

TOWN OF HALTON HILLS – GENERAL INFORMATION PACKAGE

COUNCIL MEETING – April 11, 2022

ADVISORY/SPECIAL COMMITTEES AND BOARD MEETING MINUTES

PAGE	COMMITTEE/BOARD	MEETING DATE
3-8	Acton BIA	March 14, 2022
9-11	Committee of Adjustment	March 7, 2022
12-16	Halton Hills Public Library	February 9, 2022

GENERAL CORRESPONDENCE

PAGE	INFORMATION
17-19	AMO – WatchFile (March 31, 2022)
20-21	AMO – Policy Update (March 28, 2022)
22-24	AMO – WatchFile (March 24, 2022)
25-27	AMO – WatchFile (March 17, 2022)
28-30	AMO – WatchFile (March 10, 2022)

PASSED RESOLUTIONS

PAGE	INFORMATION
31-94	HALTON REGION – Resolution passed at its Council meeting held on March 23, 2022 regarding Regional Official Plan Review: Work Plan Update & Overview of Regional Official Plan Amendment No. 49.
95-121	HALTON REGION – Resolution passed at its Council meeting held on March 23, 2022 regarding Statutory Public Meeting for a Proposed Regional Official Plan Amendment (File No. RQ64A) – “Orlando Corporation North Porta”.
122-139	HALTON REGION – Resolution passed at its Council meeting held on March 23, 2022 regarding Declaration of Lands Surplus to Regional Requirements, Town of Milton & Town of Halton Hills.

140-151	HALTON REGION – Resolution passed at its Council meeting held on March 23, 2022 regarding Halton Region Comments on the Proposals to Amend Ontario Regulation 244/97 (Proposed Regulatory Changes for the Beneficial Reuse of Excess Soil at Pits and Quarries in Ontario).
152-216	HALTON REGION – Resolution passed at its Council meeting held on March 23, 2022 regarding Halton Region Comments in Response to the Province’s Draft Subwatershed Planning Guide 2022.
217-223	HALTON REGION – Resolution passed at its Council meeting held on March 23, 2022 regarding Improving Wastewater and Stormwater Discharges in Lake Ontario Funding Program.
224-232	HALTON REGION – Resolution passed at its Special Council meeting held on March 19, 2022 regarding Update 5: Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region.
233-236	TOWN OF MILTON – Resolution passed at its Council meeting held on March 21, 2022 regarding Moratorium on New Gravel Extraction Licensing Applications.
237-238	CITY OF CAMBRIDGE – Resolution passed at its Council meeting held on March 22, 2022 regarding Request to impose a moratorium on all new gravel applications, including expansions to existing licensed sites.
239-240	MUNICIPALITY OF SHUNIAH – Resolution passed at its Council meeting held on March 22, 2022 regarding Support Resolution – Township of Chapple supports resolution from Northwestern Ontario Municipal Association (NOMA).
241-243	TOWNSHIP OF CHAPPLE – Resolution passed at its Council meeting held on March 8, 2022 regarding support for the resolution from the Northwestern Ontario Municipal Association (NOMA) with regards to supporting the expansion of Northern Ontario School of Medicine (NOSM).
244	MUNICIPALITY OF MISSISSIPPI MILLS – Resolution passed at its Council meeting held on March 15, 2022 regarding Abandoned Cemeteries.
245-250	TOWN OF WASAGA BEACH – Resolution passed at its Council meeting held on March 10, 2022 regarding County of Simcoe Regional Government Review Service Delivery Task Force – Fire Services.

DOWNTOWN ACTON BIA
BOARD OF MANAGEMENT MEETING
Monday, March 14th, 2022

Online Meeting

AGENDA

I. Call to Order

Monica Parker-Galway, Chair, called meeting to order at 6:39pm.

II. Attendance

Present: Monica Parker-Galway. Michael Albano. SangWon Bak. Alex Hilson. Kim Duncanson. Joba Debi. Patricia Daleman. Norman Paulsen.

III. Declaration of Pecuniary Interests – none.

IV. Approval of Agenda

Motion to approve agenda.

Motion: Michael Albano – Town of Halton Hills

Second: Norman Paulsen – Acton Motors

All in favour.

Motion carried.

