING COMPRESSION JOINT FITTINGS.
19. ALL CURB STOPS FOR SERVICES WITHIN ASPHALT TO BE LOCATED IN VALVE BOXES INSTALLED FLUSH TO FINISHED GRADE OF ASPHALT. CAP FOR VALVE BOX TO BE MARKED WITH 'W' & PAINTED BLUE. SERVICE BOXES TO NUMBER 7, D-1 CLOW OR MUELLER, 24" BLACK ROADS STRAIGHT C/W CAP PAINTED BLUE.
20. ALL SERVICES SHALL BE METERED. METERS TO BE COMPLETE WITH REMOTE READOUT OR RADIO READ AS DETERMINED BY THE TOWN OF COLLINGWOOD WATER DEPARTMENT.
21. HYDRANTS – CENTURY NUMBER 1, OPEN LEFT WITH 2 CSA HOSE PORTS, ONE STORZ 4" PUMPER PORT, AND A BREAK AWAY TYPE 6" MJ BASE.
22. VALVES – RESILIENT SEATED, RSGV MECHANICAL JOINT, OPEN LEFT CLOW OR MUELLER WITH 5-SL-48 SLIDING VALVE BOX C/W CAP PAINTED BLUE.
23. MECHANICAL JOINT DUCTILE FITTINGS – AWWA/ANSI C153/A21.53.
24. HYDRANTS TO BE INSTALLED C/W HYDRANT MARKER. STAND PIER TOWN OF COLLINGWOOD WATER DEPARTMENT STANDARD "FLEX STAKE HYDRANT MARKER MODEL FHV804, 48" LONG, COLOUR YELLOW WITH REFLECTIVE HYDRANT GRAPHIC ON BOTH SIDES". MARKER TO BE POSITIONED ON THE RIGHT PORT AS VIEWED FROM STREET.
25. 50mm Ø WATER SERVICES – TYPE 'K' COPPER. 100mm Ø SERVICES WILL BE DUCTILE IRON.
26. ALL VALVES TO BE OPERATED BY THE TOWN OF COLLINGWOOD WATER DEPARTMENT. CONTRACTOR TO PROVIDE MIN. 48 HOUR NOTIFICATION FOR REQUEST.
27. HYDRANTS ARE TO BE 1.67m (5'6") LONG. MAKE-UP PIECES, IF REQUIRED, ARE TO BE INSTALLED BELOW THE HYDRANT.
28. ALL WATERMAIN FITTINGS TO BE LEAD FREE.
29. MECHANICAL JOINT RESTRAINTS TO BE USED DURING TRANSITION OF WATERMAIN INSTALLATION IN NATIVE SOILS TO ENGINEERED FILL. MECHANICAL JOINT RESTRAINTS TO BE MECA-LUG OR APPROVED EQUAL. FINAL LIMITS TO BE FIELD DECISION.
30. PREMISE PROTECTION BACKFLOW PREVENTION DEVICES AS PER CSA B64.10-11/B64.10.1-11, OBC AND THE TOWN WATER BY-LAW SHALL BE PROVIDED FOR APARTMENT BUILDINGS AND RECREATIONAL FACILITIES.
31. THE TOWN SHALL HAVE ONE WATER METER, CONNECTED TO ONE WATER BILL. ADDITIONAL METERS CAN BE ADDED INTERNALLY AS REQUIRED.

E) STORM SEWERS

1. MH TO OPSD 701.010 AND DCBMH TO OPSD – 701.011, C/W SUMP UNLESS NOTED OTHERWISE.
2. STEPS TO OPSD 405.010.
3. MH FRAMES AND GRATES TO OPSD – 401.01 OPEN COVER.
4. DICB'S TO OPSD – 705.030, 705.040.
5. DCBMH FRAMES AND GRATES TO OPSD – 400.020.
6. PIPE SUPPORT AT DCBMH'S TO OPSD – 708.020.
7. DCB LEADS – 300mm Ø DOUBLE TO OPSD – 808.010.
8. PROTECTION DURING CONSTRUCTION TO OPSD – 808.010.
9. BACKFILL AND EMBEDMENT TO OPSD – 802.010 (FLEXIBLE PIPE) CLASS 'B', GRANULAR 'A' EMBEDMENT OR OPSD – 802.030, 802.031 AND 802.032 (RIGID PIPE) GRANULAR 'A' EMBEDMENT. COVER MATERIAL FOR RIGID PIPE MUST BE CERTIFIED BY GEOTECHNICAL CONSULTANT PRIOR TO USING FOR REMAINING PIPE EMBEDMENT.
10. BACKFILL AND EMBEDMENT MATERIAL TO BE COMPACTED TO A DRY DENSITY OF AT LEAST 95% OF THE MATERIAL'S SPMDD.
11. MAIN SEWERS OVER 450mm Ø SHALL BE CONCRETE PIPE (OPSS 1820), PIPE INSTALLED BENEATH THE ROADWAYS SHALL BE REINFORCED PER CSA A257.2, CLASS 50-D. MAIN SEWERS 450mm Ø AND UNDER SHALL BE PVC PIPE (OPSS 410), MIN. PIPE STIFFNESS SHALL BE 320 kPa. PIPE INSTALLED WITHIN LANDSCAPED AREAS CAN BE NON-REINFORCED PER CSA A257.1 CLASS 3. ALL PIPE TO BE JOINED WITH A GASKETTED BELL AND GLOUT SYSTEM.
12. FROST STRAPS PER OPSD 701.100.
13. STORM SERVICES TO BE 100mm Ø PVC SDR28 COLORED WHITE FOR TOWNHOUSE UNITS AND 200mm Ø PVC SDR35 FOR MIDRISE BUILDINGS.
14. STORM SERVICES CONNECTING TO CONCRETE STORM SEWERS TO BE MADE USING CORE METHOD AND PRE-MANUFACTURED BOOT.
15. STORM SERVICES TO BE MARKED WITH A 2"x4" STAKE PAINTED WHITE.
16. MINIMUM COVER ON STORM SEWER AND SERVICE TO BE 1.5m AS PER TOWN OF COLLINGWOOD STANDARDS.

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3. THIS DRAWING IS TO BE READ AND UNDERSTOOD IN CONJUNCTION WITH ALL OTHER PLANS AND DOCUMENTS APPLICABLE TO THIS PROJECT.
4. DO NOT SCALE THE DRAWINGS.
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BENCHMARKS

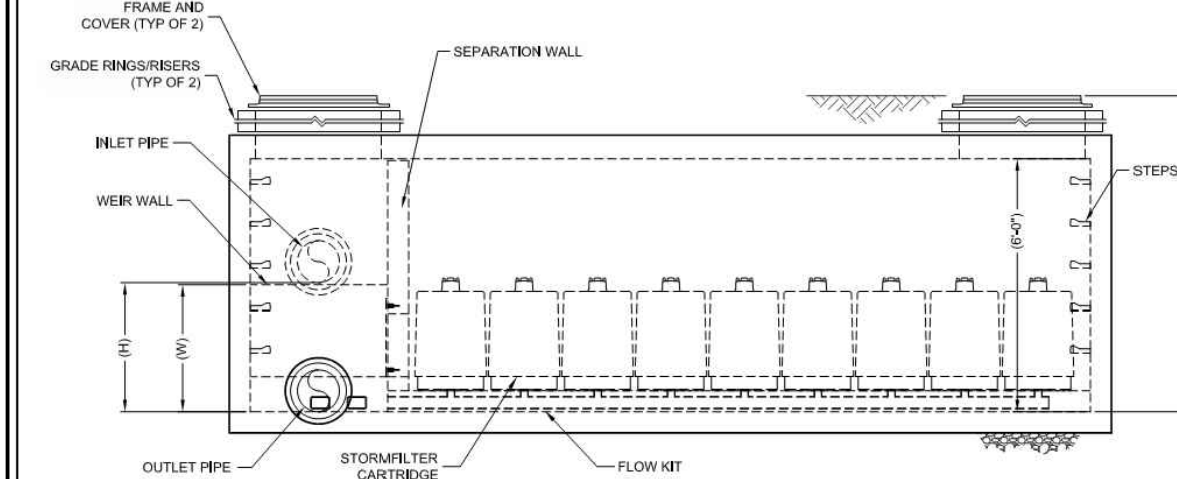
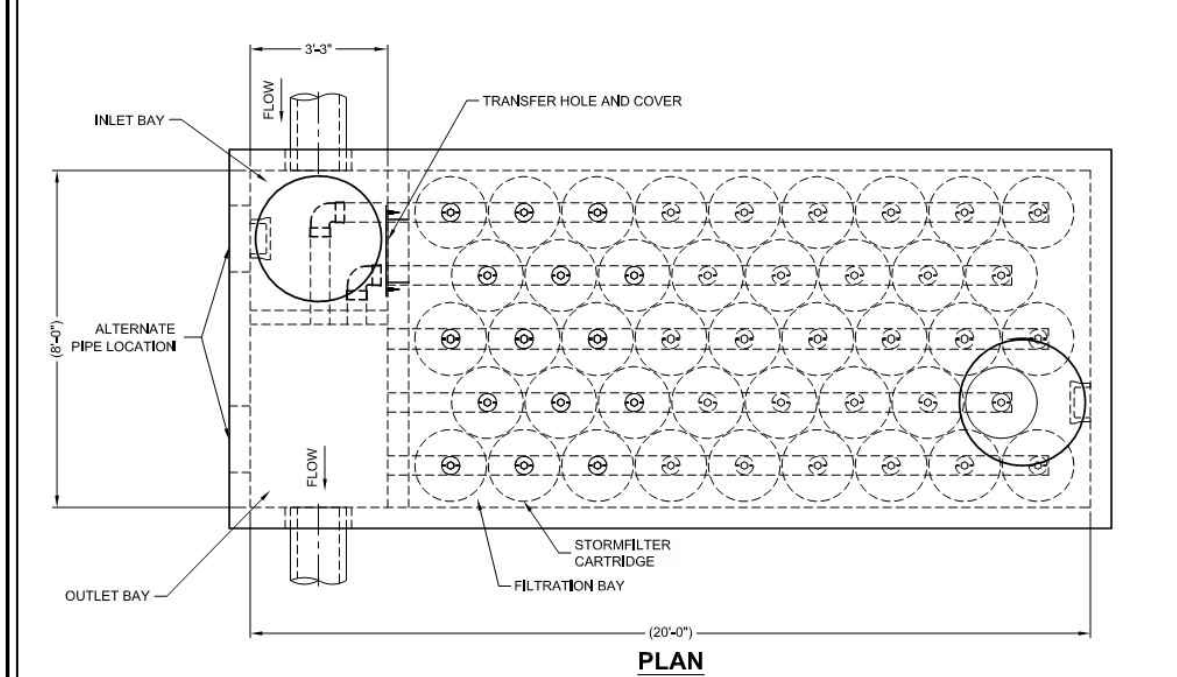
ELEVATIONS SHOWN HEREON ARE GEODETIC AND ARE RELATED TO TOWN OF COLLINGWOOD BENCH MARK NO. 001723131 HAVING AN ELEVATION OF 181.032 METRES.

TOPOGRAPHIC SURVEY COMPLETED BY KRCMAR SURVEYORS LTD., DATED AUGUST 25, 2018.

No.	ISSUE	DATE: MM/DD/YYYY
1	ISSUED FOR 1st ENGINEERING SUBMISSION	02/04/2019
2	ISSUED FOR DISCUSSION	02/10/2020
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6	ISSUED FOR 5th ENGINEERING SUBMISSION	04/10/2024
7	ISSUED FOR 6th ENGINEERING SUBMISSION	12/20/2024

STORMFILTER 2

SCALE: N.T.S.



ELEVATION

STORMFILTER DESIGN TABLE					
• THE # 1'11" PEAK DIVERSION STORMFILTER TREATMENT CAPACITY VARIES BY CARTRIDGE COUNT AND LOCALLY APPROVED SURFACE AREA					
SPECIFIC FLOW RATE, PEAK CONVEYANCE CAPACITY TO BE DETERMINED BY ENGINEER OF RECORD.					
• THE PEAK DIVERSION STORMFILTER IS AVAILABLE IN A LEFT INLET (AS SHOWN) OR RIGHT INLET CONFIGURATION.					
• ALL PARTS AND INTERNAL ASSEMBLY PROVIDED BY CONTECH UNLESS OTHERWISE NOTED.					
CARTRIDGE HEIGHT	27"	18"	LOW DROP		
SYSTEM HYDRAULIC DROP (H - REDUCED, MIN)	3.00"	2.25"	1.5"		
HEIGHT OF WEIR (W)	3.00"	2.25"	1.75"		
TREATMENT BY MEDIA SURFACE AREA	2 gpm/ft²	1 gpm/ft²	2 gpm/ft²	2 gpm/ft²	1 gpm/ft²
CARTRIDGE FLOW RATE (gpm)	23.5	11.25	15	7.5	10

SITE SPECIFIC DATA REQUIREMENTS			
STRUCTURE ID	LC	MATERIAL	DIAMETER
WATER QUALITY FLOW RATE (g/s)	-	-	-
PEAK FLOW RATE (g/s)	-	-	-
RETURN PERIOD OF PEAK FLOW (yrs)	-	-	-
# OF CARTRIDGES REQUIRED	-	-	-
CARTRIDGE FLOW RATE	-	-	-
MEDIA TYPE (CSP, PERLITE, ZPS)	-	-	-
INLET PIPE	LC	MATERIAL	DIAMETER
OUTLET PIPE	LC	MATERIAL	DIAMETER
INLET BAY RIM ELEVATION	-	-	-
OUTLET BAY RIM ELEVATION	-	-	-
ANTI-LIFTATION BALLAST	WIDTH	HEIGHT	-

FRAME AND COVER (DIAMETER VARIES) N.T.S.

PERFORMANCE SPECIFICATION  
FILTER CARTRIDGES SHALL BE MEDIA-FILLED, PASSIVE, SIPHON-ACTUATED, RADIAL FLOW AND SELF-CLEANING. RADIAL MEDIA DEPTH SHALL BE 18" MIN. FILTER MEDIA CONTACT TIME SHALL BE AT LEAST 30 SECONDS.  
SPECIFIC FLOW RATE SHALL BE 2 GPM/FT² MAXIMUM. SPECIFIC FLOW RATE IS THE MEASURE OF THE FLOW (GPM) DIVIDED BY THE MEDIA SURFACE CONTACT AREA (SF). MEDIA VOLUMETRIC FLOW RATE SHALL BE 6 GPM/GF OF MEDIA (MAXIMUM).

GENERAL NOTES  
1. CONTRACTOR TO PROVIDE ALL MATERIALS UNLESS NOTED OTHERWISE.  
2. DIMENSIONS MARKED WITH (1) ARE REFERENCE DIMENSIONS. ACTUAL DIMENSIONS MAY VARY.  
3. FOR FABRICATION DRAWINGS WITH DETAILED STRUCTURE DIMENSIONS AND WEIGHTS, PLEASE CONTACT YOUR CONTECH REPRESENTATIVE. [www.contech.com](http://www.contech.com)  
4. STORMFILTER WATER QUALITY STRUCTURE SHALL BE IN ACCORDANCE WITH ALL DESIGN DATA AND INFORMATION CONTAINED IN THE DRAWING. CONTRACTOR TO CONFIRM STRUCTURE MEETS REQUIREMENTS OF PROJECT.  
5. STRUCTURE SHALL MEET ASHITO H800 LOAD RATING, ASSUMING EARTH COVER OF 4'-0" AND GROUNDWATER ELEVATION AT, OR BELOW, THE OUTLET PIPE INVERT ELEVATION. ENGINEER OF RECORD TO CONFIRM ACTUAL GROUNDWATER ELEVATION. CARTRIDGES SHALL MEET ASHITO A2500 AND BE CAST WITH THE CONTECH LOGO.

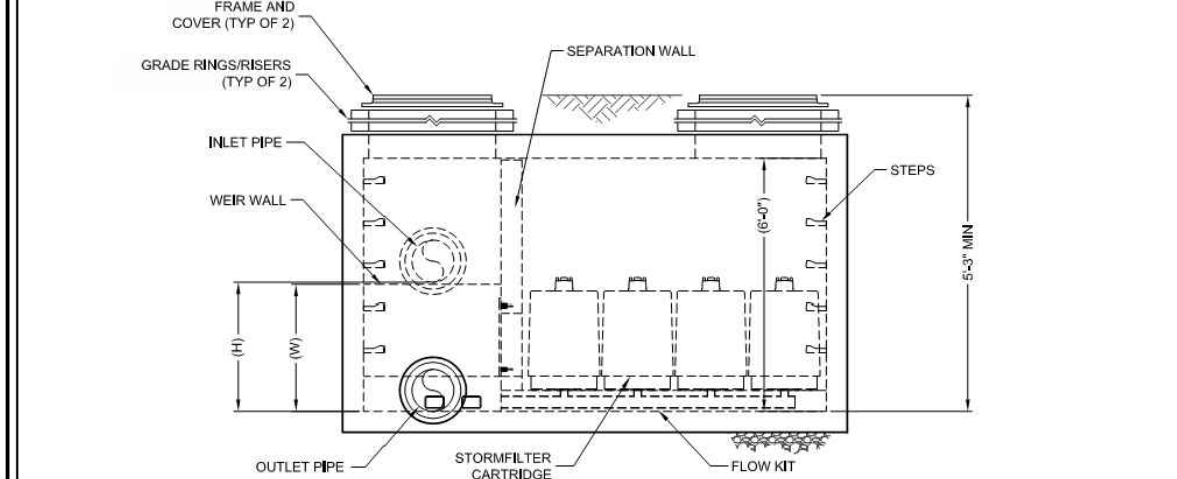
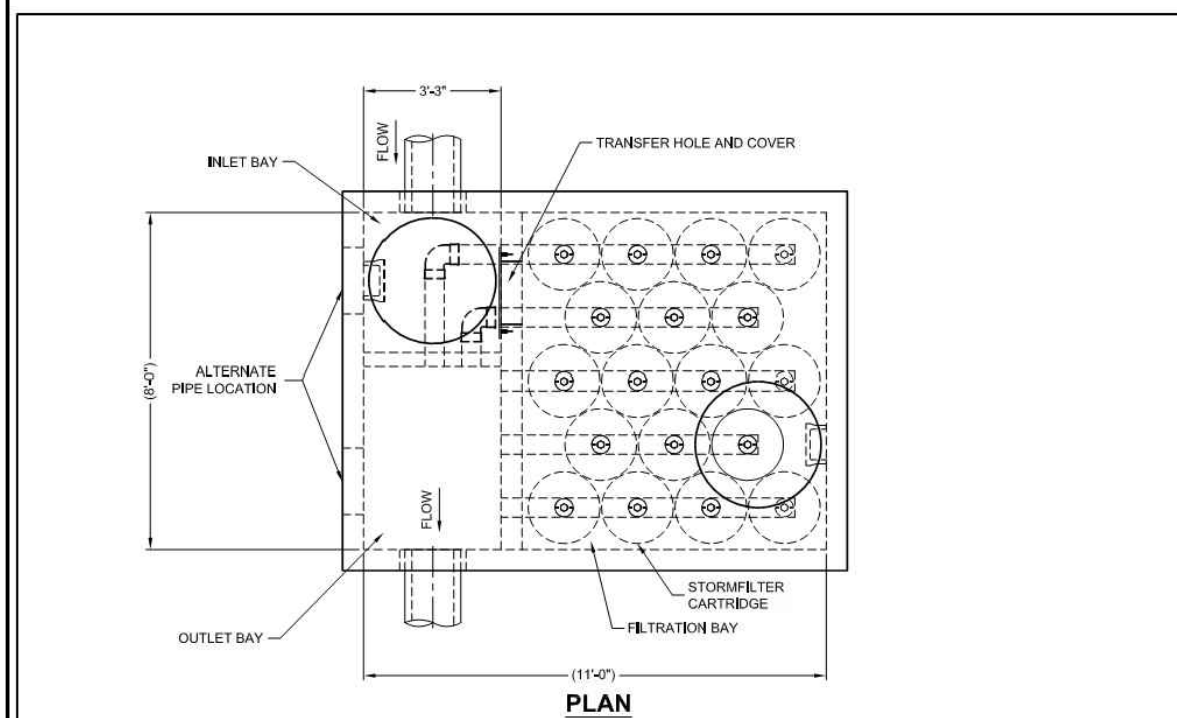
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C. CONTRACTOR TO INSTALL JOINT SEALANT BETWEEN ALL SECTIONS AND ASSEMBLE STRUCTURE.  
D. CONTRACTOR TO PROVIDE METAL AND GROUT PIPES. MATCH OUTLET PIPES MEET WITH OUTLET BAY FLOOR.  
E. CONTRACTOR TO TAKE APPROPRIATE MEASURES TO PROTECT CARTRIDGES FROM CONSTRUCTION-RELATED EROSION RUNOFF.  
F. CONTRACTOR TO REMOVE THE TRANSFER HOLE COVER WHEN THE SYSTEM IS BROUGHT ONLINE.

**CONTECH**  
ENGINEERED SOLUTIONS LLC  
1055 Centre Parkway, Suite 400, West Chester, OH 45606  
(800)341-1122 (513)464-7000 (513)464-7001 FAX

THE STORMWATER MANAGEMENT STORMFILTER  
8' x 20' PEAK DIVERSION STORMFILTER  
STANDARD DETAIL

STORMFILTER 1

SCALE: N.T.S.



ELEVATION

STORMFILTER DESIGN TABLE					
• THE # 1'11" PEAK DIVERSION STORMFILTER TREATMENT CAPACITY VARIES BY CARTRIDGE COUNT AND LOCALLY APPROVED SURFACE AREA					
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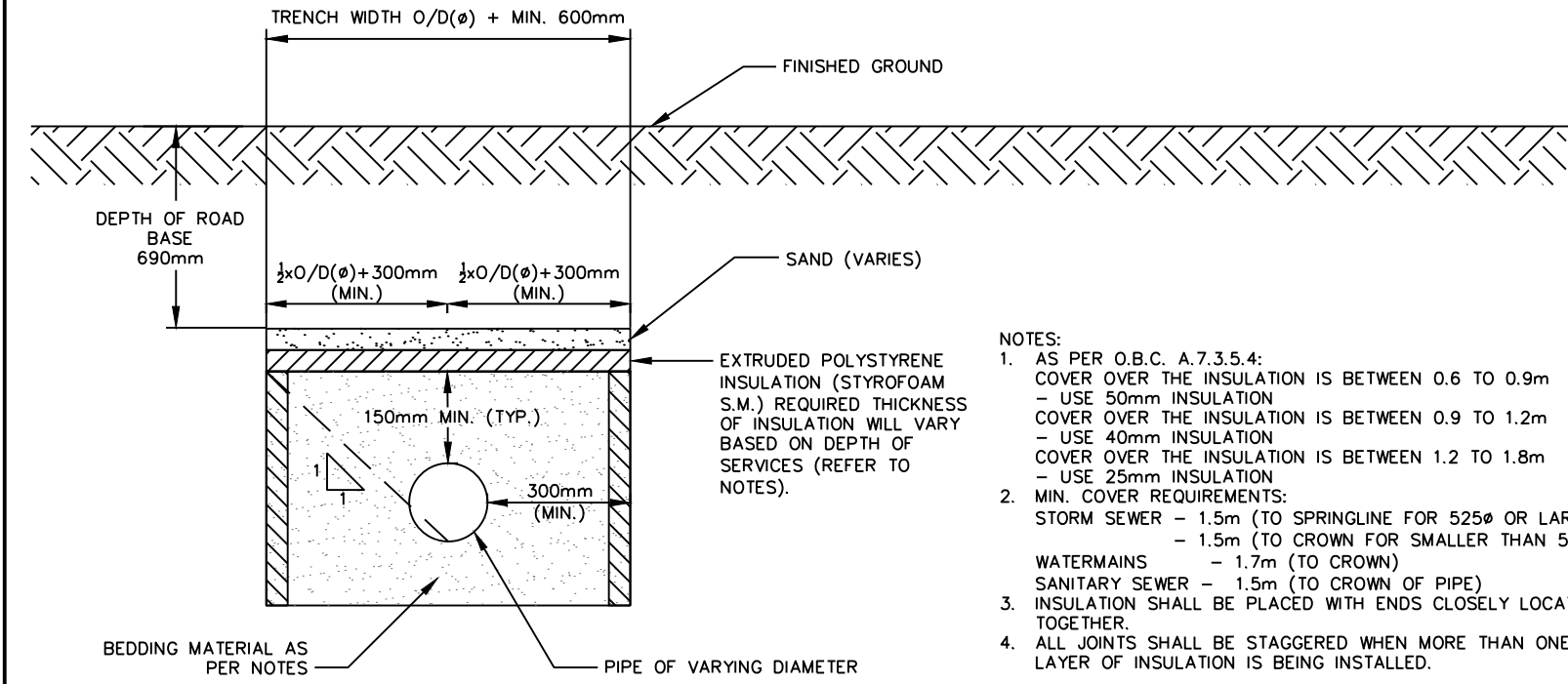
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THE STORMWATER MANAGEMENT STORMFILTER  
8' x 11' PEAK DIVERSION STORMFILTER  
STANDARD DETAIL

INSULATION FOR VARIOUS INFRASTRUCTURE

SCALE: N.T.S.

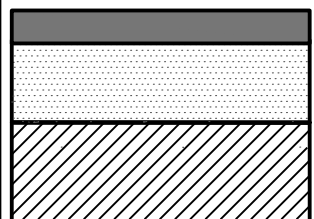


- NOTES:
1. AS PER O.B.C. A.7.3.5.4:
    - USE 50mm INSULATION COVER OVER THE INSULATION IS BETWEEN 0.9 TO 1.2m
    - USE 40mm INSULATION COVER OVER THE INSULATION IS BETWEEN 1.2 TO 1.8m
    - USE 25mm INSULATION
  2. MIN. COVER REQUIREMENTS:
    - STORM SEWER – 1.5m (TO SPRINGLINE FOR 525Ø OR LARGER)
    - WATERMANS – 1.7m (TO CROWN)
    - SANITARY SEWER – 1.5m (TO CROWN OF PIPE)
  3. INSULATION SHALL BE PLACED WITH ENDS CLOSELY LOCATED TOGETHER.
  4. ALL JOINTS SHALL BE STAGGERED WHEN MORE THAN ONE LAYER OF INSULATION IS BEING INSTALLED.

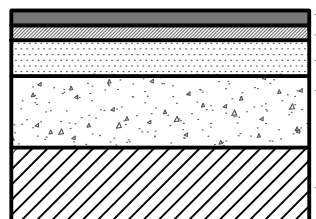
PAVEMENT STRUCTURE

SCALE: N.T.S.

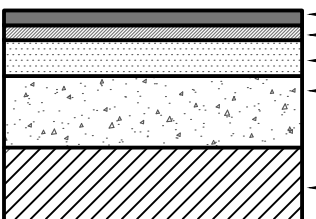
ROADSIDE PARKING STALLS



PARKING AREAS (LIGHT DUTY)



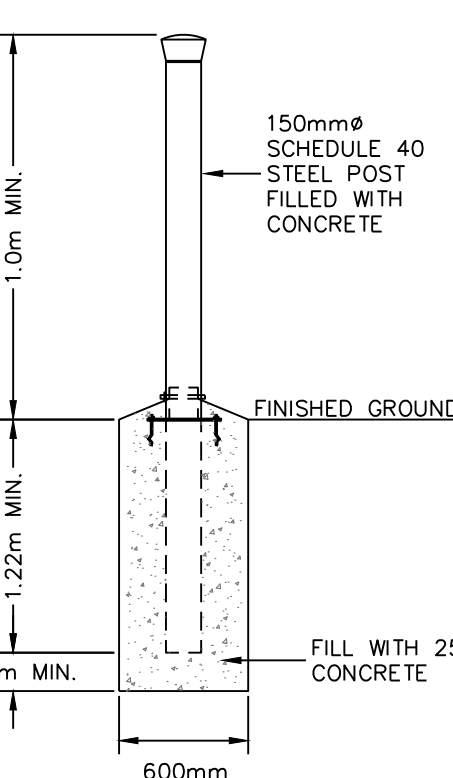
ROAD/FIRE ROUTE (HEAVY DUTY)



NOTE:  
REFER TO CONSTRUCTION NOTES FOR DETAILS ON COMPACTION. PAVEMENT STRUCTURE BASED ON GEOTECHNICAL CONSULTANTS RECOMMENDATIONS.

TYPICAL BOLLARD DETAIL

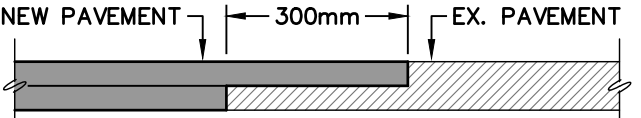
SCALE: N.T.S.



- NOTES:
1. SCHEDULE 40 BOLLARDS TO BE PAINTED YELLOW.
  2. CONCRETE TO BE 25MPa WITH 7.5% AIR ENTRAINMENT.
  3. BOLLARD LOCATIONS TO BE CONFIRMED IN FIELD.

LAP JOINT DETAIL

N.T.S.



NOTE:  
SAWCUT & COLD PLANE 300mm WIDE & 40mm DEEP WHERE NEW PAVEMENT MEETS EXISTING PAVEMENT, ROUTE & SEAL WITH HOT RUBBERIZED ASPHALT.

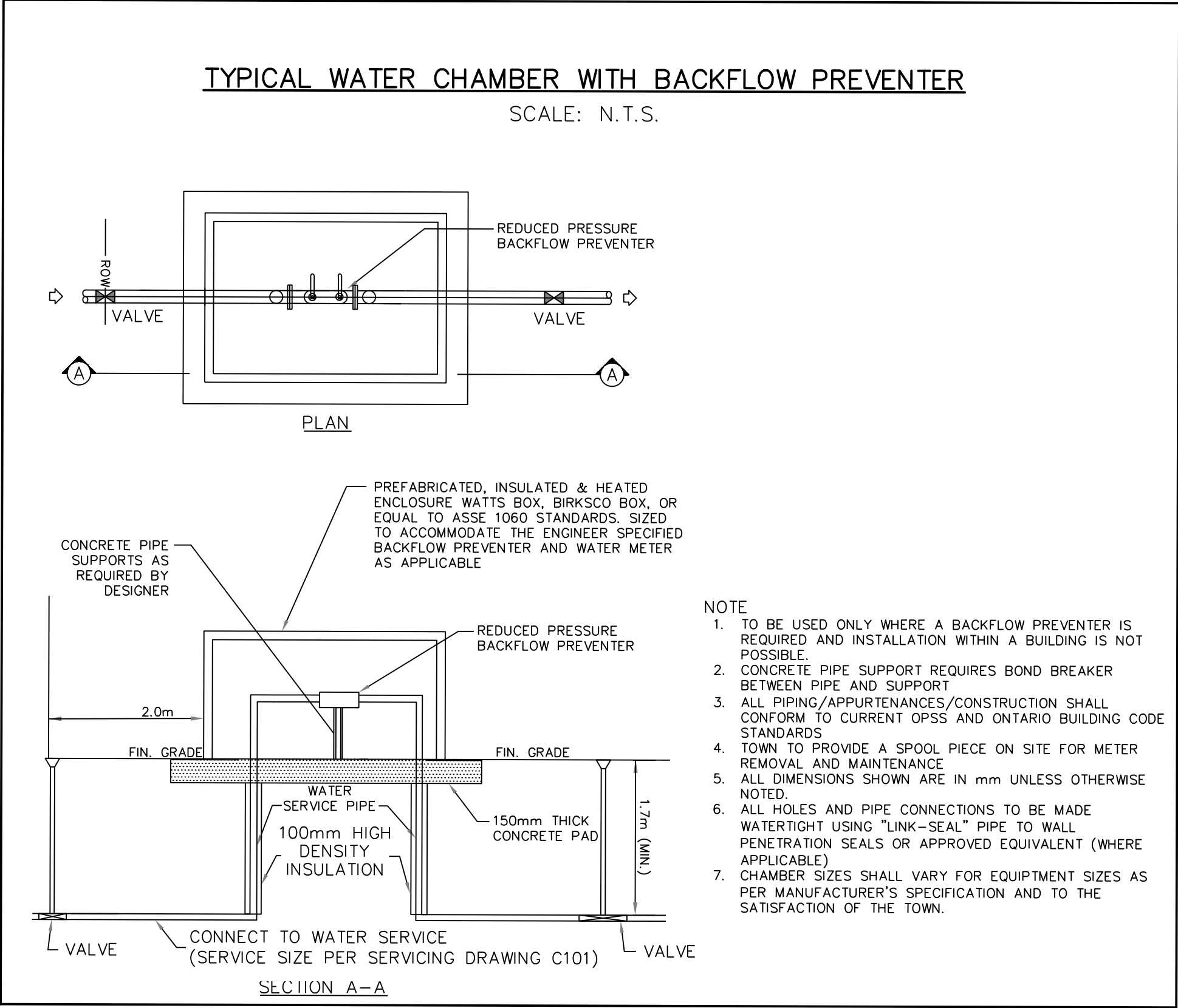
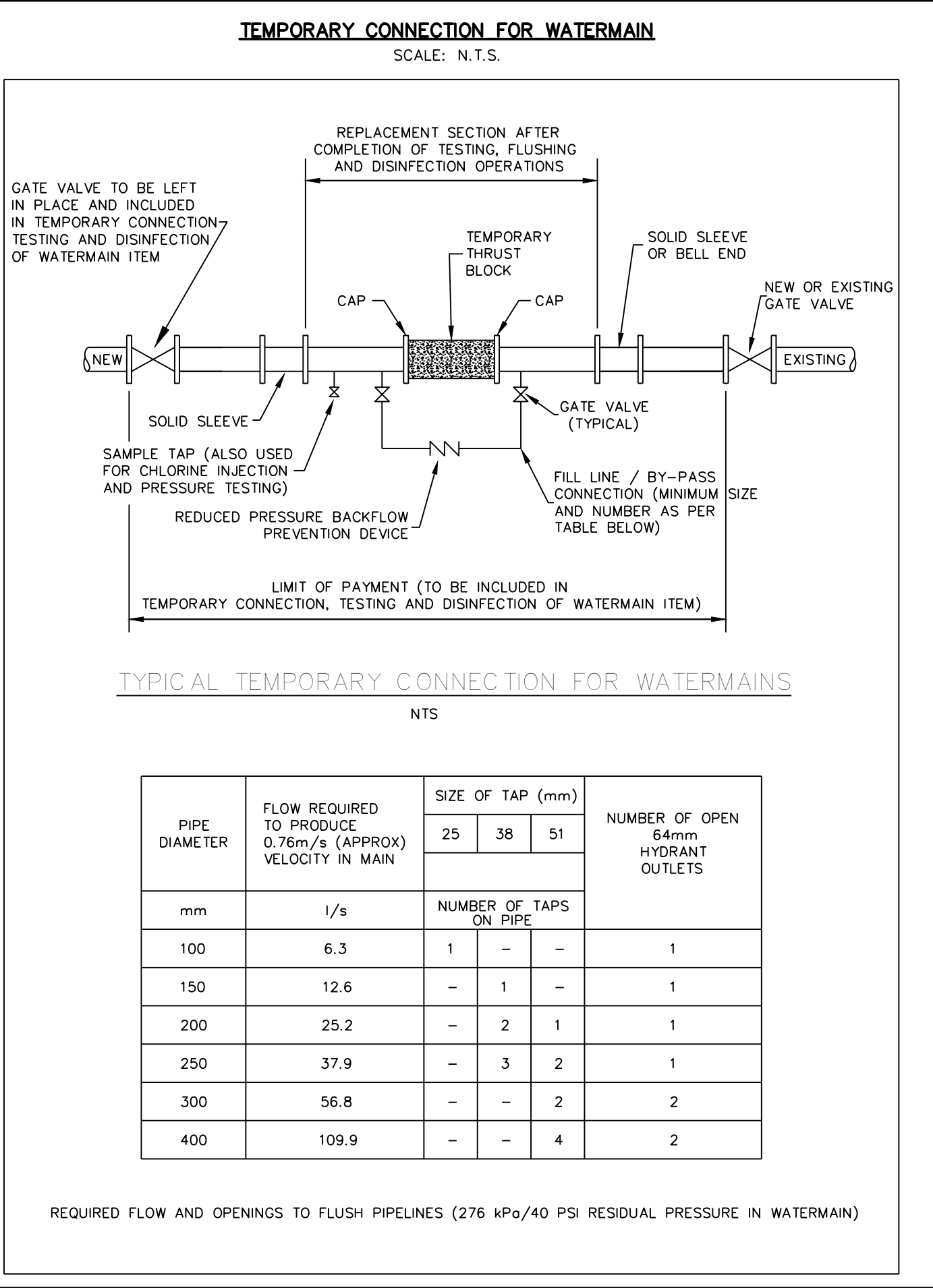
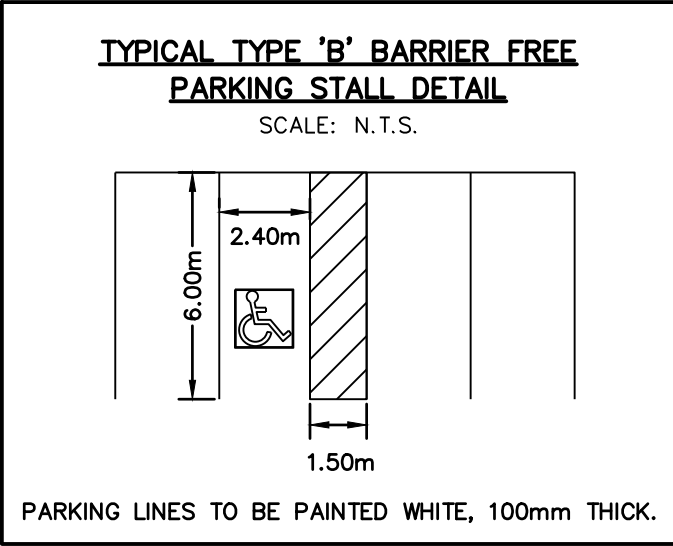
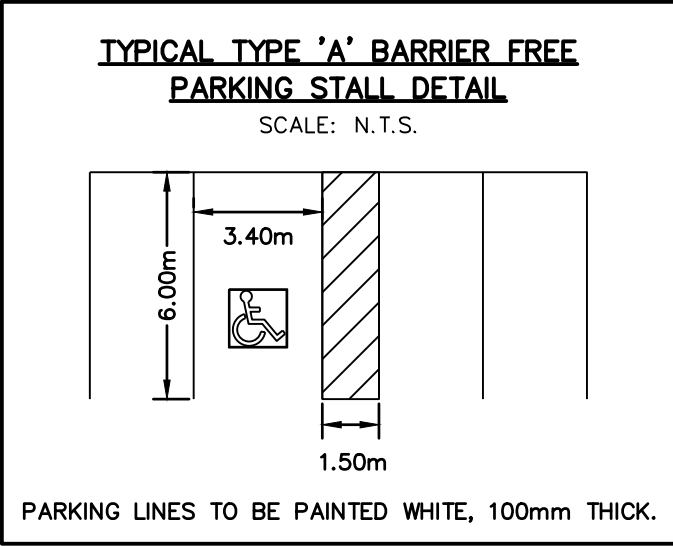
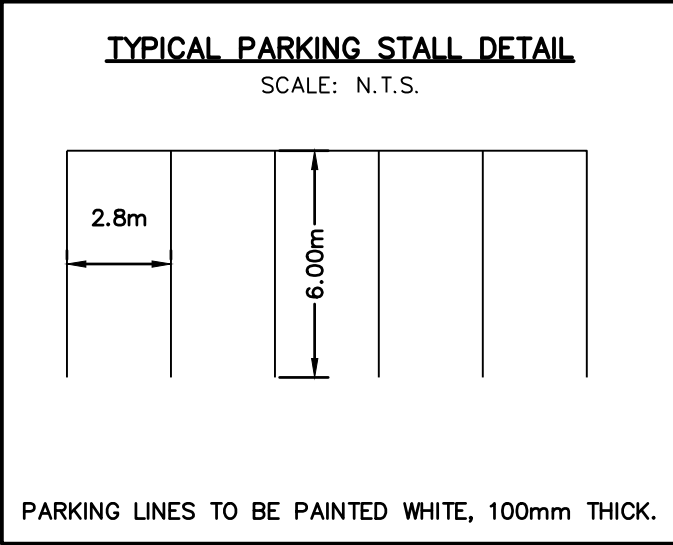
WYLDEWOOD CREEK  
TOWN OF COLLINGWOOD

CONSTRUCTION NOTES AND  
STANDARD DETAILS

**CROZIER**  
CONSULTING ENGINEERS

Drawn By	L.W.	Design By	L.W.	Project	1535-4897
Check By	K.M.	Check By	R.A.	Scale	AS NOTED
				Drawing	C113.A





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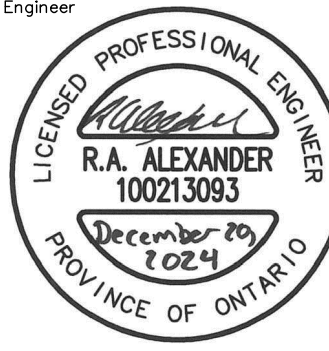
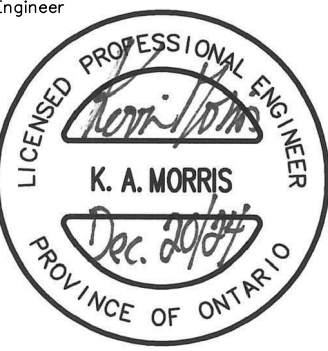
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**BENCHMARKS**

ELEVATIONS SHOWN HEREON ARE GEODETIC AND ARE RELATED TO TOWN OF COLLINGWOOD BENCH MARK NO. 00172U311 HAVING AN ELEVATION OF 181.032 METRES.

TOPOGRAPHIC SURVEY COMPLETED BY KRCMAR SURVEYORS LTD., DATED AUGUST 25, 2018.