V. Adoption of January 25th, 2022, Minutes

Motion: Adoption of January 25th, 2022 Meeting Minutes

Motion: Michael Albano – Town of Halton Hills

Second: SangWon Bak – Acton Discount Variety

All in favour.

Motion carried.

VI. Coordinator's Report – Alex Hilson

Attached after formal minutes.

VII. Monthly Task Calendar

Attached after formal minutes.

Monica asks about Retail & Tourism Committee in Calendar. Alex explains it is a Regional Committee that he has not attended yet but has been invited to.

VIII. Events

- **Easter and Mother's Day Markets:** A continuation of our indoor Holiday Markets, we are looking at Sundays April 3rd and 24th from 10:00am to 4:00pm as a change and based on feedback we have received from vendors.
- **Farmers' Market:** We are reaching out to our vendors and preparing them for the start of our market season on Thursday, June 2nd. We have done the revised event application with the Town. Mike asks about produce. We are down a significant produce vendor, but we are looking at others. We are also dealing with the Erin Market being held the same day this year. We are reaching out to them and seeing if there is anything that can be done.
- **Leathertown:** Kim and Alex have updated previous year's literature and reached out to vendors. The initial response has been very positive. Kim is wondering whether we should be getting a headlining act, after all. The BIA would need to upfront 50% of the act's fees before the festival. There is a discussion about Leathertown having a separate bank account and how much involvement the BIA should have with the festival going forward.
- **Canada Day:** Alex has talked with an ice cream truck about coming in the evening for a Canada Day Celebration similar to what we had planned in 2020. We will aim to get some more food and a little entertainment for the day.
- **AGM:** Monday, May 9th, 6:30pm at the Acton Town Hall Centre. Monica asks that we get a plate of food from each restaurant in Downtown Acton. We will reach out to Damian, the Mayor and someone from the Region to speak.

IX. Beautification

- **Flowers:** Alex has talked with Julie from the Flower Shed. He will get an invoice and coordinate with her closer to planting in June. We might also need to replace the window baskets on the bridge at Main Street South.
- **Bench at Medical Centre:** Alex met with Reece from the Town. There are a number of requirements that need to be met for the pad to be put in that are proving to be challenging. Mike has talked with Damian. He was advised it was better for us to apply for the other pads in town (for waste receptacles) at the same time. Alex has sent the Town two sketches which have both been rejected. Sang has a background in civil engineering so Alex and him will touch base and fulfill the sketch requirements.

X. Audit

Patricia answers questions about the audit.

Motion: To approve the 2021 Audit.

Motion: Norman Paulsen – Acton Motors

Second: Patricia Daleman – Grant Thornton LLP

All in favour.

Motion carried.

XI. Other Business

OBIAA Conference:

Motion: To purchase two tickets and hotel rooms for the Ontario BIA Association (OBIAA) Conference coming to a value of no more than \$2700.00

Motion: Michael Albano – Town of Halton Hills

Second: SangWon Bak – Acton Discount Variety

All in favour.

Motion carried.

- **Finances:** Patricia follows up, asking whether Monica will be the point person for Wagepoint. Monica agrees until the AGM. Patricia also asks about getting an additional signing officer. SangWon has offered to take that on.
- **Christmas Dinner:** The BIA's Christmas Dinner was postponed with the Omicron Outbreak. Monica suggests the board gets together for dinner. Saturdays look most promising. Alex will send out some options.

XII. Adjournment

Meeting was adjourned at 7:41pm.

Motion: SangWon Bak – Acton Discount Variety

Second: Patricia Daleman – Grant Thornton LLP

All in favour.

Motion Carried.