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Project

WYLDEWOOD CREEK  
TOWN OF COLLINGWOOD

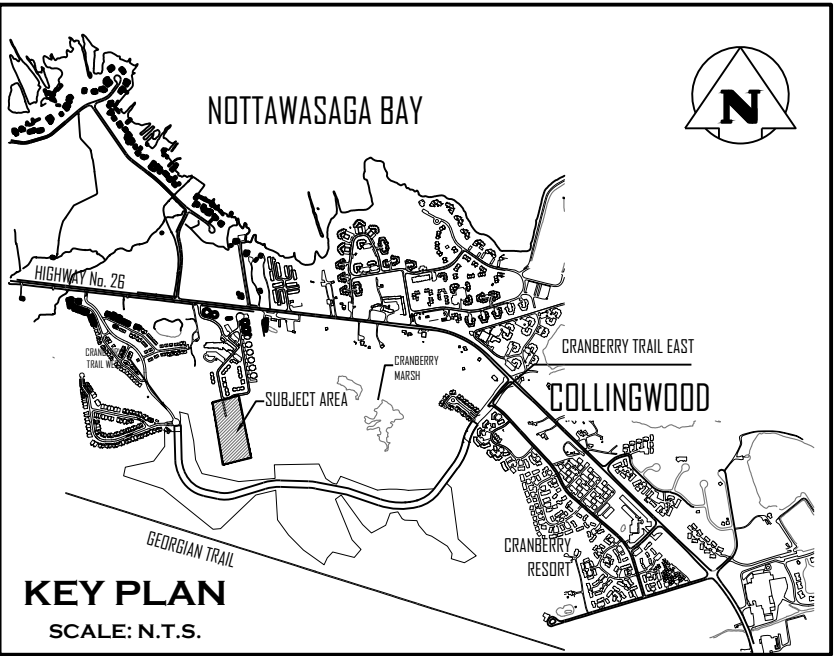
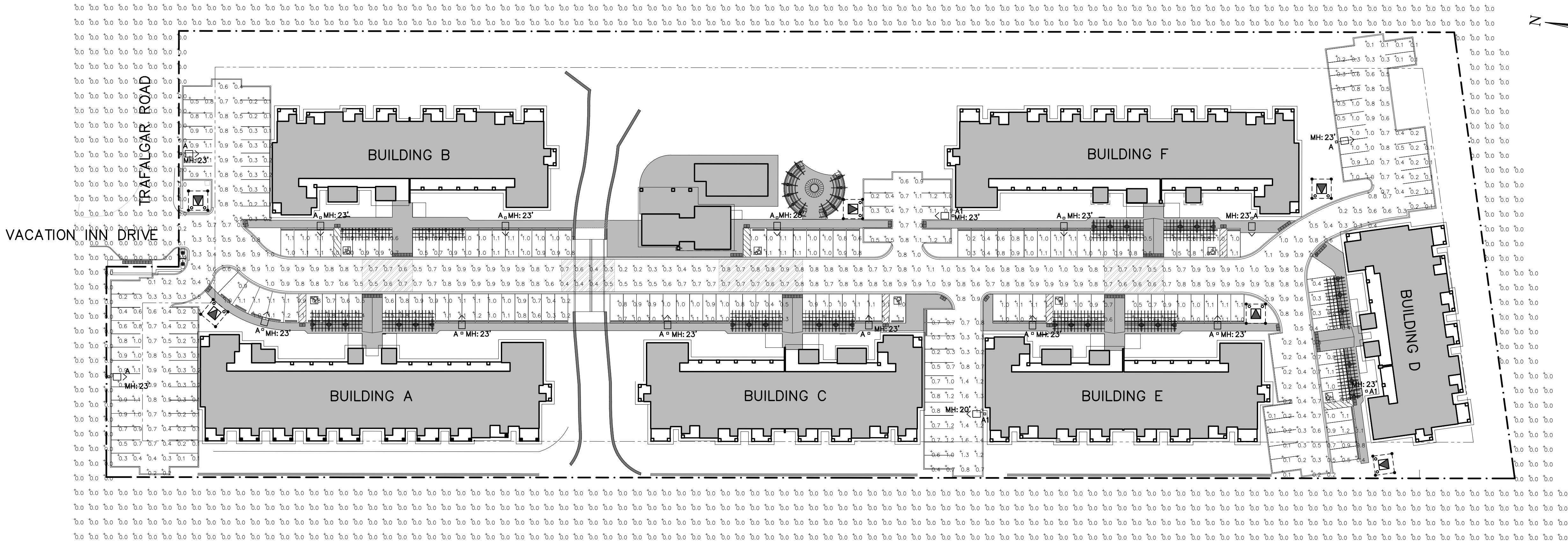
Drawing

CONSTRUCTION NOTES AND  
STANDARD DETAILS

**CROZIER CONSULTING ENGINEERS**

Drawn By	L.W.	Design By	L.W.	Project	1535-4897
Check By	K.M.	Check By	R.A.	Scale	AS NOTED
				Drawing	C113.B





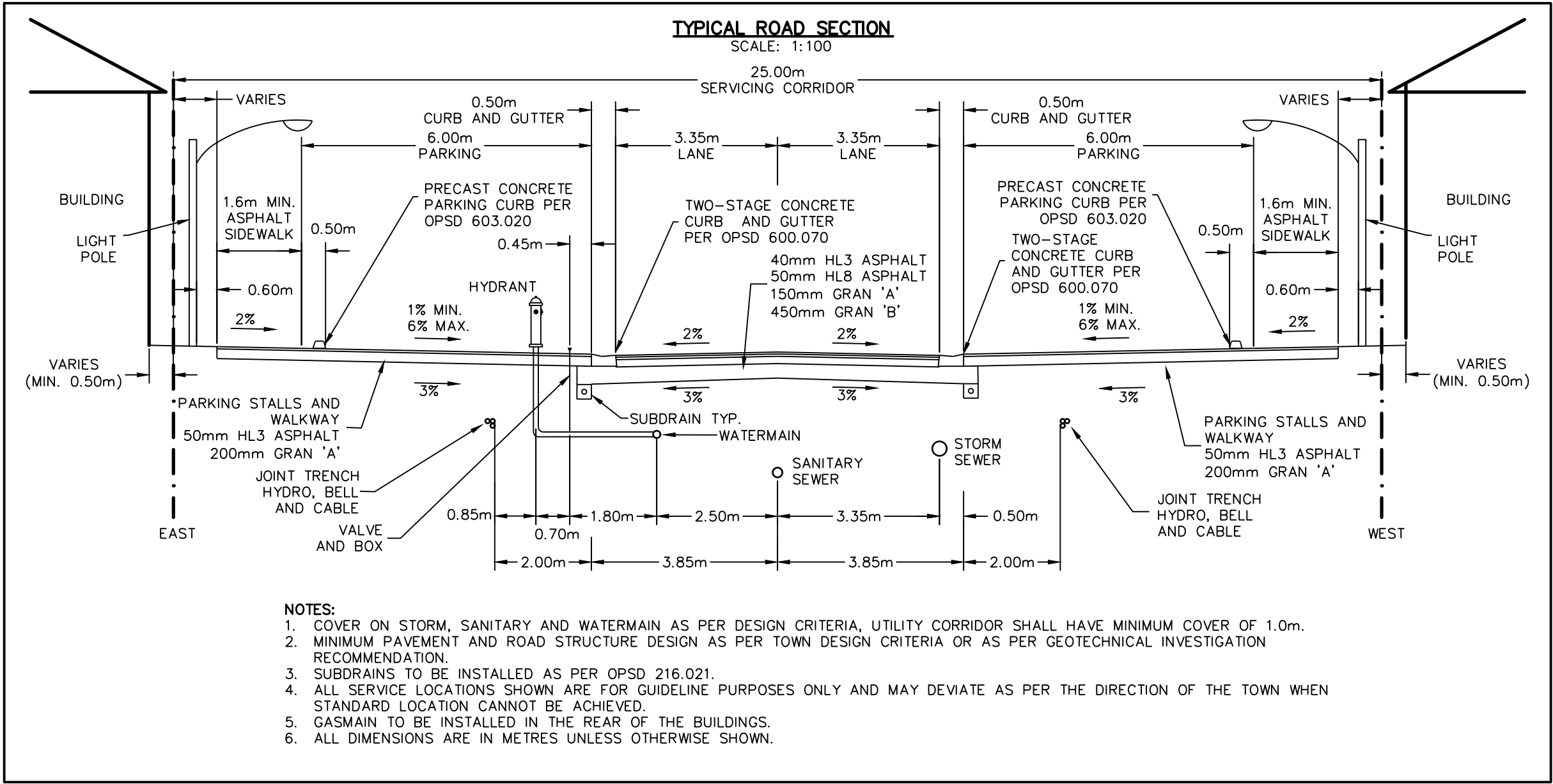
ELECTRICAL LEGEND	
	POLE MOUNTED LIGHT FIXTURE
	PROPERTY LINE
	PAD MOUNTED TRANSFORMER. ARROW INDICATES OPERATING SIDE (DIRECTION OF APPROACH)

ELECTRICAL DRAWING LIST	
E100	SITE PLAN – PHOTOMETRIC
E101	SITE LIGHTING DETAILS

SITE PLAN – PHOTOMETRIC

SCALE: 1:500

STATISTICS SCHEDULE						TARGET VALUES		
DESCRIPTION	SYMBOL	AVG	MAX	MIN	AVG/MIN	ROADWAY TYPE CLASSIFICATION	AVG	AVG/MIN
RIGHT OF WAY	X	0.7 fc	1.1 fc	0.2 fc	3.6:1	LOCAL/MEDIUM	0.5 fc	6.0:1
BUILDING A EAST PARKING	+	0.9 fc	1.2 fc	0.2 fc	4.3:1	PARKING AREA	0.2 fc	6.0:1
BUILDING A NORTH PARKING	+	0.5 fc	1.1 fc	0.1 fc	4.9:1	PARKING AREA	0.2 fc	6.0:1
BUILDING B EAST PARKING	+	0.5 fc	1.0 fc	0.1 fc	5.0:1	PARKING AREA	0.2 fc	6.0:1
BUILDING B NORTH PARKING	+	0.6 fc	1.1 fc	0.1 fc	5.5:1	PARKING AREA	0.2 fc	6.0:1
BUILDING B WEST PARKING	+	0.9 fc	1.1 fc	0.4 fc	2.3:1	PARKING AREA	0.2 fc	6.0:1
BUILDING C EAST PARKING	+	0.9 fc	1.1 fc	0.3 fc	3.0:1	PARKING AREA	0.2 fc	6.0:1
BUILDING D NORTH PARKING	+	0.5 fc	1.2 fc	0.1 fc	5.2:1	PARKING AREA	0.2 fc	6.0:1
BUILDING E EAST PARKING	+	0.9 fc	1.1 fc	0.4 fc	2.3:1	PARKING AREA	0.2 fc	6.0:1
BUILDING E NORTH PARKING	+	0.9 fc	1.6 fc	0.2 fc	4.3:1	PARKING AREA	0.2 fc	6.0:1
BUILDING F NORTH PARKING	+	0.8 fc	1.2 fc	0.2 fc	4.0:1	PARKING AREA	0.2 fc	6.0:1
BUILDING F WEST PARKING	+	0.8 fc	1.1 fc	0.2 fc	4.1:1	PARKING AREA	0.2 fc	6.0:1
POOL PARKING	+	1.0 fc	1.1 fc	0.6 fc	1.6:1	PARKING AREA	0.2 fc	6.0:1



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Town

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6	ISSUED FOR 5th ENGINEERING SUBMISSION	04/10/2024
7	ISSUED FOR 6th ENGINEERING SUBMISSION	12/20/2024



Project  
**WYLDEWOOD CREEK**  
**TOWN OF COLLINGWOOD**

Drawing  
**SITE PLAN – PHOTOMETRIC**

**CROZIER**  
CONSULTING ENGINEERS

THE HARBOUREDGE BUILDING,  
40 HURON STREET, SUITE 301,  
COLLINGWOOD, ON L9Y 4R3  
705 446-3510 T  
705 446-3520 F  
WWW.CFCROZIER.CA  
INFO@CFCROZIER.CA

Drawn By: T.S.D.    Design By: T.S.D.    Project: **1535-4897**

Check By:    Check By: P.W.    Scale: 1:500    Drawing: **E100**



SOLID STATE AREA LIGHTING

RAZAR SERIES-LED

SPECIFICATIONS

OPTICAL HOUSING:  
Heavy cast low copper aluminum (A356 alloy <0.2% copper) assembly with integral cooling fins. The Optical Panel mounting surface is milled flat (surface variance <+.002") to facilitate thermal transfer of heat to housing and cooling fins. Solid barrier wall separates optical and electrical compartments. The optical and electrical compartments are integrated to create one assembly. Minimum wall thickness is .188".

ELECTRICAL HOUSING w/ INTEGRATED ARM:  
Heavy cast low copper aluminum (A356 alloy <0.2% copper) assembly with integral cooling fins surrounding the electrical compartment and a flat surface on the top of the arm to accommodate a photocell receptacle. Solid barrier wall separates optical and electrical compartments. The optical compartment and electrical compartment with the integrated support arm combine to create one assembly. Minimum wall thickness is .188". Cast and hinged driver assembly cover is integrated with wiring compartment cover.

LED OPTICS:  
Emitters (LED's) are arrayed on a metal core PCB panel with each emitter located on a copper thermal transfer pad and enclosed by an LED refractor. LED optics completely seal each individual emitter to meet an IP66 rating. In asymmetric distributions, a micro-reflector inside the refractor re-directs the house side emitter output towards the street side and functions as a house side shielding element. Refractors are injection molded H12 acrylic. Each LED refractor is sealed to the PCB over an emitter and all refractors are retained by an aluminum frame. Any one Panel or group of Panels in a luminaire have the same optical pattern. LED refractors produce standard site/area distributions. Panels are field replaceable and field rotatable in 90° increments.

LED DRIVER(S):  
Constant current electronic with a power factor of >.90 and a minimum operating temperature of 40°F-40°C. Driver(s) is/are UL and cUL recognized and mounted directly against the Electrical Housing to facilitate thermal transfer, held down by universal clamps to facilitate easy removal. In-line terminal blocks facilitate wiring between the driver and optical array. Drivers accept an input of 120-277V, 50/60Hz or 347V-480V, 50/60Hz, 0 - 10V dimmable driver is standard. Driver has a minimum of 3KV internal surge protection. Luminaire supplied with 20KV surge protector for field accessible installation.)

LED EMITTERS:  
High output LED's are utilized with drive currents ranging from 350mA to 1050mA, 70CRI Minimum. LED's are available in standard Neutral White (4000K) or optional Cool White (5000K) or Warm White (3000K). Consult Factory for other LED options.

AMBER LED'S:  
PCA (Phosphor Converted Amber) LED's utilize phosphors to create color output similar to LPS lamps and have a slight output in the blue spectral bandwidth. TRA (true Amber) LED's utilize material that emits light in the amber spectral bandwidth only without the use of phosphors.

FINISH:  
Electrostatically applied TGIC Polyester Powder Coat on substrate prepared with 20 PSI power wash at 140°F. Four step media blast and iron phosphate pretreatment for protection and paint adhesion. 400°F bake for maximum hardness and durability.

MAST ARM FITTER/ELECTRICAL HOUSING:  
Replaces standard Electrical Housing. Fits standard 2 3/8" O.D. horizontal tenon. Two (2) straps with two (2) bolts each encircle the lower half of the tenon. Upper half of the tenon rests on self-centering steps that position the angle of the luminaire at 0°, +1.5°, +1.5 or +3° up from the horizontal. All hardware is stainless steel.

PROJECT NAME: TYPE A, A1

PROJECT TYPE:

RAZAR  
(MODELS: RZRM, RZR, RZR-G & RZR-MAF*)

PATENT PENDING

FIXTURE	A	B	C	D
RZR-G	15" (381mm)	26.4" (670mm)	3" (76mm)	7" (178mm)
RZR	14.75" (375mm)	25.25" (642mm)	2.75" (70mm)	6.5" (165mm)
RZRM	11.5" (293mm)	22" (559mm)	2.5" (64mm)	5.25" (133mm)
RZR-MAF	15" (381mm)	25.25" (642mm)	3.5" (89mm)	4" (102mm)

UL LISTED

DLC

USA

2018358

U.S. ARCHITECTURAL LIGHTING

Please Note: Fabrication will not begin until this drawing is approved, signed and returned to HCI.

☐ APPROVED  
☐ APPROVED AS NOTED  
☐ REJECTED  
☐ REVISE AND RESUBMIT

By: _____  
Date: _____

3" ANCHOR BOLT x 1/2" DEPTH

3" x 3" x 1/2" ANCHOR BOLTS ON Ø11.5" BOLT CIRCLE

ACCESS DOOR

BOTTOM ANCHOR PLATE VIEW

20'

5" SQUARE

ACCESS DOOR

4"

14" SQ

2"

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Approval Drawing TYPE A, A1

Pole Std: P422-2-SSQ-20

Pole: 5" square x .25 wall thickness aluminum tube welded to base plate.

Base Cover: Two piece cast aluminum attached to pole with stainless steel screws.

Tenon Size: None

Anchor Bolts: 4 galvanized 3/4" x 24" long. Anchor bolts and template are supplied by HCI.

Bolts Circle: Ø11.5"

Finish: Electrostatically applied, thermoset polyester powder-coat finish.

Colour: RALXXXX

Sales: KIM Designer: ROMIL  
Date: DEC.17.2021 Drawing No: 11344-V8  
Model: P422-2-SSQ-20-RALXXXX  
Project: - (QTY: TBD)  
Rep: -

Please Note: Fabrication will not begin until this drawing is approved, signed and returned to HCI!

1280 Fawcett Drive, Mississauga, Ontario, Canada L4W 1A4  
Tel: (905) 238-2648 Fax: (905) 238-9060  
Toll Free Canada & USA 1-800-267-3175  
E: sales@hclighting.com WEB: www.hclighting.com

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☐ APPROVED  
☐ APPROVED AS NOTED  
☐ REJECTED  
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By: _____  
Date: _____

3" ANCHOR BOLT x 1/2" DEPTH

3" x 3" x 1/2" ANCHOR BOLTS ON Ø11.5" BOLT CIRCLE

ACCESS DOOR

BOTTOM ANCHOR PLATE VIEW

23'

5" SQUARE

ACCESS DOOR

4"

14" SQ

2"

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Approval Drawing TYPE A1

Pole Std: P422-2-SSQ-23

Pole: 5" square x .25 wall thickness aluminum tube welded to base plate.

Base Cover: Two piece cast aluminum attached to pole with stainless steel screws.

Tenon Size: None

Anchor Bolts: 4 galvanized 3/4" x 24" long. Anchor bolts and template are supplied by HCI.

Bolts Circle: Ø11.5"

Finish: Electrostatically applied, thermoset polyester powder-coat finish.

Colour: RALXXXX

Sales: KIM Designer: ROMIL  
Date: DEC.17.2021 Drawing No: 11344-V8-R2  
Model: P422-2-SSQ-23-RALXXXX  
Project: - (QTY: TBD)  
Rep: -



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LUMINAIRE SCHEDULE							
SYMBOL	LABEL	MANUFACTURER	CATALOG NUMBER	LIGHT LOSS FACTOR	MOUNTING HEIGHT	WATTAGE	DESCRIPTION
▣ □ >	A	US ARCHITECTURAL	RZR-M-PLED-III-M-40LED-350mA-30K-HS	0.85	REFER TO SITE PLAN DRAWINGS FOR MOUNTING HEIGHT	43W	RZRM MODEL WITH HOUSE SHIELD, TYPE III, 40LED, 3000K, 350mA
▣ □ >	A1	US ARCHITECTURAL	RZR-PLED-IV-M-40LED-350mA-30K-HS	0.85	REFER TO SITE PLAN DRAWINGS FOR MOUNTING HEIGHT	43W	RZRM MODEL WITH HOUSE SHIELD, TYPE IV, 40LED, 3000K, 350mA

THE FOLLOWING NOTATIONS APPLY TO ALL LUMINAIRES IN SCHEDULE, UNLESS OTHERWISE NOTED:

- ELECTRICAL CONTRACTOR IS RESPONSIBLE TO PROVIDE PHOTOCELLS AS REQUIRED. COORDINATE EXACT LOCATION & REQUIREMENTS WITH LIGHT MANUFACTURER.
- ALL PROPOSED NEW FIXTURES ARE TO BE DARK SKY COMPLIANT.

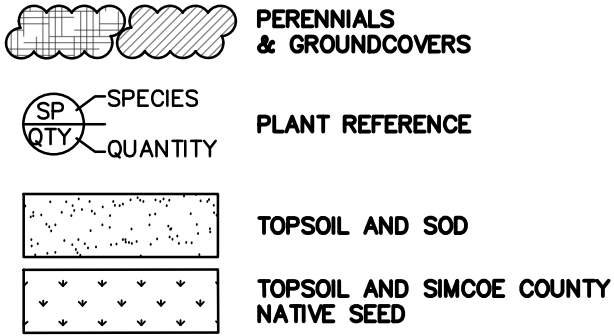
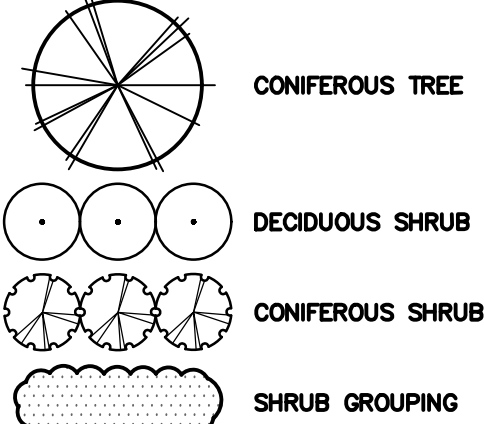
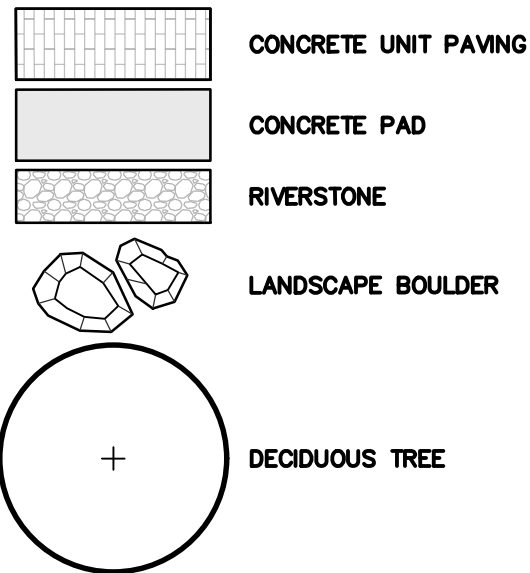
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			1 *NOT ISSUED FOR THIS SUBMISSION*											02/04/2019
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			7 ISSUED FOR 6th ENGINEERING SUBMISSION											12/20/2024

Drawn By	T.S.D.	Design By	T.S.D.	Project	1535-4897
Check By		Check By	P.W.	Scale	N.T.S.
				Drawing	E101



LEGEND

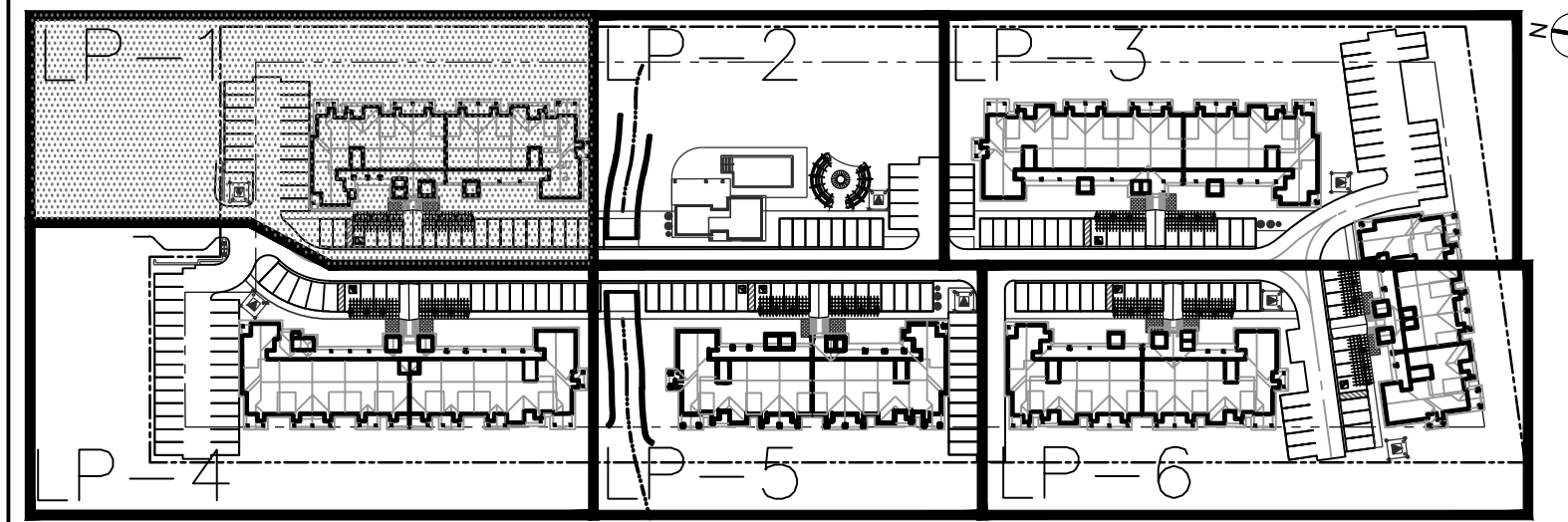
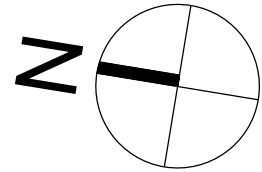
- PROPERTY BOUNDARY  
--- BUILDING SETBACK  
--- PSW BOUNDARY  
--- PSW SETBACK  
BENCH  
WASTE RECEPTACLE  
BICYCLE RACK  
--- UNDERGROUND SERVICES  
--- SEE ENG. DWGS



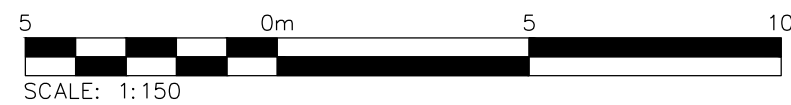
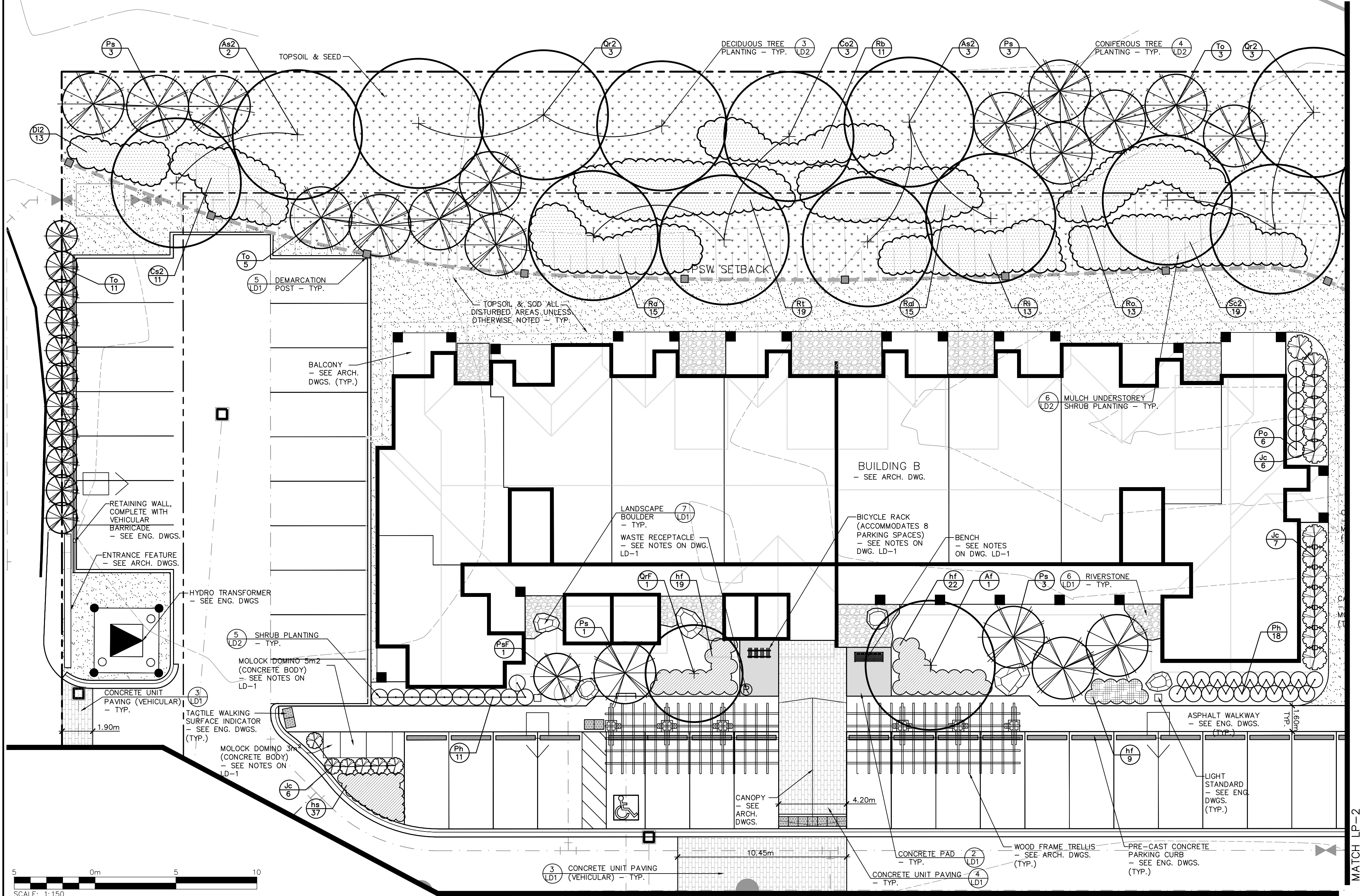
NOTES:

1. FOR PLANT LIST AND GENERAL PLANTING NOTES, REFER TO DRAWING LD-1.
2. TREE PITS OR PLANTING BEDS WITHIN 1.0m OF UNDERGROUND UTILITIES ARE TO BE HAND DUG.
3. IRRIGATION SHALL BE PROVIDED WITHIN THE FEATURE PLANTING BEDS.
4. MINIMUM CLEARANCES FOR TREES ARE AS FOLLOWS:

MINIMUM TREE CLEARANCES	
FIRE HYDRANT	3.0m
BACK OF CURB	1.5m
HYDRO TRANSFORMERS	3.0m
BELL OR CABLE PEDESTALS	1.0m
LIGHTING POLES	5.0m
UNDERGROUND SERVICES	1.0m



SITE KEY PLAN (NTS)  
TOWN OF COLLINGWOOD



SCALE: 1:150

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4.	ISSUED FOR 5th SITE PLAN SUBMISSION	04/10/2024
5.	ISSUED FOR 6th SITE PLAN SUBMISSION	12/20/2024

DATE: MM/DD/YYYY

STAMP



STAMP

Project

WYLDEWOOD CREEK  
TOWN OF COLLINGWOOD

Drawing

LANDSCAPE PLAN

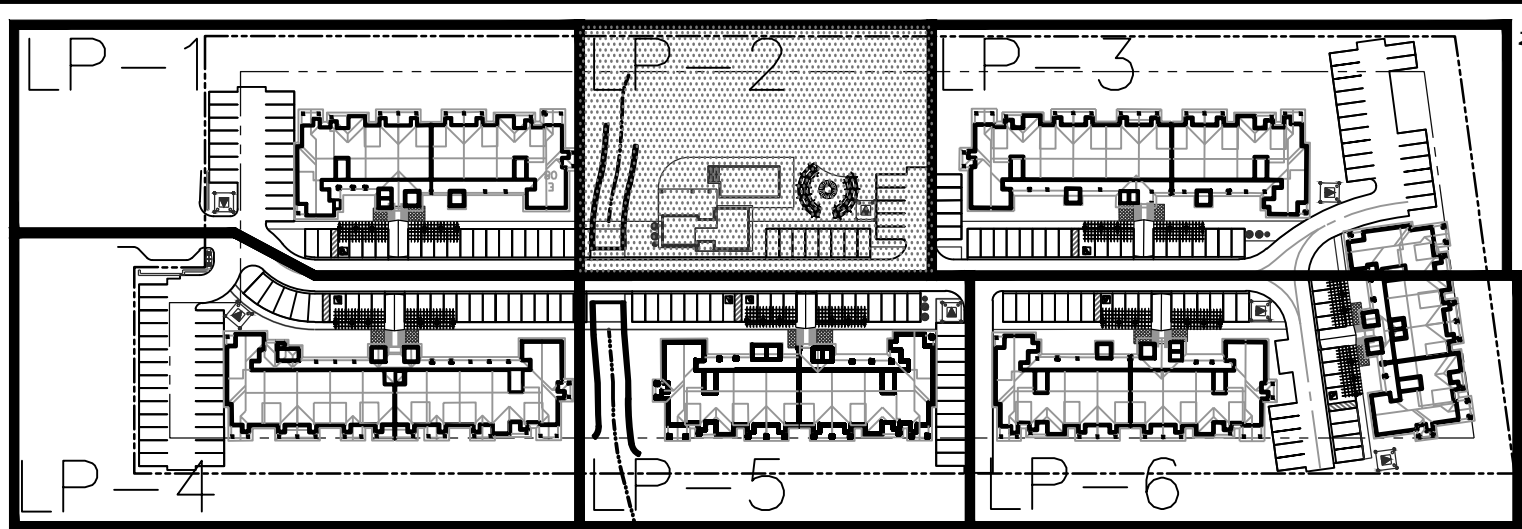
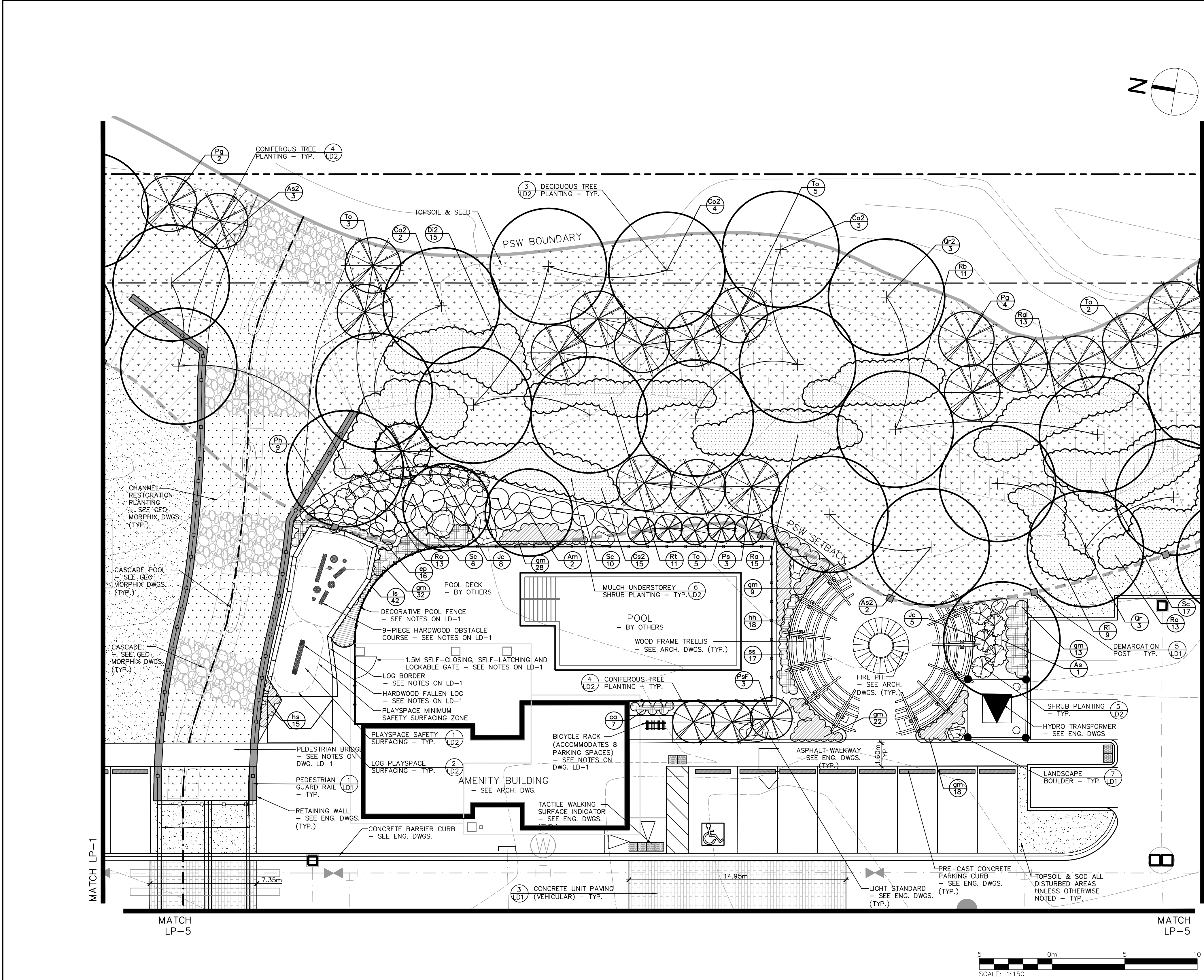


Drawn By  
K.W. / A.M./L.M.  
Check By  
K.W.

Design By  
K.W. / M.H.  
Check By

Project  
1535-4897  
Scale  
1:150  
Drawing  
LP-1





SITE KEY PLAN (NTS)  
TOWN OF COLLINGWOOD

- LEGEND**
- PROPERTY BOUNDARY
  - BUILDING SETBACK
  - PSW BOUNDARY
  - PSW SETBACK
  - BENCH
  - WASTE RECEPTACLE
  - BICYCLE RACK
  - UNDERGROUND SERVICES - SEE ENG. DWGS.
  - CHANNEL - SEE ENG. DWGS.
  - CONCRETE UNIT PAVING
  - CONCRETE PAD
  - LANDSCAPE BOULDER
  - DECIDUOUS TREE
  - CONIFEROUS TREE
  - DECIDUOUS SHRUB
  - CONIFEROUS SHRUB
  - SHRUB GROUPING
  - PERENNIALS & GROUNDCOVERS
  - SPECIES
  - QUANTITY
  - PLANT REFERENCE
  - TOPSOIL AND SOD
  - TOPSOIL AND SIMCOE COUNTY NATIVE SEED
  - CHANNEL RESTORATION - SEE GEO MORPHIX DWGS.

- NOTES:**
- FOR PLANT IDENTIFICATION, REFER TO THE PLANT LIST ON DRAWING LP-1
  - FOR TREE CLEARANCES, REFER TO NOTES ON DRAWING LP-1
  - FOR GENERAL PLANTING NOTES, REFER TO NOTES ON DRAWING LD-2
  - FOR SEEDING MIX, REFER TO DRAWING LP-1

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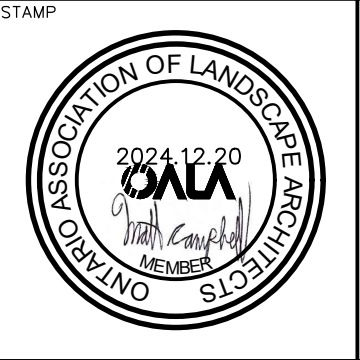
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5.	ISSUED FOR 6th SITE PLAN SUBMISSION	12/20/2024



STAMP

Project  
**WYLDEWOOD CREEK  
TOWN OF COLLINGWOOD**

Drawing  
**LANDSCAPE PLAN**

Drawn By  
K.W. / A.M./L.M.

Design By  
K.W. / M.H.

Check By  
K.W.

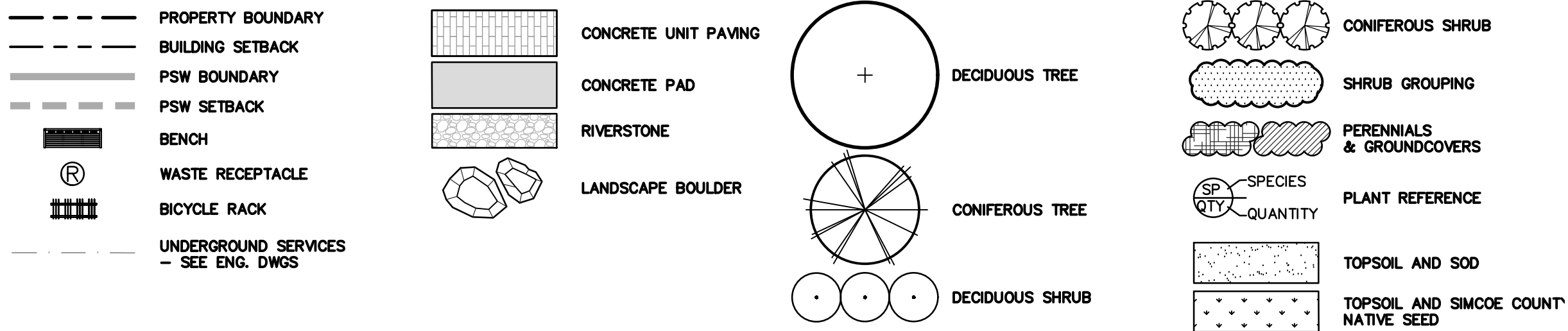
Project  
**1535-4897**

Scale  
1:150

Drawing  
**LP-2**

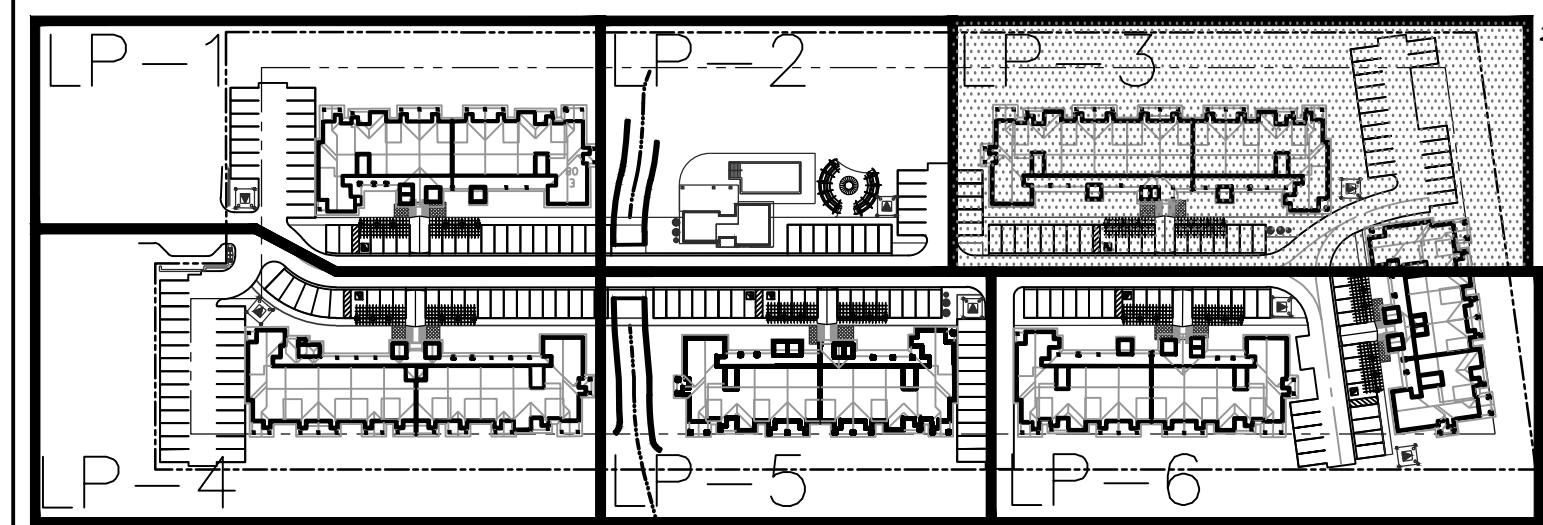


LEGEND

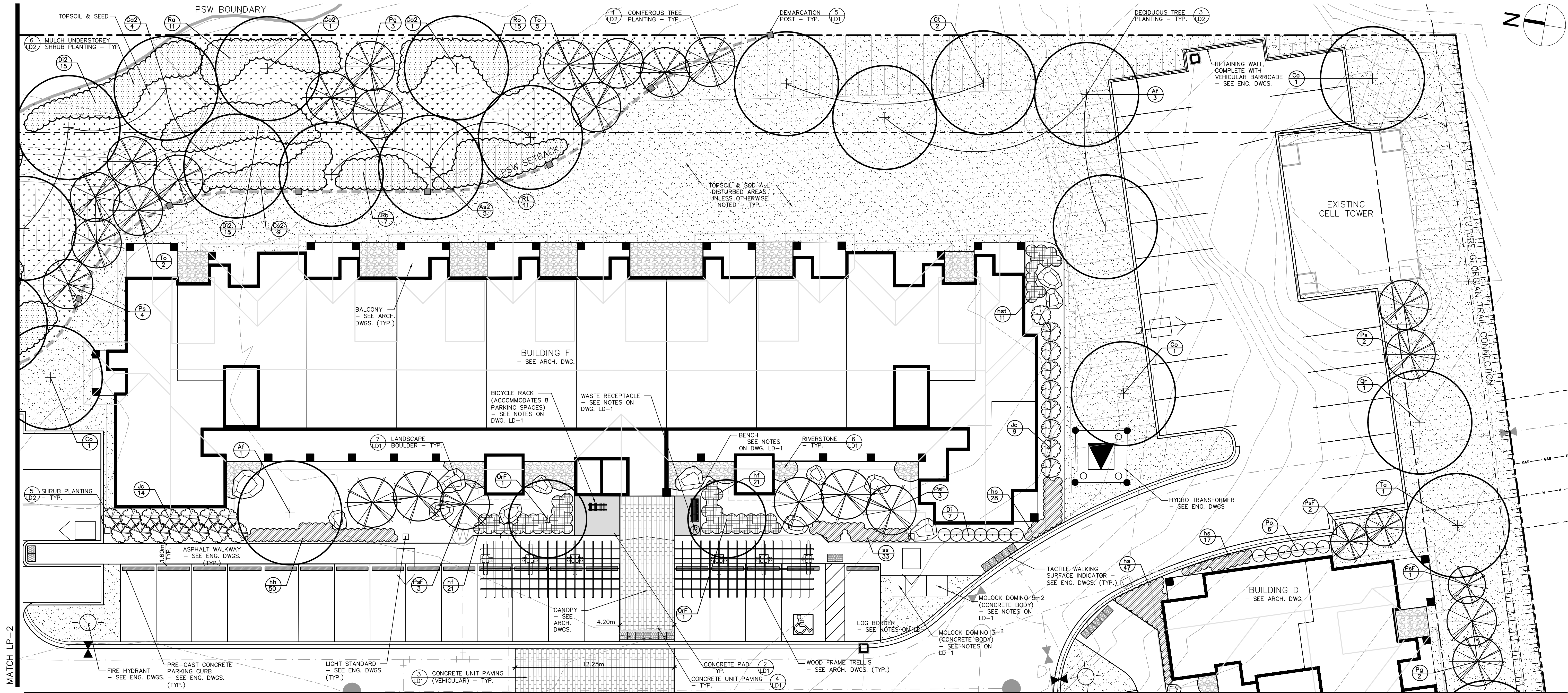


NOTES:

1. FOR PLANT IDENTIFICATION, REFER TO THE PLANT LIST ON DRAWING LP-1
2. FOR TREE CLEARANCES, REFER TO NOTES ON DRAWING LP-1
3. FOR GENERAL PLANTING NOTES, REFER TO NOTES ON DRAWING LD-2
4. FOR SEEDING MIX, REFER TO DRAWING LP-1



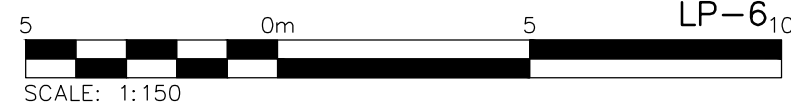
SITE KEY PLAN (NTS)  
TOWN OF COLLINGWOOD



MATCH LP-2

MATCH LP-6

MATCH LP-6



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5.	ISSUED FOR 6th SITE PLAN SUBMISSION	12/20/2024

DATE: MM/DD/YYYY

STAMP



STAMP

Project

WYLDEWOOD CREEK  
TOWN OF COLLINGWOOD

Drawing

LANDSCAPE PLAN

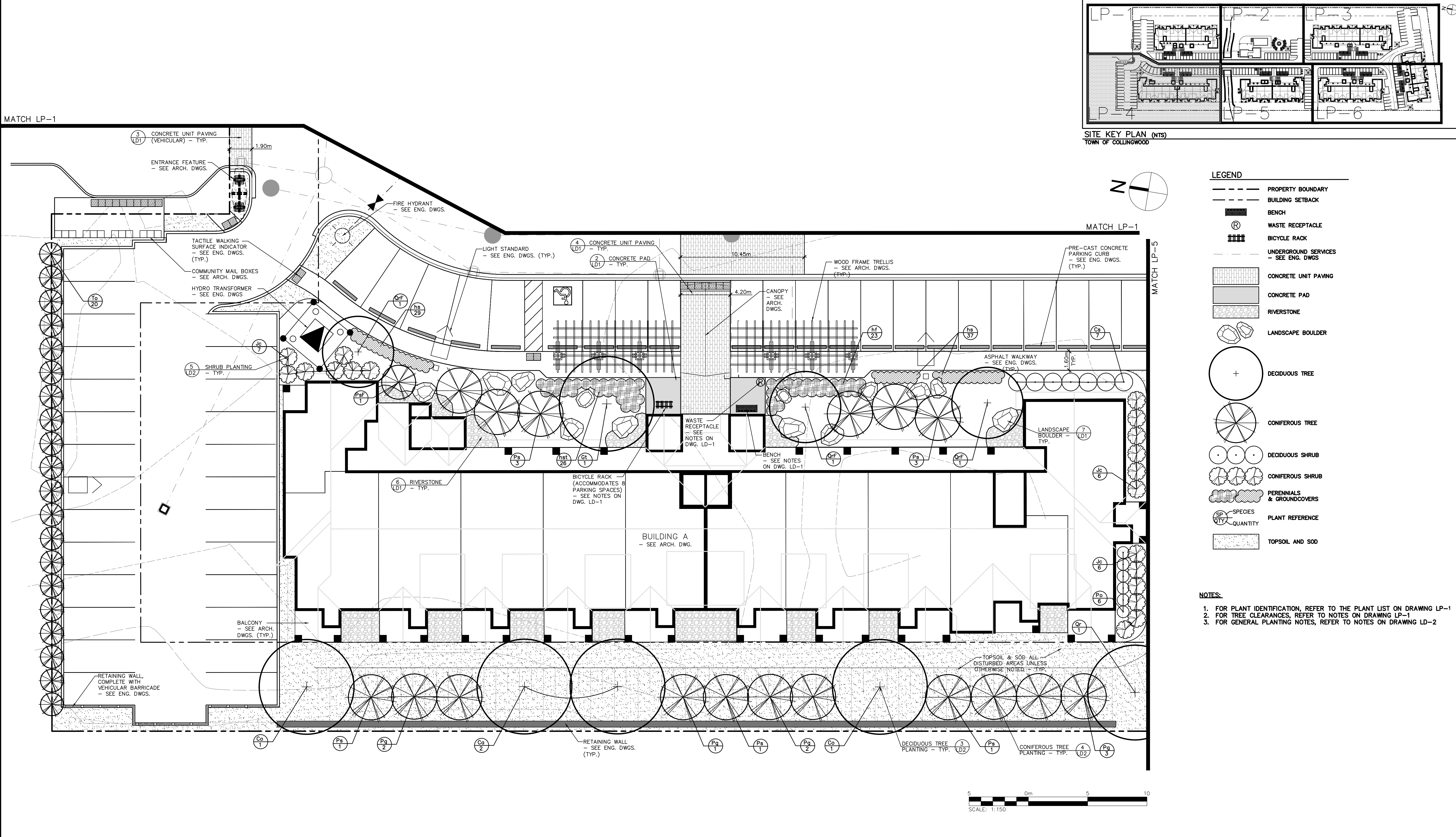


Drawn By  
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Check By  
K.W.