Next Meeting: Monday, April 11th, 6:30pm

March 14, 2022

Coordinator's Report

- We've had an eventful couple of months with the lifting of pandemic restrictions and inflation brought on by the conflict in Ukraine.
- On that vein, I have started sitting in on meetings of the Mayor's Economic Recovery Task Force. It's been good getting perspectives from other parts of Halton Hills.
- Monica and I put up our Valentine's Display. We did a Valentine's Contest on Facebook. We took that display down and did our St. Patrick's Day display. With the war in Ukraine, we added blue and yellow lights to show solidarity.
- We carried out our audit in February. It went smoothly thanks to Cindy and Patricia.
- We are preparing for our Easter and Mothers' Day Indoor Markets at the Acton Town Hall Centre. Our Easter Market is on Sunday, April 3rd and our Mothers' Day Market is on April 24th.
- We filled in our application to the Community Partnership Program (CPP), the Town's succession program to Municipal Assistance. We applied for the Farmers' Market, Canada Day, Leathertown and Trick or Treat.
- Kim and I have been putting together marketing for Leathertown and have approached previous year's vendors. We are continuing to get the word out surrounding it.
- I have been attending the Town's Community Improvement Plan (CIP) meetings, which will now include our Facade Improvement Program. They have a draft of the plan now and there will be a virtual public meeting on April 11th.
- Monica and I will be meeting with the Town on March 24th to discuss our Memorandum of Understanding (MOU) with the Town. This will outline our relationship with the Town going forward.
- After the last meeting, Zina and I worked together on getting flags for our downtown. It appears the easiest solution is to have Zina make them. We are looking forward to having truly local Canada Flags this year.
- One final point - we were fortunate to get two more co-op students this semester. Caleb and Tristan are back to help us out again. Keep your eyes open for them around town.

MAR2022

SUN	MON	TUE	WED	THU	FRI	SAT
			01	02	03	04
		-		-		05
06	07	08	09	10	11	12
-	Economic Support & Recovery Meeting	-	ABC Meeting	-	OBIAA Meeting	Leathertwon Stage Meeting
13	14	15	16	17	18	19
-	BIA Meeting	-		-	St. Patrick's Day	-
20	21	22	23	24	25	26
-		-	Co-Op Student Check In	-	MOU Meeting	Retail and Touris
27	28	29	30	31		
-	Town Council	-				-

TASK / PROJECT:	DEADLINE:
Planning and Coordination of Farmers Market preparation, permits and Vendor applications	Current / Ongoing until event
Keep in touch with FLOWER SHED for planters & baskets	A.S.A.P. / Timeline
Run Indoor Market	Ongoing
Take down St. Patrick's display	By late-March
Put up Easter Display	By the end of the month.
Pay WSIB Premium.	By mid-April
Beautification Progress: Coordinate with Town on installation of garbage cans etc. *Make TIMELINE of Deliveries / Installs	Garbages to be installed as soon as possible
Organize intermodal container for easy use.	A.S.A.P. / Ongoing
Organize the office to be tidy and visitor friendly for any meetings or drop-ins. To be kept as a professional looking office space.	A.S.A.P. / Ongoing
Create and implement a Monthly Events Calendar of promotions and events. Include weekly BIA Promotional incentives that reward BIA Bucks for participation. Advertise promos to social media.	Ongoing. Weekly promotions can be logo scavenger hunts, photo ops, etc.
Assign tasks to Co-op Students	Everyday
Get BIA Materials to board.	At least five days before the next board meeting.
Add Monthly Task Calendar as an item of discussion to Monthly BIA Meeting Agenda	Monthly
Do Community Partnership Program	By March 11 th
Prepare for Leathertown.	Ongoing until event.
Order and prepare flags.	For March.
Prepare for flowers.	Coming into Spring.
Canada Day event? Plan for July 1 st .	Ongoing to July
Communicate any COVID guidance from other levels of government.	Ongoing.
Send BIA Board Meeting Minutes to Town and Membership.	By end of week that meeting takes place.
Concrete Pad Project. Check in with Town. Finish paperwork. Get quotes.	Ongoing
BIA Business and Owner Profiles	Coordinating with business owners for approval



COMMITTEE OF ADJUSTMENT MINUTES

Minutes of the Committee of Adjustment hearing held on **March 7, 2022**, at 6 p.m. via Zoom.

Members Present: Todd Jenney (Chair), Jane Watson, Lloyd Hillier, Neal Panchuk, Thomas Hill

Staff Present: John McMulkin, Planner
Tharushe Jayaveer, Planner
Niloo Hodjati, Secretary-Treasurer, Committee of Adjustment & Consent Official

1. CALL TO ORDER

2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST

None.

3. APPLICATIONS HEARD

When an application is approved, the Committee considered the requested variance(s) to:

1. Meet the intent and purpose of the Official Plan,
2. Meet the intent and purpose of the Zoning By-law,
3. Be desirable for the appropriate use of the land, building or structure, and
4. Be minor in nature.

a) Minor Variance D13VAR22.003H – Chawla

Location: 13315 Fourth Line, Town of Halton Hills (Bannockburn), Regional Municipality of Halton

Purpose: Requesting relief from Zoning By-law 2010-0050, as amended,

1. To increase the floor area for an accessory structure from the maximum 40 sq m to permit a floor area of 69 sq m.
2. To increase the total floor area for all accessory structures from the maximum 60 sq m to permit a total floor area of 69 sq m.

3. To increase the height for an accessory structure from the maximum 4.5 m to permit a height of 6.7 m.

To accommodate a proposed detached garage.

Owner(s): Lovneet Chawla, **Agent:** Pamir Rafiq

The Town Planner noted no staff objections to approval, subject to conditions. The agent was present and spoke to the application.

It was MOVED by Lloyd Hillier, SECONDED, and CARRIED

THAT the application be approved, subject to conditions.

b) Minor Variance D13VAR22.005H – Duguay

Location: 56 Main Street North, Town of Halton Hills (Acton), Regional Municipality of Halton

Purpose: Requesting relief from Zoning By-law 2010-0050, as amended,

1. To increase the height for an accessory structure from the maximum 3.5 m to permit a height of 4.7 m.
2. To increase the floor area for an accessory structure from the maximum 20 sq m to permit a floor area of 34 sq m.
3. To reduce the rear yard setback from the minimum 1 m, to permit a rear yard setback of 0.1 m (shed).
4. To reduce the side yard setback from the minimum 1 m, to permit a side yard setback of 0 m (driveway).
5. To reduce the side yard setback from the minimum 1.2 m, to permit a side yard setback of 0.47 m (deck with a height of less than 0.6 m).

To accommodate the conversion of an existing garage to an accessory structure (personal use sound studio); existing shed, driveway, and deck.

Owner(s): Robby Duguay, **Agent:** Renny Cannon, Studio Cannon Architecture

The Town Planner noted no staff objections to approval, subject to condition. The owner and agent were present and spoke to the application.

Committee deliberations included: soundproofing; and reversing the structure back to a garage if needed.

It was MOVED by Todd Jenney, SECONDED, and CARRIED

THAT the application be approved, subject to condition.

c) Minor Variance D13VAR22.006H – Jeffery

Location: 27 George Street, Town of Halton Hills (Georgetown), Regional Municipality of Halton

Purpose: Requesting relief from Zoning By-law 2010-0050, as amended,

1. To reduce the side yard setback from the minimum 1.8 m, to permit a side yard setback of 1.08 m (existing garage - south).
2. To increase the height for an accessory structure from the maximum 3.5 m, to permit a height of 3.85 m (cabana).
3. To increase the number of accessory structures from the maximum 2, to permit 3 accessory structures.

To accommodate a proposed two-storey addition (connecting the existing detached garage and dwelling), and an additional accessory structure (cabana).

Owner(s): Justin & Lisa Jeffery, **Agent:** Matthews Design & Drafting, Doug Matthews / Bethany VanRavens

The Town Planner noted no staff objections to approval, subject to condition. The owner and agent were present, and the agent spoke to the application.

It was MOVED by Thomas Hill, SECONDED, and CARRIED

THAT the application be approved, subject to condition.

4. ADJOURNMENT

Adjourned at approximately 6:30 p.m.

Halton Hills Public Library Board

Wednesday, February 9, 2022

Zoom Videoconference

7:00 p.m.

Minutes

Present: Ted Brown, Lisa Caissie, Betsy Cosper, Matt Kindbom, Ann Lawlor,
Keith Medenblik (Chair), Joanna Meler, James Schumacker, Tamara Smith,
Marilyn Willis

Staff Present: Barb Elliott (Recorder), Clare Hanman, Beverley King, Mary Querques, Dennis Roberts,
Melanie Southern

Guests: Greg Young, Director, TCI Management Consultants
Jon Linton, Director, TCI Management Consultants
Beth Ross, Principal, Beth Ross & Associates

Regrets: Larry Hawes

1.0 Declaration of Quorum

K. Medenblik declared a quorum was present and called the meeting to order at 7:02 p.m.

2.0 Land Acknowledgement

We would like to begin by acknowledging that the land on which we gather is part of the Treaty lands and Territory of the Mississaugas of the Credit First Nation on Treaty 19.