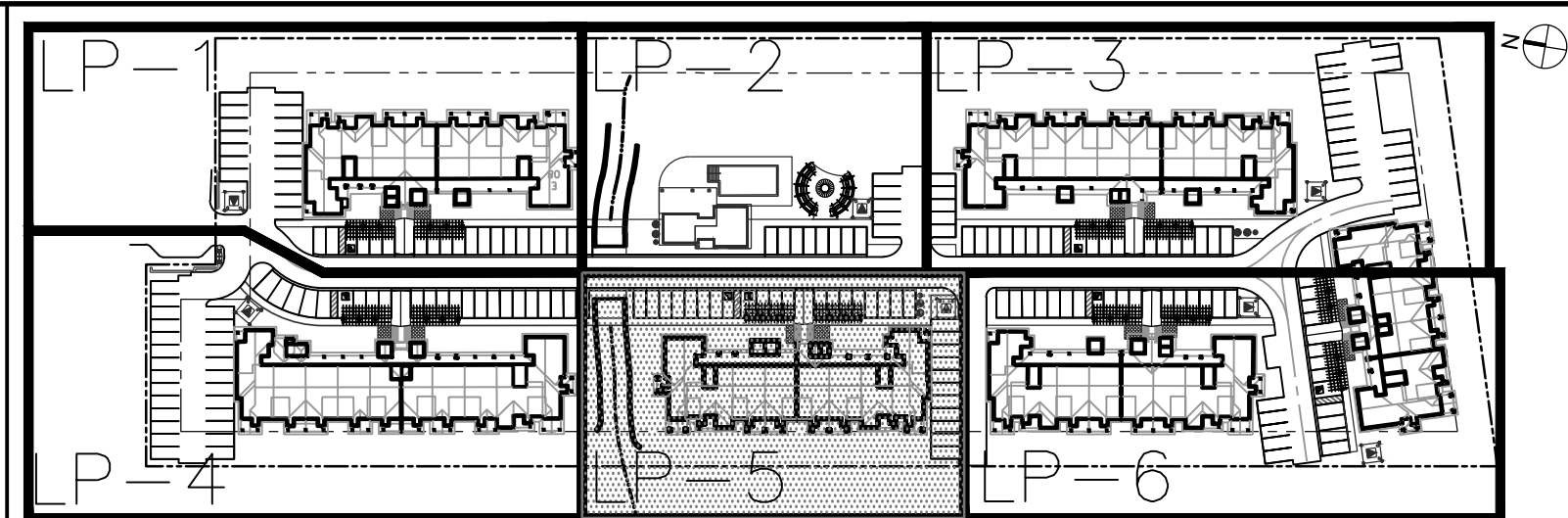
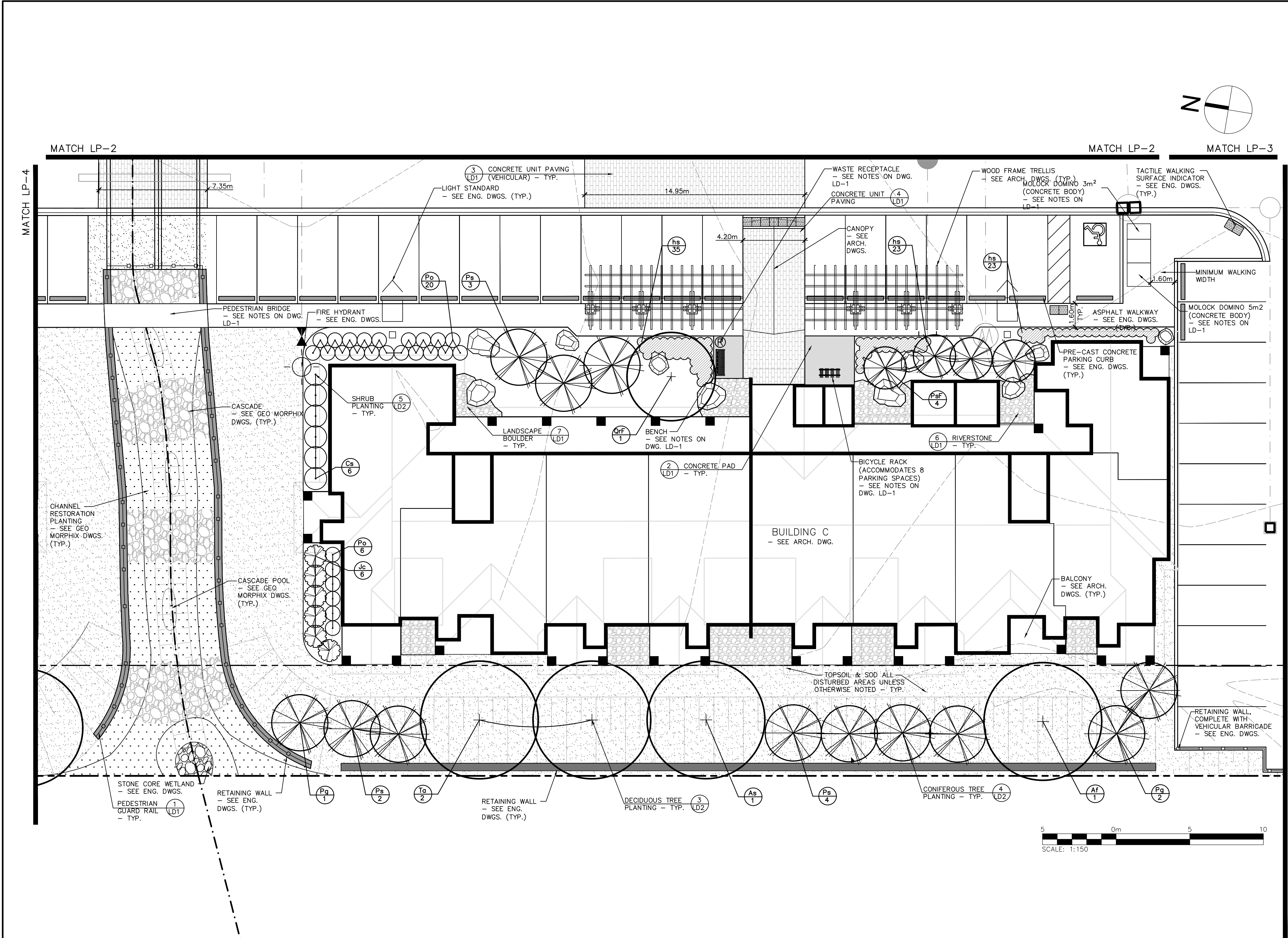
Design By  
K.W. / M.H.  
Check By

Project  
1535-4897  
Scale  
1:150  
Drawing  
LP-3









- SITE KEY PLAN (NTS)**  
TOWN OF COLLINGWOOD
- LEGEND**
- PROPERTY BOUNDARY
  - BUILDING SETBACK
  - BENCH
  - WASTE RECEPTACLE
  - BICYCLE RACK
  - UNDERGROUND SERVICES - SEE ENG. DWGS.
  - CHANNEL - SEE ENG. DWGS.
  - CONCRETE UNIT PAVING
  - CONCRETE PAD
  - RIVERSTONE
  - LANDSCAPE BOULDER
  - DECIDUOUS TREE
  - CONIFEROUS TREE
  - DECIDUOUS SHRUB
  - CONIFEROUS SHRUB
  - PERENNIALS & GROUNDCOVERS
  - PLANT REFERENCE
  - TOPSOIL AND SOD
  - CHANNEL RESTORATION - SEE GEO MORPHIX DWGS.

- NOTES:**
- FOR PLANT IDENTIFICATION, REFER TO THE PLANT LIST ON DRAWING LP-1
  - FOR TREE CLEARANCES, REFER TO NOTES ON DRAWING LP-1
  - FOR GENERAL PLANTING NOTES, REFER TO NOTES ON DRAWING LD-2

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2. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, LEVELS, AND DATUMS ON SITE AND REPORT ANY DISCREPANCIES OR OMISSIONS TO THIS OFFICE PRIOR TO CONSTRUCTION.

3. THIS DRAWING IS TO BE READ AND UNDERSTOOD IN CONJUNCTION WITH ALL OTHER PLANS AND DOCUMENTS APPLICABLE TO THIS PROJECT.

4. DO NOT SCALE THE DRAWINGS.

5. ALL EXISTING UNDERGROUND UTILITIES TO BE VERIFIED IN THE FIELD BY THE CONTRACTOR PRIOR TO CONSTRUCTION.

**NOTES:**

1. ALL DIMENSIONS IN METERS UNLESS OTHERWISE NOTED.

Town

No.	ISSUE / REVISION	DATE: MM/DD/YYYY
1.	ISSUED FOR 2nd SITE PLAN SUBMISSION	04/08/2021
2.	ISSUED FOR 3rd SITE PLAN SUBMISSION	01/14/2022
3.	ISSUED FOR 4th SITE PLAN SUBMISSION	03/10/2023
4.	ISSUED FOR 5th SITE PLAN SUBMISSION	04/10/2024
5.	ISSUED FOR 6th SITE PLAN SUBMISSION	12/20/2024



Project

Drawing

WYLDWOOD CREEK  
TOWN OF COLLINGWOOD

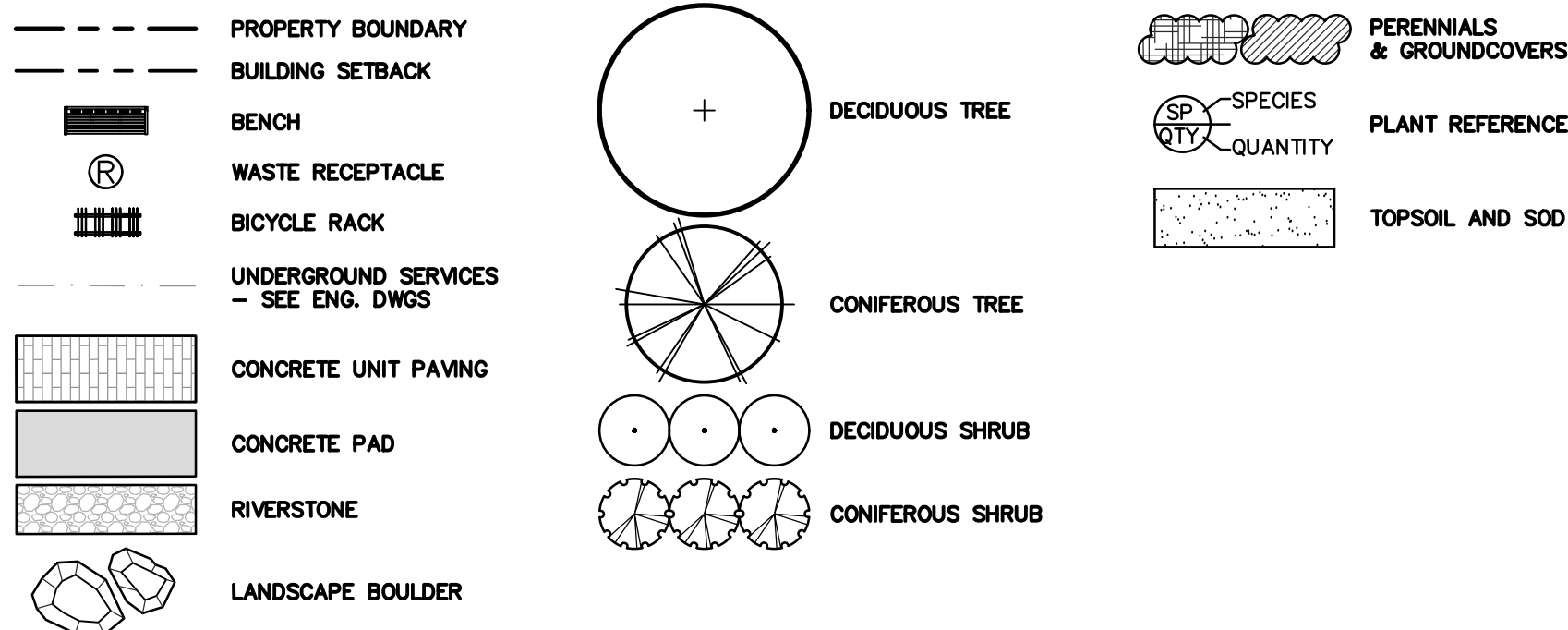
LANDSCAPE PLAN



Drawn By: K.W. / A.M./L.M. Design By: K.W. / M.H. Project: 1535-4897  
Check By: K.W. Scale: 1:150 Drawing: LP-5

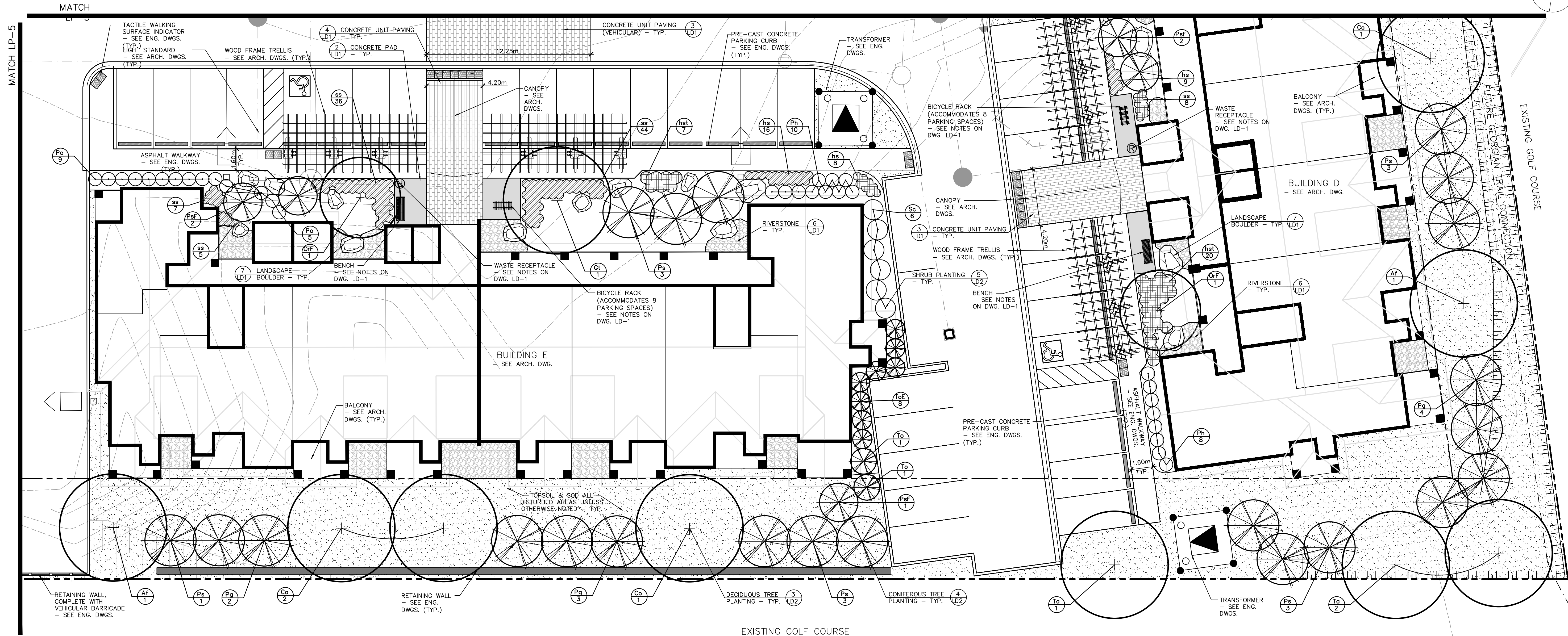
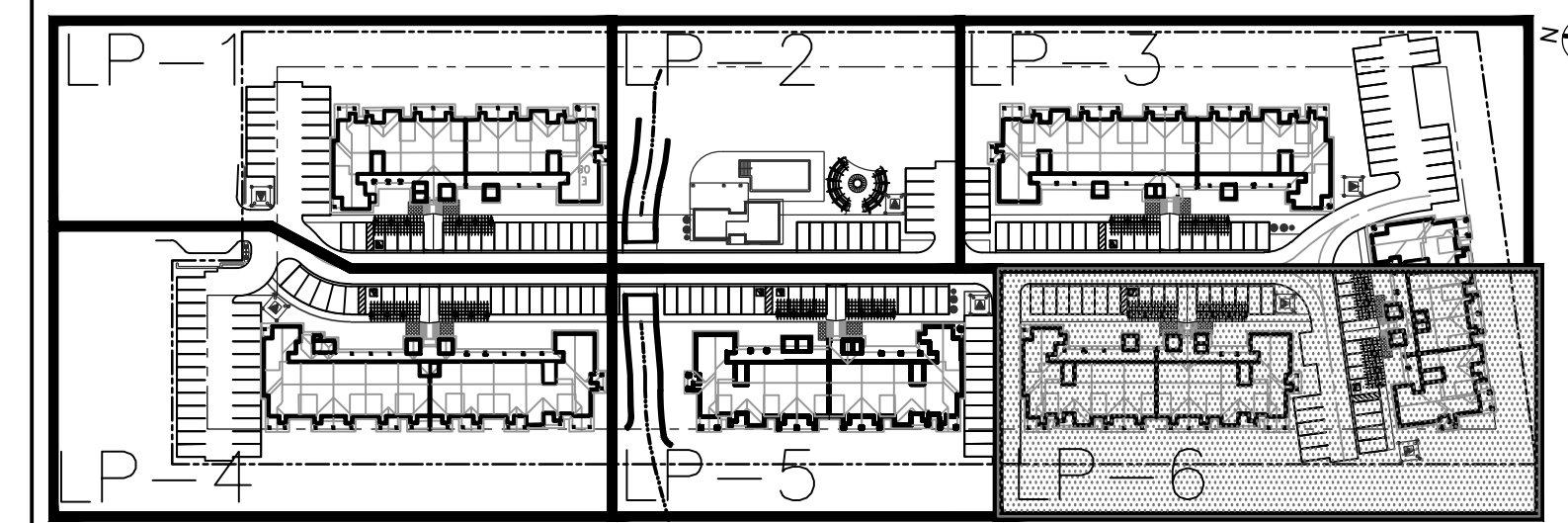


LEGEND



NOTES:

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2. FOR TREE CLEARANCES, REFER TO NOTES ON DRAWING LP-1
3. FOR GENERAL PLANTING NOTES, REFER TO NOTES ON DRAWING LD-2



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Town

No. ISSUE / REVISION

DATE: MM/DD/YYYY

STAMP



STAMP

Project

WYLDEWOOD CREEK  
TOWN OF COLLINGWOOD

Drawing

LANDSCAPE PLAN



Drawn By  
K.W. / A.M. / L.M.

Design By  
K.W. / M.H.

Project

1535-4897

Check By  
K.W.

Check By

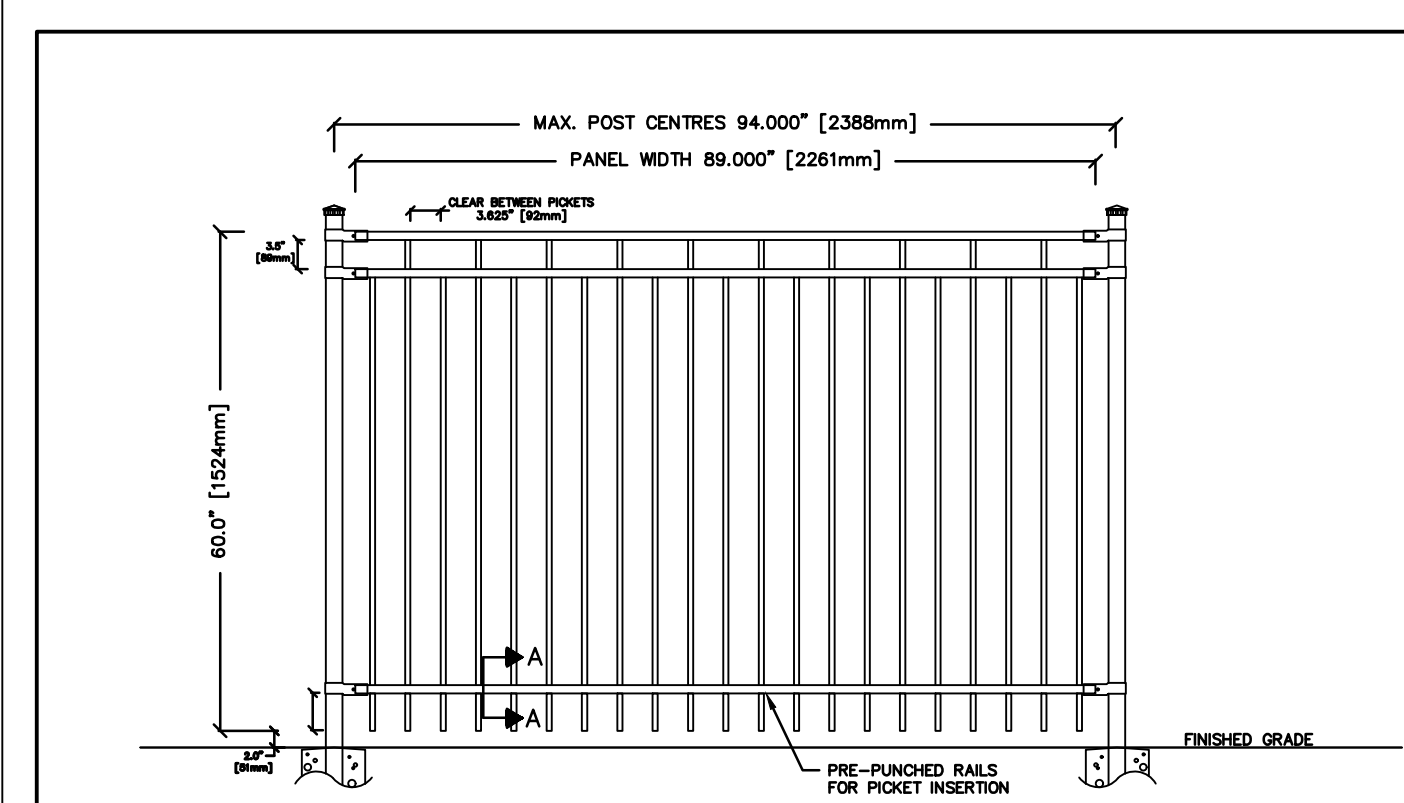
Scale

1:150

Drawing

LP-6



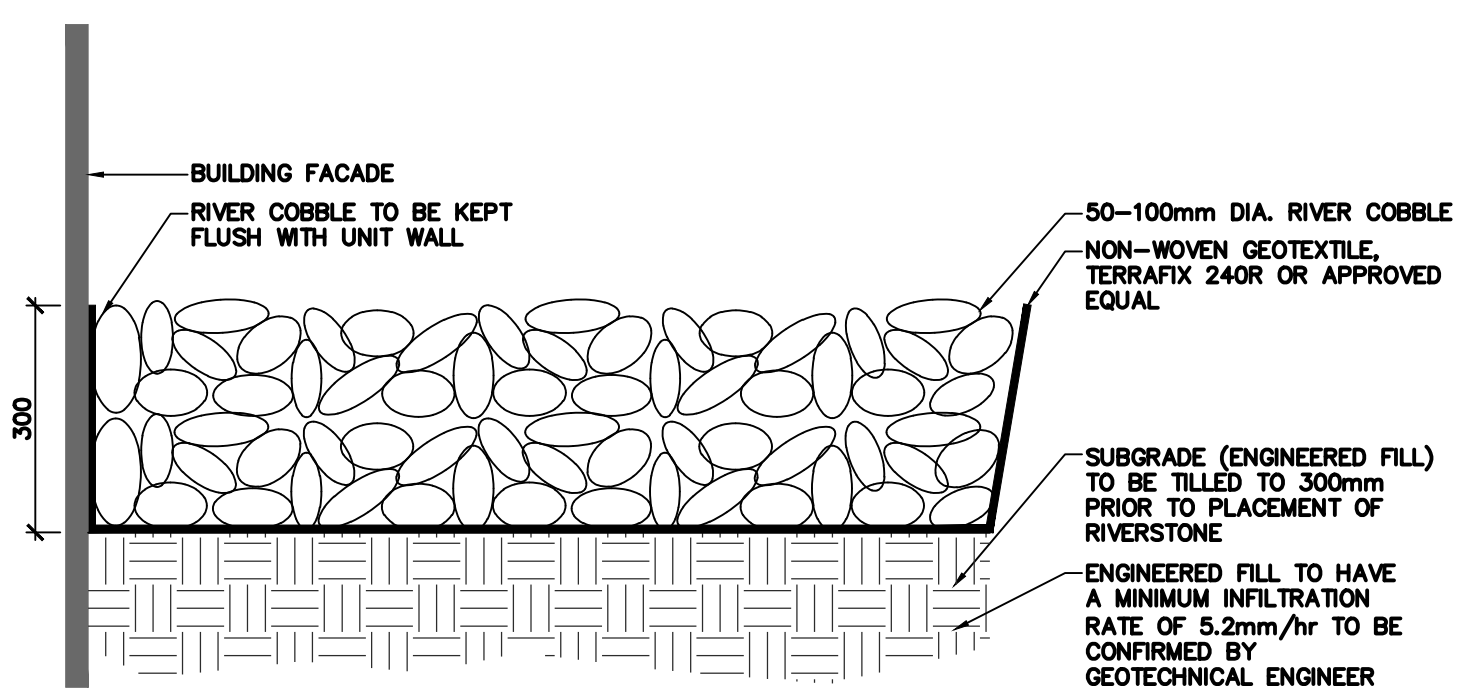


<b>SPECIFICATIONS:</b>		<b>STANDARD PANEL HEIGHTS:</b>	<b>SECTION A-A</b>
<b>POSTS, RAILS, &amp; PICKETS:</b>	EXTRUDED MARINE ALUMINUM 6061-T6 PRIME ALUMINUM, NORTH AMERICAN PRODUCED	762mm (30") 914mm (36") 1067mm (42") 1219mm (48") 1524mm (60") SHOWN 1829mm (72")	
<b>FINISH:</b>	SEVEN STAGE ARCHITECTURALLY CERTIFIED PRETREATMENT AS PER AAMA 2604, SUPER DURABLE ELECTROSTATICALLY APPLIED POWDER COAT - MIN THICKNESS 2.5 mils		
<b>POSTS:</b>	51mm x 51mm (2"x2"), .125 WALL STANDARD (.188 WALL AVAILABLE)	<b>STANDARD PANEL WIDTH:</b>	
<b>POST FLANGES:</b>	76mm x 152mm x 9.5mm (3"x6"x3/8") OPTION: 127mm x 127mm x 5mm (5"x5"x3/8") DECO PLATE	2372mm (93") (PANELS MAY BE CUT TO SUIT)	
<b>POST CAPS:</b>	PYRAMID, BALL, SPIRE OR ACORN		
<b>RAILS:</b>	25mm x 25mm (1" x 1"), .125 WALL (top and bottom) .180 WALL (side wall)	<b>COLOR:</b>	STANDARD COLOURS ARE BLACK, SEMI-BLACK BROWN, GREEN, WHITE AND FOREST GREEN (CUSTOM COLOURS AVAILABLE UPON REQUEST)
<b>PICKETS:</b>	16mm x 16mm (5/8" x 5/8"), .080 WALL	<b>WARRANTY:</b>	20 YEAR LIMITED
<b>WELDS:</b>	ALUMINUM - FULL TACK BOTH SIDES OF PICKET	<b>NOTE:</b>	TAMPER PROOF NUT AVAILABLE FOR BRACKETS

- NOTE:**
- PEDESTRIAN GUARD RAIL TO BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.
  - FENCING AND RETAINING WALL ATTACHMENTS SHALL COMPLY WITH THE LOADING REQUIREMENTS FOR PEDESTRIAN GUARDS UNDER THE ONTARIO BUILDING CODE.

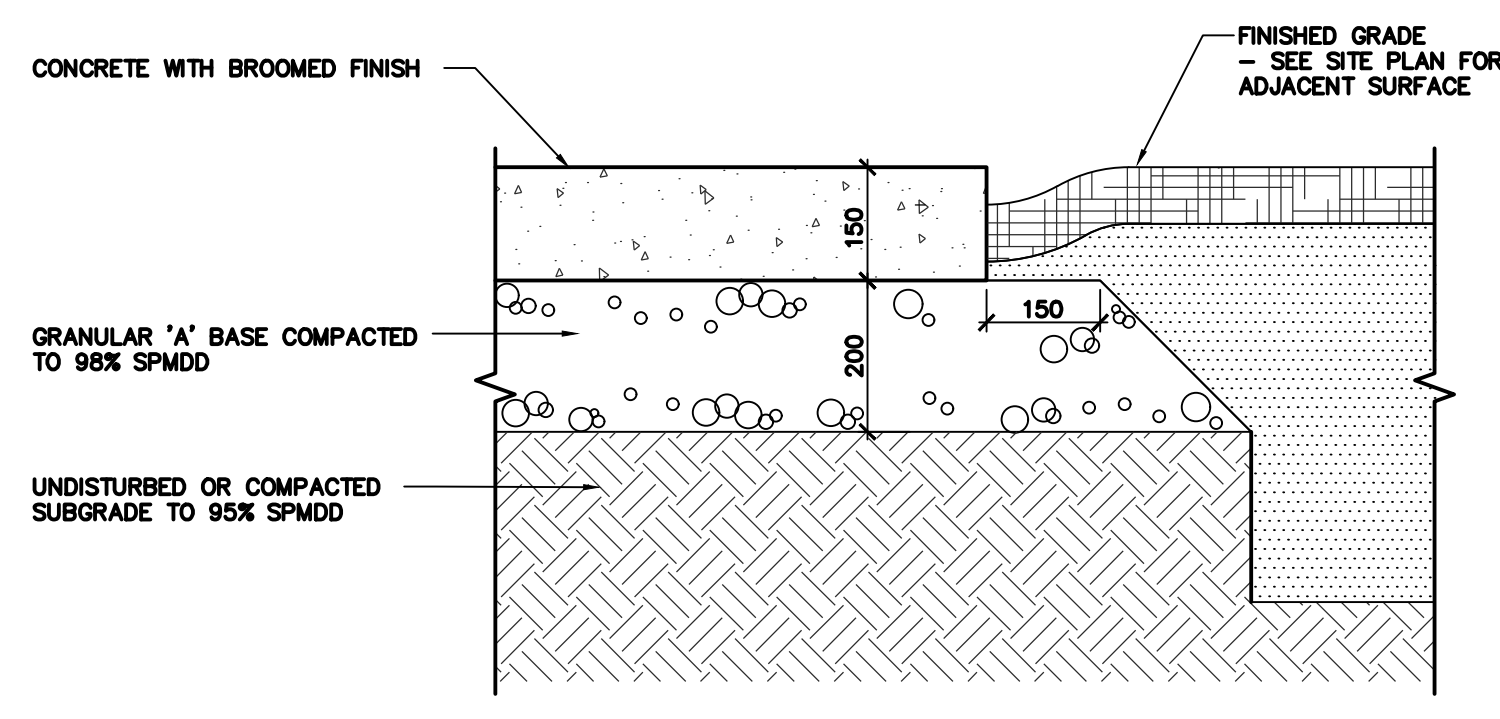
<b>COMMENTS:</b>	<b>TITLE</b>	<b>DRAWING NO.</b>
	<b>IRON EAGLE I ALUMINUM SERIES STYLE 2115</b>	<b>A2115</b>
IRON EAGLE INDUSTRIES 1256 CARDIFF BLVD., MISSISSAUGA, ON L5S 1R1 www.ironagleind.com info@ironagleind.com TEL: 905 670-2558 FAX: 905 670-2536	CHK'D	DATE: JAN 12, 2018

1 LD1 PEDESTRIAN GUARD RAIL NTS



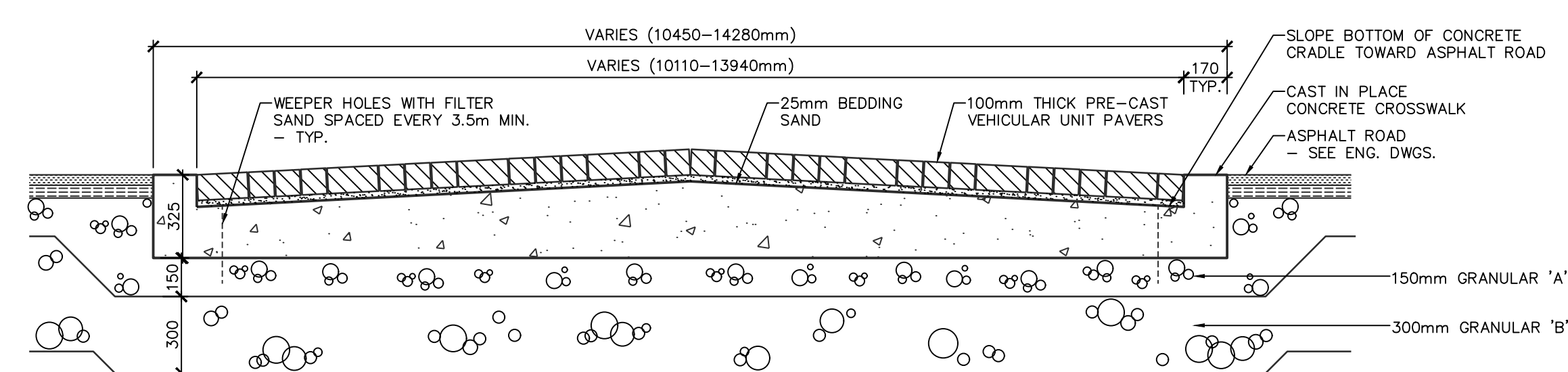
6 LD1 RIVERSTONE 1:10

- NOTES:**
- CONCRETE PAD SHALL BE IN ACCORDANCE WITH OPSS.MUNI 351 AND MANUFACTURER'S SPECIFICATIONS.



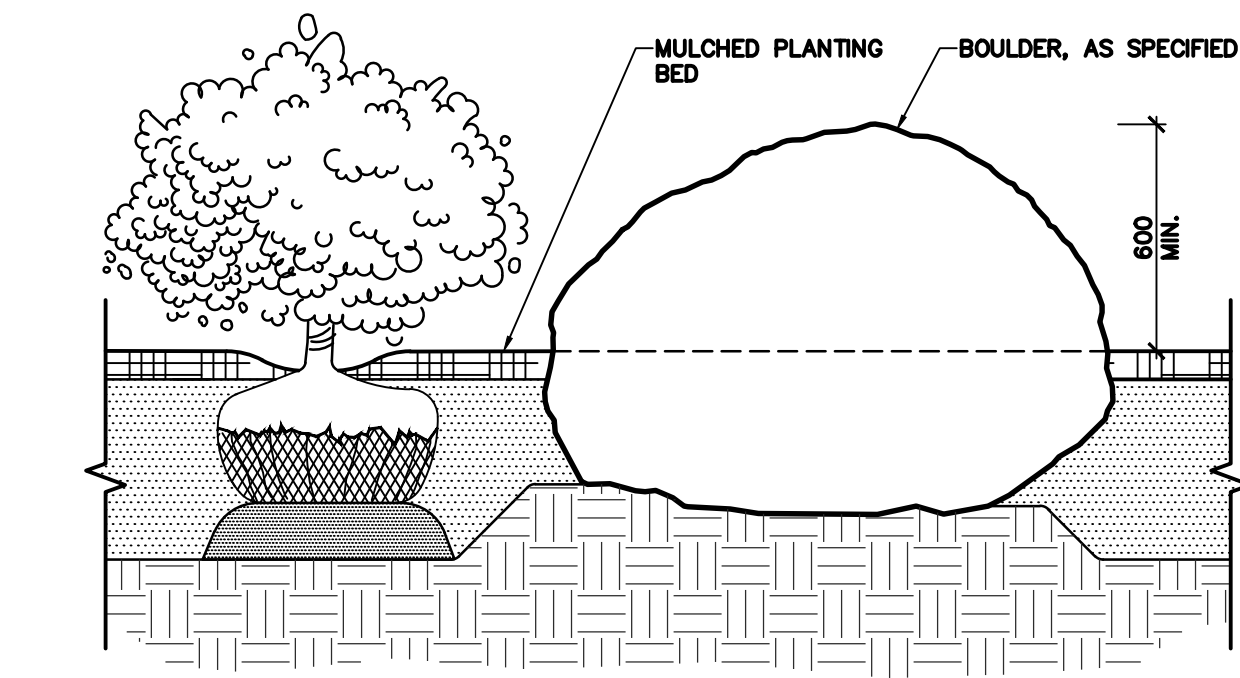
2 LD1 CONCRETE PAD 1:10

- NOTES:**
- SUBGRADE TO BE COMPACTED TO A MINIMUM DRY DENSITY OF AT LEAST 95% SPMD. SUBGRADE TO BE PROOF ROLLED AND CERTIFIED PRIOR TO PLACING GRANULAR 'B' LAYER.
  - GRANULAR 'A' AND 'B' ROAD BASE TO BE COMPACTED TO 100% OF THE MATERIALS RESPECTIVE SPMD AND PLACED IN MAXIMUM 150mm LIFTS. REFER TO GEOTECHNICAL REPORT FOR FURTHER DETAILS.
  - ALL GRANULARS AND PLACEMENT TO BE IN ACCORDANCE WITH OPSS 314.
  - CONCRETE UNIT PAVING SHALL BE IN ACCORDANCE WITH OPSS.MUNI 355 AND MANUFACTURER'S SPECIFICATIONS.
  - CONCRETE UNIT PAVING SHALL BE SPECIFIED BY OWNER.
  - ALL GRADING SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE ENGINEERING DRAWINGS.



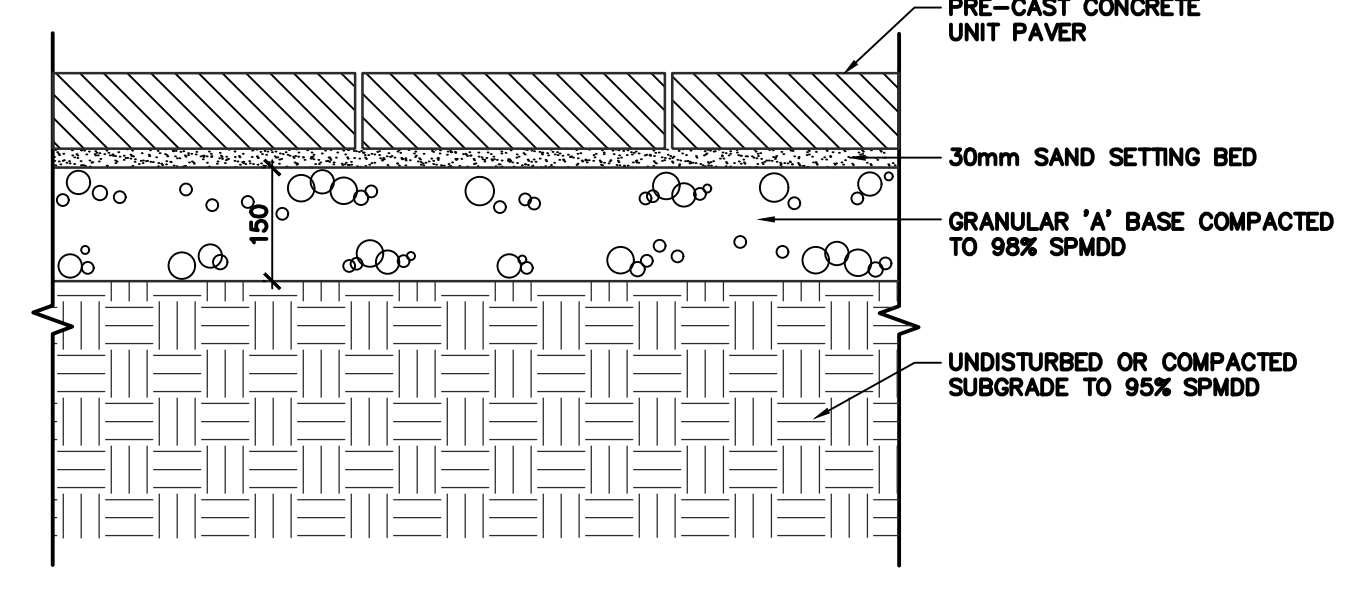
3 LD1 CONCRETE UNIT PAVING - VEHICULAR 1:20

- NOTES:**
- BOULDER SHALL BE ROUNDED CAP LIMESTONE ROCKERY, SUPPLIED BY MAXWELL'S LANDSCAPE & MASONRY SUPPLY (705-445-0111) OR APPROVED EQUAL.
  - BOULDER SIZE SHALL BE IN ACCORDANCE TO SCALE DEPICTED ON LANDSCAPE PLANS.
  - STONE TO BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.