3.0 Approval of Agenda

Moved by L. Caissie

That the agenda be approved as presented.

Seconded by M. Kindbom

02/09/22-1

CARRIED

4.0 Declaration of pecuniary interest

None.

5.0 Minutes of January 19, 2022

Moved by J. Schumacker

That the Minutes of January 19, 2022 be approved as presented.

Seconded by T. Smith

02/09/22-2

CARRIED

6.0 Consent Agenda

None.

7.0 Correspondence

None.

8.0 Delegations/Presentations

8.1 TCI Management re: Strategic Planning Updates

G. Young updated the Board on the progress of TCI's work to date:

- Site visits to the Georgetown and Acton branches completed
- A good response was received for the Community (780+) and Staff (all staff) surveys
- Four of five focus group sessions have been completed
- Branding survey will be released to the community very soon
- Technical interviews with select staff are underway
- Presented information on the topic of "Library Trends" to the Town's Senior Management Team on January 26
- Seven stakeholder groups have been identified and meetings are scheduled over the next several weeks

J. Linton briefly reviewed information from the surveys and focus groups that is being used to begin work on the SWOT analysis. The SWOT analysis will be a focus in the next Board workshop.

Benchmarking Report:

B. Ross provided a preliminary benchmarking report, based on information collected by the Province of Ontario for the annual public libraries survey. This will provide information about areas to potentially address through strategic actions as the strategic plan is developed. It was noted that due to the pandemic, 2019 statistics are being used as they are more reflective of typical library use and operations.

HHPL was compared with nine public libraries based on similar populations, branch configuration, or funding level. HHPL's community use was generally on average in the areas of per capita annual circulation, turnover rates of the physical collection, visits, and program attendance. HHPL was just slightly above average in expenditures on materials per capita. Staff and benefits expenditures were above average, but it was noted that this comparison does not consider the local labour market and compensation levels. It was suggested that a focused salary review would be a better indicator.

9.0 Business Arising

9.1 Board Objectives Review

B. Cospers presented the proposed Board Objectives for 2022. While based on the 2021 objectives, proposed initiatives have been enhanced or added to reflect current activities with respect to the pandemic and include strategic planning and branding work.

Moved by T. Smith
Seconded by J. Meler

That the proposed 2022 Board Objectives be approved.

02/09/22-3

CARRIED

The Board thanked B. Cospers and M. Willis for their work in preparing the 2022 objectives.

9.2 Board Legacy Report

M. Southern reported that she will be attending the Ontario Library Service training workshop on February 15 and will report back at the March meeting.

10.0 Updates – including sub-committees

10.1 Advocacy Committee

No update

10.2 Friends of the Library

M. Southern reported that the Friends met on January 18 and approved \$1,400 to support a number of library programs. It was noted that the Friends' booksales in 2021 were popular and resulted in a revenue increase of approximately 23% over 2020. The next meeting of the Friends of the Library meeting will be on March 17.

10.3 Council Update

A. Lawlor reported that the process had started to designate as heritage sites, the old post office, and the lawn bowling club in the Downtown Georgetown area.

10.4 Community Connections Update

With respect to the recent Community Library Survey, L. Caissie inquired about the status of the draws for iPads. M. Southern responded that the two winners would be announced in the upcoming media release about the Library's Branding Survey.

11.0 Financial Report

11.1 Month End Report (Preliminary Year-end)

M. Southern reported that as expected, the Library will be approximately 8% under budget for 2021. M. Querques will report back on the status of the Library Capital Reserve account, at the next meeting.

12.0 New Business

12.1 Report No. LBD-2022-009 re: 2021 Year End Metrics

M. Querques presented information and statistics regarding library usage during 2021.

Highlighted items:

- Total circulation in 2021 increased to within 14% of 2019 pre-COVID levels. Circulation of physical items increased 26% over 2020.
- While in-person visits were approximately 8.5% higher than 2020, they were still 50% below 2019 pre-COVID levels. It was pointed out that when this is considered along with the noted increase in 2021 circulation, those visiting the Library are using the resources at a much higher rate.
- Programming offered and attendance decreased in 2021 (vs 2020) which was attributed to changes in the frequency of Children's programming and registration restrictions that limited enrolment. Digital fatigue was also noted as possible explanation for a decrease in online attendance.