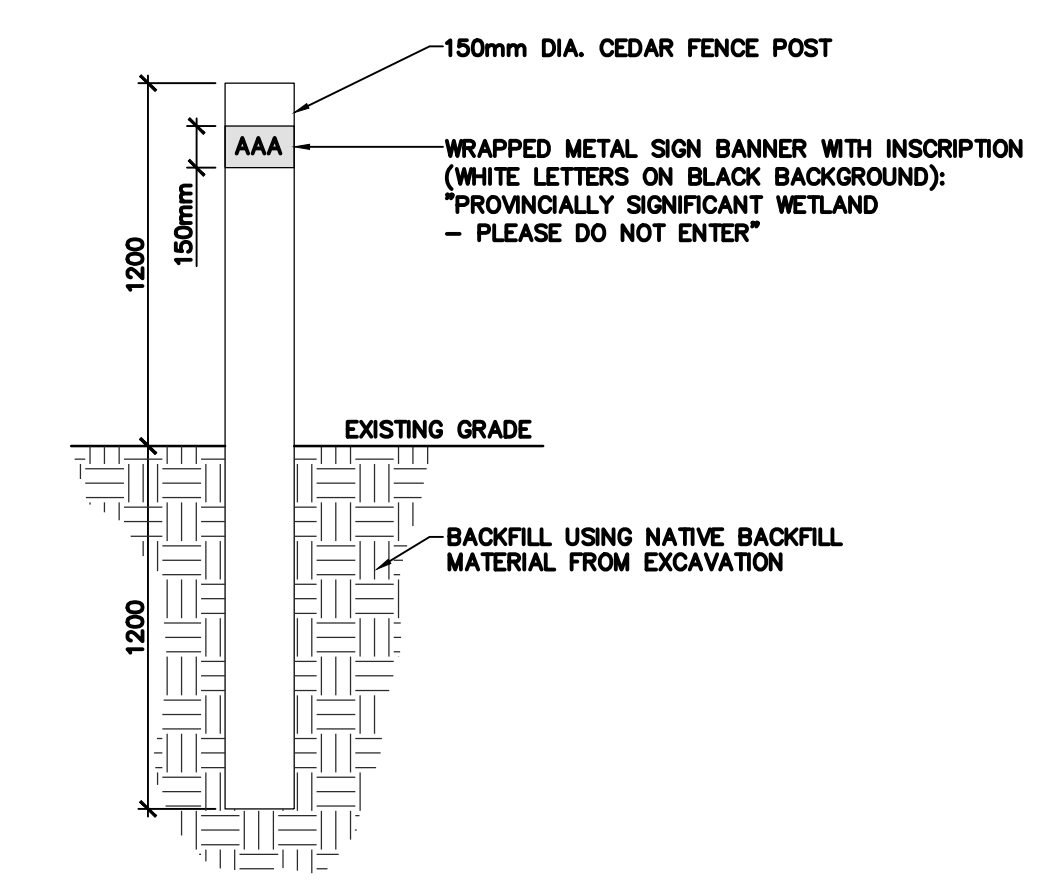
7 LD1 LANDSCAPE BOULDER 1:20

- NOTES:**
- CONCRETE UNIT PAVING SHALL BE IN ACCORDANCE WITH OPSS.MUNI 355 AND MANUFACTURER'S SPECIFICATIONS.
  - CONCRETE UNIT PAVING SHALL BE SPECIFIED BY OWNER.



4 LD1 CONCRETE UNIT PAVING 1:10

- NOTES:**
- ONE SIGN BANNER TO BE LOCATED ON EVERY BOLLARD.
  - SIGN TO FACE INWARDS TOWARDS RESIDENTIAL DEVELOPMENT.
  - DEMARCATON POSTS SHALL BE INSTALLED APPROXIMATELY EVERY 10.0M, SEE LANDSCAPE PLAN FOR LOCATIONS.



5 LD1 DEMARCATON POST 1:25

- GENERAL NOTES:**
- 1.0 PEDESTRIAN BRIDGE
- THE PEDESTRIAN BRIDGE SHALL BE SUPPLIED AND INSTALLED BY EAGLE BRIDGE INC., 250 SHIRLEY AVENUE, KITCHENER, ONTARIO, TEL.: 519.743.4353.
  - EAGLE BRIDGE INC. SHALL PROVIDE DETAILED SHOP DRAWINGS FOR THE PEDESTRIAN BRIDGE AND ABUTMENTS FOR APPROVAL BY THE LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION. SHOP DRAWINGS SHALL BE SEALED BY AN ENGINEER LICENSED IN THE PROVINCE OF ONTARIO.
  - FORMAL CERTIFICATION OF THE WORKS SHALL BE PROVIDED BY THE ENGINEER RESPONSIBLE FOR THE SEALED SHOP DRAWINGS.

- 2.0 POOL FENCING
- POOL FENCING SHALL BE IN ACCORDANCE WITH THE TOWN OF COLLINGWOODS POOL ENCLOSURE REQUIREMENTS BY-LAW NO. 91-42.
  - POOL FENCING SHALL BE MAJESTIC EAGLE II STYLE, GALVALUME WITH E-COAT, 1524mm TALL, WITH PYRAMID POST CAPS, SUPPLIED BY IRON EAGLE INDUSTRIES INC., 1256 CARDIFF BLVD., MISSISSAUGA, ONTARIO, TEL.: 905.670.2558.
  - PEDESTRIAN GATE TO BE THE SAME STYLE AS THE FENCE AND SHALL BE SELF-CLOSING, SELF-LATCHING AND LOCKABLE.
  - COLOR OF FENCE AND GATES TO BE HIGH GLOSS BLACK.
  - CONTRACTOR SHALL PROVIDE DETAILED SHOP DRAWINGS FOR APPROVAL BY THE LANDSCAPE ARCHITECT PRIOR TO FABRICATION.

- 3.0 PLAYSACE
- PLAY SPACES SHALL CONFORM TO THE REQUIREMENTS OF CAN/CSA-2614-20 (CSA) "CHILDREN'S PLAYGROUND EQUIPMENT AND SURFACING", LATEST REVISION.
  - THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION WITH PLAY STRUCTURE MANUFACTURER TO ENSURE THE MINIMUM FALL PROTECTION ZONE ARE ACCOMMODATED WITHIN THE SAFETY SURFACING AREA. ANY DISCREPANCIES SHALL BE REPORTED TO THE CONSULTANT.
  - THE FOLLOWING PLAYGROUND EQUIPMENT SHALL BE SUPPLIED AND INSTALLED BY NATURE'S INSTRUMENTS, 233 PARK STREET WEST, DUNDAS, ONTARIO, TEL: 1-877-733-7458:

- 9-PIECE HARDWOOD OBSTACLE COURSE:**
- MODEL NO.: NI-PG-610-02
- FOOTING/ATTACHMENTS: INSTALLED AS PER MANUFACTURER'S SPECIFICATIONS
- HARDWOOD FALLEN LOG:**
- MODEL NO.:NI-PG-603-03
- FOOTING/ATTACHMENTS: INSTALLED AS PER MANUFACTURER'S SPECIFICATIONS
- LOG BORDER:**
- MODEL NO.: NI-PG-605-02
- FOOTING/ATTACHMENTS: INSTALLED AS PER MANUFACTURER'S
- BARRIER-FREE LOG BORDER:**
- MODEL NO.: NI-PG-605-06
- FOOTING/SPECIFICATIONS: INSTALLED AS PER MANUFACTURER'S SPECIFICATIONS

- PLAY SPACE SAFETY SURFACING SHALL BE FIBAR SYSTEM 300 SAFETY SURFACE, SUPPLIED AND INSTALLED BY NATURE'S INSTRUMENTS AND INSTALLED AS PER MANUFACTURER'S SPECIFICATIONS.

- 4.0 SITE FURNITURE
- THE FOLLOWING SITE FURNITURE SHALL BE SUPPLIED AND INSTALLED BY PARIS MANUFACTURING LTD., P.O. BOX 70, 21 SCOTT AVENUE, PARIS, ONTARIO, TEL.: 1.800.387.6318 (MARK HICKS):
  - BICYCLE RACK:**

MODEL NO.: SB88

METAL FINISH: POWDER COATED JET BLACK GLOSS

FOOTING/ ATTACHMENTS: SECURED TO CONCRETE PAVING WITH STAINLESS STEEL FASTENERS

**RECEPTACLE**

MODEL NO.: PSF32

METAL FINISH: POWDER COATED JET BLACK GLOSS

FOOTING/ ATTACHMENTS: SECURED TO CONCRETE PAVING WITH STAINLESS STEEL FASTENERS

**BENCH**

MODEL NO.: RSPS-6

METAL FINISH: POWDER COATED JET BLACK GLOSS

FOOTING/ ATTACHMENTS: SECURED TO CONCRETE PAVING WITH STAINLESS STEEL FASTENERS

  - THE FOLLOWING SITE FURNITURE SHALL BE SUPPLIED AND INSTALLED BY MOLOK NORTH AMERICA LTD., 152 HARRY BYE BLVD, MOUNT FOREST, ONTARIO, TEL.: 1.519.323.9909:
  - MOLOK DOMINO 3m³ (CONCRETE BODY)**

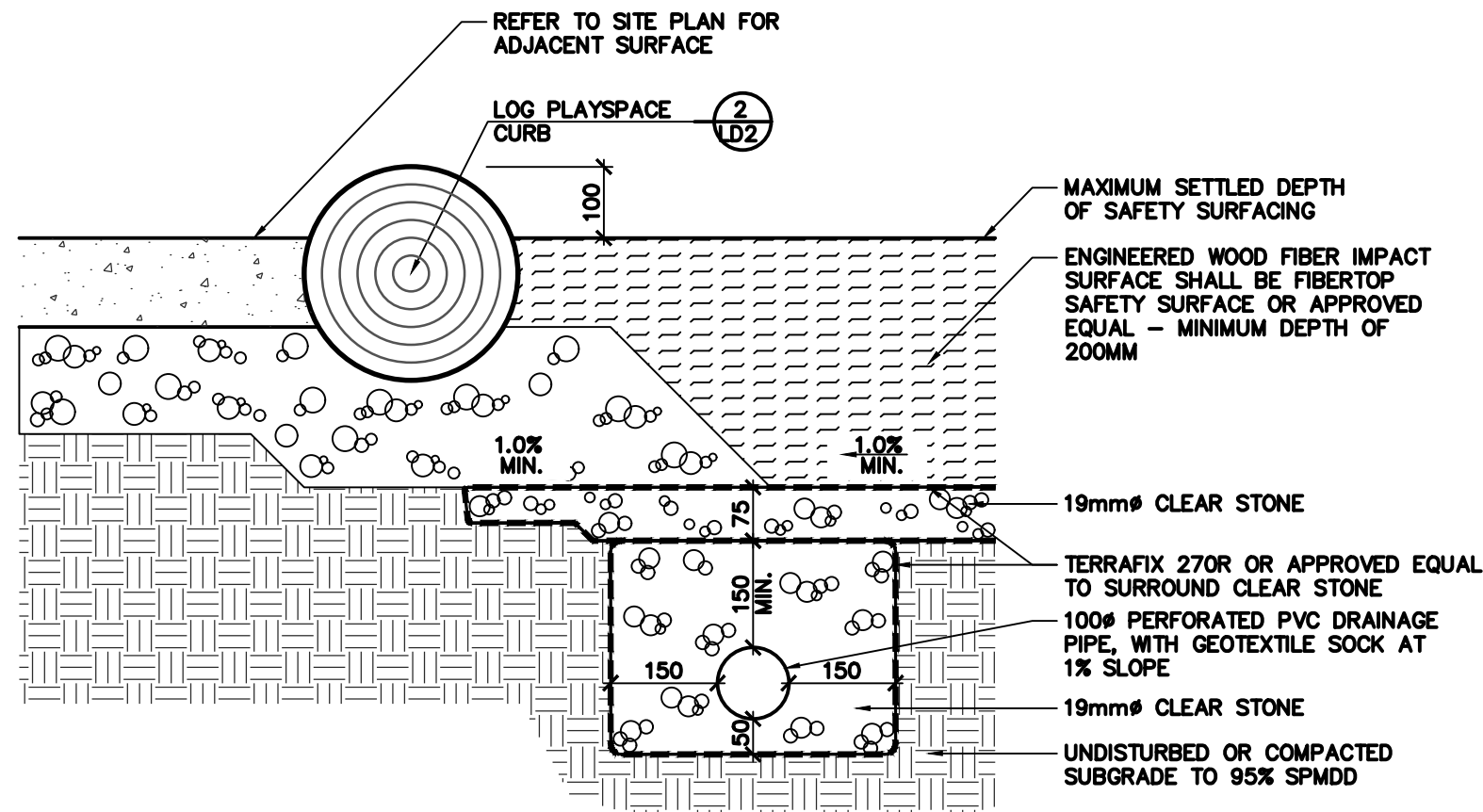
FOOTING/ ATTACHMENTS: SECURED TO CONCRETE PAVING WITH STAINLESS STEEL FASTENERS

  - MOLOK DOMINO 5m³ (CONCRETE BODY)**

FOOTING/ ATTACHMENTS: SECURED TO CONCRETE PAVING WITH STAINLESS STEEL FASTENERS

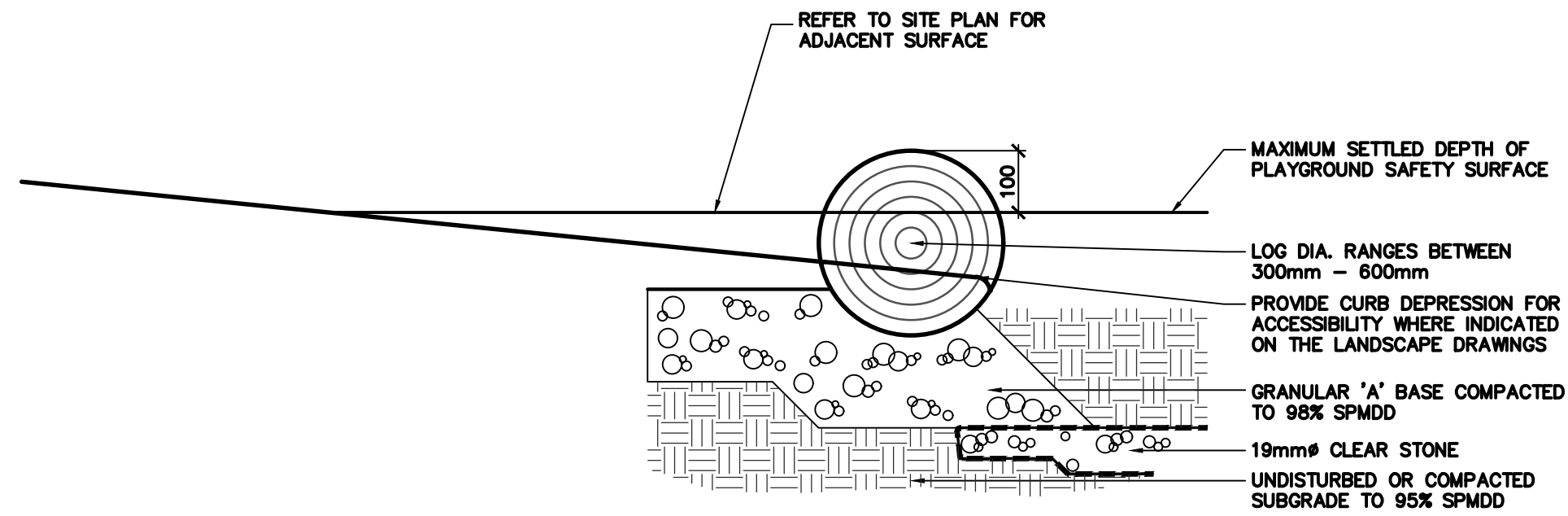
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<b>2.</b> THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, LEVELS, AND DATUMS ON SITE AND REPORT ANY DISCREPANCIES OR OMISSIONS TO THIS OFFICE PRIOR TO CONSTRUCTION.			1.	ISSUED FOR 2nd SITE PLAN SUBMISSION	04/08/2021			WYLDEWOOD CREEK TOWN OF COLLINGWOOD	LANDSCAPE DETAILS	1535-4897	LD-1
<b>3.</b> THIS DRAWING IS TO BE READ AND UNDERSTOOD IN CONJUNCTION WITH ALL OTHER PLANS AND DOCUMENTS APPLICABLE TO THIS PROJECT.			2.	ISSUED FOR 3rd SITE PLAN SUBMISSION	01/14/2022						
<b>4.</b> DO NOT SCALE THE DRAWINGS.			3.	ISSUED FOR 4th SITE PLAN SUBMISSION	03/10/2023						
<b>5.</b> ALL EXISTING UNDERGROUND UTILITIES TO BE VERIFIED IN THE FIELD BY THE CONTRACTOR PRIOR TO CONSTRUCTION.			4.	ISSUED FOR 5th SITE PLAN SUBMISSION	04/10/2024						
			5.	ISSUED FOR 6th SITE PLAN SUBMISSION	12/20/2024						





1 LD2 PLAYSPLACE SAFETY SURFACING

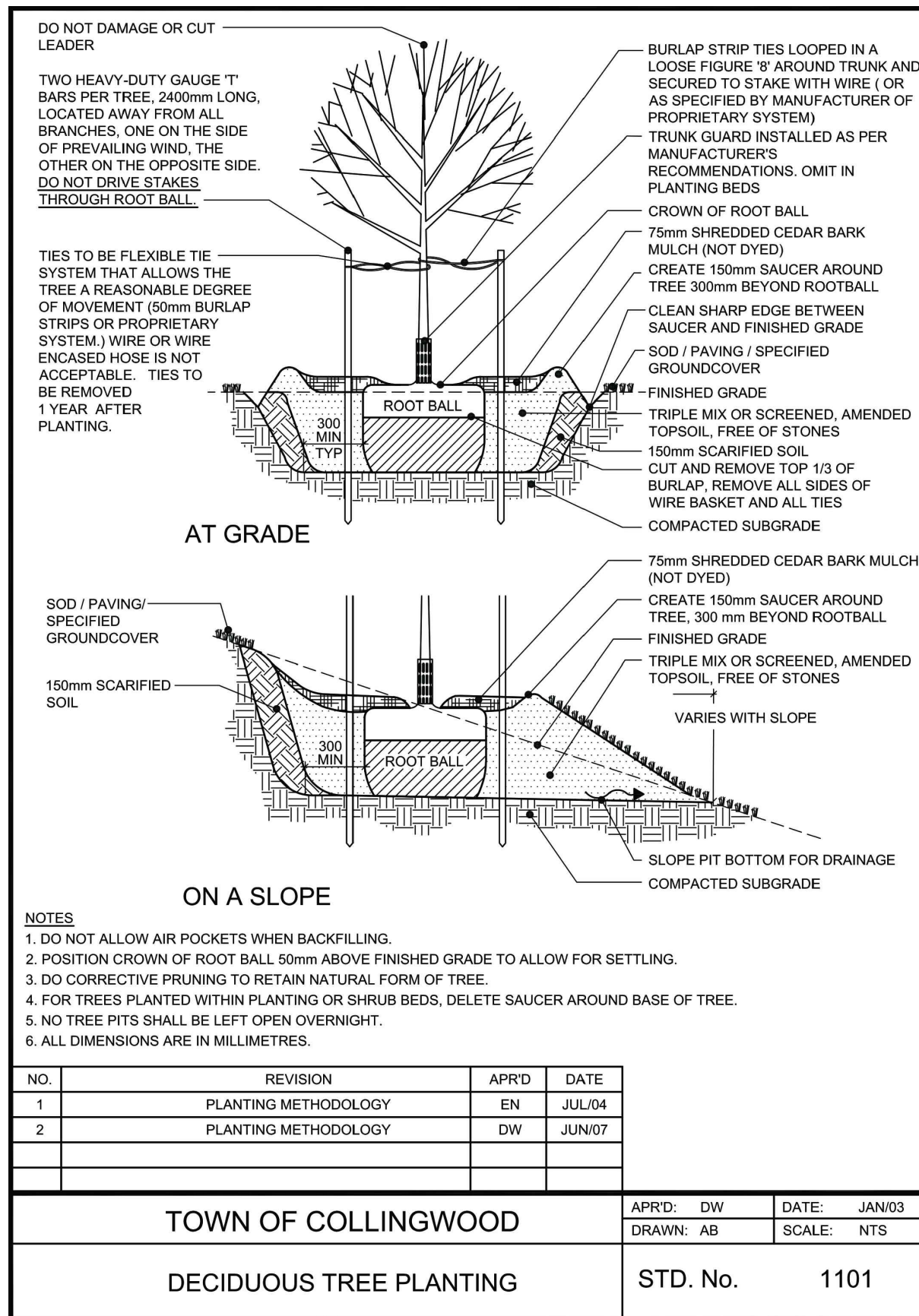
NTS



2 LD2 LOG PLAYSPLACE CURB

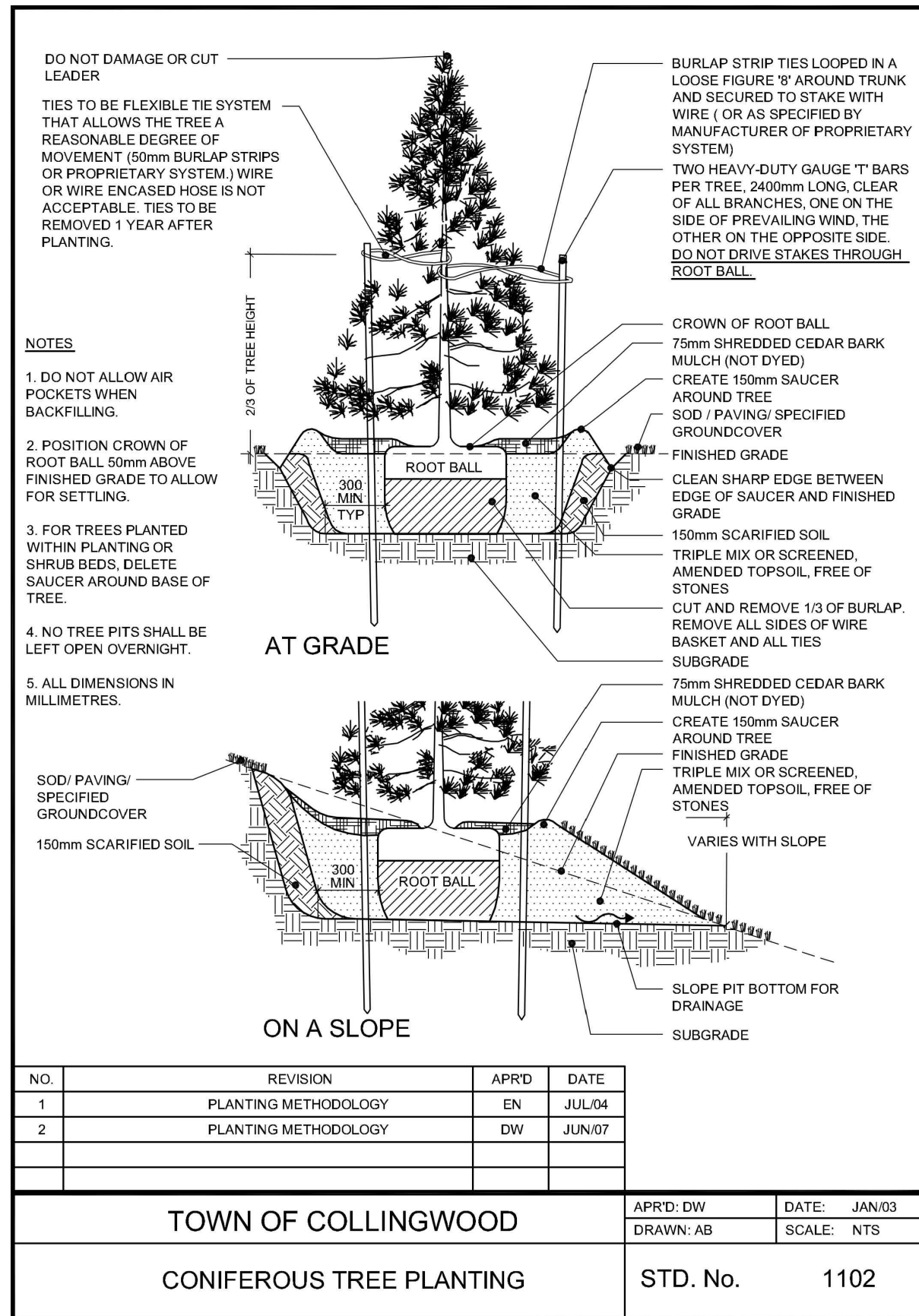
NTS

- PLANTING NOTES:**
- ALL WORKMANSHIP TO THE STANDARDS OF THE LANDSCAPE ONTARIO HORTICULTURAL TRADES ASSOCIATION AND THE CANADIAN LANDSCAPE STANDARDS.
  - TREE LOCATIONS SHALL BE STAKED ON SITE BY THE LANDSCAPE CONTRACTOR AND APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO PLANTING.
  - BACKFILL IS TO CONSIST OF SOIL NATIVE TO THE SITE OR GENERAL SOIL TYPE/CLASS NATIVE TO THE SITE. SOIL AMENDMENT MAY BE REQUIRED BASED ON SOURCE OF IMPORTED OR EXISTING SITE QUALITY OF TOPSOIL. PROVIDE NUTRIENT ANALYSIS OF TOPSOIL TO BE USED FOR LANDSCAPE PURPOSES IN ORDER TO DETERMINE SOIL AMENDMENT REQUIREMENTS.
  - REPORT ALL DISCREPANCIES IN WRITING TO THE LANDSCAPE ARCHITECT.
  - CONTRACTOR SHALL MAINTAIN ALL LANDSCAPE AREAS UNTIL OWNER'S ACCEPTANCE OF PROJECT.
  - CONTRACTOR TO LOCATE ALL UNDERGROUND UTILITIES.
  - PLANTING MAY BE ADJUSTED TO SUIT LOCATIONS OF SITE UTILITY STRUCTURES/ SERVICES AND DRIVEWAYS.
  - TREE PITS OR PLANTING BEDS LOCATED WITHIN 1 METER OF UNDERGROUND UTILITIES ARE TO BE HAND DUG.
  - SUBMIT WRITTEN GUARANTEE TO THE EFFECT THAT ALL PLANTS ACCEPTED DURING THE PERIOD OF JANUARY 1st TO JULY 15th SHALL BE GUARANTEED UNTIL JULY 15th THE SECOND FOLLOWING YEAR. PLANTS ACCEPTED DURING THE PERIOD OF JULY 15th TO DECEMBER 31st SHALL BE GUARANTEED FOR TWO YEARS FROM THE DATE OF ACCEPTANCE. THE GUARANTEE PERIOD LISTED ABOVE SHALL APPLY TO ALL "NURSERY GROWN" PLANTS AS PER TOWN OF COLLINGWOOD'S TWO YEAR MAINTENANCE REQUIREMENTS.
  - ALL MATERIAL SHALL BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
  - SOD ANY AREAS MARKED WITH NURSERY SOD ON 150mm CLEAN TOPSOIL, FINE GRADE AND SOD ALL BOULEVARD AREAS TO MUNICIPAL SPECIFICATIONS AND REPAIR DAMAGE TO ADJACENT PROPERTIES AS REQUIRED.
  - FINAL INSPECTION AND ACCEPTANCE OF PLANTING WORK SHALL COINCIDE WITH THE FINAL INSPECTION AND ACCEPTANCE OF ALL WORK INCLUDED IN THE CONTRACT.
  - AT THE TIME OF FINAL INSPECTION, ALL PLANTS SHALL BE IN A HEALTHY, VIGOROUS GROWING CONDITION AND PLANTED IN FULL ACCORDANCE WITH DRAWINGS AND CONDITIONS.



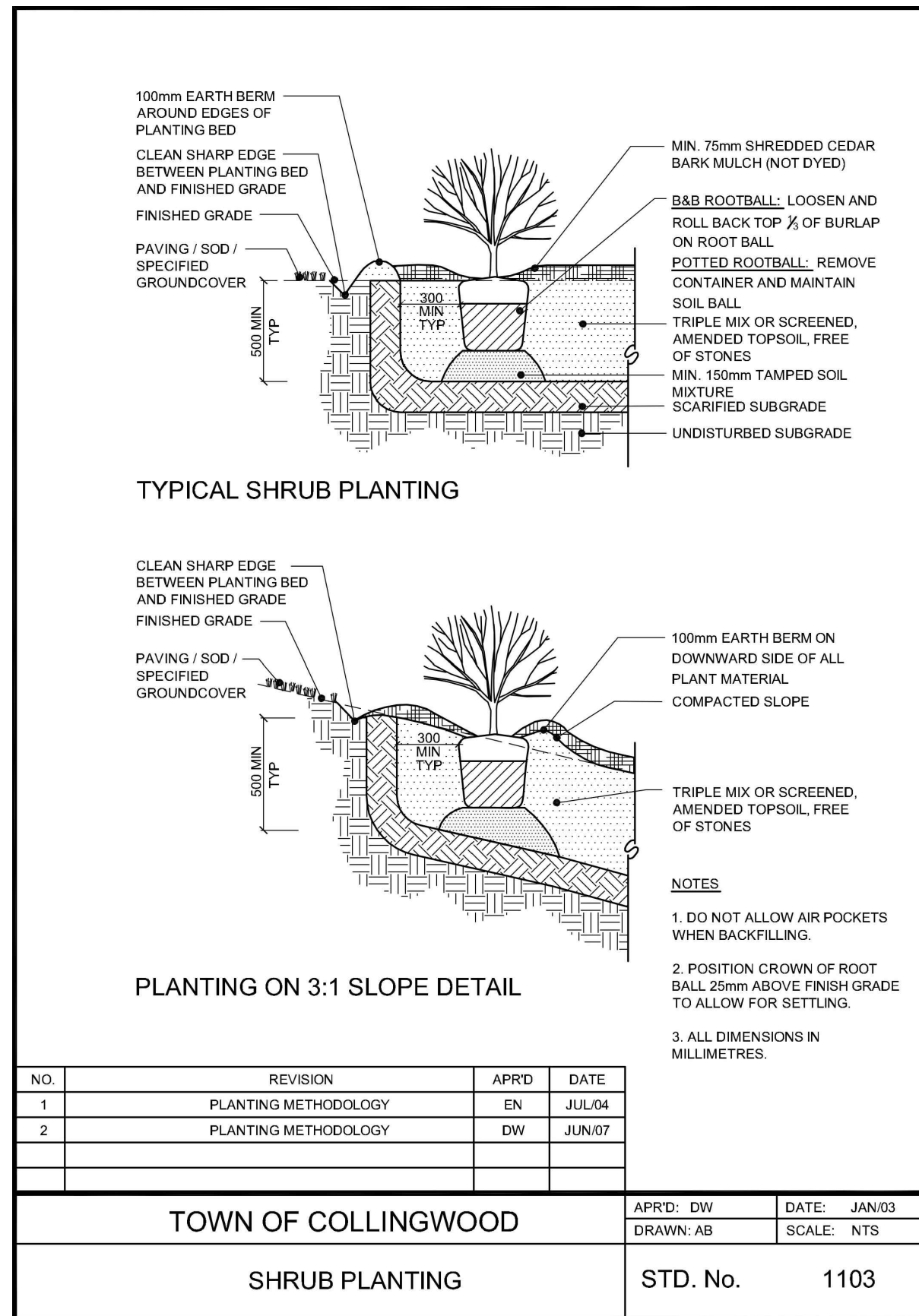
3 LD2 DECIDUOUS TREE PLANTING

NTS



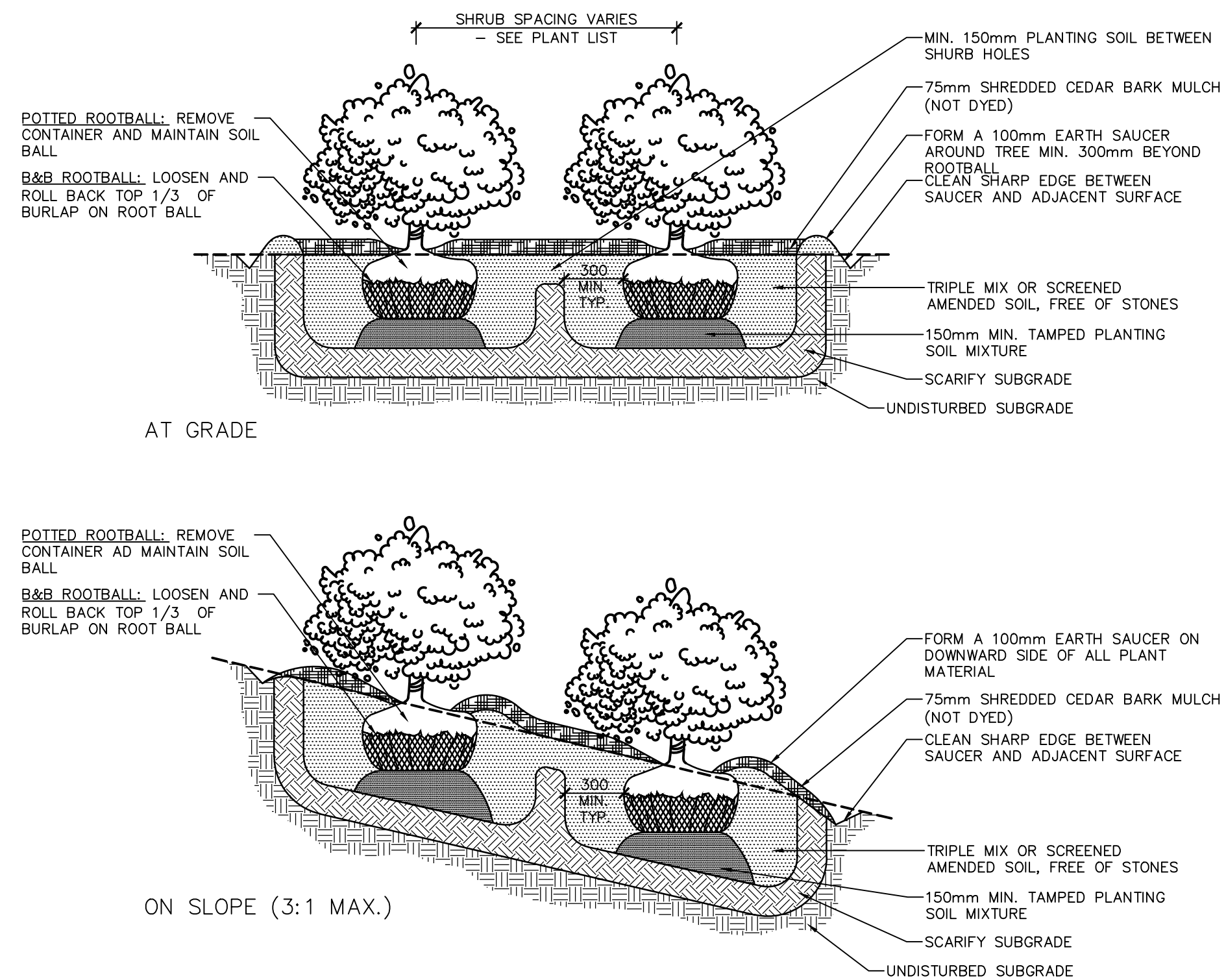
4 LD2 CONIFEROUS TREE PLANTING

NTS



5 LD2 SHRUB PLANTING

NTS



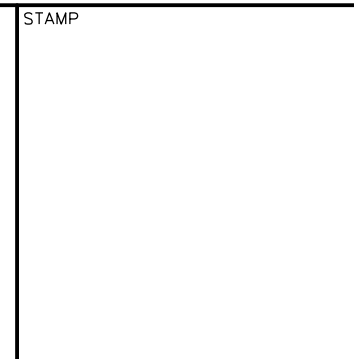
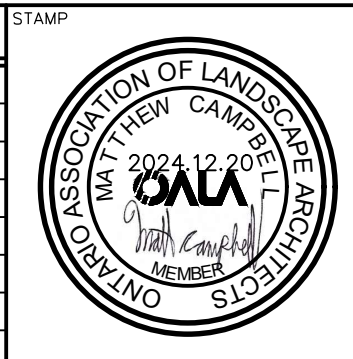
6 LD2 MULCH UNDERSTOREY SHRUB PLANTING

1:25

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Town

No.	ISSUE / REVISION	DATE: MM/DD/YYYY
1.	ISSUED FOR 2nd SITE PLAN SUBMISSION	04/08/2021
2.	ISSUED FOR 3rd SITE PLAN SUBMISSION	01/14/2022
3.	ISSUED FOR 4th SITE PLAN SUBMISSION	03/10/2023
4.	ISSUED FOR 5th SITE PLAN SUBMISSION	04/10/2024
5.	ISSUED FOR 6th SITE PLAN SUBMISSION	12/20/2024



Project

WYLDWOOD CREEK  
TOWN OF COLLINGWOOD

LANDSCAPE DETAILS



Drawn By K.W. / A.M.	Design By K.W.	Project 1535-4897
Check By K.W.	Check By	Scale AS SHOWN
		Drawing LD-2



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REVISIONS AND DISTRIBUTION LOG		
No.	Date	Note
1	2021/04/05	RE ISSUED FOR SITE PLAN APPROVAL



2 RENDERING — VIEW FROM PROPOSED CREEK  
SCALE: NTS REF DWG:



1 RENDERING — FRONT ENTRANCE  
SCALE: NTS REF DWG:



247 Spadina Avenue, 4th floor  
Toronto, Ontario  
M5T 3A8  
www.arnsch.com

T 416.506.1600 F 416.506.0866

Project:  
**WYLDWOOD CREEK  
DESIGN DEVELOPMENT**

**COLLINGWOOD** **ONTARIO**

Drawing Title:  
**RENDERINGS**

Drawn By:	Checked By:	Date Checked:	Project No.
	CMV		18A143

Date Plotted:	Scale:
Apr 05, 2021 - 2:28pm	AS NOTED

Drawing No.:	Revision No.:
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**A000**



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REVISIONS AND DISTRIBUTION LOG		
No.	Date	Note
1	2019/02/04	ISSUED FOR SITE PLAN APPROVAL
2	2021/04/05	RE-ISSUED FOR SITE PLAN APPROVAL
3	2022/01/14	RE-ISSUED FOR SITE PLAN APPROVAL



4 BLOCK A SIDE 2 ELEVATION  
A301 SCALE: 1:100 REF DWG: A201



3 BLOCK A SIDE 1 ELEVATION  
A301 SCALE: 1:100 REF DWG: A201



2 BLOCK A REAR ELEVATION  
A301 SCALE: 1:100 REF DWG: A201



1 BLOCK A FRONT ELEVATION  
A301 SCALE: 1:100 REF DWG: A201

WYLDWOOD  
Creek

CMV  
GROUP  
Architects

Seal  
ONTARIO ASSOCIATION  
OF  
ARCHITECTS  
DANIEL L. COWLING  
LICENCE  
5453

217 Spadina Avenue, 8th floor  
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M5T 3A8  
www.cmvarch.com  
T 416.596.1900 F 416.596.0966

Project  
WYLDWOOD CREEK  
DESIGN DEVELOPMENT

Collingwood ONTARIO

Drawing Title  
EXTERIOR ELEVATIONS -  
BLOCK A

Drawn By: CMV Checked By: Date Checked: Project No: 18A143

Date Plotted: Mar 27, 2023 - 11:02am Scale: AS NOTED

Drawing No.: A301 Revision No.: 3

A301

3





4 BLOCK B SIDE 2 ELEVATION  
A302 SCALE: 1:100 REF DWG: A201



3 BLOCK B SIDE 1 ELEVATION  
A302 SCALE: 1:100 REF DWG: A201



2 BLOCK B REAR ELEVATION  
A302 SCALE: 1:100 REF DWG: A201



1 BLOCK B FRONT ELEVATION  
A302 SCALE: 1:100 REF DWG: A201

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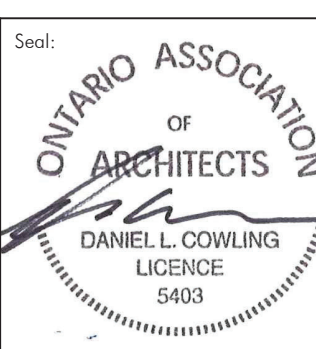
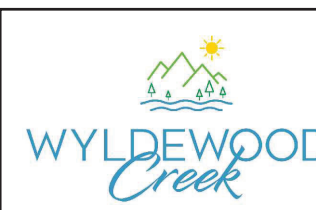
#### REVISIONS AND DISTRIBUTION LOG

No.	Date	Note
1	2019/02/04	ISSUED FOR SITE PLAN APPROVAL
2	2021/04/09	RE-ISSUED FOR SITE PLAN APPROVAL
3	2022/01/14	RE-ISSUED FOR SITE PLAN APPROVAL

IMAGES: \\s:\projects\18A143 - Wyldewood Creek Design\REF - 18A143-2-BLOCK B-4.dwg  
1:3018 Project\18A143 - Wyldewood Creek Design\REF - 18A143-2-BLOCK B-4.dwg  
1:3018 Project\18A143 - Wyldewood Creek Design\REF - 18A143-2-BLOCK B-4.dwg

REFS: 18A143-2-BLOCK B-1.dwg, 18A143-2-BLOCK B-2.dwg, 18A143-2-BLOCK B-3.dwg

FILE NAME: 1:3018 Project\18A143 - Wyldewood Creek Design\REF - 18A143-2-BLOCK B-4.dwg



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Project:  
**WYLDEWOOD CREEK  
DESIGN DEVELOPMENT**

Collingwood ONTARIO

Drawing Title:  
**EXTERIOR ELEVATIONS -  
BLOCK B**

Drawn By: CMV Checked By: Date Checked: Project No: 18A143

Drawn By: Mar 27, 2023 - 11:02am Scale: AS NOTED

Drawing No: A302 Revision No: 3



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A303



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REVISIONS AND DISTRIBUTION LOG

No.	Date	Note
1	2019/02/04	ISSUED FOR SITE PLAN APPROVAL
2	2021/04/05	RE-ISSUED FOR SITE PLAN APPROVAL
3	2022/01/14	RE-ISSUED FOR SITE PLAN APPROVAL



4 BLOCK D SIDE 2 ELEVATION  
A304 SCALE: 1:100 REF DWG: A207, A208



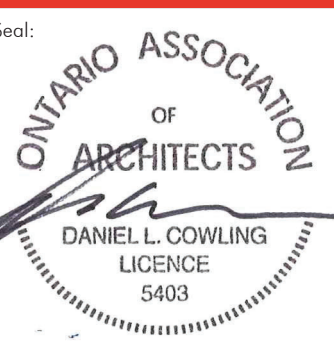
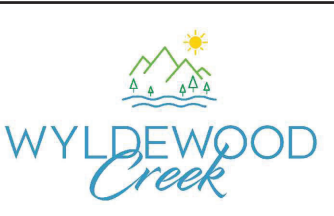
3 BLOCK D SIDE 1 ELEVATION  
A304 SCALE: 1:100 REF DWG: A207, A208



2 BLOCK D REAR ELEVATION  
A304 SCALE: 1:100 REF DWG: A207, A208



1 BLOCK D FRONT ELEVATION  
A304 SCALE: 1:100 REF DWG: A207, A208



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Project  
**WYLDEWOOD CREEK  
DESIGN DEVELOPMENT**

COLLINGWOOD ONTARIO

Drawing Title  
**EXTERIOR ELEVATIONS -  
BLOCK D**

Drawn By: CMV Checked By: Date Checked: Project No: 18A143

Date Plotted: Mar 27, 2023 - 11:02am Scale: AS NOTED

Drawing No: Revision No:

**A304**

3



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REVISIONS AND DISTRIBUTION LOG		
No.	Date	Note
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4 BLOCK D SIDE 2 ELEVATION  
A304 SCALE: 1:75 REF DWG: A207, A208



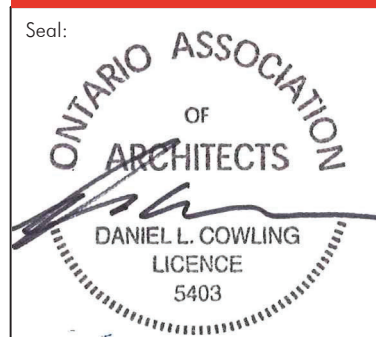
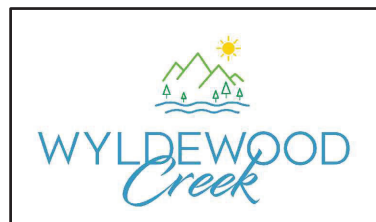
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A304 SCALE: 1:100 REF DWG: A207, A208



2 BLOCK D REAR ELEVATION  
A304 SCALE: 1:75 REF DWG: A207, A208



1 BLOCK D FRONT ELEVATION  
A304 SCALE: 1:75 REF DWG: A207, A208



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Project  
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DESIGN DEVELOPMENT

COLLINGWOOD ONTARIO

Drawing Title  
EXTERIOR ELEVATIONS -  
BLOCK D - COLOUR

Drawn By:	Checked By:	Date Checked:	Project No.:
CMV	CMV		18A143
Date Plotted:	Scale:		AS NOTED
Mar 27, 2023 - 11:02am			
Drawing No.:	Revision No.:		

A304a 1



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THE CONTRACTOR SHALL CHECK ALL DIMENSIONS AND REPORT DISCREPANCIES TO THE ARCHITECT.

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DO NOT SCALE DRAWINGS.

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4 BLOCK E SIDE 2 ELEVATION  
A305 SCALE: 1:100 REF DWG: A209, A210



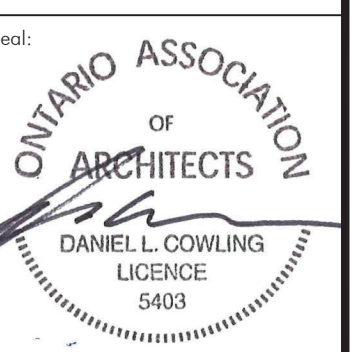
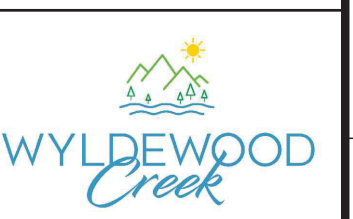
3 BLOCK E SIDE 1 ELEVATION  
A305 SCALE: 1:100 REF DWG: A209, A210



2 BLOCK E REAR ELEVATION  
A305 SCALE: 1:100 REF DWG: A209, A210



1 BLOCK E FRONT ELEVATION  
A305 SCALE: 1:100 REF DWG: A209, A210



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Project:  
**WYLDEWOOD CREEK  
DESIGN DEVELOPMENT**

COLLINGWOOD ONTARIO

Drawing Title:  
**EXTERIOR ELEVATIONS -  
BLOCK E**

Drawn By:	Checked By:	Date Checked:	Project No.
	CMV		18A143

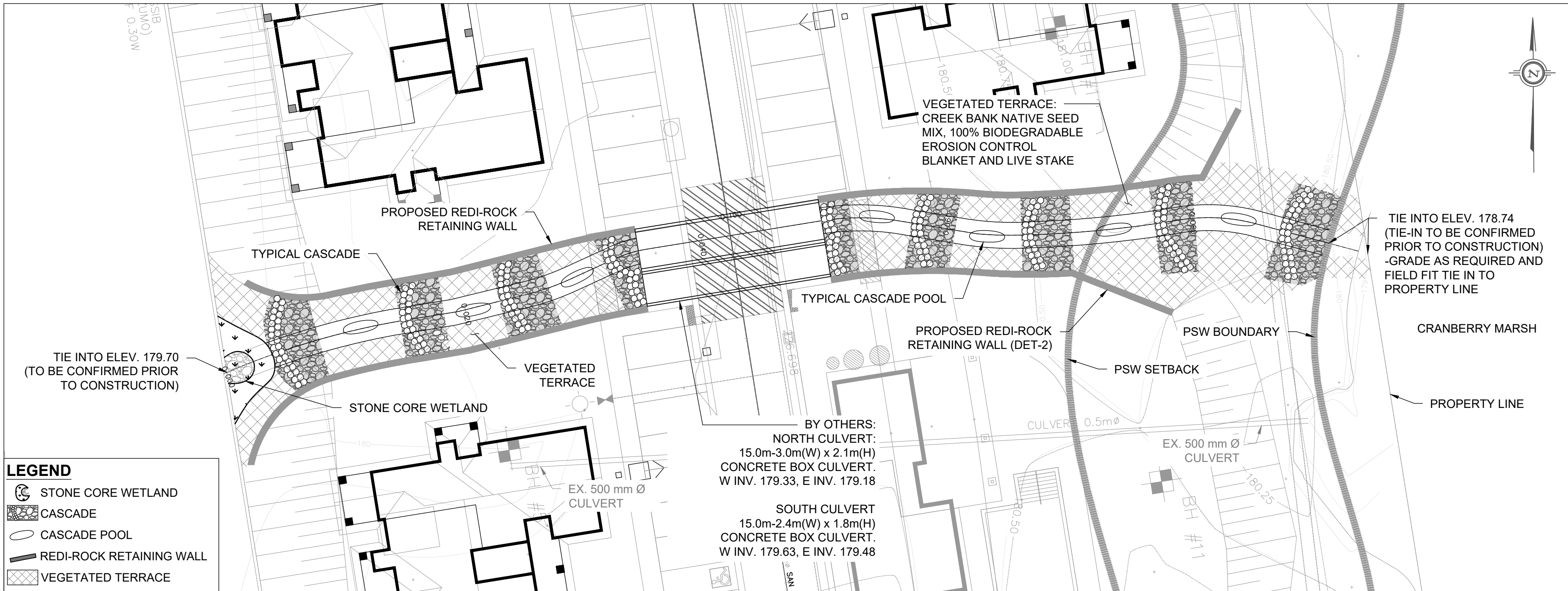
Date Plotted: <b>Mar 27, 2023 - 11:02am</b>	Scale: <b>AS NOTED</b>
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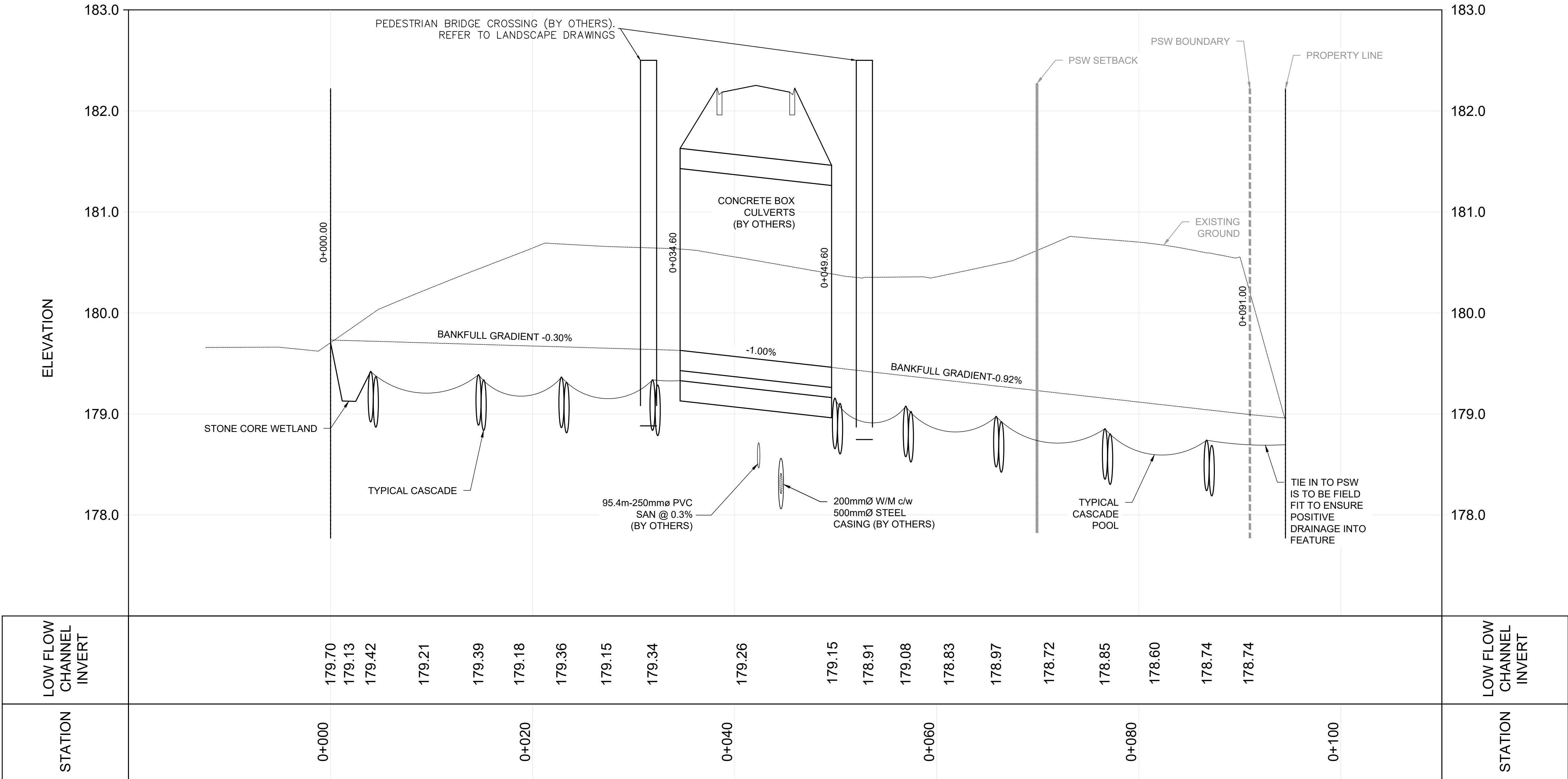


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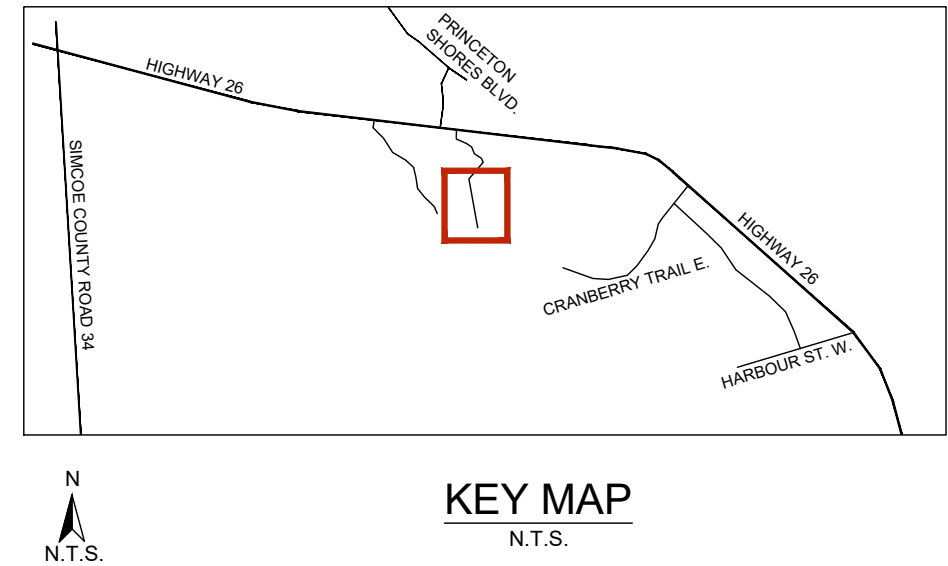




PLANFORM  
1:250



PROFILE  
H = 1:250; V=1:25



GENERAL NOTES

1. ALL CONTRACT DRAWINGS, SPECIFICATIONS AND APPLICABLE PERMITS MUST BE KEPT ON SITE DURING CONSTRUCTION FOR REFERENCE.
2. THE CONTRACTOR MUST NOTIFY THE CONTRACT ADMINISTRATOR AND CONSERVATION AUTHORITY OF THE INTENT TO COMMENCE WORK AT LEAST 48 HOURS IN ADVANCE.
3. THE CONTRACTOR IS RESPONSIBLE FOR ALL UTILITY LOCATIONS.
4. LAYOUT MUST BE REVIEWED AND APPROVED BY THE CONTRACT ADMINISTRATOR.

TIMING OF WORKS

1. WORKS SHALL BE COMPLETED BETWEEN JULY 1ST TO MARCH 31ST.
2. TREE CLEARING SHOULD BE COMPLETED OUTSIDE THE BIRD NESTING SEASON TO COMPLY WITH THE FEDERAL MIGRATORY BIRDS CONVENTION ACT. ANY TREES THAT REQUIRE REMOVAL OUTSIDE OF THIS TIMING WINDOW MUST FIRST BE INSPECTED BY A QUALIFIED BIOLOGIST TO DETERMINE THE PRESENCE OF NESTING BIRDS.
3. THE WEATHER FORECAST SHOULD BE CONTINUALLY MONITORED TO ENSURE THAT WORKS ARE UNDERTAKEN ONLY DURING FAVOURABLE WEATHER CONDITIONS.
4. COMPLETE THE WORKS WITH MINIMAL AVOIDABLE INTERRUPTIONS ONCE THEY COMMENCE.

SITE AND MATERIAL MANAGEMENT

1. ALL CONSTRUCTION EQUIPMENT AND MATERIALS (IMPORTED OR EXCAVATED) MUST BE STORED AT LEAST 30 m AWAY FROM ANY WATERBODY IN A STABLE AREA ABOVE THE ACTIVE FLOODPLAIN, OR IN A DESIGNATED STAGING/STORAGE AREA.
2. IN THE EVENT OF AN UNEXPECTED STORM, ALL UNFIXED ITEMS THAT HAVE THE POTENTIAL TO CAUSE A SPILL OR AN OBSTRUCTION TO FLOW MUST BE MOVED A STABLE AREA ABOVE ACTIVE FLOODPLAIN.
3. STOCKPILES MUST BE LOCATED OUTSIDE THE ISOLATED WORK AREAS.
4. STABILIZE STOCKPILED SOILS THAT ARE STORED FOR PROLONGED PERIODS WITH THE APPLICATION OF A NURSE CROP AT A RATE OF 60 kg/ha.
5. STABILIZE, TEMPORARILY OR PERMANENTLY, ANY DISTURBED AREAS AS WORK PROGRESSES, OR SOON AS CONDITIONS ALLOW. ON SOILS THAT WILL BE EXPOSED FOR PROLONGED PERIODS, TEMPORARILY INSTALL A BIODEGRADABLE EROSION CONTROL BLANKET ON EXPOSED SOILS, OR APPLY A NURSE CROP AT A RATE OF 60 kg/ha.
6. MINIMIZE THE AREA OF DISTURBANCE TO THE EXTENT POSSIBLE.
7. ALL VEGETATION, ADJACENT TO THE WORK AREA, MUST BE PROTECTED AND DELINEATED WITH CONSTRUCTION FENCING OR TREE PROTECTION BARRIERS.
8. ALL GRADES IN THE AREA REGULATED BY THE CONSERVATION AUTHORITY MUST BE MAINTAINED OR MATCHED, UNLESS OTHERWISE AUTHORIZED IN THE APPLICABLE PERMIT.

EROSION AND SEDIMENT CONTROL

1. ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES MUST BE INSTALLED PRIOR TO START OF WORKS.
2. SEDIMENT CONTROLS MUST BE INSPECTED DAILY TO ENSURE THAT THEY ARE IN GOOD REPAIR AND FUNCTIONING AS INTENDED.
3. EROSION AND SEDIMENT CONTROLS MUST BE MAINTAINED DURING CONSTRUCTION, AND ANY REQUIRED REPAIRS OR REPLACEMENTS MUST BE COMPLETED WITHIN 24 HOURS AFTER THEY HAVE BEEN IDENTIFIED DURING THE MONITORING.
4. EROSION AND SEDIMENT CONTROLS MAY REQUIRE PERIODIC ADJUSTMENTS TO REFLECT CHANGING SITE CONDITIONS. THE CONTRACTOR WILL BE RESPONSIBLE FOR THESE ADJUSTMENTS TO ENSURE PROPER FUNCTION.
5. ANY CHANGES TO THE EROSION AND SEDIMENT CONTROL PLAN BEYOND MINOR ADJUSTMENTS MUST BE APPROVED BY THE CONTRACT ADMINISTRATOR.
6. ADDITIONAL EROSION AND SEDIMENT CONTROL SUPPLIES MUST BE KEPT ON SITE IN ORDER TO FACILITATE IMMEDIATE REPAIRS AND/OR UPGRADES AS NEEDED.
7. ALL TEMPORARY SEDIMENT CONTROLS MUST BE REMOVED AFTER THE CONTRACT ADMINISTRATOR DEEMS THE SITE TO BE STABLE.
8. ANY ADJUSTMENTS TO EROSION AND SEDIMENT CONTROLS MADE BY THE CONTRACTOR WILL BE DOCUMENTED IN WRITING.

DELETERIOUS SUBSTANCE CONTROL/SPILL MANAGEMENT

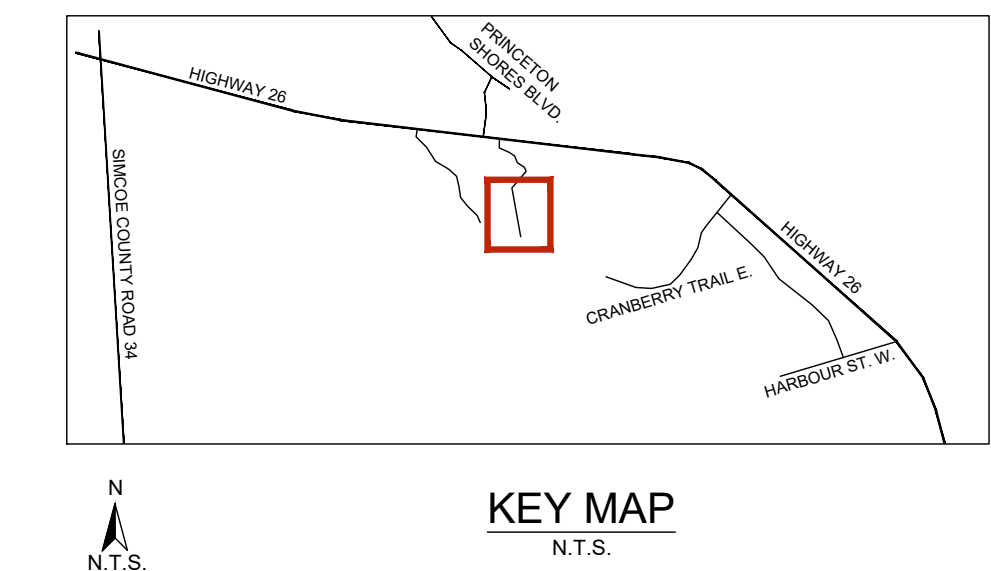
1. PREVENT THE RELEASE OF SEDIMENT, SEDIMENT-LADEN WATER, RAW CONCRETE, CONCRETE LEACHATE OR ANY OTHER DELETERIOUS SUBSTANCES INTO ANY WATERBODY, RAINWE OR STORM SEWER SYSTEM.
2. ENSURE EQUIPMENT AND MACHINERY ARE IN GOOD OPERATING CONDITION (POWER WASHED), FREE OF LEAKS, EXCESS OIL, AND GREASE.
3. NO EQUIPMENT REFUELLING OR SERVICING SHOULD BE UNDERTAKEN WITHIN 30 m OF ANY WATERCOURSE OR SURFACE WATER DRAINAGE.
4. A SPILL CONTAINMENT KIT MUST BE READILY ACCESSIBLE ON SITE IN THE EVENT OF A RELEASE OF A DELETERIOUS SUBSTANCE TO THE ENVIRONMENT. ONSITE STAFF MUST BE TRAINED IN ITS USE.
5. THE CONTRACT ADMINISTRATOR MUST BE NOTIFIED IMMEDIATELY IN THE EVENT OF A SPILL OF DELETERIOUS SUBSTANCE.

WORK AREA ISOLATION

1. ALL WORK IN ISOLATED WORK AREAS MUST BE COMPLETED IN THE DRY. AN ADEQUATE NUMBER OF PUMPS MUST BE USED FOR UNWATERING.
2. THE UNWATERING DISCHARGE LOCATION MUST BE LOCATED AT LEAST 30 m FROM ANY WATERCOURSE OR WETLAND IN AN AREA WITH DENSE VEGETATIVE GROUND COVER, AND WHERE THE DISCHARGE CAN RETURN TO THE WATERBODY DOWNSTREAM OF THE WORK AREA OVER THE GROUND COVER.
3. FISH MUST BE REMOVED FROM THE WORK AREA ONCE ISOLATED. FISH SALVAGE MUST BE COMPLETED BY A QUALIFIED TECHNICIAN WITH A LICENSE FROM THE ONTARIO MINISTRY OF NATURAL RESOURCES AND FORESTRY.

1.	2023-02-07	BWM	THIRD SUBMISSION
DESIGNED BY:	P.V.	CHECKED BY:	P.V.
DRAWN BY:	B.W.M.	DATE:	FEBRUARY 2023
2023-02-07			
WYLDEWOOD CREEK BRANDY LANE HOMES			
CHANNEL RESTORATION DESIGN PLANFORM AND PROFILE			
PROJECT No.: 21032		DRAWING No.: GEO-1	
SCALE: AS NOTED		SHEET 1 OF 4	





1. ALL WORK IN ISOLATED WORK AREAS MUST BE COMPLETED IN THE DRY. AN ADEQUATE NUMBER OF PUMPS MUST BE USED FOR UNWATERING.
2. THE UNWATERING DISCHARGE LOCATION MUST BE LOCATED AT LEAST 30 M FROM ANY WATERCOURSE OR WETLAND IN AN AREA WITH DENSE VEGETATIVE GROUND COVER, AND WHERE THE DISCHARGE CAN RETURN TO THE WATERBODY DOWNSTREAM OF THE WORK AREA OVER THE GROUND COVER.
3. FISH MUST BE REMOVED FROM THE WORK AREA ONCE ISOLATED. FISH SALVAGE MUST BE COMPLETED BY A QUALIFIED TECHNICIAN WITH A LICENSE FROM THE ONTARIO MINISTRY OF NATURAL RESOURCES AND FORESTRY.


1.	2023-02-07	BWM	THIRD SUBMISSION		
	DATE	BY	REVISIONS		
DESIGNED BY: P.V.			CHECKED BY: P.V.		
DRAWN BY: B.W.M.			DATE: FEBRUARY 2023		



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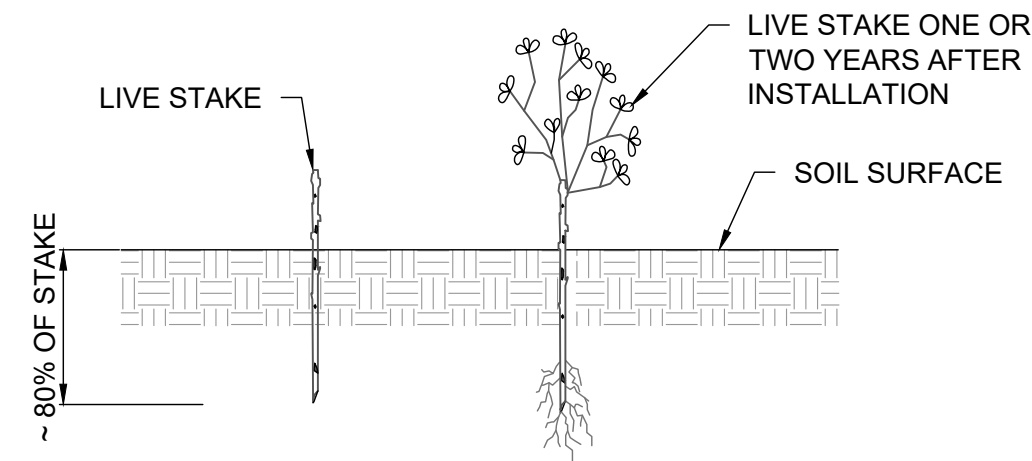
## WYLDEWOOD CREEK BRANDY LANE HOMES

### CHANNEL RESTORATION DESIGN RESTORATION DETAILS

PROJECT No.: 21032	DRAWING No.: DET-1
SCALE: AS NOTED	SHEET 2 OF 4



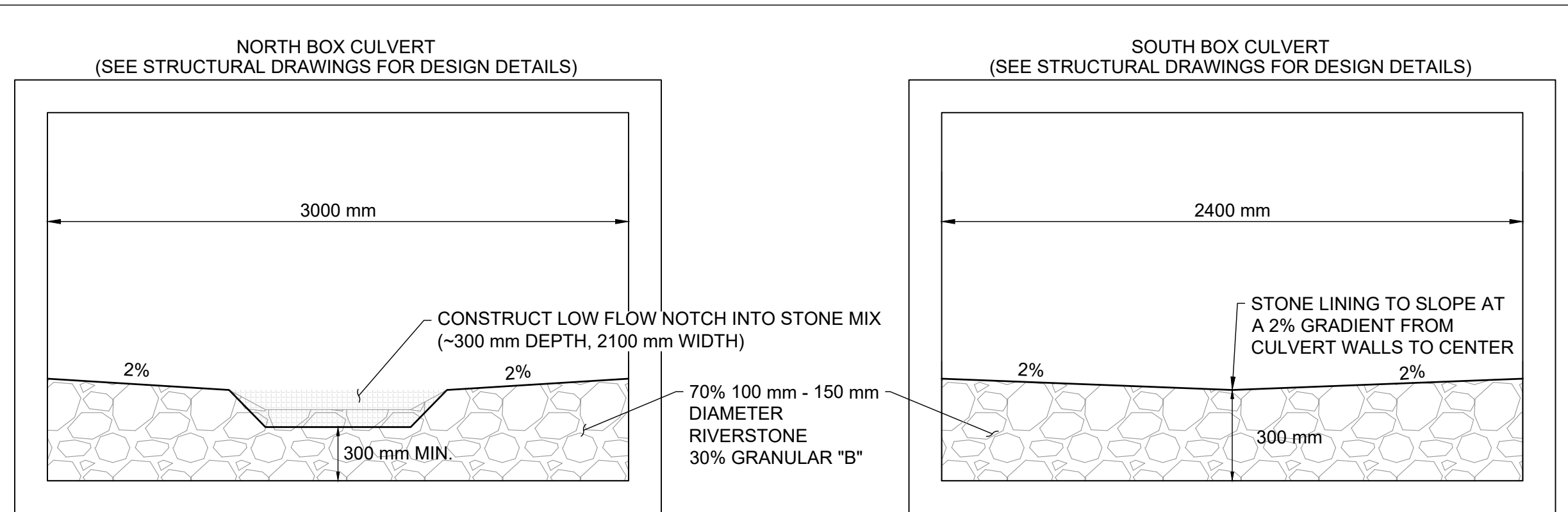
1. SUBSTRATES TO BE COMPACTED TO 90% SPD TO PREVENT PIPING/LOW-THROUGH.
2. FINE NATIVE MATERIAL TO BE ADDED TO SUBSTRATE MIX TO FILL INTERSTITIAL VOIDS, AS REQUIRED.
3. GRANULAR 'B' TO BE SOURCED FROM PIT-RUN MATERIAL AND ROUNDED IN NATURE. NO CRUSHED ROCK, LIMESTONE OR POST-CONSTRUCTION MATERIALS ARE TO BE USED WITHIN THE CHANNEL. MATERIAL TO BE REVIEWED BY THE DESIGNER OR REPRESENTATIVE PRIOR TO INSTALLATION



COMMON NAME	SCIENTIFIC NAME	QTY	CONDITION
RED OSIER DOGWOOD	<i>Cornus stolonifera</i>	150	1 m, BARE ROOT
PUSSY WILLOW	<i>Salix discolor</i>	150	1 m, BARE ROOT
SANDBAR WILLOW	<i>Salix exigua</i>	150	1 m, BARE ROOT

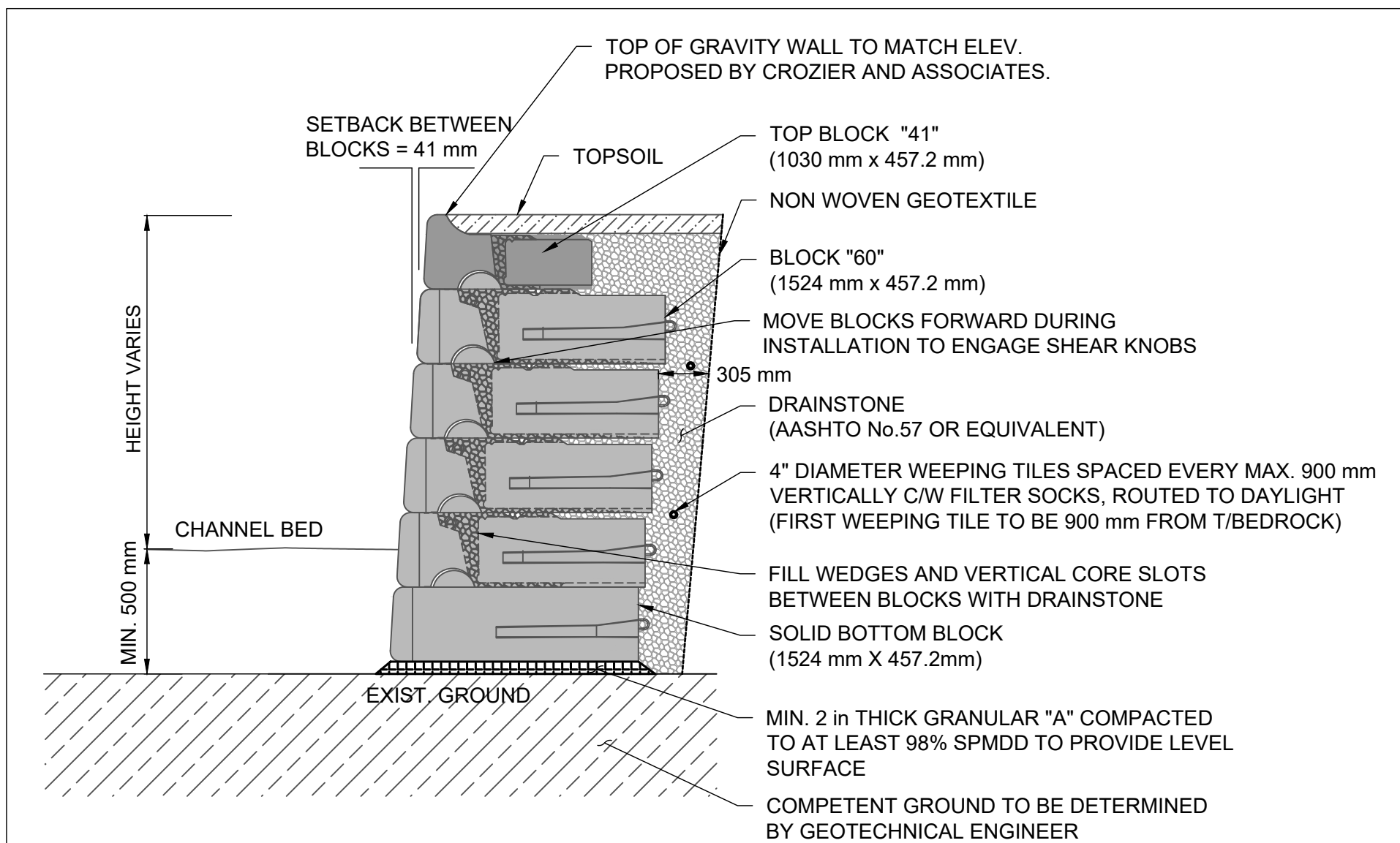
1. QUANTITY TO BE DETERMINED BASED ON AREA OF DISTURBANCE TO BE RESTORED
2. LIVE STAKES SHOULD BE FROM AT MINIMUM 2-YEAR OLD STOCK.
3. LIVE STAKES ARE TO BE INSTALLED AT A DENSITY OF 3 STAKES PER SQUARE METRE.
4. LIVE STAKES SHOULD BE PRE-SOAKED (SUBMERGED IN WATER) FOR AT LEAST 24 HOURS AFTER HARVESTING AND IMMEDIATELY BEFORE INSTALLATION.
5. LIVE STAKES SHOULD NOT BE STORED FOR A PERIOD LONGER THAN 2 DAYS, UNLESS THEY ARE BEING SOAKED.
6. THE CONTRACTOR SHALL PROTECT PLANT MATERIALS FROM DRYING FROM THE TIME OF HARVEST UNTIL INSTALLED.
7. LIVE STAKES ARE TO BE A MINIMUM OF 25 mm IN DIAMETER AND CUT TO A LENGTH OF 1000 mm.
8. CUT ANGLE AT THE BOTTOM OF THE STAKE AND FLAT ON THE TOP.
9. TRIM ALL SIDE BRANCHES WHILE TAKING CARE NOT TO DAMAGE THE BARK.
10. INSTALL STAKES WITH BUDS POINTING UPWARDS AND THICKER STEM IN THE BED.
11. LIVE STAKES SHOULD BE INSTALLED USING A LARGE RUBBER Mallet.
12. 80% OF THE STAKE IS TO BE BELOW SURFACE.
13. TAMP THE LIVE STAKE INTO THE GROUND AT RIGHT ANGLE TO THE SURFACE.
14. IN COMPACT SOIL A PILOT HOLE SHOULD BE USED TO LIMIT DAMAGE TO THE STAKES.
15. IF USING A PILOT HOLE REPAK SOIL AROUND THE LIVE STAKE.
16. LIVE STAKES SHOULD STAND FIRM FROM THE SOIL FOLLOWING INSTALLATION.
17. ALL STAKES NOT PLANTED TO THE SPECIFICATIONS ABOVE WILL BE REPLACED AT THE CONTRACTOR'S EXPENSE.

N.T.S.



SUBSTRATE NOTE: ADD FINE NATIVE MATERIAL OR GRANULAR "B" TO FILL INTERSTITIAL SPACE, TOPDRESS AS NEEDED, AND COMPACT TO PREVENT PIPING. SUBSTRATE DEPTHS TO BE CONFIRMED.

N.T.S



N.T.S

*FINAL RETAINING WALL DESIGN SPECIFICATIONS TO BE CONFIRMED AND APPROVED BY ENGINEER.  
NOTE: CONTRACTOR SHALL INSTALL WALL PER MANUFACTURER'S RECOMMENDATIONS AND WILL  
PROVIDE SHOP DRAWINGS.

**COMMON NAME**  
BIG BLUESTEM  
NEW ENGLAND ASTER  
FOX SEDGE  
BOTTLEBRUSH GRASS  
FOWL MANNGRASS  
FOWL BLUEGRASS  
BLACK EYED SUSAN

*Andropogon gerardi*  
*Aster novae-angliae*  
*Carex vulpinoidea*  
*Elymus hystrix*  
*Glyceria striata*  
*Poa palustris*  
*Rudbeckia hirta*

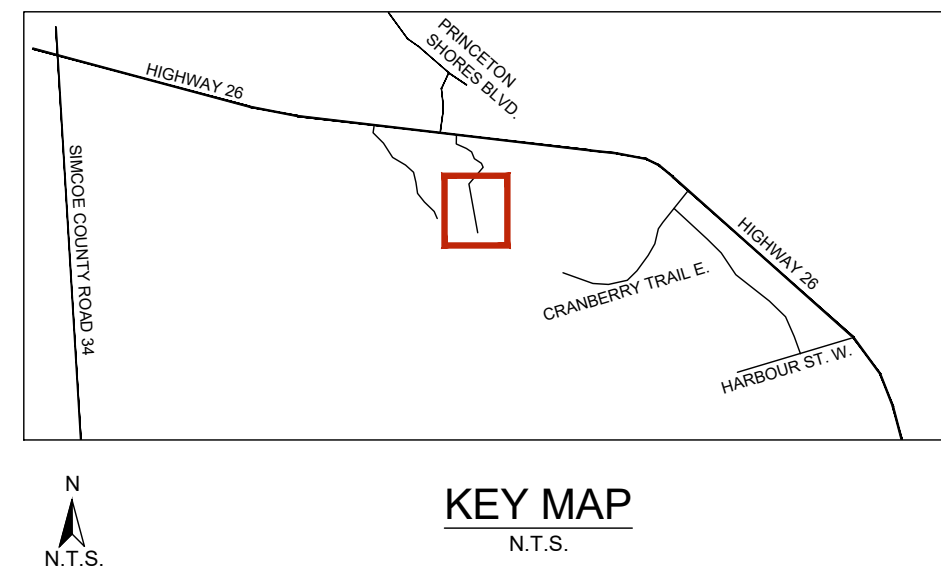
1. SPECIES PERCENT OF MIX AS PER PRE-MIXED OSC SEED PACKET, OR EQUIVALENT.
2. APPLY SEED MIX AT A RATE OF 25 kg PER HECTARE.
3. SEEDING SHALL OVERLAP ADJACENT GROUND COVER BY 300 mm.
4. APPLY ANNUAL RYE GRASS / ANNUAL OATS NURSE CROP AT A RATE OF 30 kg PER HECTARE.

SWAMP MILKWEED  
NEW ENGLAND A  
FLAT TOPPED AST  
FRINGED SEDGE  
BLUNT BROOM S  
FOX SEDGE  
VIRGINIA WILD R  
SPOTTED JOE PYE  
SOFT RUSH  
RICE CUTGRASS  
SQUARE STEMME  
GREEN BULLRUSH  
WOOLGRASS  
BLUE VERVAIN

*Asclepias incarnate*  
*Aster novae-angliae*  
*Aster umbellatus*  
*Carex crinita*  
*Carex scoparia*  
*Carex vulpinoidea*  
*Elymus virginicus*  
*Eupatorium maculatum*  
*Juncus effusus*  
*Leersia oryzoides*  
*Mimulus ringens*  
*Scirpus atrovirens*  
*Scirpus syperinus*  
*Verbena hastata*

NOTE: SEED IS TO BE PLACED PRIOR TO INSTALLATION OF EROSION CONTROL BLANKET AND IS TO HAVE GOOD CONTACT WITH THE SOIL.

1. A BIODEGRADABLE EROSION CONTROL BLANKET (ECB) SHALL BE INSTALLED ON ALL DISTURBED NATURAL SURFACES FOLLOWING THE PLACEMENT OF TOPSOIL AND APPLICATION OF THE NATIVE SEED MIX.
2. THE ECB MUST BE CONSTRUCTED OF 100% WOVEN COCONUT FIBRE (E.G., COIR) OR STRAW MAT WITHIN A GEOTEXTILE NETTING (TOP AND BOTTOM) WITH BIODEGRADABLE THREAD. NON-BIODEGRADABLE MATERIAL INCLUDING POLYPROPYLENE OR PLASTICS WITH A BIODEGRADABLE RATING ARE NOT ACCEPTABLE. THE MINIMUM WEIGHT OF THE ECB MUST BE 400 g/m² (12 oz/yd²).
3. THE ECB MUST BE UNROLLED DOWNSLOPE OR IN DIRECTION OF WATER FLOW. ADJACENT ECBs SHOULD OVERLAP A MINIMUM OF 150 mm ALONG THE EDGES. AT THE END OF EACH ROLL, FOLD BACK 100 mm TO 200 mm OF THE ECB. OVERLAP THIS 100 mm TO 200 mm OVER THE START OF THE NEXT ROLL. SECURE THE TWO LAYERS TO THE GROUND SECURELY.
4. BIODEGRADABLE OR TAPERED WOODEN STAKES SHALL BE USED TO SECURE THE BLANKET. STAKES SHALL BE INSTALLED AT THE SPACING RECOMMENDED BY THE ECB MANUFACTURER TO PREVENT SURFACE RUNOFF FROM ERODING THE UNDERLYING SOIL.



1. ALL CONTRACT DRAWINGS, SPECIFICATIONS AND APPLICABLE PERMITS MUST BE KEPT ON SITE DURING CONSTRUCTION FOR REFERENCE.
2. THE CONTRACTOR MUST NOTIFY THE CONTRACT ADMINISTRATOR AND CONSERVATION AUTHORITY OF THE INTENT TO COMMENCE WORK AT LEAST 48 HOURS IN ADVANCE.
3. THE CONTRACTOR IS RESPONSIBLE FOR ALL UTILITY LOCATES.
4. LAYOUT MUST BE REVIEWED AND APPROVED BY THE CONTRACT ADMINISTRATOR.

1. WORKS SHALL BE COMPLETED BETWEEN JULY 1ST TO MARCH 31ST.
2. TREE CLEARING SHOULD BE COMPLETED OUTSIDE THE BIRD NESTING SEASON TO COMPLY WITH THE FEDERAL MIGRATORY BIRDS CONVENTION ACT. ANY TREES THAT REQUIRE REMOVAL OUTSIDE OF THIS TIMING WINDOW MUST FIRST BE INSPECTED BY A QUALIFIED BIOLOGIST TO DETERMINE THE PRESENCE OF NESTING BIRDS.
3. THE WEATHER FORECAST SHOULD BE CONTINUALLY MONITORED TO ENSURE THAT WORKS ARE UNDERTAKEN ONLY DURING FAVOURABLE WEATHER CONDITIONS.
4. COMPLETE THE WORKS WITH MINIMAL AVOIDABLE INTERRUPTIONS ONCE THEY COMMENCE.

1. ALL CONSTRUCTION EQUIPMENT AND MATERIALS (IMPORTED OR EXCAVATED) MUST BE STORED AT LEAST 30' AWAY FROM ANY WATERBODY IN A STABLE AREA ABOVE THE ACTIVE FLOODPLAIN, OR IN A DESIGNATED STAGING/STORAGE AREA. EQUIPMENT AND MATERIALS MUST BE STORED IN SUCH A MANNER AS TO CAUSE A SPILL OR AN OBSTRUCTION TO FLOW MUST BE MOVED A STABLE AREA ABOVE ACTIVE FLOODPLAIN.
2. STOCKPILES MUST BE LOCATED OUTSIDE THE ISOLATED WORK AREAS.
3. STOCKPILES MUST BE STORED IN SUCH A MANNER AS TO PREVENT PROLONGED PERIODS WITH THE APPLICATION OF A NURSE CROP AT RATE OF 60 kg/ha.
4. STABILIZE, TEMPORARILY OR PERMANENTLY, ANY DISTURBED AREAS ON WORK PROGRESSES, OR SOON AS CONDITIONS PERMIT. STOCKPILES MUST BE EXPOSED FOR PROLONGED PERIODS, TEMPORARILY INSTALL A BIODEGRADABLE EROSION CONTROL, BLANKET ON EXPOSED SOILS, OR APPLY A NURSE CROP AT A RATE OF 60 KG/HA.
5. THE AREA OF DISTURBANCE MUST BE PROTECTED AND DELINEATED WITH CONSTRUCTION FENCING OR OTHER PROTECTION BARRIERS.
6. GRADING IN THE AREA REGULATED BY THE CONSERVATION AUTHORITY MUST BE MAINTAINED OR MATCHED, UNLESS OTHERWISE AUTHORIZED IN THE APPLICABLE PERMIT.

2. ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES MUST BE INSTALLED PRIOR TO START OF WORKS.
3. SEDIMENT CONTROLS MUST BE INSPECTED DAILY TO ENSURE THAT THEY ARE IN GOOD REPAIR AND FUNCTIONING AS INTENDED.
4. EROSION AND SEDIMENT CONTROLS MUST BE MAINTAINED DURING CONSTRUCTION, AND ANY REQUIRED REPAIRS OR MODIFICATIONS MUST BE COMPLETED IMMEDIATELY.
5. EROSION AND SEDIMENT CONTROLS MAY REQUIRE PERIODIC ADJUSTMENTS TO REFLECT CHANGING SITE CONDITIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MONITORING AND ADJUSTING THE EROSION AND SEDIMENT CONTROLS.
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9. ADJUSTMENTS TO EROSION AND SEDIMENT CONTROLS MADE BY THE CONTRACTOR WILL BE DOCUMENTED IN WRITING.

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2. ENSURE EQUIPMENT AND MACHINERY ARE IN GOOD OPERATING CONDITION (POWER WASHED), FREE OF LEAKS, EXCESS OIL, AND GREASE.
3. NO EQUIPMENT REFUELLING OR SERVICING SHOULD BE UNDERTAKEN WITHIN 30 m of ANY WATERCOURSE OR SURFACE WATER DRAINAGE.
4. A SPILL CONTAINMENT KIT MUST BE READILY ACCESSIBLE ON SITE IN THE EVENT OF A RELEASE OF A DELETERIOUS SUBSTANCE TO THE ENVIRONMENT. ONSITE STAFF MUST BE TRAINED IN ITS USE.
5. THE CONTRACT ADMINISTRATOR MUST BE NOTIFIED IMMEDIATELY IN THE EVENT OF A SPILL OF DELETERIOUS SUBSTANCE

1. ALL WORK IN ISOLATED WORK AREAS MUST BE COMPLETED IN THE DRY. AN ADEQUATE NUMBER OF PUMPS MUST BE USED FOR UNWATERING.
2. THE UNWATERING DISCHARGE LOCATION MUST BE LOCATED AT LEAST 30 M FROM ANY WATERCOURSE OR WETLAND IN AN AREA WITH DENSE VEGETATIVE GROUND COVER, AND WHERE THE DISCHARGE CAN RETURN TO THE WATERBODY DOWNSTREAM OF THE WORK AREA OVER THE GROUND COVER.
3. FISH MUST BE REMOVED FROM THE WORK AREA ONCE ISOLATED. FISH SALVAGE MUST BE COMPLETED BY A QUALIFIED TECHNICIAN WITH A LICENSE FROM THE ONTARIO MINISTRY OF NATURAL RESOURCES AND FORESTRY.