12.2 Report No. LBD-2022-008 re: 2021 Library Accomplishments

M. Southern provided an update to the Library's 2021 accomplishments previously outlined in the 2022 Library Business Plan. Several additional accomplishments were highlighted as they occurred after the development of the business plan:

- Magnus cards – HHPL co-led this project with the Town and implemented the app to assist people in navigating Town facilities and services including the Library, Activan Service and Recreation and Parks Services.
- Developed three videos to be a charity of choice with Community Foundation of Halton North (CFHN). These videos aired during CFHN's 2021 fundraising webathon in October.
- Staff day took place in December 2021 with the purpose of engaging all staff in the Strategic Planning & Brand Development project.

12.3 Annual Report 2021 – Draft Outline

M. Southern shared the draft outline for the 2021 Annual Report for comment and feedback. Several suggestions regarding the design will be considered for the final draft.

12.4 Report No. LIB-2022-007 re: Chief Librarian's Report – February 2022

M. Southern noted highlights from the Chief Librarian's Report – February 2022:

- Bingepasses are being introduced through Hoopla and will provide bundles of magazines, videos, TV shows and movies based on specific themes or topics.
- A number of events have been planned for Black History Month one of which is "An Evening with Rob Green", a presentation by actor and singer-songwriter Rob Green about an enslaved African man.
- One Book, One Halton Hills will launch on February 15. This is earlier than in past years and was done to allow the theme of the book to be incorporated into year-round programming.
- I Read Canadian Day takes place on February 16 which highlights the importance of Canadian authors, creators, and content. Board members were encouraged to

participate by posting a photo of themselves reading Canadian content on social media.

- A student from Lakehead University is completing her social work placement for the Honours Bachelor of Social Work program. This placement runs from January through June and supports the Community Librarian work with HHPL's community partners.

12.5 Best of OLA Super Conference

The Ontario Library Association's 2022 Super Conference took place virtually from February 1-4; the theme of this year's conference was "Gather". The conference was attended by several Board members and a number of staff, who highlighted a few of the sessions they attended. B. Cosper congratulated B. King on her very informative and well-done presentation about the Moccasin Identifier Project.

13.0 Health & Safety Report

M. Southern reported that there had been no Health & Safety incidents reported since the January Board meeting.

14.0 Next Meeting

Wednesday, March 9, 2022

7:00 p.m.

Zoom Videoconference

15.0 Adjournment

Moved by M. Willis

Seconded by J. Schumacker

02/09/22-4

The meeting adjourned at 8:54 p.m.

That the meeting be adjourned.

CARRIED

Signed: _____

Keith Medenblik, Chair

Halton Hills Public Library Board

Signed: _____

Melanie Southern, Chief Librarian

Halton Hills Public Library

APPROVED: March 9, 2022

DATED: March 9, 2022



March 31, 2022

In This Issue

- PJ Marshall Awards - Call for submissions for 2022 now open.
- ROMA Board seeking member input on Attainable Housing in Rural Ontario.
- AMO 2022 important information - Room block release and registration launch
- Canoe vendor spotlight: Gradall.
- Road & Sidewalk Assessment info sessions.
- Don't miss Canoe's final spring webinars.
- ONE Investment Spring 2022 webinar: Why Proxy Votes Are Important for ESG.
- Register to vote in the 2022 Ontario Municipal and School Board Elections.
- Careers.

AMO Matters

Every year at the AMO Conference the PJ Marshall Awards recognize municipal excellence and innovation in capital projects, operating efficiencies, and new approaches to service delivery. If you have something you are proud to share, the deadline for 2022 submissions is May 27, 2022.

ROMA Matters

The ROMA Board has established a Rural Attainable Housing Task Force to develop policy solutions and strategies that consider the realities of rural Ontario and to implement the housing recommendations found in the *Opportunities for Rural Ontario in a Post-Covid World* action plan. The Board is asking members to take 5 minutes to complete a survey that will provide valuable information to support the work of the Task Force.