1.	2023-02-07	BWM	THIRD SUBMISSION		
	DATE	BY	REVISIONS		
DESIGNED BY: P.V.			CHECKED BY: P.V.		
DRAWN BY: B.W.M.			DATE: FEBRUARY 2023		



**GEO MORPHIX**

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Campbellville, Ontario L0P 1B0

T: 416.920.0926  
[www.geomorphix.com](http://www.geomorphix.com)

2023-02-07

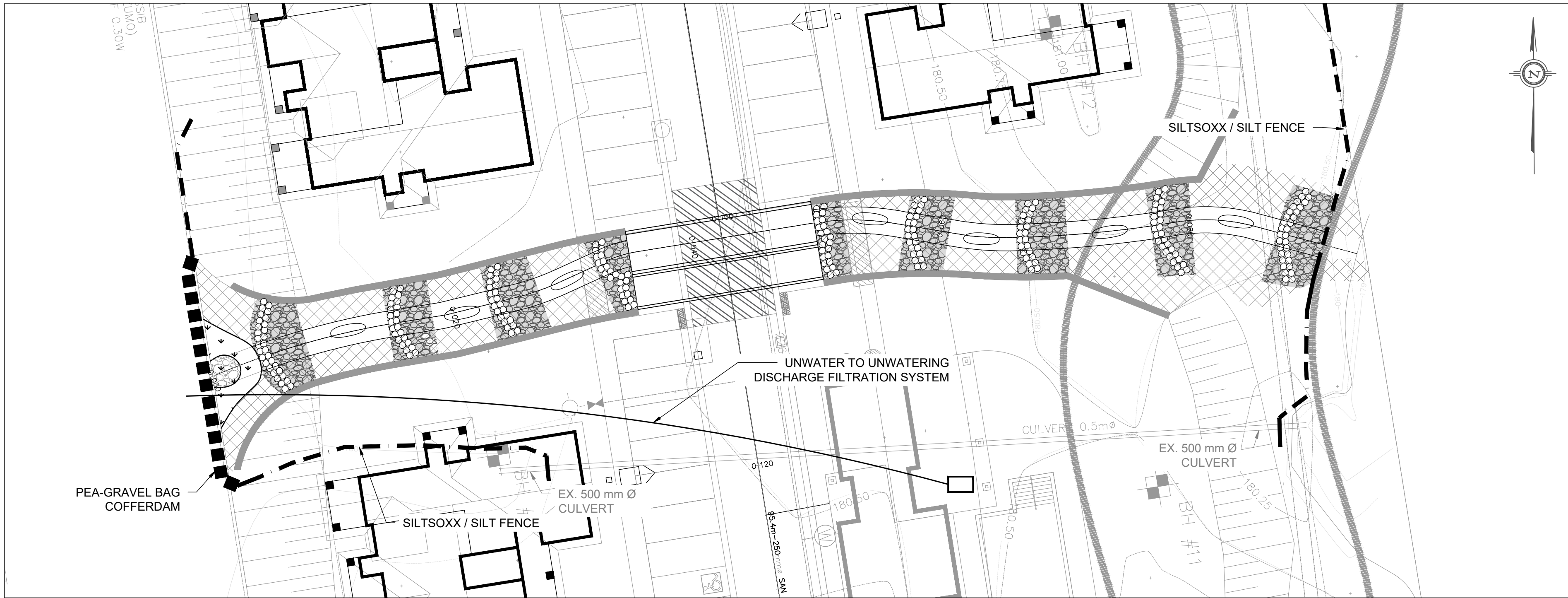
WYLDEWOOD CREEK  
BRANDY LANE HOMES

## CHANNEL RESTORATION DESIGN

### RESTORATION DETAILS

PROJECT No.: 21032	DRAWING No.: DET-2
SCALE: AS NOTED	SHEET 3 OF 4

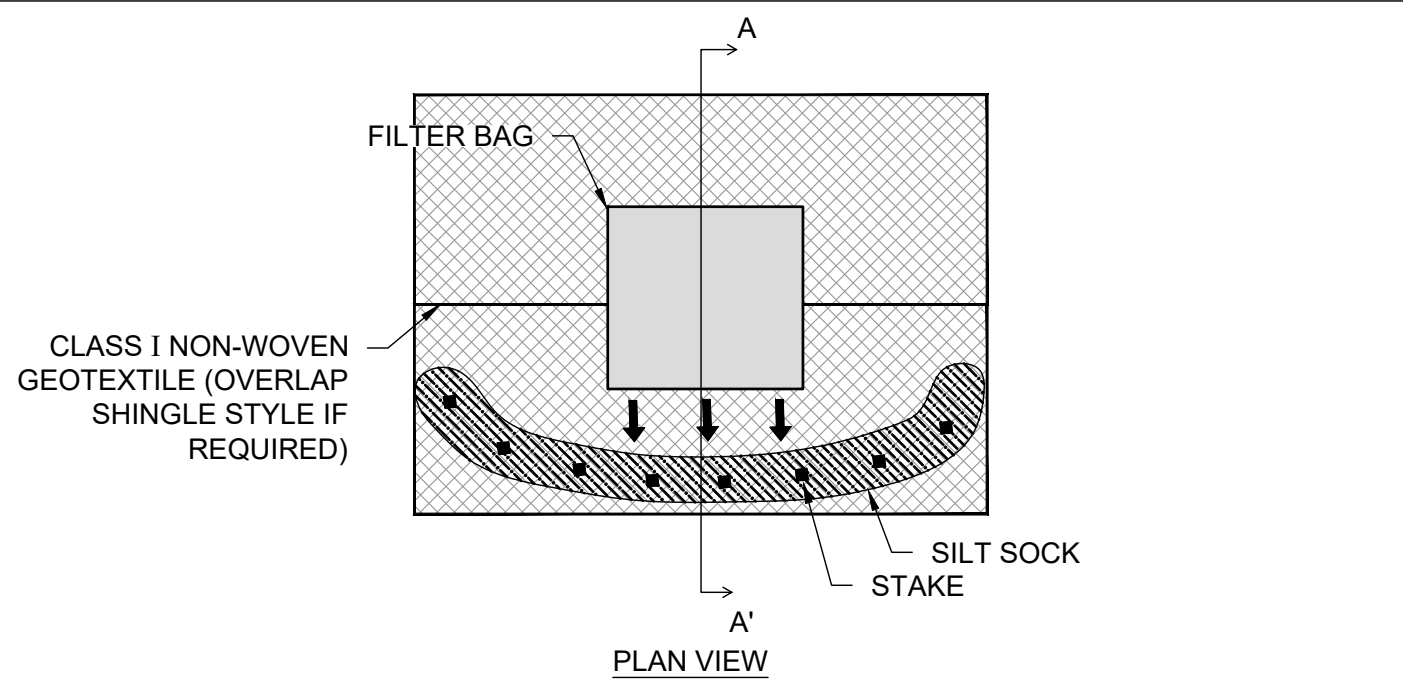




#### SUGGESTED SEQUENCE OF CONSTRUCTION

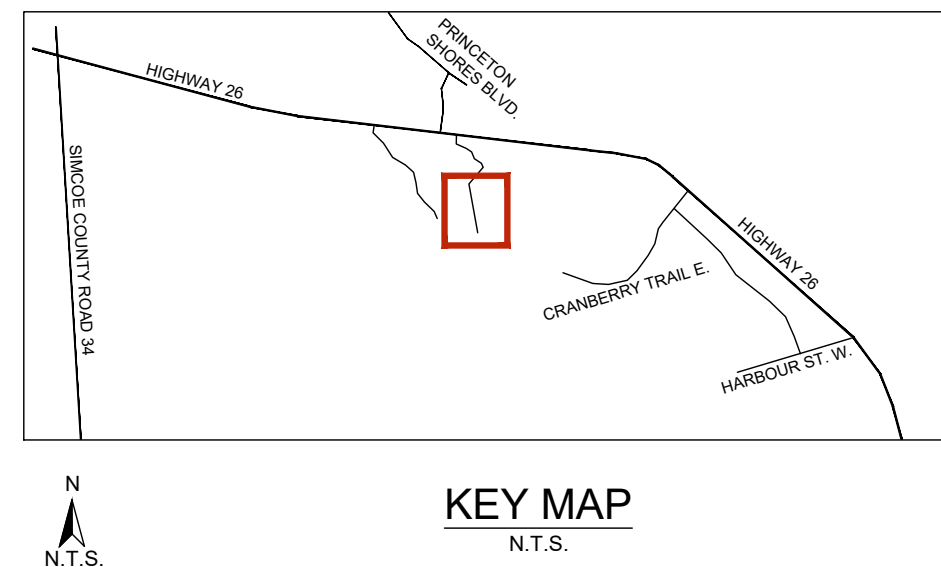
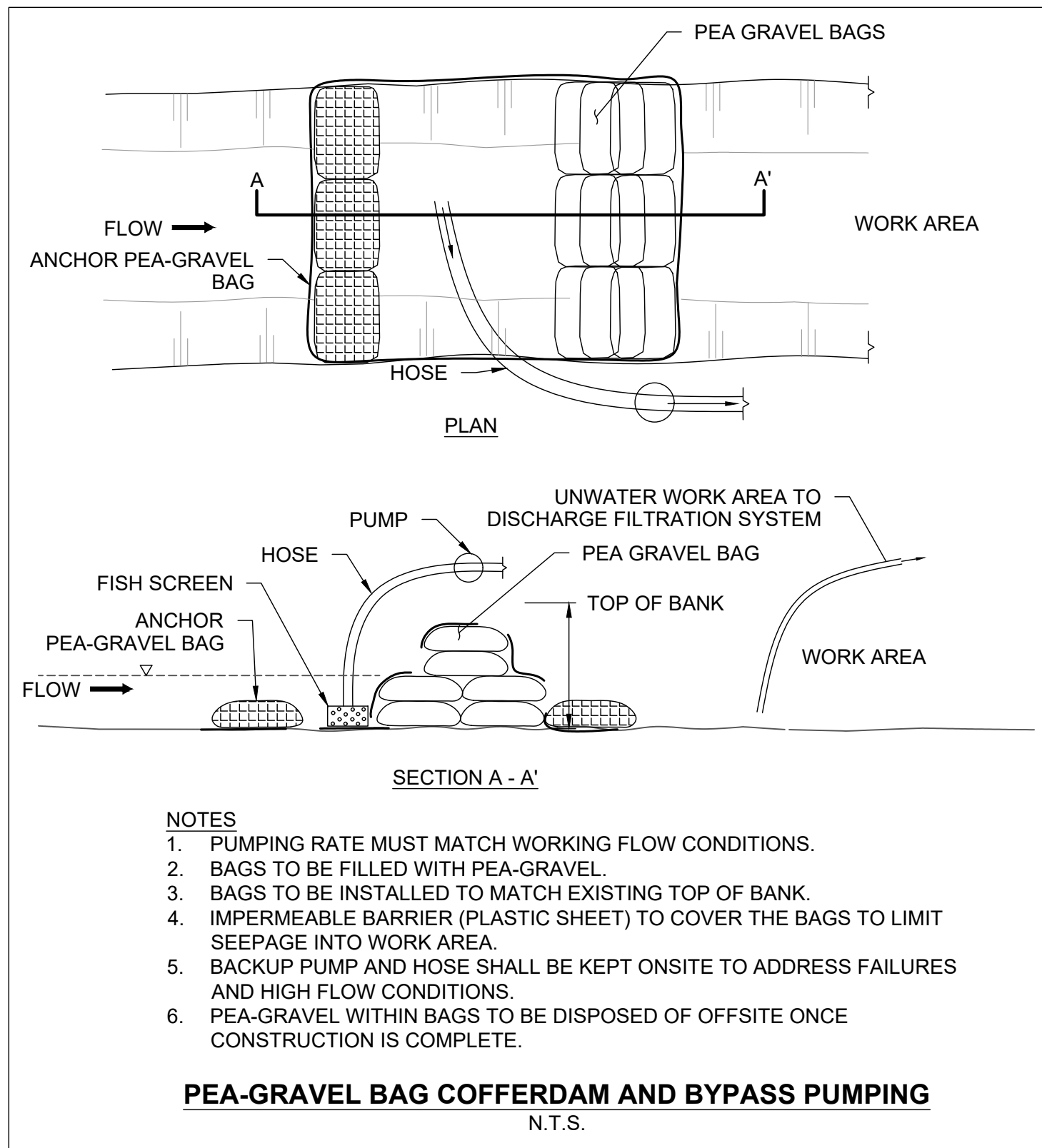
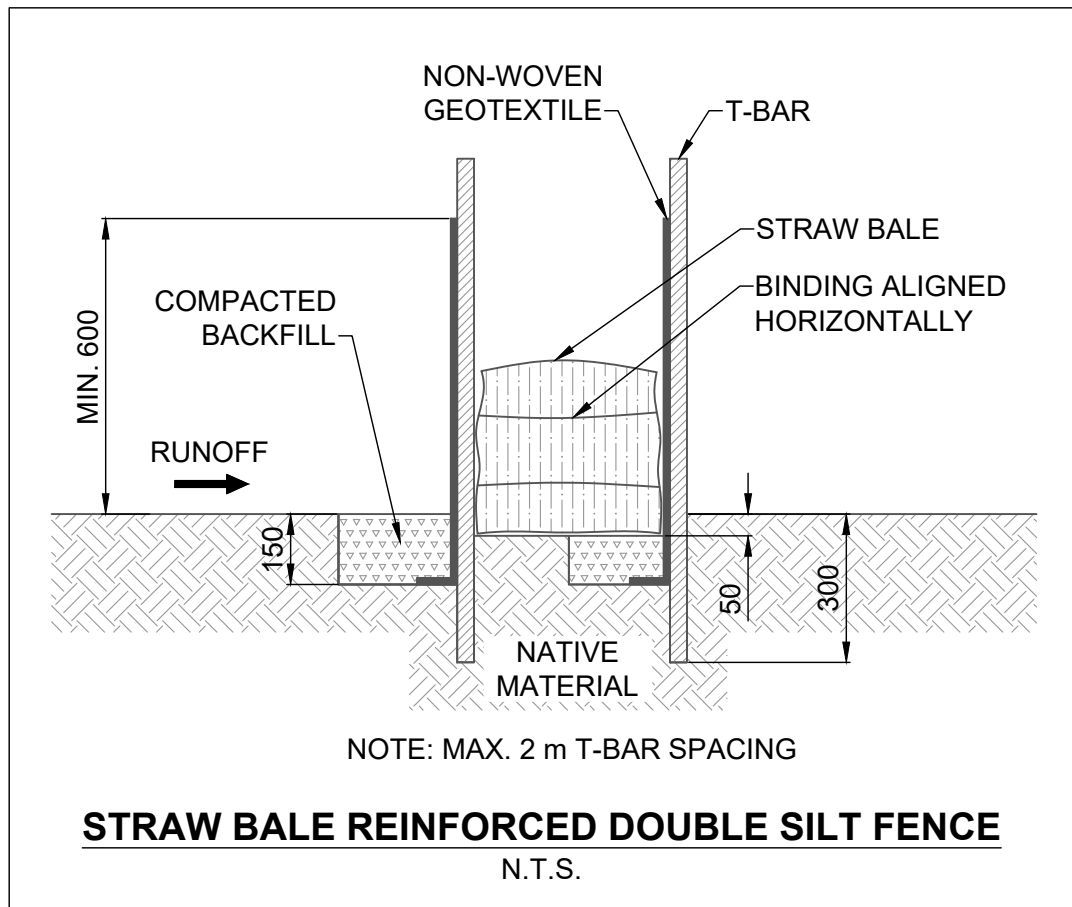
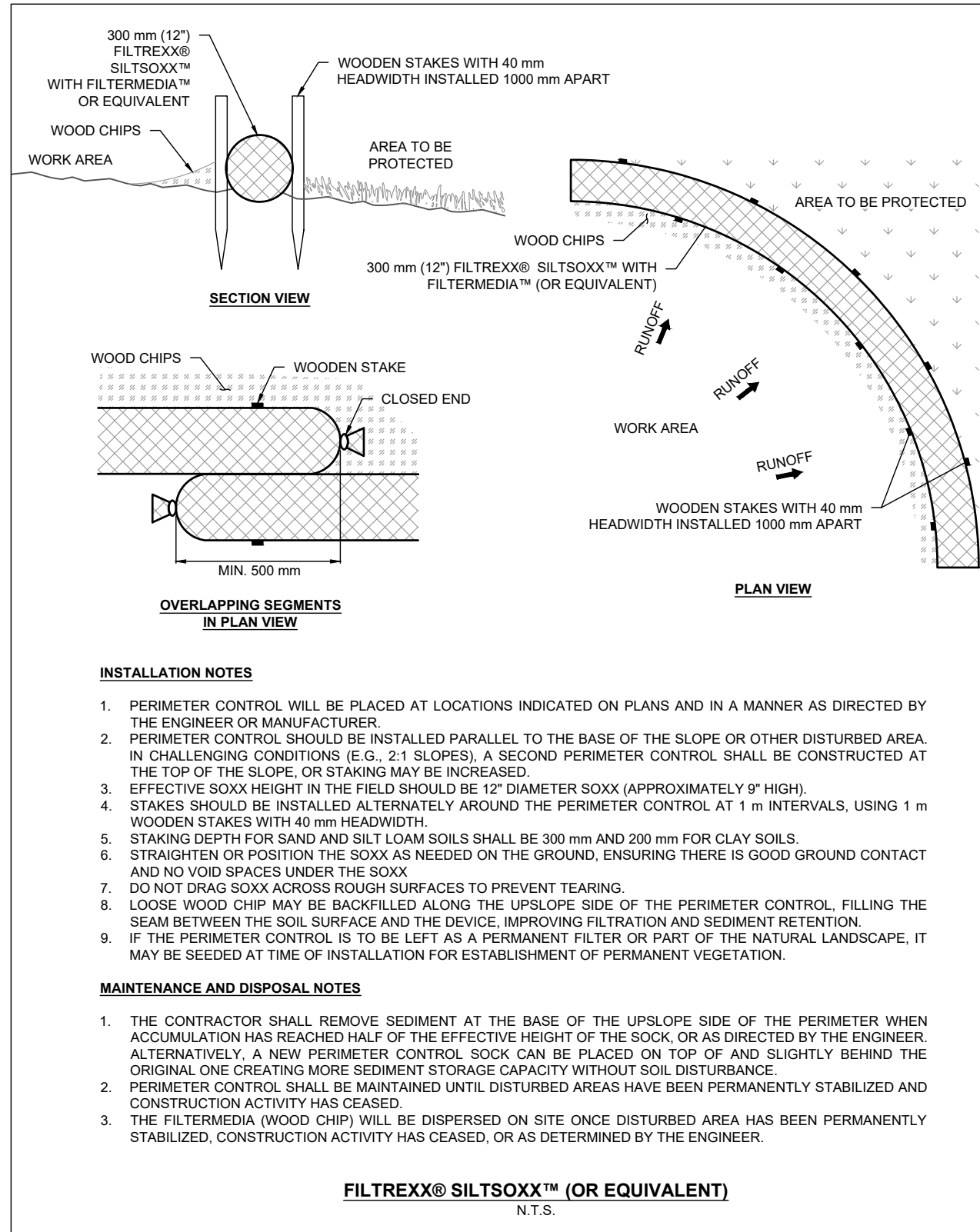
1. CONSTRUCTION CONTRACT ADMINISTRATOR TO REVIEW SITE CONDITIONS PRIOR TO COMMENCEMENT OF WORK.
2. MONITOR WEATHER TO ENSURE IN-WATER WORKS ARE COMPLETED UNDER LOW-FLOW CONDITIONS.
3. INSTALL PERIMETER CONTROL SILTSOXX / SILT FENCE AROUND WORK AREA (AS DEEMED NECESSARY BY THE CONTRACT ADMINISTRATOR, TO BE FIELD LOCATED AS REQUIRED).
4. INSTALL COFFERDAMS ENSURING COMPLETE ISOLATION OF WORK AREA (SEE PLAN).
5. IF REQUIRED, CONDUCT FISH AND AMPHIBIAN RESCUE FROM ISOLATED WORK AREAS. FISH RESCUE MUST BE COMPLETED BY A QUALIFIED TECHNICIAN WITH A LICENSE FROM THE ONTARIO MINISTRY OF NATURAL RESOURCES AND FORESTRY.
6. UNWATER WORK AREAS TO UNWATERING DISCHARGE FILTRATION SYSTEM AS REQUIRED TO CONDUCT WORK UNDER 'DRY' CONDITIONS.
7. INSTALL RETAINING WALLS.
8. INSTALL CASCADE AND POOLS.
9. INSTALL STONE CORE WETLAND.
10. INSTALL VEGETATED TERRACE AND ASSOCIATED SUBSTRATES.
11. STABILIZE CHANNEL CORRIDOR WITH SEED, BIODEGRADABLE EROSION CONTROL BLANKET, AND LIVESTAKES.
12. REMOVE COFFERDAMS AND INTRODUCE FLOWS TO THE CONSTRUCTED CHANNEL ONCE THE SITE HAS BEEN DEEMED STABLE BY THE DESIGNER.
13. ENSURE FLOWS ARE NOT ENTERING OLD CHANNEL. IF REQUIRED, CONDUCT FISH AND AMPHIBIAN RESCUE FROM ISOLATED EXISTING CHANNEL AREAS. FISH RESCUE MUST BE COMPLETED BY A QUALIFIED TECHNICIAN WITH A LICENSE FROM THE ONTARIO MINISTRY OF NATURAL RESOURCES AND FORESTRY. REMOVE EX. CULVERT AND FILL AS REQUIRED.
14. STABILIZE AREAS DISTURBED FROM CONSTRUCTION ACTIVITIES WITH SEED AND BIODEGRADABLE EROSION CONTROL BLANKET, AS REQUIRED.
15. RESTORE SURFACES DISTURBED BY THE CONSTRUCTION WORK OR STAGING AREA(S) TO ORIGINAL CONDITION.

NOTE: STEPS 7-10 CAN COINCIDE DURING CONSTRUCTION



- NOTES**
1. SELECT LOCATION OF FILTRATION SYSTEM TO ENSURE PLACEMENT ON WELL-VEGETATED SURFACE AT LEAST 30 m FROM CHANNEL.
  2. PLACE NON-WOVEN GEOTEXTILE ON WELL-VEGETATED SURFACE. OVERLAP NON-WOVEN GEOTEXTILE SHINGLE STYLE, IF REQUIRED.
  3. SECURE SILT SOCK WITH STAKES AT 0.5 m O/C.
  4. ENSURE CONTINUOUS AND FIRM CONTACT BETWEEN SILT SOCK AND NON-WOVEN GEOTEXTILE/GROUND.
  5. REPLACE FILTER BAG AS REQUIRED TO ENSURE PROPER FUNCTION.

**UNWATERING DISCHARGE FILTRATION SYSTEM**  
N.T.S.



#### GENERAL NOTES

1. ALL CONTRACT DRAWINGS, SPECIFICATIONS AND APPLICABLE PERMITS MUST BE KEPT ON SITE DURING CONSTRUCTION FOR REFERENCE.
2. THE CONTRACTOR MUST NOTIFY THE CONTRACT ADMINISTRATOR AND CONSERVATION AUTHORITY OF THE INTENT TO COMMENCE WORK AT LEAST 48 HOURS IN ADVANCE.
3. THE CONTRACTOR IS RESPONSIBLE FOR ALL UTILITY LOCATIONS.
4. LAYOUT MUST BE REVIEWED AND APPROVED BY THE CONTRACT ADMINISTRATOR.

#### TIMING OF WORKS

1. WORKS SHALL BE COMPLETED BETWEEN JULY 1ST TO MARCH 31ST.
2. TREE CLEARING SHOULD BE COMPLETED OUTSIDE THE BIRD NESTING SEASON TO COMPLY WITH THE FEDERAL MIGRATORY BIRDS CONVENTION ACT. ANY TREES THAT REQUIRE REMOVAL OUTSIDE OF THIS TIMING WINDOW MUST FIRST BE INSPECTED BY A QUALIFIED BIOLOGIST TO DETERMINE THE PRESENCE OF NESTING BIRDS.
3. THE WEATHER FORECAST SHOULD BE CONTINUALLY MONITORED TO ENSURE THAT WORKS ARE UNDERTAKEN ONLY DURING FAVOURABLE WEATHER CONDITIONS.
4. COMPLETE THE WORKS WITH MINIMAL AVOIDABLE INTERRUPTIONS ONCE THEY COMMENCE.

#### SITE AND MATERIAL MANAGEMENT

1. ALL CONSTRUCTION EQUIPMENT AND MATERIALS (IMPORTED OR EXCAVATED) MUST BE STORED AT LEAST 30 m AWAY FROM ANY WATERBODY IN A STABLE AREA ABOVE THE ACTIVE FLOODPLAIN, OR IN A DESIGNATED STAGING/STORAGE AREA.
2. IN THE EVENT OF AN UNEXPECTED SPILL, ALL UNWANTED ITEMS THAT HAVE THE POTENTIAL TO CAUSE A SPILL OR AN OBSTRUCTION TO FLOW MUST BE MOVED A STABLE AREA ABOVE ACTIVE FLOODPLAIN.
3. STOCKPILES MUST BE LOCATED OUTSIDE THE ISOLATED WORK AREAS.
4. STABILIZE STOCKPILED SOILS THAT ARE STORED FOR PROLONGED PERIODS WITH THE APPLICATION OF A NURSE CROP AT A RATE OF 60 kg/ha.
5. STABILIZE, TEMPORARILY OR PERMANENTLY, ANY DISTURBED AREAS AS WORK PROGRESSES, OR SOON AS CONDITIONS ALLOW. ON SOILS THAT WILL BE EXPOSED FOR PROLONGED PERIODS, TEMPORARILY INSTALL A BIODEGRADABLE EROSION CONTROL BLANKET ON EXPOSED SOILS, OR APPLY A NURSE CROP AT A RATE OF 60 kg/ha.
6. MINIMIZE THE AREA OF DISTURBANCE TO THE EXTENT POSSIBLE.
7. ALL VEGETATION, ADJACENT TO THE WORK AREA, MUST BE PROTECTED AND DELINEATED WITH CONSTRUCTION FENCING OR TREE PROTECTION BARRIERS.
8. ALL GRADES IN THE AREA REGULATED BY THE CONSERVATION AUTHORITY MUST BE MAINTAINED OR MATCHED, UNLESS OTHERWISE AUTHORIZED IN THE APPLICABLE PERMIT.

#### EROSION AND SEDIMENT CONTROL

1. ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES MUST BE INSTALLED PRIOR TO START OF WORKS.
2. SEDIMENT CONTROL MUST BE INSPECTED DAILY TO ENSURE THAT THEY ARE IN GOOD REPAIR AND FUNCTIONING AS INTENDED.
3. EROSION AND SEDIMENT CONTROLS MUST BE MAINTAINED DURING CONSTRUCTION, AND ANY REQUIRED REPAIRS OR REPLACEMENTS MUST BE COMPLETED WITHIN 24 HOURS AFTER THEY HAVE BEEN IDENTIFIED DURING THE MONITORING.
4. EROSION AND SEDIMENT CONTROLS MAY REQUIRE PERIODIC ADJUSTMENTS TO REFLECT CHANGING SITE CONDITIONS. THE CONTRACTOR WILL BE RESPONSIBLE FOR THESE ADJUSTMENTS TO ENSURE PROPER FUNCTION.
5. ANY CHANGES TO THE EROSION AND SEDIMENT CONTROL PLAN BEYOND MINOR ADJUSTMENTS MUST BE APPROVED BY THE CONTRACT ADMINISTRATOR.
6. ADDITIONAL EROSION AND SEDIMENT CONTROL SUPPLIES MUST BE KEPT ON SITE IN ORDER TO FACILITATE IMMEDIATE REPAIRS AND/OR UPGRADES AS NEEDED.
7. ALL TEMPORARY SEDIMENT CONTROLS MUST BE REMOVED AFTER THE CONTRACT ADMINISTRATOR DEEMS THE SITE TO BE STABLE.
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#### DELETERIOUS SUBSTANCE CONTROL/SPILL MANAGEMENT

1. PREVENT THE RELEASE OF SEDIMENT, SEDIMENT-LADEN WATER, RAW CONCRETE, CONCRETE LEACHATE OR ANY OTHER DELETERIOUS SUBSTANCES INTO ANY WATERBODY, RAINWATER OR STORM SEWER SYSTEM.
2. ENSURE EQUIPMENT AND MACHINERY ARE IN GOOD OPERATING CONDITION (POWER WASHED), FREE OF LEAKS, EXCESS OIL, AND GREASE.
3. NO EQUIPMENT REFUELLING OR SERVICING SHOULD BE UNDERTAKEN WITHIN 30 m OF ANY WATERCOURSE OR SURFACE WATER DRAINAGE.
4. A SPILL CONTAINMENT KIT MUST BE READILY ACCESSIBLE ON SITE IN THE EVENT OF A RELEASE OF A DELETERIOUS SUBSTANCE TO THE ENVIRONMENT. ONSITE STAFF MUST BE TRAINED IN ITS USE.
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1. ALL WORK IN ISOLATED WORK AREAS MUST BE COMPLETED IN THE DRY. AN ADEQUATE NUMBER OF PUMPS MUST BE USED FOR UNWATERING.
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1.	2023-02-07	BWM	THIRD SUBMISSION
DATE	BY		REVISIONS
DESIGNED BY: P.V.			CHECKED BY: P.V.
DRAWN BY: B.W.M.			DATE: FEBRUARY 2023
<div><div><div><div><div><div><span></span></div><div>PAUL V. VILLARD</div></div></div><div><div><div>PROFESSIONAL GEOSCIENTIST</div><div>0957</div><div>ONTARIO</div></div></div></div><div><div>2023-02-07</div></div><div><div>PAUL V. VILLARD</div><div>PRACTISING MEMBER</div><div>0957</div><div>ONTARIO</div></div></div><div><div><div><div><div><span></span></div><div>GEO   MORPHIX™</div></div></div><div><div>36 Main Street North, PO Box 205</div><div>Campbellville, Ontario L0P 1B0</div></div><div><div>T: 416.920.0926</div><div>www.geomorphix.com</div></div></div></div></div>			

#### WYLDEWOOD CREEK BRANDY LANE HOMES

#### CHANNEL RESTORATION DESIGN RESTORATION DETAILS

PROJECT No.: 21032	DRAWING No.: PESC
SCALE: AS NOTED	SHEET 4 OF 4

SCALED FOR PLOT ON 'ARCH D'





## Staff Report T2025-07

Committee 2025-05-12

Council 2025-05-26

Amendments ☐

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**Submitted To:** Committee of the Whole | Council  
**Submitted By:** Jennifer Graham, Treasurer  
**Prepared By:** Justin Weber, Manager of Finance/Deputy Treasurer  
**Subject:** 2024 Debt Report

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### Recommendation

**THAT** Staff Report T2025-07, 2024 Debt Report, be received for information.

### Amendments

None.

## 1. Executive Summary

The debt report is a document that provides the public and members of Council with an overview of the outstanding debentures and loans. The balance of debentures as at December 31, 2024 was \$12.1M.

## 2. Analysis

### Background

At the August 21, 2017 Council meeting, Council adopted the Debt Management Policy (attached as Appendix 'A') which identified the following goals on debt:

- Total tax supported debt servicing costs as a percentage of Town Own Source Revenues shall not exceed 7%;
- Total water rate supported debt servicing costs as a percentage of Water Utility Own Source Revenues shall not exceed 7%; and



- Total wastewater rate supported debt servicing costs as a percentage of Wastewater Utility Own Source Revenues shall not exceed 7%.

### Update on Debt Position

An important indicator of a municipality's financial health is debt servicing cost as a percentage of total revenues. Debt is an appropriate way of financing longer life infrastructure, and infrastructure related to growth, that is not fully recovered through DCs. However, when debt levels get too high, it compromises the Town's sustainability and flexibility to fund programs and services.

The analysis below will outline details regarding three categories of debt. It will specify the balance in each category as at December 31, 2024. More importantly it will provide the debt servicing costs as a percentage of **own source revenues**¹ (debt servicing indicator) which measures the percentage of revenues devoted to servicing debt. The Town uses own source revenues as opposed to total revenues to eliminate "one-time revenue sources". This indicator shows the extent to which a municipality must use revenue raised through property taxes and user fees to pay interest and principal costs rather than pay for programs and services.

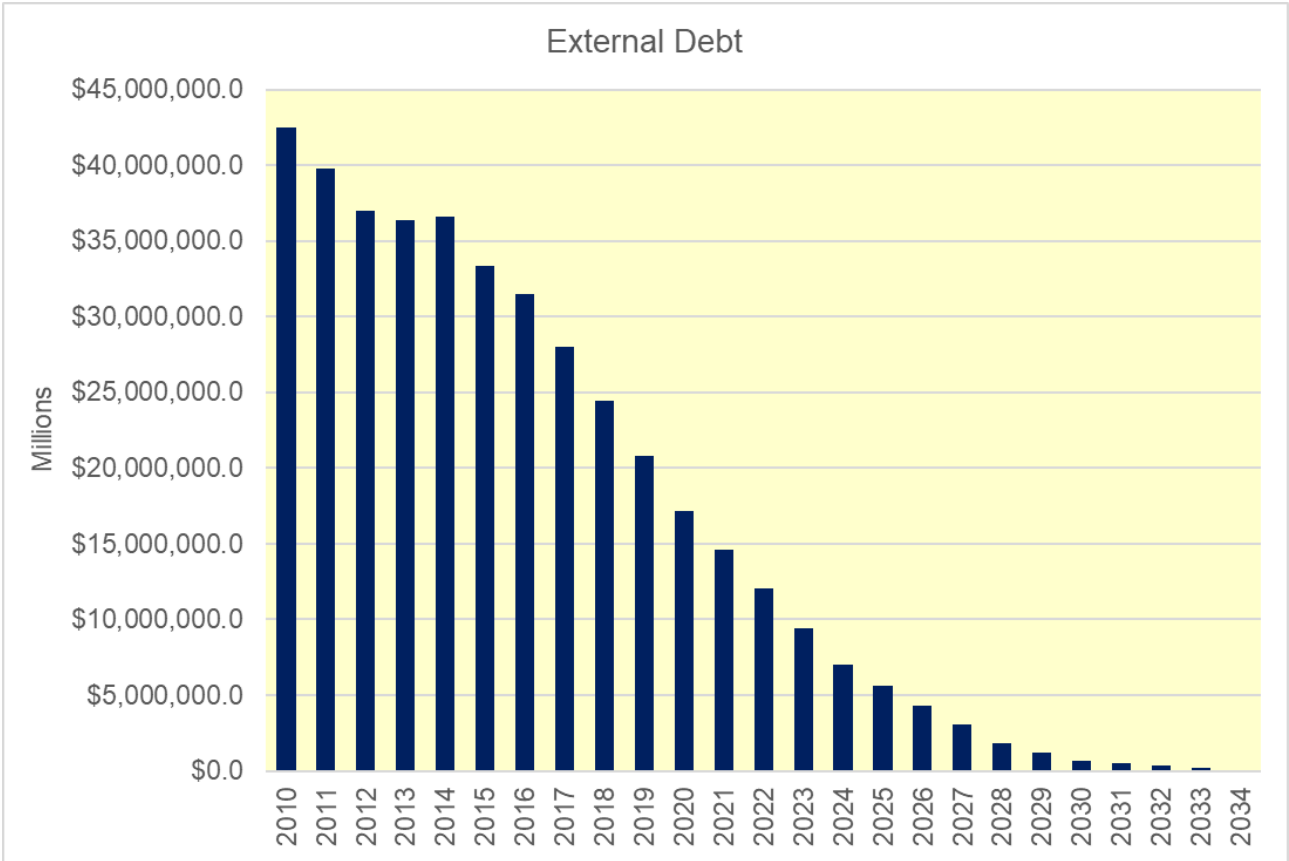
#### 1. External Debt

The Town defines debt as external, contractual debt, typically in the form of bank loans, debentures and mortgages. The following chart shows our consolidated historic levels of external debt from 2010 to 2024 and the continual decrease that will occur over the next ten (10) years, should no other debt be issued (net of EPCOR reimbursement agreement).

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¹ Own source revenues are revenues a government raises by levying taxes, user fees or by generating business or other income. It is all amounts of money received by a government from external sources, net of refunds and other correcting transactions. It does not include money from the issuance of debt, government grants, development charges, gain or loss on sale of capital assets or the sale of investments.





You will note that total external debt has decreased from 2023 to 2024 as a result of regular principal repayments and no new debt being issued.

Debt servicing costs as a percentage of own source revenue has also decreased, this is due to both the total debt repayment decreasing as well as the Town’s own source revenues increasing. The change in own source revenue is a result of increased taxation, increased Public Disposal Fees, increased Water & Wastewater revenues and increased Donations (due mainly to Urban Forestry);

The table below details this information:

Column1	2024	2023	2022
P & I Payments	\$ 3,548,518	\$ 3,851,204	\$ 3,982,863
Own Source Revenues *	\$ 66,985,751	\$ 65,855,479	\$ 60,669,557
Debt Servicing %	5.30%	5.85%	6.56%



* Note that the 2024 Own Source Revenues (OSR) has been estimated until the 2024 Financial Information Return has been finalized. 2023/2022 amounts agree to the submitted FIRs for each respective year.


During 2018, and as part of the sale of Collus PowerStream, the Town assumed debt in the amount of \$8.2M. **This debt is repaid on a monthly basis by EPCOR through a reimbursement agreement and is not serviced by the taxpayers or ratepayers of the Town.** The balance on this debt at the end of 2024 is \$5.1M (2023 - \$5.6M) and will be fully repaid in 2043 and is not included in the chart above.

## 2. Internal Loans and Notes

The Town's internal loans and notes represent transfers from reserves to the capital fund and have been used as a source of alternative financing and is a healthy part of any financing program where excess cash is available. They reflect borrowing, from existing reserves for approved projects, to finance unfunded projects where a decision has been made to proceed with. At this time **there are no outstanding internal loans** as repayment in full was made as part of the Asset Sale Proceeds (see staff report [T2021-03](#)).

There is one promissory note that was issued to the CPUSB in 2014 in the amount of \$6.0M at a rate of 1.5%. The balance of this at the end of 2024 is \$2.9M (2023 - \$3.2M) and will expire at the end of 2033, note however although this repayment is serviced through Water rates it does not impact the total debt servicing percentage amount given that it is an intercompany transaction (i.e. it moves from the Water Division to General Taxation Division).

## 3. Committed External Debt

Committed external debt refers to capital projects that are completed or underway and were approved based on debenture financing which has not yet been placed. It is estimated this debt will be placed sometime in the foreseeable future.  At the end of 2024 there are no capital projects where funding has been committed through debt issuance. Additionally, consideration will be given to borrowing for the Water Treatment Expansion



project, at this time it is expected that only internal borrowing will be required but the project and cash flows will be monitored closely. A report will be provided to Council prior to any new debt being issued as required.

#### **4. Annual Repayment Limit**

The Annual Repayment Limit (ARL) notice has been included from MMAH as Appendix 'B'. The ARL may be generally summarized as the maximum amount that a municipality in Ontario can pay each year (without first going to the Local Planning Appeal Tribunal) in principal and interest payments for its long-term debt and other long-term financial commitments. For most municipalities (not including Toronto) the ARL is set at 25 percent of their annual own-source revenues (such as property taxes, user fees and investment income), less their annual existing long-term debt service costs and payments for other long-term financial obligations. Municipalities may only exceed their ARL with the prior approval of the Local Planning Appeal Tribunal (LPAT).

For 2025 the Town's ARL is \$12,626,398 which is the total the Town could increase its annual debt repayment requirement by **according to the Provincial regulation**. In terms of the amount of total debt that this may equate to is dependent on the amortization and interest rate of any new debt issued. For example, if the Town borrowed at a rate of 7% over a 15-year period the total debt it could accumulate would be up to \$115 Million, today as noted in the report the total debt is \$12.1 Million (inclusive of the debt held through the Epcor reimbursement agreement).

#### **Options**

Not applicable.

#### **Financial Impacts**

Not applicable.



## Conclusion

As noted, the 2017 Debt Management Policy (attached as Appendix A) required that all areas of the Town (i.e. Tax-Supported, Water & Wastewater Divisions) shall maintain a 7.0% debt servicing cost with respect to own Source Revenues. The table below provides the Debt Servicing amount per division and in total, you will note that in total the Town overall is under the 7.0% limit set by the Policy.

Category	Water	Wastewater	Tax Supported	Total
Estimated Own Source Revenue	\$ 8,954,925	\$ 9,300,976	\$ 48,729,850	\$ 66,985,751
P & I Payments	\$ 101,995	\$ 260,759	\$ 3,185,763	\$ 3,548,518
Debt Servicing %	1.14%	2.80%	6.54%	5.30%

As staff complete the 2025 Asset Management Plan and continue to build out the Long-Term Strategic Financial plan, a review of the Debt Management Policy will be included to ensure that the policy remains relevant and realistic to actual capital needs. Staff notes that the 7% policy is strict in comparison to the Province's ARL that provides a limit of 25% of own source revenue. While the Provincial Average is in fact much lower (4.3% actual Provincial Average for Debt Servicing Costs as per the 2023 Financial Indicator Review) and staff feel that the ARL limit of 25% is an extremely high amount, it is important to strike a healthy balance of debt financing. In the coming months additional information will come forward to review this and make recommendations for what is the most effective plan for the Town of Collingwood.

## 3. Input from Other Sources

Reviewed with Department Heads on May 6th, 2025.

## 4. Applicable Policy or Legislation

**Municipal Act S.401** - a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt.

**Community Based Strategic Plan** - transparent and accountable.



## 5. Considerations

- ☒ Community Based Strategic Plan: Consistent with CBSP
- ☐ Services adjusted if any
- ☐ Climate Change / Sustainability: [Choose an item.](#)
- ☐ Communication / Engagement: [Choose an item.](#)
- ☐ Accessibility / Equity, Diversity, Inclusion: [Choose an item.](#)
- ☐ Registered Lobbyist(s) relating to content: [\[add content and meeting dates\]](#)

Next steps and future action required following endorsement:

Continued monitoring of Cash Flow while the Water Treatment Plant projects progress to determine the need for external financing.

## 6. Appendices and Other Resources

**Appendix A:** Debt Management Policy

**Appendix B:** Annual Repayment Limit (ARL)

## 7. Approval

**Prepared By:**

Justin Weber, CPA, Manager of Finance/Deputy Treasurer

**Reviewed By:**

Jennifer Graham, CPA CA, Treasurer

**CAO Comments:**

Endorsed by CAO on May 7, 2025 to proceed to COW



**BY-LAW No. 2017-058**  
**OF THE**  
**CORPORATION OF THE TOWN OF COLLINGWOOD**



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BEING A BY-LAW TO ESTABLISH A DEBT MANAGEMENT POLICY

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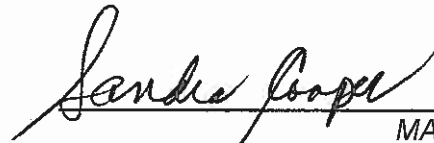
**WHEREAS** section 5(3) of the *Municipal Act, 2001*, S.O. 2001 c. 25, as amended, provides that a municipal power shall be exercised by by-law;

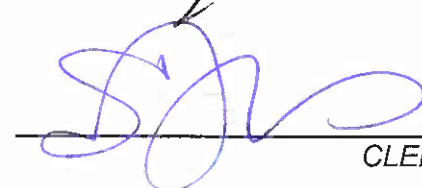
**AND WHEREAS** Council wishes to implement a policy with respect to capital financing and the management of debt;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD HEREBY ENACTS AS FOLLOWS:**

1. **THAT** the Policy entitled "Debt Management Policy" appended hereto as Schedule "A" is hereby approved and adopted.
2. **THAT** the "Debt Management Policy" approved by Council Resolution No. 500 on October 4, 2010 be hereby rescinded.
3. **THAT** this By-law shall come into full force and effect on the date of final passage hereof at which time all By-laws and/or resolutions that are inconsistent with the provisions of this By-law and the same are hereby repealed or rescinded insofar as it is necessary to give effect to the provisions of this By-law.

**ENACTED AND PASSED** this 21st day of August, 2017.

  
MAYOR

  
CLERK





Effective Date:  
August 21, 2017

POLICY NUMBER:  
FIN-002-01

**POLICY STATEMENT:**

This policy ensures compliance with all statutory requirements for incurring debt for operating and capital purposes and the issuance of debentures and prescribed financial instruments for or in relation to debt. This policy governs the use and administration of capital financing and debt

**APPLICATION:**

The Debt Management Policy covers all debt or financial obligations including related agreements and lease financing agreements for capital that are entered into by the Corporation, its boards and subsidiaries as well as those employees responsible for control, administration or management of capital financing and debt issuance activities.

**1. PURPOSE**

This policy establishes objectives, standards of care, authorized financing instruments, reporting requirements and responsibilities for the prudent financing of the Corporation's operating and infrastructure needs.

**2. DEFINITIONS**

The following definitions do not include all of the possible debt instruments that a municipality could use for long-term financing purposes. The Town of Collingwood generally limits its long-term financing to either amortizing or serial type debentures but has made use of sinking fund debentures in the past. The definitions include only those more "common" methods of financing.

<b>Amortizing Debentures:</b>	A debenture that has a blended principal and interest payment that is equal in each repayment period.
<b>Banker's Acceptance:</b>	A short-term credit obligation created by a non-financial firm such as the Corporation and guaranteed by a bank as to payment.
<b>Capital Financing:</b>	A generic term for the financing of capital assets. Although this can be achieved through the use of a variety of funding sources, for the purposes of this policy it is assumed to mean the use of debt.
<b>Construction Financing:</b>	A form of debt financing in which the issuer does not pay any principal and/or interest for a period up to five (5) years during the construction or rehabilitation of the facility.



<b>Corporation:</b>	Refers to the Corporation of the Town of Collingwood.
<b>Debenture:</b>	A formal written obligation to repay specific sums on certain dates. In the case of a municipality, debentures are typically unsecured.
<b>Debt and Financial Obligation Limit:</b>	A calculation provided annually to a municipality by the Ministry of Municipal Affairs and Housing that determines the maximum amount of new annual debt servicing costs that a municipality can undertake or guarantee without seeking the approval of the Ontario Municipal Board.
<b>Debt:</b>	Any obligation for the payment of money. The Town considers debt to consist of debentures, notes or cash loans from financial institutions, loans from reserves and discretionary reserve funds, financing leases, loan guarantees, mortgages, demand loans or internal loans.
<b>Debt Servicing Costs:</b>	Refers to the cash that is required to cover the repayment of interest and principal on a <b>debt</b> for a particular period.
<b>Financial Guarantee:</b>	An agreement whereby the Corporation will take responsibility for the payment of debt in the event that the primary debtor fails to perform.
<b>Hedging:</b>	A strategy used to offset or mitigate financial risk such as currency and/or interest rate risk.
<b>Infrastructure Ontario (IO) or its successor organization:</b>	Any entity established by the Province of Ontario to provide Ontario municipalities, universities and hospitals access to alternative financing and procurement service and to longer-term fixed rate loans for the building and renewal of public infrastructure.
<b>Installment (Serial) Debentures:</b>	Debentures of which a portion of the principal matures each year throughout the life of the debenture issue.
<b>Lease Financing Agreements:</b>	A lease for the purpose of obtaining long-term financing of a capital undertaking which requires payment by the Corporation beyond the current term of Council.
<b>Long-Term Bank Loan:</b>	Long-term debt provided by a bank or a syndicate (group) of banks.



<b>Long-Term Debt:</b>	Any debt for which the repayment of any portion of the principal is due beyond one year.
<b>Municipal Capital Facilities:</b>	Includes land, as defined in the Assessment Act, works, equipment, machinery and related systems and infrastructures.
<b>Project Financing:</b>	Financing in which principal and interest payments are structured so as to more closely match the revenues or cost savings of a specific project. Also includes financing for which the lender, in the case of default, would have no or limited recourse to the issuer beyond the assets purchased with the proceeds of the financing.
<b>Refunding:</b>	As applied to debentures, describes the process of retiring existing debt by issuing new securities to either reduce the interest rate or extend the maturity date or both.
<b>Rolling Stock:</b>	Equipment that moves on wheels used for transportation and/or transit purposes. Examples include subway cars, trucks, buses and tractor trailers.
<b>Short-term Debt:</b>	Any debt for which the repayment of the entire principal is due within one year.
<b>Sinking Fund Debentures:</b>	Debentures for which money is accumulated on a regular basis in a separate custodial account that when combined with interest earned is used to redeem the debentures.
<b>Term Debentures:</b>	Debentures that are comprised of a combination of installment and sinking fund debentures.
<b>Town:</b>	Refers to the Corporation of the Town of Collingwood
<b>Variable Interest Rate Debentures:</b>	Debentures that provide for one or more variations in the rate of interest payable on the principal during the term of the debenture.



### 3. DESCRIPTION

#### 3.1 Philosophy for Capital Financing and Debt Issuance

Council may, where it is deemed to be in the best interest of its taxpayers, approve the issuance of debt for its own purposes, or those of its municipal business corporations.

“Best interest” will be consistent with the following key financial principle with respect to capital financing and debt practices:

*“Capital financing and debenture practices will be responsive and fair to the needs of both current and future taxpayers and will be reflective of the underlying life cycle and the nature of the expenditure.”*

This philosophy will be met through the objectives outlined below.

#### 3.2 Objectives of the Capital Financing and Debt Program

The primary objectives for the Corporation’s capital financing and debt program, in priority order shall be:

- a. Adherence to statutory requirements
- b. Ensure long term financial sustainability, stability and flexibility
- c. Limit financial risk exposure
- d. Minimize long-term cost of financing
- e. Match the term of the capital financing to the useful life of the related asset.

##### a. Adherence to Statutory Requirements

Capital financing may only be undertaken when in compliance with the relevant sections of the *Municipal Act, 2001* (the “Act”) and related regulations.

Requirements include but are not limited to the following:

- i. The term of temporary or short-term debt for operating purposes will not exceed the current fiscal year.
- ii. The term of the capital financing shall not exceed the lesser of 40 years or the useful life of the underlying asset.
- iii. Long-term debt will only be issued for new capital projects.
- iv. The total financing charges after issuance of the proposed debt will not exceed the Debt and Financial Obligation Limit for the municipality responsible for incurring the debt unless otherwise approved by the Ontario Municipal Board.
- v. Prior to authorizing a lease financing agreement, a report will be prepared for Council assessing the costs as well as the financial and other risks associated with the proposed lease in relation to other methods of financing.
- vi. Prior to passing a debenture by-law which provides that installments of principal or interest, or both, are not payable during the period of



construction of an undertaking, Council shall consider all financial and other risks related to the proposed construction financing.

Furthermore, the awarding of any contract under this Policy, unless otherwise authorized by Council, will follow the procedures and authorities set out in the Corporation's Procurement By-law.

**b. Ensure Long-term Financial Sustainability, Stability and Flexibility**

The capital financing program will be managed in a manner consistent with other long-term planning, financial and management objectives.

Prior to the issuance of any new capital financing, consideration will be given to its impact on future taxpayers and/or ratepayers in order to achieve an appropriate balance between capital financing and other forms of funding.

Regular and/or ongoing capital expenditures and the current portion of future rehabilitation and replacement costs will be recovered on a "pay as you go" basis through rates, tax levy, user fees and/or reserve fund monies. Adequate reserve funds must be developed and maintained for all capital assets owned by the Corporation to ensure long-term financial sustainability and flexibility. However, where long-term financing is required, due consideration will be paid to all forms of financing including debentures, construction financing, long-term bank loans and lease financing agreements.

Financial sustainability depends on debt levels and debt servicing costs being consistent with the Corporation's level of affordability, both current and future. Debt issuance decisions must comply with ensuring long-term financial flexibility and sustainability for the Corporation.

Goals and limits on debt, and financial measures to assess financial flexibility and sustainability are as follows:

**Goals**

- Total tax supported debt servicing costs as a percentage of Town Own-Source Revenues shall not exceed 7%.
- Total water rate supported debt servicing costs as a percentage of Water Utility Own-Source Revenues shall not exceed 7%.
- Total wastewater rate supported debt servicing costs as a percentage of Wastewater Utility Own-Source Revenues shall not exceed 7%.

**Financial Measures**

Debt ratios are the key analytical measures used by credit rating agencies to evaluate the credit worthiness of a municipality. Three key debt ratios will be used to monitor the debt position:

- Debt servicing costs as a percentage of own source revenues



- Debt per capita
- Debt outstanding per \$100,000 of assessment

In addition, annually a third party assessment of the Corporation's financial health will be conducted to provide Council and tax/rate payers with an independent opinion on the Corporation's financial position and shall include but not be limited to all matters noted in the Goals and Financial Measures of the previous paragraph.

**c. Limit Financial Risk Exposure**

The capital financing program will be managed in a manner to limit financial risk exposure. As a result, it will be the Corporation's normal practice to issue debt that is only denominated in Canadian dollars with an interest rate that will be fixed over the term.

In compliance with the Goals and Financial Measures, if a situation arises where there is a material financial advantage and/or it is deemed prudent for the Corporation to issue debt that is subject to fluctuations, in foreign currency and/or interest rates, a hedging strategy will be considered to either reduce or eliminate the risk.

The hedging strategy would include the following:

- i. For debentures that are not denominated in Canadian currency, the rate of exchange will be fixed for the term of the obligation (both principal and interest payments) on or before the date of issuance.
- ii. For variable interest rate debentures with a term exceeding one year, the interest rate will be fixed within six (6) months of the issuance date.

However, long-term bank loans for which the interest rate may vary will not be fixed if prevailing market conditions are such that in the opinion of the Treasurer it is in the Corporation's best interests to allow the rate to float where such debt, in addition to any other outstanding variable rate loans or debentures, does not exceed fifteen percent (15%) of the total outstanding debt of the Corporation.

Lease financing agreements have different financial and other risks than traditional debt that must be considered and, where practicable, mitigated prior to use, including contingent payment obligations for items such as lease termination provisions, equipment loss, equipment replacement options, guarantees and indemnities. These risks will be identified prior to entering into any material lease financing agreement.

**d. Minimize Long-Term Cost of Financing**

The timing, type and term of financing for each capital asset will be determined with a view to minimize its overall long-term cost of financing. Factors to be considered will include:

- current versus future interest rates;



- the availability of related reserve fund monies;
- the pattern of anticipated revenues or cost savings attributable to the project; and,
- all costs related to the financing of the project whether by debenture, construction financing or lease financing.

**e. Match the Term of the Capital Financing to the Useful Life of the Related Asset**

The maximum term over which a capital asset may be financed is 20 years unless otherwise specifically approved by Council. In no case may the term of financing exceed the anticipated useful life of the related asset.

**4. STANDARD OF CARE**

An appropriate standard of care shall be achieved in the following manner:

**4.1 Ethics and Conflicts of Interest**

Officers and employees involved in the capital financing and debt management processes shall:

- a. Refrain from personal business activity that could conflict with the proper execution and management of the capital financing program, or that could impair their ability to make impartial decisions.
- b. Disclose any material interests in financial institutions with which they conduct business.
- c. Disclose any personal financial/investment positions that could be related to the performance of their capital financing duties.
- d. Not undertake personal financial transactions with the same individual with whom business is conducted on behalf of the Corporation.

**4.2 Delegation of Authority**

The Treasurer has overall responsibility for capital financing by the Corporation and is responsible for the implementation of the capital financing program and the establishment of procedures consistent with this Policy. Such procedures shall include explicit delegation of authority to persons responsible for capital financing activities. No person shall engage in a capital financing activity except as provided under the terms of this Policy.

**4.3 Requirement for Outside Advice**

The Corporation's staff is expected to have sufficient knowledge to prudently evaluate standard financing transactions. However, when in their opinion the appropriate level of knowledge does not exist for instances such as capital financing transactions that are unusually complicated or non-standard, or as otherwise directed, outside financial and/or legal advice will be obtained.



## **5. SUITABLE and AUTHORIZED FINANCING INSTRUMENTS**

The form of financing that meets the objectives listed above will be dependent in part upon its term and the type of asset to be financed.

### **5.1 Short-Term – Under One (1) Year**

Financing of operational needs for a period of less than one (1) year pending the receipt of taxes and other revenues, or interim financing for capital assets pending long-term capital financing may be from one or more of the following sources:

- a. Reserves and specified discretionary reserve funds
- b. Bank line of credit
- c. Short-term promissory notes issued to aforementioned institutions
- d. Bankers' Acceptances
- e. Infrastructure Ontario short-term advances pending issuance of long-term debentures

### **5.2 Long-Term – Greater than One (1) Year**

Financing of assets for a period greater than one (1) year may be from any of the following sources:

- a. Debentures (including those issued to Infrastructure Ontario), which may be in the following form or a combination thereof:
  - i. Installment (including those with a refunding provision)
  - ii. Sinking Fund
  - iii. Term
  - iv. Amortizing
  - v. Variable Interest Rate

Fixed rate debentures will be the standard form of long-term financing used by the Corporation.

- b. Reserves and Specified Discretionary Reserve Funds  
These may be used for both short and medium-term (up to three (3) years) financing if deemed cost effective or otherwise necessary. It is recognized however, that reserves and reserve funds are for a defined purpose and must be available when that purpose occurs or requires them.

Notwithstanding this policy, intra-fund borrowing between development charge reserve accounts for a longer period of time is permitted under the *Development Charges Act*.

- c. Long-Term Bank Loans  
These may be used if deemed cost effective or otherwise necessary. These loans may be fixed or variable interest loans as determined by the Treasurer.
- d. Construction Financing



May be used for a period up to five (5) years during construction or rehabilitation of certain facilities from which a revenue stream will be generated (i.e. water treatment plant, wastewater treatment plant) upon completion.

e. Lease Financing Agreements

May be used when it provides material and measurable benefits compared with other forms of financing.

f. Mortgages

Mortgages may be used for a period up to ten (10) years if deemed cost effective or otherwise necessary.

Infrastructure Ontario or its successor organizations will be the prescribed primary lender for debenture requirements.

### **5.3 Debt Structures**

Debt issues are structured to achieve the lowest possible all-in net cost of funds, subject to the constraints prevailing capital market conditions, debt maturity, the capital asset being financed and the objectives of the Debt Policy.

To the extent possible, debt will be structured to require repayment as soon as feasible so as to recapture borrowing capacity for future use and minimize costs where possible.

## **6. FINANCING RISK IDENTIFICATION AND MITIGATION STRATEGIES**

Financial risks associated with certain types of financing shall be identified and considered in relation to other forms of financing that would be available. The mitigation strategies discussed below will be used to reduce the additional risk when deemed practicable.

### **6.1 Availability of Debt Capacity for Future Priority Projects**

The Corporation could face the risk in any fiscal year of having insufficient debt capacity to fully execute its capital plan based on the goals for financial sustainability and flexibility or the Debt and Financial Obligation Limit established by the province. To manage this risk, the capital plan will show the amount of debt financing that will be required for each project and each year of the plan. Project prioritization will permit the most critical elements of the capital plan to proceed in an expeditious manner.

### **6.2 Refunding Risk**

The Corporation may issue debentures for which the amortization to retirement period is longer than the contractual term of the debenture, similar to a home mortgage where the term to retirement is 25 years and the renewal term is every five (5) years. For debentures of this type, the balance of debt remaining at the end of the contractual term will need to be refinanced.

A risk to the Corporation would be that interest rates may be higher during the second financing period, resulting in higher than anticipated debt payments. For this reason the



use of refunding debentures will not be the preferred method of financing by the Corporation.

### **6.3 Construction Financing**

Construction financing is unique in that the debt and interest may be accrued in advance of the project's completion and no payments are made during the building period. The following risks compared to other forms of financing will be considered prior to the use of construction financing:

- a. The financial risks include the following:
  - i. Interest rates may fall from the time the rate for the construction loan is established and completion of construction. If there is a possibility of this occurring, the risk can be mitigated through the use of variable rate debt.
  - ii. The final cost of construction could be materially less than initially forecasted and financed. Mitigation can be achieved by issuing debt that does not exceed 75% of the projected costs.
- b. Other risks include the construction project may not be able to proceed or is not completed for technical or other reasons. The mitigation strategy will be not to issue long-term debt until all critical construction contracts have been awarded.

### **6.4 Lease Financing Agreements**

Leases may be used to finance equipment, buildings, land or other assets that the Corporation does not have a long-term interest in or may not be able to acquire through other means. The following risks compared to other forms of financing will be considered prior to the use of lease financing agreements:

- a. The financial risks include the following:
  - i. The ability for lease payment amounts to vary if based on changes in an underlying debt instrument (generally expressed as a particular Government of Canada Bond). This risk usually only applies to new assets being added to a leasing schedule and would be the same as new debt being issued from time to time.
  - ii. The ability for lease payment amounts to vary based on changes in the assumed residual values of the asset being leased. Again, this risk usually only applies to new assets being added to a leasing schedule and would not be riskier than other forms of financing.
  - iii. Uncertainty over leasing costs if the contract needs to be extended or renewed. The normal practice of the Corporation will be to negotiate these costs prior to the agreement being executed.
- b. Other risks include the potential for the seizure and removal of leased equipment if the leasing company goes into default of its obligations to creditors, and its creditors have the legal right to seize assets of the leasing company. The normal practice of the Corporation will be to assess the financial strength of the leasing company prior to the agreement being executed.



## **7. REPORTING REQUIREMENTS**

In addition to any information requested by Council or that the CAO and Treasurer considers appropriate the following reports will be provided:

- a. Annually, the Treasurer shall submit to Council a report or reports that:
  - i. Requests authority for temporary borrowing up to a stipulated amount to meet day-to-day expenditures, pending receipt of tax levies, user fees and revenues anticipated during the year.
  - ii. Consistent with the Goals and Financial Measures adopted by Council, requests authority to finance certain capital items detailing for each item the type, amount and the maximum term of financing.
  - iii. States the sum, if any, that must be raised for sinking fund purposes in that year.
  - iv. Updates of the Debt Position of the Corporation.
  - v. An independent third party assessment of the financial health of the municipality.
  - vi. Lists and details of any outstanding construction financing debentures in accordance with the provisions of O. Reg. 278/02.
- b. Before entering into a lease financing agreement, the Treasurer shall submit to Council a report with a recommendation assessing the costs and financial and other risks associated with the proposed agreement. The report shall be prepared in accordance with the provisions of O. Reg. 266/02.
- c. Before passing a by-law providing for construction financing, the Treasurer shall submit to Council a report prepared in accordance with the provisions of O. Reg. 278/02.

## **8. RESPONSIBILITIES**

### **Council**

Council has the exclusive authority for authorizing debt issuance.

### **Mayor**

The Mayor or, in the absence of the Mayor, Deputy-Mayor shall execute and sign the appropriate documents on behalf of the Corporation with respect to the issuance of debt instruments.

### **Treasurer**

- a. Reviews and recommends the type and term of financing for capital projects and operating requirements.
- b. Calculates the financial debt obligation limit for the Corporation as prescribed by the Act.
- c. Coordinates the preparation of debt instrument by-laws for Council.



- d. Executes and signs appropriate documents on behalf of the Corporation and performs all other related acts with respect to the issuance of debt securities including the payment of principal, interest or other related fees.
- e. Reviews and recommends to Council the financial and business aspects of any lease financing agreements and transactions.
- f. Ensures all reporting requirements identified within this Policy are met.

**Clerk**

The Clerk shall certify and sign documents on behalf of the Corporation with respect to the issuance of debt securities.

**9. POLICY REVIEW**

This policy shall be reviewed when changes to the *Municipal Act* or Ontario Regulations affect the provisions contained herein. At a minimum this policy shall be reviewed every five (5) years.



**REFERENCES:**

*Municipal Act, 2001*, S.O. 2001 c.25 Sections 401 to 424.  
Ontario Regulation 247/01 – Variable Interest Rate Debentures and Foreign Currency Borrowing  
Ontario Regulation 266/02 – Financing Leases for Municipal Capital Facilities  
Ontario Regulation 276/02 – Bank Loans  
Ontario Regulation 278/02 – Construction Financing  
Ontario Regulation 403/02 – Debt and Financial Obligation Limits  
Ontario Regulation 586/06 – Local Improvement Charges – Priority Lien Status  
Ontario Regulation 653/05 – Debt-Related Financial Instruments and Financial Agreements

**Revision History:**

Review Date	Description



## 2025 ANNUAL REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403 / 02)

**MMAH CODE:** 70403  
**MUNID:** 43031  
**MUNICIPALITY:** Collingwood T  
**UPPER TIER:** Simcoe Co  
**REPAYMENT LIMIT:** \$ 12,626,398

### FOR ILLUSTRATION PURPOSES ONLY,

The additional long-term borrowing which a municipality could undertake over a 5-year, a 10-year, a 15-year and a 20-year period is shown.

If the municipalities could borrow at 5% or 7% annually, the annual repayment limits shown above would allow it to undertake additional long-term borrowing as follows:

5% Interest Rate		
(a)	20 years @ 5% p.a.	\$ 157,352,825
(a)	15 years @ 5% p.a.	\$ 131,057,691
(a)	10 years @ 5% p.a.	\$ 97,497,697
(a)	05 years @ 5% p.a.	\$ 54,665,694
7% Interest Rate		
(a)	20 years @ 7% p.a.	\$ 133,764,238
(a)	15 years @ 7% p.a.	\$ 115,000,145
(a)	10 years @ 7% p.a.	\$ 88,682,534
(a)	05 years @ 7% p.a.	\$ 51,770,724



# DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403/02)

MUNICIPALITY:

Collingwood T

MMAH CODE:

70403

## Debt Charges for the Current Year

		1
		\$
0210	Principal (SLC 74 3099 01)	3,091,602
0220	Interest (SLC 74 3099 02)	745,870
0299	<b>Subtotal</b>	<b>3,837,472</b>
0610	Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01)	0
9910	<b>Total Debt Charges</b>	<b>3,837,472</b>

## Amounts Recovered from Unconsolidated Entities

		1
		\$
1010	Electricity - Principal (SLC 74 3030 01)	0
1020	Electricity - Interest (SLC 74 3030 02)	0
1030	Gas - Principal (SLC 74 3040 01)	0
1040	Gas - Interest (SLC 74 3040 02)	0
1050	Telephone - Principal (SLC 74 3050 01)	0
1060	Telephone - Interest (SLC 74 3050 02)	0
1099	<b>Subtotal</b>	<b>0</b>
1410	Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02)	0
1411	Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02)	0
1412	Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02)	0
1420	<b>Total Debt Charges to be Excluded</b>	<b>0</b>
9920	<b>Net Debt Charges</b>	<b>3,837,472</b>

		1
		\$
1610	Total Revenue (SLC 10 9910 01)	76,140,756
<b>Excluded Revenue Amounts</b>		
2010	Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04)	0
2210	Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC10 0815 01)	1,285,927
2220	Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01)	1,247,504
2225	Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01)	0
2226	Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01)	528,092
2230	Revenue from other municipalities including revenue for Tangible Capital Assets ( SLC 10 1098 01 + SLC 10 1099 01)	669,558
2240	Gain/Loss on sale of land & capital assets (SLC 10 1811 01)	-73,745
2250	Deferred revenue earned (Development Charges) (SLC 10 1812 01)	8,541,544
2251	Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01)	0
2256	Deferred revenue earned (Community Benefits) (SLC 10 1815 01)	0
2252	Donated Tangible Capital Assets (SLC 53 0610 01)	1,563,995
2253	Other Deferred revenue earned (SLC 10 1814 01)	0
2254	Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01)	0
2255	Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01 + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01)	-3,477,598
2299	<b>Subtotal</b>	<b>10,285,277</b>
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged	0
2610	<b>Net Revenues</b>	<b>65,855,479</b>
2620	<b>25% of Net Revenues</b>	<b>16,463,870</b>
9930	<b>ESTIMATED ANNUAL REPAYMENT LIMIT</b>	<b>12,626,398</b>
	(25% of Net Revenues less Net Debt Charges)	

* SLC denotes Schedule, Line Column.





## Staff Report T2025-08

Committee 2025-05-12

Council 2025-05-26

Amendments ☐

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**Submitted To:** Committee of the Whole | Council  
**Submitted By:** Jennifer Graham, CPA CA, Director, Finance/Treasurer  
**Prepared By:** Jennifer Graham, CPA CA, Director, Finance  
**Subject:** Quarter One Financial Update

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### Recommendation

**THAT** Staff Report T2025-08, Quarter One Financial Update, be received;

### Amendments

None.

## 1. Executive Summary

This report provides Council with a high-level review of the Town's financial results for the first quarter of 2025. As of March 31, overall financial performance remains on track, with no significant concerns identified.

- **Operating Budget:** Operating revenues and expenditures are largely in line with expectations, with most variances due to seasonal timing and delayed project starts. Taxation revenue is ahead of target due to interim billing, and most departments are underspent in Q1, particularly on salaries and contracted services.
- **Salaries and Benefits:** Year-to-date personnel costs are approximately 1.2% below budget, with minor variances reflecting staffing vacancies and seasonal hiring patterns. Overtime costs are slightly above Q1 expectations in some departments but remain within annual limits.



- **Capital Budget:** Capital expenditures are at 8% of the annual budget, consistent with prior years. Most capital projects are in early stages, with major activity expected to ramp up in Q2. The Water Treatment Plant Expansion accounts for the majority of Q1 capital spending.
- **Investments:** The Town realized \$4.16M in gains from maturing and repositioned investments in Q1. Proceeds were reinvested into a laddered GIC portfolio to preserve capital, and enhance predictability.
- **Grants:** Over \$19.3M in new funding applications have been submitted in 2025. To date, \$128,000 in new grants have been confirmed, and the Town continues to manage over \$83M in previously approved funding.

Staff will continue to monitor financial results and report back at mid-year to ensure ongoing alignment with the approved budget and strategic objectives.

## 2. Analysis

To purpose of this report is to provide Council with a high-level overview of actual revenues and expenditures for the first quarter of 2025, compared to the approved budget. As a general guideline, both revenues and expenditures would be expected to approximate 25% of the annual budget at this point in the year, subject to seasonal timing.

### OPERATING BUDGET REVIEW

Operating Budget by Program	2025 Budget (in '000s)	2025 Q1 YTD (in '000s)	Variance (\$)	Variance (%)
<b>Tax Supported</b>				
Taxation Revenue	44,306	20,898	-23,408	-52.8%
Development and Growth	-4,073	-794	3,278	80.5%
Community Safety and Standards	-12,648	-2,975	9,673	76.5%
Community Health & Well-being	-6,503	-1,394	5,110	78.6%



Arts, Culture & Heritage	-2,340	-626	1,713	73.2%
Community Access & Mobility	-10,471	-2,833	7,638	72.9%
Municipal Governance & Civic Engagement	-2,190	-403	1,787	81.6%
Corporate & Customer Services	-6,082	2,567	8,649	142.2%
<b>Total Tax Supported</b>	<b>0</b>	<b>14,440</b>	<b>14,440</b>	
Building Department	-453	-106	347	76.6%
Parking Authority	130	149	19	14.7%
Business Licensing (Short Term Accommodations)	-48	-51	-3	-5.6%
Environmental/Wastewater Services	2,442	935	-1,507	-61.7%
Water Services	2,657	812	-1,845	-69.4%
<b>Total Non-Tax Supported</b>	<b>4,728</b>	<b>1,740</b>	<b>-2,988</b>	

As of March 31, 2025, overall financial results remain on track, with no significant concerns identified. Variances are largely attributed to timing differences, seasonal factors, and underspending on salaries and benefits (see Salaries Review section below).

### Tax Supported Programs

- **Taxation Revenue** is ahead of expectations at 47% due to the interim billing cycle being completed; final billing will occur in June.

Most program areas show underspending, which is typical for Q1 due to delayed project starts, seasonality, and timing of contracted services. Notably:

- **Community Access & Mobility** reflects high winter maintenance activity in Q1 and transit revenues exceeding expectations.
- **Corporate & Customer Services** shows a positive variance due to investment income as the final allocation between operations and reserve funds occurs at year-end. Salaries remain under budget.



- Other service areas such as **Community Health & Well-being** and **Development & Growth** are under budget primarily due to seasonal fees and timing of studies or legal work.

### Non-Tax Supported Programs

- **Water and Wastewater Services** show expenditures below expectations due to delayed projects and salaries and benefits.
- **Parking revenues** are performing above expectations in all areas (fines, meters and permits), while related expenses are low due to timing of hiring summer staff.
- **Building and Business Licensing revenues** are both trending below budget for revenue. Activity is expected to increase in Q2.

### SALARIES ANALYSIS

	<b>2025 Budget (in '000s)</b>	<b>2025 YTD (in '000s)</b>	<b>YTD Expectation (25%)</b>	<b>Variance (\$)</b>	<b>Variance (%)</b>
Salaries	22,960	5,289	5,740	451	2.0%
Overtime	490	224	122	-101	-20.7%
Benefits	6,235	1,567	1,559	-9	-0.1%
<b>Total</b>	<b>29,685</b>	<b>7,081</b>	<b>7,421</b>	<b>340</b>	<b>1.1%</b>

As of March 31, 2025, total salaries, benefits, and overtime expenditures across all departments are generally tracking in line with expectations, with a combined YTD variance of +1.2% compared to the prorated budget. Most departments are operating within their quarterly allocations, with notable variances primarily tied to staffing transitions, vacant positions, or seasonal timing. Details can be found in Appendix A: Quarter One Salaries Analysis.

- **Development & Growth** is 1.6% under budget, primarily due to delayed hiring of infrastructure-related positions, including the Director, Infrastructure and Project Coordinator.
- **Environmental Management** shows a 7.0% variance below expectations, largely due to several vacancies including a Wastewater Operator and less time spent on



Environmental Management projects from Public Work staff (% of their time allocated to this program).

- **Community Safety & Standards** is on target, with minor variances offsetting each other. Overtime is slightly above expected Q1 levels due to coverage needs but within budget overall.
- **Community Health & Well-being** is 2.9% under budget, with multiple positions scheduled to start in Q2 including seasonal staff.
- **Community Access & Mobility** is 4.1% over budget, mainly due to higher-than-expected winter control overtime costs.
- **Arts, Culture & Heritage, Municipal Governance, and Corporate & Customer Services** are all operating within reasonable variance thresholds. Vacancies in several roles (e.g., Accessibility Coordinator, Purchasing Coordinator) contributed to lower Q1 expenditures.

Staff will continue to monitor and report on year-to-date trends throughout the year to ensure alignment with the approved budget.

## INVESTMENT ANALYSIS

During the first quarter of 2025, the Town strategically managed maturing and market-sensitive investments to optimize returns, preserve capital, and reduce risk exposure amid ongoing economic uncertainty. Appendix B Investment Holdings at March 31, 2025, details the investment portfolio including investment statements. Appendix C Quarter One Investment Activities summarized the actions taken as detailed below:

### Investment Maturities

Two investments matured during the quarter, generating total proceeds of \$24.76 million and realized gains of \$757,696:

- A \$15M GIC issued by Canadian Western Bank matured at a yield of 2.91% per annum, returning \$15.44M
- A \$9M Principal-Protected Note (PPN) issued by National Bank returned \$9.32 million, generating a gain of \$320,000 and an annualized return of 1.7%.



## **Investment Sales and Market Repositioning/Purchases**

The Canadian economy continues to experience heightened uncertainty due to political pressures and external economic instability, including tariff developments. These pressures have contributed to increased market volatility, slower economic growth, and the likelihood of further interest rate reductions. In response, staff have taken proactive steps to mitigate risk and stabilize investment income while remaining aligned with the Town's long-term financial planning goals.

Four Principal-Protected Notes (PPNs) with a total book value of \$22.5M were sold in Q1, resulting in proceeds of \$25.90M and realized gains of \$3.40M. The average annualized return from these investments combined averaged approximately 4.03%, which outperformed typical deposit returns and kept pace with inflation over the investment horizon.

To maintain stable returns and ensure liquidity, \$25M from the sales were reinvested in a ladderred Guaranteed Investment Certificate (GIC) portfolio. This strategy ensures \$5M matures annually over five years, supporting both reinvestment flexibility and cash flow needs.

- GIC rates secured: 3.90% – 4.15%
- Average annual yield: 3.99%
- Projected annual interest income: ~\$997,500 (*excluding* reinvestment gains from future maturities)

The ladderred GIC strategy enhances income predictability, reduces exposure to equity market volatility, and supports the Town's commitment to prudent financial stewardship.

## **CAPITAL BUDGET REVIEW**

As of March 31, 2025, year-to-date capital expenditures total \$9.6M, representing approximately 8% of the total approved capital budget of \$123.8M. This spending level is typical for the first quarter, as most capital projects remain in the procurement, tendering, or design stages, with physical work scheduled to begin in Q2 and beyond. The largest portion of spending to date relates to the Water Treatment Plant Expansion, as expected, which accounts for over \$8.3M of Q1 capital expenditures. Other capital activity includes early-stage work on infrastructure renewal, facility improvements, and



equipment procurement across various departments. Detailed Capital spend by project included in Appendix D Quarter One Capital Detail.

Staff continue to monitor the capital program closely to ensure alignment with delivery timelines, available resources, and approved funding. A more detailed update will be provided at mid-year once a greater portion of projects are underway.

## **GRANT ANALYSIS**

As of Q2 2025, the Town continues to actively pursue external funding opportunities to support key infrastructure, recreation, cultural, transit, and public safety projects. The following provides a summary of recent grant activity and detail can be found in Appendix E Quarter One Grant Detail:

### **Applications Submitted**

Grant applications totaling over \$19.3M have been submitted in 2025 to support major initiatives, including:

- Stewart Road Reservoir and Booster Pumping Station – \$16.7M (Canadian Housing Infrastructure Fund)
- Wilson Sheffield Park improvements – \$1.76M (Community Sport and Recreation Infrastructure Fund)
- Pedestrian crossovers and traffic calming, specialized transit vehicle, and enhancement to the Mobile Crisis Response Team are among other key funding requests currently under review.

### **Funding Approved in 2025**

Over \$128,000 in new grant funding has been confirmed, including:

- County of Simcoe – Trails Grant (\$100,000)
- Celebrate Canada – Indigenous Peoples Day (\$6,000)
- 2025 Art Crawl and Encampment Response initiatives

### **Previously Approved Funding**

The Town continues to manage and implement projects supported by over \$83M in previously secured grants, including:

- \$70M from the Housing Enabling Water Systems Fund for the Water Treatment Plant Expansion



- Over \$9.7M from ICIP and Canada Community Building Fund for roads, transit, and infrastructure renewal
- Multiple smaller grants supporting transit studies, public safety, trails, community events, staffing, and accessibility improvements

### Applications Not Approved

Two recent applications were unsuccessful:

- Short-Term Rental Enforcement Fund – \$1.35M
- Experience Ontario – Art Crawl – \$20,000

Staff will continue to monitor funding announcements and pursue opportunities aligned with Council priorities and the Town's Strategic Plan.

## 3. Input from Other Sources

Reviewed by Department Heads on May 6, 2024.

Internal staff consulted on program and service variances.

## 4. Applicable Policy or Legislation

## 5. Considerations

2024-2028 Community Based Strategic Plan: Progress towards achieving CBSP Goal

☐ Sustainable ☐ Connected ☐ Vibrant ☒ Responsible

☐ Services adjusted if any [Choose an item.](#)

☐ Climate Change / Sustainability: [Choose an item.](#)

☐ Communication / Engagement: [Choose an item.](#)

☐ Accessibility / Equity, Diversity, Inclusion: [Choose an item.](#)

☐ Registered Lobbyist(s) relating to content: [\[add content and meeting dates\]](#)

Next steps and future action required following endorsement:

Continue to pursue and implement grants.



## 6. Appendices and Other Resources

**Appendix A:** Quarter One Salaries Analysis

**Appendix B:** Investment Holdings at March 31, 2025

**Appendix C:** Quarter One Investment Activities

**Appendix D:** Quarter One Capital Detail

**Appendix E:** Quarter One Grant Detail

## 7. Approval

**Prepared By:**

Jennifer Graham, CPA CA, Director, Finance/Treasurer

**CAO Comments:**

☒ Endorsed by CAO Skinner on May 7, 2025 to proceed to COW.



The expectation is that salaries should approximate 25% of budget at end of Q1.  
Variances that are +/- 2% of expectation have been investigated and noted below.

	2025 Actual YTD as at Mar-31-2025	2025 Annual Budget	YTD Expectation	Variance	%	NOTES
<b>Development &amp; Growth</b>						
Salaries	717	3,025	756	39	1.3%	
Overtime	2	38	9	7	19.8%	
Benefits	208	888	222	14	1.6%	
<b>Total</b>	<b>926</b>	<b>3,951</b>	<b>988</b>	<b>61</b>	<b>1.6%</b>	<b>1</b>
<b>Environmental Management, Conservation &amp; Sustainability</b>						
Salaries	253	1,400	350	97	7.0%	
Overtime	12	62	16	3	5.5%	
Benefits	73	410	103	30	7.3%	
<b>Total</b>	<b>338</b>	<b>1,872</b>	<b>468</b>	<b>131</b>	<b>7.0%</b>	<b>2</b>
<b>Community Safety &amp; Standards</b>						
Salaries	1,064	4,430	1,107	44	1.0%	
Overtime	49	229	57	8	3.5%	
Benefits	340	1,186	297	-43	-3.6%	
<b>Total</b>	<b>1,453</b>	<b>5,845</b>	<b>1,461</b>	<b>9</b>	<b>0.1%</b>	<b>3</b>
<b>Community Health &amp; Well-Being</b>						
Salaries	1,162	5,408	1,352	190	3.5%	
Overtime	36	93	23	-13	-13.6%	
Benefits	325	1,399	350	24	1.7%	
<b>Total</b>	<b>1,523</b>	<b>6,900</b>	<b>1,725</b>	<b>202</b>	<b>2.9%</b>	<b>4</b>
<b>Arts, Culture &amp; Heritage</b>						
Salaries	346	1,323	331	-15	-1.1%	
Overtime	1	2	0	-1	-65.7%	
Benefits	94	329	82	-12	-3.5%	
<b>Total</b>	<b>441</b>	<b>1,654</b>	<b>414</b>	<b>-28</b>	<b>-1.7%</b>	<b>5</b>
<b>Community Access &amp; Mobility</b>						
Salaries	621	2,456	614	-7	-0.3%	
Overtime	115	37	9	-105	-288.0%	
Benefits	185	673	168	-17	-2.5%	
<b>Total</b>	<b>921</b>	<b>3,166</b>	<b>791</b>	<b>-130</b>	<b>-4.1%</b>	<b>6</b>
<b>Municipal Governance &amp; Civic Engagement</b>						
Salaries	252	989	247	-5	-0.5%	
Overtime	2	10	2	0	-0.8%	
Benefits	73	268	67	-7	-2.4%	
<b>Total</b>	<b>328</b>	<b>1,267</b>	<b>317</b>	<b>-12</b>	<b>-0.9%</b>	<b>7</b>
<b>Corporate &amp; Customer Service</b>						
Salaries	875	3,929	982	107	2.7%	
Overtime	7	22	5	-1	-5.6%	
Benefits	269	1,080	270	1	0.1%	
<b>Total</b>	<b>1,151</b>	<b>5,030</b>	<b>1,258</b>	<b>107</b>	<b>2.1%</b>	<b>8</b>



<b>Notes</b> <b>1</b>	Salaries		
	\$	21,094	Director of Infrastructure started end of Q1
	\$	10,820	Project Coordinator, Infrastructure Projects - Recruitment under way
	\$	11,943	Project Manager Infrastructure started mid-Q1
	<u>\$</u>	<u>43,858</u>	
	Overtime under budget		
<b>2</b>	Salaries		
	\$	18,920	Wastewater Operator, position vacant.
	\$	4,219	Director of Infrastructure started end of Q1
	\$	4,479	Project Manager Infrastructure started mid-Q1
	\$	4,057	Project Coordinator, Infrastructure Projects - Recruitment under way
	\$	2,562	New Position Public Works Driver Labourer 10% allocated here - Recruitment underway
	\$	22,694	Less time spent on Environmental Management projects by staff
	<u>\$</u>	<u>56,932</u>	
Overtime under budget			
<b>3</b>	Meeting expectations		
<b>4</b>	Salaries		
	\$	12,041	Vacant Coordinator, Community Well-Being & Inclusion
	\$	89,516	Parks General Labourer - Hiring completed start Qtr. 2
	\$	19,521	Water Distribution Operator - Hired started Qtr. 2.
	\$	16,474	New Position Pool Operator Hired starting Qtr. 2.
	\$	5,204	Splash Pad Operators - starting Qtr. 2.
	\$	4,479	Project Manager Infrastructure started mid-Q1
	\$	4,219	Director of Infrastructure started end of Q1
	\$	2,930	Library Seasonals start Qtr. 2.
	\$	11,300	Water Assistant vacancy - Hired end of Q1
	<u>\$</u>	<u>165,684</u>	
	Overtime exceeded the 25% expectation but remained within the overall budget		
<b>5</b>	Salaries meeting expectations		
	Overtime exceeded the 25% expectation but remained within the overall budget		
<b>6</b>	Salaries meeting expectations		
	Overtime exceeded the 25% expectation due to increased winter control in Q1.		
<b>7</b>	Salaries meeting expectations		
	Overtime meeting expectations		
<b>8</b>	Salaries		
	\$	16,048	Purchasing Coordinator vacancy, hired end of Q1
	\$	23,750	New position Accessibility Coordinator - Not hired
	\$	6,250	New position HR Support - started mid Q1
	\$	5,069	Customer Services Ambassador vacancy, new hire started QTR 2
	\$	2,977	Information Technology Support starts Qtr. 2.
	\$	9,754	By-law Manager, Supervisor and staff changes
	<u>\$</u>	<u>63,847</u>	
Overtime exceeded the 25% expectation but remained within the overall budget			



Investment Vehicle	Purchase Date	Managed By	Description	Book Value	Market Value 03.31.25	Unrealized Gain/Loss	First Call Maturity	Final Maturity	Participation at Maturity	Protection at Maturity	Annual ROC	Autocall Coupon
<b>Short Term (&lt; 2 years)</b>												
GIC	7/26/2023	Canaccord	GIC DUCA - 5.8% (Cashable)	5,184,706	5,737,327	552,621		6/16/2025				
GIC	10/21/2024	National Bank	Laurentian Bank GIC 3.91% 22OCT25	9,100,000	9,255,972	155,972		10/22/2025				
GIC	2/7/2025	Canaccord	Windsor GIC 4.15%	5,000,000	5,029,562	29,562		2/9/2026				
				19,284,706	29%	20,022,860	708,593					
					<b>Market Value 03.31.25</b>		<b>First Call Maturity</b>	<b>Final Maturity</b>				
	<b>Purchase Date</b>		<b>Description</b>	<b>Book Value</b>	<b>03.31.25</b>							
<b>Medium Term (3 - 5 years)</b>												
GIC	1/10/2022	National Bank	CIBC GIC 3.49%AN 11JA27	5,000,000	5,037,768	37,768		2/11/2027				
GIC	2/7/2025	Canaccord	Windsor GIC 4.10%	5,000,000	5,029,205	29,205		2/8/2027				
PPN	3/10/2022	National Bank	RBC PP EQ DAC 2 /D/N - PPN	5,000,000	4,967,000	(33,000)	2/27/2027	2/27/2032	100.00%	100.0% -		32.0%
PPN	3/4/2022	National Bank	BMO SEW C/B AC10/D/N - PPN	5,000,000	5,229,500	229,500	3/9/2027	3/9/2029	100.00%	100.0% -		33.0%
GIC	2/7/2025	Canaccord	Kawartha GIC 3.9%	5,000,000	5,027,781	27,781		2/7/2028				
GIC	2/7/2025	Canaccord	Kawartha GIC 3.9%	5,000,000	5,027,781	27,781		2/7/2029				
PPN	3/3/2022	National Bank	NBC CBARFR S2 /D/N - PPN	5,950,000	6,062,000	112,000 -		3/8/2029	167.50%	100.0%	5.0% -	
				35,950,000	53%	36,381,036	431,036					
					<b>Market Value 03.31.25</b>		<b>First Call Maturity</b>	<b>Final Maturity</b>				
	<b>Purchase Date</b>		<b>Description</b>	<b>Book Value</b>	<b>03.31.25</b>							
<b>Long Term (&gt; 5 years)</b>												
GIC	2/7/2025	Canaccord	Kawartha GIC 3.9%	5,000,000	5,027,781	27,781		2/7/2030				
PPN	3/10/2022	National Bank	RBC PP SCB 44 /D/N - PPN	7,000,000	6,486,200	(513,800) -		2/24/2032	271.00%	100.0% -		-
				12,000,000	18%	11,513,981	(486,019)					
			<b>Total</b>	<b>67,234,706</b>	<b>100%</b>	<b>67,917,877</b>	<b>653,609</b>					



# Town of Collingwood - Investment Activity Quarter One - 2025

Investment Vehicle	Purchase Date	Managed By	Description	Book Value	Proceeds	Gain/(Loss)	Annualized Return
<b>Matured</b>							
GIC	2/24/2022	National Bank	CWB NCI GIC 2.91%AN25FB25	15,000,000	15,437,696	437,696	2.9%
PPN	3/3/2022	National Bank	NBC CBARFR S1 /D/N - PPN	9,000,000	9,320,000	320,000	1.7%
				<b>24,000,000</b>	<b>24,757,696</b>	<b>757,696</b>	
<b>Sold</b>							
PPN	6/28/2021	Scotia Wealth	BNS Canadian Bank PPN	2,500,000	2,781,250	281,250	3.20%
PPN	4/12/2021	National Bank	BMO C/B AC DP 1 /D/N - PPN	10,000,000	11,760,770	1,760,770	4.73%
PPN	6/14/2021	National Bank	BMO C/B PP DN 16/D/N - PPN	5,000,000	5,668,095	668,095	3.76%
PPN	6/14/2021	National Bank	BMO C/B AC DN 4 /D/N - PPN	5,000,000	5,688,495	688,495	3.88%
				<b>22,500,000</b>	<b>25,898,610</b>	<b>3,398,610</b>	
<b>Purchases</b>							
GIC	2/7/2025	Canaccord	Windsor GIC 4.15%	5,000,000			
GIC	2/7/2025	Canaccord	Windsor GIC 4.10%	5,000,000			
GIC	2/7/2025	Canaccord	Kawartha GIC 3.9%	5,000,000			
GIC	2/7/2025	Canaccord	Kawartha GIC 3.9%	5,000,000			
GIC	2/7/2025	Canaccord	Kawartha GIC 3.9%	5,000,000			
				<b>25,000,000</b>			



2025 Capital Program	2025 YTD	
	Actuals	2025 Budget
9105 - Roof Replacements	-	260,000
9107 - Fleet EV Charging Stations	-	35,000
9108 - GHG Reduction Project - PW Heat Pumps	-	300,000
9110 - AMP BDC	-	20,000
9111 - AMP Town Hall	-	25,050
9120 - Video Security Upgrades	-	10,000
9121 - Town Hall Refurbishment Program	-	150,000
9129 - Strategic Land Acquisition	-	100,000
9132 - HRIS	-	100,000
9135 - Collingwood Terminals	36,710	3,550,000
9141 - Computer Hardware	508	5,000
9143 - Computer Software	-	2,500
9144 - Networking - WAN & LAN Infrastructure	121	10,000
9145 - Doorlock Replacement / Installation - Corporate Wide (incl Library)	-	200,000
9148 - Desktop/Laptop Replacements	6,475	52,000
9203 - Fire - Vehicle Replacements	-	1,920,000
9205 - Lifecycle Fire Equipment	12,350	44,000
9304 - Sixth Street Trunk Watermain - High to Hurontario	16,230	665,000
9306 - Hurontario St - Hume to Findlay	410	100,000
9308 - Third St Bridge Rehabilitation	-	1,821,000
9309 - Highway 26 - Longpoint (Osler Bluff) to Cranberry Trail W	-	2,100,000
9312 - First Street/Pretty River Parkway Street Side Enhancements	72,657	50,000
9324 - Provision for Development-Related Vehicles	-	557,700
9329 - Pedestrian Traffic Signals & PXOs	-	230,000
9330 - Traffic Calming Improvements	-	180,000
9331 - Peel Street - Hume to Bush	428	70,000
9332 - Large Tools & Office Equipment Replacement PW 04	-	10,000
9334 - Traffic Signal Controller Upgrades	-	60,000
9352 - Sidewalk Repairs	-	120,000
9364 - New Accommodation - P/W Building and Shop renovations - tied to Accommodation Plan	21,726	1,700,000
9366 - 545 10th Line Lifecycle - Shop Improvements tied to Lifecycle and Operations	3,264	40,000
9371 - High St - 10th St to Poplar Sideroad	712	152,050
9377 - Guide Rail Repairs	-	225,000
9379 - Pretty River Channelization	-	60,000
9380 - Asphalt Resurfacing PW 09	-	2,400,000
9382 - Vehicle Replacement PW 02	-	410,000
9388 - Mountain Road Widening	-	12,130,000
9389 - Minnesota Storm Sewer Repair	25,000	4,140,000
9390 - High St - 2nd to 5th	2,425	150,000
9393 - Community Safety Zone Improvements (CSZ)	-	50,000
9423 - Bus Shelters	-	8,000
9424 - Bus replacement and Refurbishment	-	750,000
9425 - AMP Transit Terminal	-	40,000
9433 - Streetlight Installation	-	10,000
9482 - Parking Accommodation Study	-	80,000
9488 - Public Parking Lot and Lane Resurfacing	-	24,750
9501 - WWTP - Boiler Replacement	138,690	295,000
9502 - Sanitary Collection System - Maintenance and installation tools	-	20,000
9503 - Wastewater Treatment Plant Expansion	-	3,050,000
9504 - WWTP SCADA Standards	-	300,000



9506 - Sanitary Sewer Grouting and Manhole Repairs	-	50,000
9509 - Digester #2 Repairs	18,985	3,820,000
9516 - WWTP Digester Gas Use Review and Expansion	-	50,000
9517 - St Paul Street Infrastructure Renewal	-	5,039,500
9518 - Katherine/Victory/Fair Infrastructure Renewal	-	170,000
9532 - Sewage Pumping Station Refurbishments	-	47,000
9550 - Wastewater Treatment Plant Refurbishment	74,614	264,500
9553 - Inflow & Infiltration	8,525	331,000
9556 - RAW Sludge Pump Replacements	-	1,275,000
9558 - Osler Bluff Lagoon	-	350,000
9559 - Clarifier Weirs & Valve Replacement	-	760,000
9583 - WWTP Screw Pump Rehabilitation	757	5,000
9600 - Water Efficiency Measures	-	20,000
9601 - WTP New Intake Pipe and Structure	-	1,000,000
9610 - Vehicles & Equipment	-	418,000
9611 - Large Tools	3,982	39,000
9612 - 100mm Watermain Replacement	344	80,000
9613 - Booster Pumping Station Refurbishments	-	23,000
9616 - Distribution Pressure Reducing Valves	-	288,000
9617 - Georgian Meadows Health & Safety Upgrades	-	340,000
9618 - Georgain Meadows PLC Upgrade	-	150,000
9620 - Carmichael Reservoir Upgrades	293,242	1,371,000
9621 - In Ground Reservoirs	9,107	305,000
9624 - Water Tower Refurbishments	-	1,080,000
9631 - VFD Replacement	-	170,000
9632 - HWY 26 West Watermain Improvements	-	2,250,000
9640 - Water Treatment Plant Refurbishment	54,435	260,000
9641 - Water Treatment Plant Expansion	8,325,789	29,177,500
9643 - Water Treatment Plant Membrane Filter Replacements	-	375,175
9644 - Water SCADA Improvements	-	130,000
9645 - New Residential and General Water Services	-	94,000
9646 - Water Services Replacement	-	124,000
9648 - New Watermains	1,458	1,452,000
9649 - Watermain Replacement	7,955	460,000
9650 - Hydrants	-	25,000
9651 - AMP 43 Stewart Road	-	750
9652 - Valve Additions and Replacements	-	42,000
9653 - Interim Additional Capacity	305,928	19,800,000
9654 - ZW1000 RAW Water Pump Refurbishment	-	26,000
9655 - Tenth Street Watermain Relining	-	1,275,000
9701 - Swimming Lane Ropes	-	8,000
9703 - Shade Shelters	-	90,000
9704 - Trail Development	-	200,000
9705 - PRC Facility Equipment	15,810	22,000
9708 - Neighbourhood Park Replacement/Enhancements	-	100,000
9709 - Playground Replacements/Enhancements	-	150,000
9711 - Central Park Arena - Facility Maintenance / Improvements	3,000	40,000
9712 - EBMA - Facility Maintenance / Improvements	4,619	146,000
9714 - Central Park Outdoor Rink - Facility Maintenance / Improvements	13,013	1,936,000
9715 - Arena Sound Systems	-	75,000
9718 - Museum Building - Facility Maintenance / Improvements	12,700	323,000
9723 - Harbour East Wall Docking phases	-	100,000
9724 - Wilson Sheffield Park	30,278	3,870,000
9728 - Summit View Park Development New Parks	(4,813)	35,000

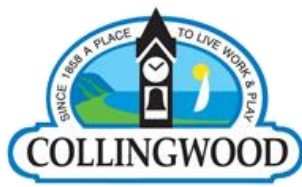


9733 - Asphalt Walkways	-	15,000
9735 - Centennial Aquatic Centre - Facility Maintenance / Improvements	8,996	45,000
9741 - Truck Replacements	-	75,000
9743 - Town Signage	-	15,000
9745 - Parks Equipment	-	100,000
9747 - St. Marie St North Block 9 Park	52,677	3,000,000
9750 - Book Vending Machine	-	50,000
9752 - I.T. Replacement - Training Room & Public Computers	-	6,000
9753 - Library Furniture and Equipment Replacements	-	20,000
9757 - Library Heat Pump Replacement	44,104	100,000
9759 - Library Building Lifecycle	177	80,000
9764 - Amphitheatre Seasonal Washrooms	-	100,000
9766 - Sunset Point Playground Parking Lot (53 Spaces)	-	200,000
9767 - Green and Inclusive Community Building Fund	-	300,000
9781 - PRC Master Plan Refresh	-	70,000
9782 - Active Transportation	-	60,000
9787 - Old Village Park Washroom	-	520,000
9791 - Pump Track Installation	-	175,000
9792 - AMP Sunset Point	-	6,150
9793 - AMP Parks Building	-	15,000
<b>Grand Total</b>	<b>9,623,388</b>	<b>123,766,625</b>



Grant	Project	Department	Anticipated Funding	Funding Status
Mobile Crisis Response Team Enhancement	OPP-CGMH Crisis Worker Program 2025-6 and 2026-7	OPP	240,000	Application Submitted
Active Transportation Fund	Pedestrian Crossovers and Findlay Drive Traffic Calming	Infrastructure	106,000	Application Submitted
Canadian Housing Infrastructure Fund	Stewart Road Reservoir and Booster Pumping Station	Infrastructure	16,673,000	Application Submitted
Community Sport and Recreation Infrastructure Fund Stream 2	Wilson Sheffield Park	PRC	1,760,000	Application Submitted
Rural Transit Solutions Fund	Specialized Transit Vehicle to Expand Capacity	Transit	570,869	Application Submitted
Community Sport and Recreation Infrastructure Fund Stream 1	Roof over Outdoor Rink	PRC - Facilities	980,600	Application Submitted in Prior Year
Community Emergency Preparedness Grant	Water Tower and Communications Emergency Generator	Infrastructure	50,000	Application Submitted in Prior Year
County of Simcoe	Trails Connecting Communities Grant	PRC - Parks	100,000	Funding Approved
Celebrate Canada	National Indigenous Peoples Day	PRC - Culture & Events	6,000	Funding Approved
County of Simcoe TCSEF	2025 Art Crawl	Culture & Events	7,500	Funding Approved
County of Simcoe	Encampment Response	Clerks	15,000	Funding Approved
ICIP - Rural and Northern Stream	Mountain Road	Public Works	4,166,499	Funding Approved in Prior year
ICIP - Public Transit Stream	Bus Replacements	Transit	3,465,942	Funding Approved in Prior year
Canada Community Building Fund (Formerly Federal Gas Tax)	Multiple, list attached	Finance, PRC Facilities, Engineering, Public Works, OPP	1,355,608	Funding Approved in Prior year
Community Safety and Policing 2022-23 to 2024-25	High School Resource Officer	CAO	84,313	Funding Approved in Prior year
Rural Transit Solutions Fund	On-Demand Transit System Transition	Transit	150,000	Funding Approved in Prior year
Active Transportation Fund	Feasibility Study for bike lane on Cameron & Collins Streets	PRC/Engineering	40,000	Funding Approved in Prior year
Connecting Links Program 2023-24	Hwy 26 from Simcoe County Road 34 to Cranberry Trail West	Engineering/Public Works	2,120,170	Funding Approved in Prior year
OPP RIDE 2022-24	Reduce Impaired Driving Everywhere	CAO	25,700	Funding Approved in Prior year
Zero Emissions Transit Fund	Feasibility Study and Fleet Transition Plan	Transit	69,552	Funding Approved in Prior year
County of Simcoe	Trails Connecting Communities Funding - Widening and resurfacing with asphalt of Harbourview Trail between North Maple St and Oak St	PRC	25,000	Funding Approved in Prior year
CPRA Green Jobs Initiative	funding for staffing	PRC	5,062	Funding Approved in Prior year
Simcoe County	Thrive Together Collingwood	Library	20,000	Funding Approved in Prior year
Young Canada Works in Heritage Organizations	Museum Summer Staff	PRC - Culture and Events	15,468	Funding Approved in Prior year
Mobile Crisis Response Team Enhancement	OPP-CGMH Crisis Worker Program *2024-5 approved only	OPP	120,000	Funding Approved in Prior year
Simcoe County Community Investment Fund		Library	70,000	Funding Approved in Prior year
Young Canada Works (YCW)	Student Programmer, Museum (Seasonal) 1 position @ 75%	PRC	8,060	Funding Approved in Prior year
Fire Protection Grant	Shower Accessibility Upgrades	Fire	8,230	Funding Approved in Prior year
Housing Enabling Water Systems Fund	Water Treatment Plant Expansion	Water	70,000,000	Funding Approved in Prior year
RTO7 GoEV Program	Fleet EV Charging Stations	Fleet & Facilities	20,000	Funding Approved in Prior year
Experience Ontario 2024-5	Art Crawl	PRC - Culture & Events	20,000	Application Rejected
Short Term Rental Enforcement Fund	Improving Housing Supply with Strategic Short-Term Accommodation Licensing Enforcement	ByLaw	1,346,170	Application Rejected





## TOWN OF COLLINGWOOD

### TRAILS AND ACTIVE TRANSPORTATION ADVISORY COMMITTEE

April 10, 2025, 2:30 p.m.

FreeSchools World Literacy Community Room and by Videoconference  
Collingwood Public Library, First Floor, 55 Ste. Marie Street, Collingwood

Members Present: Dallyce Macas, Co-Chair  
John Millar, Co-Chair  
Murray Knowles, Vice-Chair  
Marianne Staempfli  
Dave Stamper  
Diane Belanger  
Linda Haldenby  
Jason Gillham

Members Absent: Jody Wilson

Staff Present: Wendy Martin, Manager Parks  
Jenny Haines, Administrative Coordinator  
Amber Leal, Manager Growth & Development  
Dylan Stoneman, Engineering Technologist

Others: George Christie, Honourary Member  
Mohamed Alkoka, Director of Infrastructure  
Karen Cubitt, Director of Parks, Recreation and Culture  
Deb Doherty, Council Member Ex-Officio

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#### 1. Call to Order

##### 1.1 Welcome New Member and Committee Introductions

Co-Chair Macas called the meeting of the Trails and Active Transportation Committee to order at 2:30 p.m. Committee welcomed Member Gillham and introductions were made.

#### 2. Adoption of the Agenda

##### TRA-008-2025

Moved by: Marianne Staempfli

Seconded by: Diane Belanger

**THAT** the content of the Trails and Active Transportation Committee Meeting agenda for Thursday, April 10, 2025, be adopted as presented.



## **CARRIED**

### **3. Declarations of Pecuniary Interest**

None.

### **4. Adoption of Minutes**

### **5. Business Arising from the Previous Meeting**

#### **5.1 Updates on Resolution TRA-007-2025 - March 31, 2025 Committee of the Whole Meeting - Coordinator Haines**

Coordinator Haines provided an update from the March 31, 2025 Committee of the Whole meeting in which the minutes of the Trails and Active Transportation Advisory Committee were presented from its meeting on March 13, 2025. Coordinator Haines confirmed that resolution TRA-007-2025 was pulled from the minutes for Committees consideration and that it was moved by Mayor Hamlin and Seconded by Councillor Doherty, that the recommendation of the Trails and Active Transportation Advisory Committee regarding the reduction of speed limits be referred to the Master Mobility and Transportation Plan.

#### **5.2 George Christie Nature Trails**

Committee discussed the conditions of the George Christie Nature Trails and proposed trail improvements. Manager Martin confirmed she would work with a contractor taking into consideration budget and the possibility of commencing work when half load restrictions are over.

Committee discussed low points on the nature trails that are in need of a boardwalk. Manager Martin confirmed that she would review the budget and review its priority in Staffs workplan.

#### **5.3 Features on the Trail Signage**

Committee reviewed two different Glacial Erratic signs that are on the trail and noted a typo in the spelling of Wisconsin on one of the signs. Committee discussed concerns with the different style of the signs and the importance of consistency in signage along the trail system.

Manager Martin confirmed that the sign with the typo is not a 'Features on the Trail' sign put up by the Town.

Committee concurred to defer this topic until the next meeting allowing Manager Martin time to quote on the cost to have signage re-designed and printed.

#### **5.4 Climate Action People's Panel**



Member Belanger and Vice-Chair Knowles confirmed that they have submitted their request to sit on the Climate Action People's Panel and that they have not received confirmation of their application at this time.

#### **5.5 April 30th Bike Tour update**

Co-Chair Macas noted that due to low registration numbers, the Bike Tour planned for delegates of the OSUM Conference has been cancelled. Co-Chair Macas thanked Committee for their efforts in establishing an itinerary for the event.

### **6. Deputations**

None.

### **7. Reports**

#### **7.1 Construction**

Committee reviewed the 2025 priorities chart and Vice-Chair Knowles provided clarification on the colour coding of the chart and how priority numbers are assigned.

Manager Martin answered questions and received comments from Committee regarding erosion on stone dust trails becoming a priority due to recent flooding; advancing work earlier in the season.

Vice-Chair Knowles thanked Mayor Hamlin and Councillor Perry for inquiring with the County regarding a pedestrian crossing where the Train Trail crosses on Poplar Side Road.

Committee discussed trail counter data and it was suggested the topic be added to next months agenda.

#### **7.2 Capital Project Update Report - April 2025**

##### **TRA-009-2025**

Moved by: John Millar

Seconded by: Dave Stamper

**THAT** the Trails and Active Transportation Advisory Committee receive the 'April 2025 TATAC Capital Project Update Report' for information purposes only.

**CARRIED**

#### **7.3 Maintenance**

Member Belanger provided Committee with a review of a Trail Maintenance Report presentation which captured issues and areas of concern as of December 2023.



Observations were made noting various trails in need of maintenance; the importance of enhancing safety on the trails; the importance of the users experience when using the trails; the lack of grading / stone dust; tree hazards; and concern regarding the overgrowth of grass and vegetation on the trail.

Committee discussed the work of trail captains and trail observers and the importance to ensure that a review of the trail system and maintenance needs are conducted annually.

Committee discussed the trails in need of major restoration and trails in need of minor miscellaneous maintenance.

Member Stamper provided Committee with a Trail Maintenance presentation noting that most trails are in need of repair but not in need of a complete redo. Member Stamper suggested that an app “What3Words” be used to identify areas of concern and Trail Captains would provide the details to the Town for maintenance. Member Stamper noted that a running list of areas of concern would be established and updated complete when maintenance or repairs are done.

Member Stamper looked to Staff for their thoughts on the implementation of this reporting system.

Manager Martin noted that the Town utilizes the Service Collingwood portal and confirmed that when an item is entered into the portal a ticket is opened and Staff are alerted. Manager Martin confirmed that the ticket is closed when the task is complete.

Committee discussed using the “What3Words” app and suggested that information regarding trail maintenance be uploaded via the app be transferred into the Service Collingwood Portal by Trail Captains. Member Stamper confirmed he would work with Staff to explore this option, consider next steps and potential implementation.

#### **7.4 Trail Captains**

This item was discussed as part of Agenda Item 7.3

#### **7.5 Communication**

Co-Chair Macas confirmed that the abstract submitted regarding the rebuild of 6th Street has been accepted and will be presented at the 2025 Ontario Bike Summit . Engineering Design Technologist Stoneman confirmed he would assist Co-Chair Macas with ensuring the presentation is on the Town's presentation template.

### **8. Other Business**

#### **8.1 Planning Application Review**

None.



## **8.2 Trail Map Fundraising Options**

Committee discussed Trail Map donation collection options. Co-Chair Macas provided Committee with an overview of the TipTap system. Co-Chair Macas noted that the system requires power via a battery or an outlet, that there is a fee per transaction, and a subscription fee to use the program.

Co-Chair Macas answered questions from Committee regarding whether the program provides a trial period and if the Committee can test out the system at the Farmer's Market. Committee then discussed whether the device can be left in the field and run without supervision or if the device is best placed indoors at locations such as by a cash-register.

Manager Martin confirmed that she would discuss this option with Staff noting budget and the Town's procurement process.

## **9. Correspondence**

None.

## **10. New / Other Business**

### **10.1 National Volunteer Week - April 27 to May 3 - Coordinator Haines**

Coordinator Haines confirmed that the Town will be proclamation National Volunteer Week in the Town of Collingwood on April 25 with a flag raising to be held at 2:00 pm. Coordinator Haines confirmed that all volunteers are welcome to attend an appreciation event and social after the flag raising.

### **10.2 Farmer's Market Booth**

Manager Martin confirmed that the Farmer's Market booth is booked on June 7 for the TATAC. Manager Martin noted that if committee members are interested in volunteering to work the booth to let her know.

Committee confirmed to bring this topic forward at the next meeting.

### **10.3 ** Addition: Pump Track at Legion Park**

Manager Martin confirmed that Cycle Pump Track is being planned for Old Village (Legion) Park and that the public is welcome to attend a community information session at the Curling Club on April 15 at 6:00 p.m.

### **10.4 **Addition: OPP Bike Safety**

Committee looked to Staff for confirmation on whether the OPP will be hosting a Bike Rally at a local elementary school this Spring. Staff were unable to confirm but would advise the Committee if they become aware.

## **11. Public Delegation(s) (Maximum 5 Minutes per Delegation)**

None.



**12. Next Meeting**

The next meeting of the Trails and Active Transportation Advisory Committee will take place on May 8, 2025, commencing at 2:30 p.m.

**13. Adjournment**

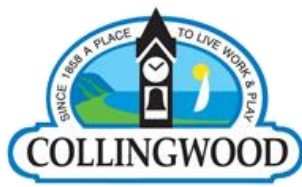
Moved by: Co-Chair Millar

**THAT** the meeting of the Trails and Active Transportation Advisory Committee be hereby adjourned at 4:20 p.m., **CARRIED.**

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Chair





## TOWN OF COLLINGWOOD

### MUSEUM ADVISORY COMMITTEE

April 17, 2025, 10:00 a.m.  
Town Hall, Second Floor, Braniff Room  
97 Hurontario Street, Collingwood, ON

Members Present: Jennifer Belanger  
Robert MacNair, Chair  
Joanne Edwards  
Jacklyn Plater, Vice-Chair  
Ted Crysler

Staff Present: Christopher Baines, Council Member (ex officio)  
Melissa Shaw, Museum Supervisor  
Jenny Haines, Administrative Coordinator

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#### 1. Call to Order

Chair MacNair called the meeting of the Museum Advisory Committee to order at 10:00 a.m.

#### 2. Adoption of the Agenda

##### **MUS-011-2025**

Moved by: Joanne Edwards

Seconded by: Jennifer Belanger

**THAT** the content of the Museum Advisory Committee Meeting agenda for Thursday, April 17, 2025, be adopted as amended:

- Agenda Item 7.2:
  - Update: May is Museum Month Proclamation and Clock Tower Illumination

**CARRIED**

#### 3. Declarations of Pecuniary Interest

None.

#### 4. Adoption of Minutes



**5. Business Arising from the Previous Meeting**

None.

**6. Deputations**

None.

**7. Staff Updates**

**7.1 Supervisor's Report - Melissa Shaw**

Supervisor Shaw provided an overview of the Supervisor's Report noting the success of the Museums March Break programming and statistics related to listeners of the Museum Podcast as of April 8, 2025. Supervisor Shaw reviewed statistics pertaining to the monthly e-newsletter, Facebook interactions and provided a review of performance measures related to Museum gallery visits and gift shop sales.

Supervisor Shaw received comments from Committee regarding the impact that the winter weather had on gallery visits; and that everything is trending upwards with the exception of gallery visits.

**MUS-012-2025**

Moved by: Jennifer Belanger

Seconded by: Jacklyn Plater

**THAT** the Museum Advisory Committee accept the Supervisor's Report as presented.

**CARRIED**

**7.2 Upcoming Events and Programing, etc. - Melissa Shaw**

Supervisor Shaw noted that the Museum grounds have been rented for the weekend to facilitate an Easter Egg hunt on Saturday facilitated by Journey Community Church.

Supervisor Shaw provided Committee with an overview of upcoming events:

Presentation, Four Seasons Probus Club, April 23

- Supervisor Shaw to present to the Probus Club on April 23
- Museum has received a lot of interest from various Probus Clubs
- Museum Staff have done walking tours with Probus Clubs
- Museum offers the option to have the Probus Club visit the Museum for a guided gallery tour or have Staff visit the Club to make a presentation



#### EarthFest, April 27

- Partnership with the Collingwood Climate Action Team
- Museum to put up promotional posters to advertise 'May is Museum Month' initiatives, events, Museum membership, the Master Plan, on-site visits, tours, etc.

#### OSUM Conference Study Tour, April 30

- Museum Staff will be conducting a downtown walking tour for OSUM delegates

#### Emergency Preparedness Workshop, May 1- 2

- Workshop in Kitchener, ON.
- Hands-on workshop to test Emergency Management Plans
- Focus on collection salvage

#### PA Day Program: Collingwood's Big Blazes, May 2

- Museum Staff working with the Town's Fire Department; fire truck to be on-site
- Participants will receive treat bags and hats
- Space is still available
- Historical components of PA Day programs incorporate history and artifacts

#### Farmers' Market Town Booth, May 17

- Public engagement opportunity
- Open to Committee members to volunteer

#### Growing Roots: Smart Bros. Exhibit and Community Event, May 24

- Part of community collectors series
- Collection on loan from George Christie
- Art Wall photos featuring the impact of the Smart Bros. on the community through the years
- Exhibit on display until the end of May
- Some artifacts will be on display in a different case at the Museum over the summer.

#### May is Museum Month Proclamation and Clock Tower Illumination



- Proclamation and Town Hall Clock Tower Illuminated purple on May 18, International Museum Day

#### Young Canada Works Grant

- Grant application was successful
- Funds will be used for summer staff member / programmer

Supervisor Shaw answered questions and received comments from Committee regarding new memberships; if Staff can determine if new members are Probus Club members; if consideration could be made to have the question 'where did you hear about us' on the membership application form; the benefits of having on-line membership registration and renewal including payment as an option; if the Museum has a sprinkler system for fire suppression; that fruit labels are collectors items; and if the Museum will be featured in the Town Hall front window to promote May is Museum Month.

### **7.3 Resource Room / Washroom Renovation Update - Melissa Shaw**

Supervisor Shaw provided Committee with a review of the preliminary architectural drawings for the upcoming Museum Renovation. Supervisor Shaw reviewed the plans for the resource room and washrooms noting that the plans were reviewed by the Accessibility Advisory Committee and comments provided have been taken into consideration.

Supervisor Shaw noted that the vision of the renovation design is to keep the character of the current building and to look like a train station waiting room. Supervisor Shaw confirmed that timeline for the construction has not yet been confirmed and that she is unsure as to whether the Museum will be operational during the renovation.

Supervisor Shaw answered questions and took comments from Committee regarding the current size of the washrooms and the benefit of the renovation; confirmation on the number of washrooms; how much does the project cost; will the filing cabinets have resource files in them; will the project be done in phases; will the glass be frosted; and will consideration be made to hold future Committee meetings in the Resource Room.

### **7.4 New Donations - Melissa Shaw**

Supervisor Shaw provided details about the new gifts received by the Museum as outlined below:

- Temporary Receipt # 1931: Pin collection
- Temporary Receipt # 1932: Bottle, E.R. Carpenter Druggist & Chemist Collingwood



- Temporary Receipt # 1932: Two aerial photographs of Collingwood, framed, showing an active shipyard. 21.5"; 25.5" Print of Grey County, including Collingwood, Nottawa, and Duntroon, by Robert Kemp, framed, date unknown
- Temporary Receipt # 1933: Bread token, Brown Bros. Good for 1/2 Loaf.
- Temporary Receipt # 1934: Recipe Book, "Cooking Favorites of Collingwood". Created by the Hospital Auxiliary to the General and Marine Hospital

Committee noted that Temporary Receipt # 1932 has been used twice.

**MUS-013-2025**

Moved by: Joanne Edwards

Seconded by: Jacklyn Plater

**THAT** the Museum accept The Recommended List of New Donations as presented.

**CARRIED**

**8. Correspondence Received**

**8.1 Community Museum Operating Grant – 2026 Requirements**

Supervisor Shaw briefed Committee on the 2026 Community Museum Operating Grant requirements and confirmed that the Museum is in good shape regarding the requirements moving into 2026.

Supervisor Shaw confirmed that there is no action at this time from the Committee or approval required from Council.

**9. Committee Business - New or Other**

**9.1 National Volunteer Week - April 27 to May 3**

Coordinator Haines noted that the Town will be proclaiming National Volunteer Week on April 25, 2025 with a flag raising event at 2:00 p.m. Coordinator Haines confirmed that all volunteers are welcome to attend an appreciation event and social following the flag raising.

**9.2 Membership Sub-Committee – Bob MacNair and Joanne Edwards**

Chair MacNair confirmed that he will be meeting with Member Edward to discuss ways to enhance and increase Museum membership. Chair MacNair suggested that this agenda item be discussed at the June meeting allowing the sub-committee time to meet and give the matter some further consideration.

**9.3 Museum Master Plan**



Committee discussed the Museum Master Plan. Supervisor Shaw provided Committee members with a review of the SWOT Analysis, noting that information has been compiled based on input from Staff, volunteers and Committee members.

Supervisor Shaw received comments and input from Committee regarding the Museums' Strengths, Weaknesses, Opportunities and Threats. Updates to the working document were made.

Supervisor Shaw confirmed next steps to promote community engagement during the month of May and questions that will be posed to residents, survey and look to have an all-day session with the regional advisor following public engagement.

**9.4    **Addition: New Museum Resource Room - Name?**

Committee discussed the new Resource Room at the Museum and asked Staff if the room will have a name. Committee discussed the option of accepting donations to 'name the room' and if Staff would consider having the room named after someone.

**10.    Next Meeting**

The next meeting of the Museum Advisory Committee meeting will take place on May 15, 2025, commencing at 10:00 a.m.

**11.    Adjournment**

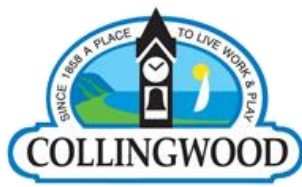
Moved by: Member Belanger

**THAT** the meeting of the Museum Advisory Committee be hereby adjourned at 12:00 p.m. **CARRIED.**

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Chair





## TOWN OF COLLINGWOOD

### HERITAGE COMMITTEE MINUTES

April 3, 2025, 10:00 a.m.  
Town Hall, Second Floor, Braniff Room  
97 Hurontario Street, Collingwood, ON

Members Present: David Jefferies, Chair  
Cathy de Ruiter, Vice-Chair  
Sally Potts  
Travis Jeffery  
Stewart Hunt

Others Present: Lynda Conway, BIA Rep - Non-Voting Member  
Margaret Mooy, Non-Voting Member  
Susan Nicholson, BIA General Manager  
Lindsay Cook, Museum Coordinator  
Justin Teakle, Senior Planner  
Jenny Haines, Administrative Coordinator

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#### 1. Call to Order

##### 1.1 Welcome New Member and Committee Introductions

Chair Jefferies called the meeting of the Collingwood Heritage Committee to order at 10:00 a.m. Committee welcomed Stewart Hunt to the meeting and introductions were made.

#### 2. Adoption of the Agenda

##### HER-010-2025

Moved by: Sally Potts

Seconded by: Cathy de Ruiter

**THAT** the content of the Collingwood Heritage Committee agenda for Thursday, April 3, 2025, be adopted as amended:

- Addition: 217 Minnesota history
- Addition: 76 Hurontario Street construction
- Addition: Update on the Heritage Conference
- Addition: Update on the Arts Centre



## **CARRIED**

### **3. Declarations of Pecuniary Interest**

Member Mooy declared a conflict regarding Agenda Item 8.1 2025 Heritage Grant Applications: 297 Pine St. and 41 Hurontario St, noting that she is the property owner of 297 Pine St.

### **4. Adoption of Minutes**

#### **HER-011-2025**

Moved by: Sally Potts

Seconded by: Cathy de Ruiter

**THAT** the minutes of the regular meeting of the Collingwood Heritage Committee held on March 6, 2025 be adopted as amended and forwarded to Council for receipt at its next regular meeting.

- Addition to Agenda Item 9 - Education and Community Outreach: "Member Potts and Member Jeffery volunteered to coordinate the educational programs considered in 2025."

## **CARRIED**

### **5. Business Arising from the Previous Meeting**

#### **5.1 Staff update re: request for Economic Development discussion**

Planner Teakle confirmed Committees request to invite the Manager of Economic Development to a Heritage Committee meeting and noted that the Manager of Economic Development is leaving her position. Planner Teakle suggested that an invitation be put on-hold until such time that a new manager is hired and that Committee members provide Planner Teakle with questions or discussion topics in advance of that meeting.

Planner Teakle confirmed that the Manager of Economic Development was involved with the implementation of the Municipal Accommodation Tax and the Downtown Master Plan and that both have been endorsed by Council.

#### **5.2 *Addition: Past Member Appreciation**

Chair Jefferies spoke noting appreciation for the work that former member Jennifer Knight brought to the Committee and suggested that the presentations she has provided to the Committee be made available as a resource for use in presentations to outside groups such as Probus.

### **6. Deputations**



None.

## **7. Reports**

### **7.1 BIA Report**

Member Conway provided an update from the BIA noting the success of the Ontario Business Improvement Area Association (OBIAA) Conference. Member Conway thanked members for their assistance with the downtown walking tours and for providing brochures for the delegates gift bags. Member Conway thanked the BIA's General Manager Sue Nicholson for all of her hard work.

Member Conway noted that Dave Conning was appointed as a new member of the BIA Board and that Easter Events will be taking place downtown on April 19.

General Manager Nicholson noted that the last business space in the Monaco building has been rented and that the cannabis shop at 312 Hurontario Street has been sold with a new establishment coming soon. General Manager Nicholson noted that the OBIAA conference showcased how great Downtown Collingwood is and that the Collingwood Downtown BIA received Provincial recognition for the 'Saga' Public Art Installation.

Member Conway and General Manager Nicholson answered questions and received comments from Committee regarding the BIA's involvement in the Art Centre discussions that occurred at the last Council meeting; that the tour lead by Coordinator Cook was well done and there is interest in her speaking notes; that Coordinator Cook should consider attending a Probus Club meeting; and the Downtown Walking Tour will be an option for delegates attending the upcoming OSUM Conference on April 30th.

### **7.2 ACO Report**

Member Mooy provided an update from the ACO noting that there is an emphasis on keeping money and jobs within Canada and the importance of self-sufficiency and sustainability. Member Mooy noted that there are companies in Canada that sell restored brick and that Canada has the equipment to clean old mortar. Member Mooy noted that recycled lumber can be obtained and that there is a push to promote adaptive reuse of buildings that we currently have.

Member Conway noted the use of the upper floor units in the Downtown area and the results of a BIA survey that asked about vacant and unused upper floor space downtown. Committee discussed initiatives that could be considered when a demolition is taking place to ensure that materials are separated and material that can be restored is re-used.

## **8. Other Business**



### **8.1 2025 Heritage Grant Applications: 297 Pine St. and 41 Hurontario St.**

Due to a declared pecuniary interest, Member Mooy abstained from discussion for the duration of this agenda item. There were no comments or questions from the Committee regarding the grant applications.

#### **HER-012-2025**

Moved by: Sally Potts

Seconded by: Cathy de Ruiter

**THAT** the Collingwood Heritage Committee recommend approval for the 2025 Heritage Grant for 41 Hurontario Street and the revised 2025 Heritage Grant for 297 Pine Street as presented.

**CARRIED**

### **8.2 Heritage Permits – issued since last regular meeting:**

Planner Teakle provided Committee with a summary of the permit applications for 27 Simcoe Street (Wild Baby) and 247 Hurontario Street (Scotiabank).

Committee discussed the permit application submitted by Scotiabank and Planner Teakle answered questions and received comments from Committee regarding whether there were any challenges getting Scotiabank to comply; that some municipal events receive sponsorships from financial institutions; how long the process took to issue the permit for Scotiabank; and that a thank-you note to Scotiabank should be considered.

Member Potts confirmed that she would draft a letter of thanks on behalf of the Heritage Committee which could be submitted to Scotiabank and TD Bank thanking their corporations for working with the vision of Collingwood's Downtown Heritage District. Planner Teakle confirmed that the letters would be presented on next month's agenda for Committee's endorsement.

#### **HER-013-2025**

Moved by: Travis Jeffery

Seconded by: Cathy de Ruiter

**THAT** the Collingwood Heritage Committee receive the Heritage Permits List as presented for information purposes:

- PLHP2025026: 27 Simcoe Street- Non-illuminated fascia sign for "Wild Baby"
- PLHP2024490: 247 Hurontario Street – Front-lit fascia and non-illuminated ground signs for "Scotiabank" (removal of existing back-lighting)



## **CARRIED**

### **8.3 Central Park Gates**

Planner Teakle noted that he has met with Parks, Recreation and Culture (PRC) Staff regarding the Central Park Gates and options to advance the work. Planner Teakle noted that there is currently no budget allocated but Council is aware of the proposed work and that Staff will put forward a budget request for next year.

Planner Teakle confirmed that PRC will be taking the lead in the project as the location is the property of the Town's Parks Department and that the Heritage Committee will be consulted on plans moving forward for their input and as a courtesy. Planner Teakle confirmed that there is no action required from the Committee at this time.

### **9. Volunteer Opportunities (only provide time sensitive/necessary updates not previously addressed on the agenda)**

#### **Resource List (Member Potts)**

- an addition to the resource list was provided
- Member Potts will confirm the companies rating and determine if they should be added to the list

#### **Walking tour brochure update (Member Mooy)**

- brochures have been distributed to Central Park and Eddie Bush arenas
- Member Mooy will follow up with the hotels
- suggestion to get more brochures printed as they are part of conference delegates bags for two large conferences in Town

#### **Collingwood Terminals (Member Mooy)**

- suggestion to review the letter Chair Jefferies provided Committee at a previous meeting
- confirmation that the project is still in its due-diligence period
- suggestion that this agenda item be turned over to Chair Jefferies
- advise Project Manager Gallant of new Committee members and request for a tour of the Terminals
- consideration that the Committee should recognize the efforts of Project Manager Gallant

#### **Education and Community Outreach / Insurance**



- Member Potts, Member Jeffery and Vice-Chair deRuiter met to discuss an upcoming workshop addressing the difficulties encountered when insuring a heritage property
- Consideration made to have local insurance companies present as well as a representative from the Insurance Bureau of Canada
- Consideration to discuss more than just residential heritage properties and add commercial heritage properties
- Planner Teakle to consider dates in May and find an adequate meeting space
- Consideration to invite Council and other local Heritage Committees

#### Project Recognition (All)

- Chair Jefferies provided the Committee with a review of Notable New Residential Additions & Renovations in Collingwood in 2024
- Committee discussed options to acknowledge these properties by way of a plaque or certificate noting that although they are not designated heritage properties their work they have done to preserve the character and nature of the neighbourhood should be acknowledged
- Committee discussed the need for criteria in order to establish merit for recognition
- Planner Teakle noted the importance of ensuring that the homeowner is in good standing with the Town regarding permits and approvals
- Committee discussed the Committee's Terms of Reference to ensure that this is falling under the purview of the Committee's mandate
- Committee discussed recognition by way of a feature in Collingwood Today and Planner Teakle noted caution that the story may not reflect the intention of the Committee's recognition efforts
- Planner Teakle confirmed that the Committee would review if and how recognitions of non heritage homes might take place taking into consideration the wording the mandate that governs the heritage committee activities and role and that before the next meeting Committee might circulate thoughts as to what the criteria might be and if recognition of renovations to non heritage buildings will be considered.

#### Future Designations (Member Mooy)

- No discussion at this time

## 10. Correspondence



None.

## **11. New Business**

### **11.1 National Volunteer Week - April 27 to May 3**

Coordinator Haines noted that the Town will be proclaiming National Volunteer Week in the Town of Collingwood on April 25, 2025 at 2:00pm with a flag raising at the community flag pole and a Volunteer Appreciation Event and Social to follow. Coordinator Haines confirmed that there will be light snacks, refreshments, and live musical entertainment and asked that committee members RSVP via the outlook calendar request and advise of any dietary restrictions or considerations required.

### **11.2 ** Addition: 217 Minnesota Street**

Committee discussed the property of 217 Minnesota Street. Planner Teakle provided Committee with a brief history from the east walking tour. Committee members discussed bringing history of the property forward at the next meeting and Coordinator Cook confirmed that she would do some research on the history of the property.

### **11.3 ** Addition: Construction at 76 Hurontario Street**

Planner Teakle confirmed that the renovation and construction work underway at 76 Hurontario Street has issued heritage permits. Planner Teakle provided a high-level summary of the work being done, noting site plan approval and heritage permit details. Planner Teakle answered questions from Committee regarding the partial demolition and if building materials will be sent to the landfill; and if there is anything that the Town can do to ensure that any material being taken down does not automatically get sent to the landfill.

### **11.4 ** Addition: Heritage Conference**

#### **HER-014-2025**

Moved by: Cathy de Ruiter

Seconded by: Sally Potts

**THAT** the Collingwood Heritage Committee approve that Member Travis Jeffery attend the 2025 Ontario Heritage Conference on June 19 to June 21, 2025 in Prince Edward County.

#### **CARRIED**

Planner Teakle confirmed he would coordinate registration and hotel booking on behalf of Member Jeffery.

### **11.5 **Addition: Arts Centre**



Committee discussed an article in Collingwood Today which noted that alternative locations for the Arts Centre will be considered and that the Pine Street Parking lot is no longer the preferred location. Committee members discussed considerations made by Council regarding funding and that the number of seats the facility should have is also being considered.

**12. Public Delegation(s) (Maximum 5 Minutes per Delegation)**

None.

**13. Next Meeting**

The next meeting of the Collingwood Heritage Committee will take place on Thursday, May 1, 2025, commencing at 10:00 a.m.

**14. Adjournment**

Moved by: Sally Potts.

**THAT** the meeting of the Collingwood Heritage Committee be hereby adjourned at 11:56 a.m.. **CARRIED.**

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Chair



**BY-LAW No. 2025-043**  
**OF THE**  
**CORPORATION OF THE TOWN OF COLLINGWOOD**



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**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL  
OF THE CORPORATION OF THE TOWN OF COLLINGWOOD**

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**WHEREAS** the Municipal Act 2001, S.O. 2001, c 25, Section 5(1), provides that the powers of a municipality shall be exercised by its council;

**AND WHEREAS** the Municipal Act 2001, S.O. 2001, c 25, Section 5(3), provides a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** it is deemed expedient that the actions of all meetings of Council of The Corporation of the Town of Collingwood be confirmed and adopted by by-law;

**NOW THEREFORE COUNCIL OF THE CORPORATION OF THE TOWN OF COLLINGWOOD ENACTS AS FOLLOWS:**

1. **THAT** the actions of the Council of The Corporation of the Town of Collingwood in respect of:
  - a) each recommendation in the reports of the Committees;
  - b) each motion, resolution or other action passed, taken or adopted at the meetings listed below are hereby adopted, ratified, and confirmed as if same were expressly included in this by-law, provided that such adoption and confirmation shall not be deemed to include the final passing of a by-law that requires the prior approval of a Minister, a Ministry, to the Ontario Municipal Board or any other governmental body:
    - Council – May 12, 2025
2. **THAT** the Mayor and the proper officials of The Corporation of the Town of Collingwood are hereby authorized and directed to do all things necessary to give effect to the action of the Council referred to in Section 1.
3. **THAT** the Mayor, or in the absence of the Mayor, the Deputy Mayor, and the Clerk, or in the absence of the Clerk, the Chief Administrative Officer;
  - a) are authorized and directed to execute all documents to the action taken by Council as described in Section 1;
  - b) are authorized and directed to affix the seal of The Corporation of the Town of Collingwood to all such documents referred to in Section 1.
4. **THAT** this by-law shall come into effect upon the passing thereof.

**ENACTED AND PASSED** this 12th day of May, 2025.

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MAYOR

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CLERK