Eye on Events

AMO's first in-person conference in two years officially launches next week! Book your hotel rooms in the beautiful City of Ottawa April 4 at 10 am and take advantage of early bird registration on April 11 at 10 am. Questions? Contact events@amo.on.ca.

LAS

We're pleased to welcome Gradall to the Canoe Procurement Group. This contract offers hydro vac, sewer jet, industrial vacuums, and combination jet & vac machines. With over 200 contracts, Canoe makes buying what you need quicker and cheaper. Contact Simon to learn more.

The LAS Road & Sidewalk Assessment Service brings modern technology and intelligent asset management to your streets and sidewalks. Join us on April 21 to learn how this program helps you save money while improving your infrastructure. Register Here.

Join us for the last 2 Canoe Procurement Group webinars before summer. On April 6 we'll hear from Johnson Controls, provider of security systems, fire alarms, building automation, and many more technologies. Register here. On April 20 the Canoe legal

team will provide an update to make sure your purchases are done in full compliance with laws and trade agreements. [Register here](#).

ONE Investment

ONE Investment is hosting a Spring webinar on April 12, collaborating with our external portfolio manager Guardian Capital to discuss “Why Proxy Votes Are Important for ESG Principles (Environmental, Social and Governance).” To register and know what will be covered in the webinar, [click here](#).

Municipal Wire*

The upcoming year will be a busy one for Ontario voters, with the Ontario Provincial Election and Municipal and School Board Elections happening just a few months apart. Make sure you are on the list to vote in the 2022 Municipal and School Board Elections on October 24. Register at voterlookup.ca. Download [Toolkit](#).

Careers

[Regional Program Manager - The Ministry of Labour, Training and Skills Development](#). The Ministry is looking for 3 strong transformational leaders (Central, East, West) to take on the role to lead the Employment Service Transformation implementation and delivery. [Apply online](#) by April 6.

[Planner - Township of Douro-Dummer](#). Provides planning services to address the corporate strategic objectives and guide growth and development. Apply to hr@dourodummer.on.ca by April 22.

[Treasurer - Haldimand County](#). The incumbent will execute the statutory duties of the position, ensure the Corporation adheres to all acts, regulations, policies and procedures in carrying out its financial responsibility. [Apply online](#) by April 18.

[Chief Administrative Officer - Township of Adjala-Tosorontio](#). Responsible for the strategic leadership and efficient delivery of all the municipality's administrative and operational services. Apply to careers@waterhousesearch.ca by April 15.

[Chief Administrative Officer - Municipality of Chatham-Kent](#). Develops and implements operational plans and ensures the coordination of services which align to and support strategic priorities. Apply to careers@waterhousesearch.ca by April 22.

[Director of Finance - South Nation Conservation](#). The South Nation Conservation is seeking an experienced professional, with the knowledge, skills, and abilities to provide financial leadership and risk management. Apply to careers@nation.on.ca by April 19.

[Advisor Continuous Improvement - Region of Peel](#). Provides expertise supporting the capability and effectiveness of the Human Services processes, including analysis, interpretation and development. [Apply online](#) by April 13.

[Grants Specialist & Treasury Administration - Town of Wasaga Beach](#). Responsible for researching and coordinating applications in pursuit of grant opportunities at the Federal. [Apply online](#) by April 19.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

AMO Watchfile Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

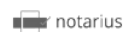
MEPCO Municipal Employer Pension Centre of Ontario

ONE Investment

Media Inquiries

Municipal Wire, Career/Employment and Council Resolution Distributions

AMO's Partners



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March 28, 2022

AMO Policy Update – Child Care Agreement

Ontario and Canada Sign Agreement for Early Years and Child Care

AMO welcomes the [news](#) of a \$13.2 billion Child Care Deal over six years reached today between the federal and provincial governments. Under the agreement, the new program will lower child care costs, and improve access and quality across Ontario's child care and early years sector. AMO has been advocating steadily with the Governments of Canada and Ontario to advance these discussions and to secure an agreement for Ontario since the initiative was announced in the 2021 Federal Budget.

Municipal governments and District Social Service Administration Boards will play a key role to implement the program in communities with operational details to follow.

Highlights include:

- Fees will be reduced starting in 2022 and, by September 2025, they will be an average of \$10-a-day child care.
- 86,000 new, high-quality child care spaces will be created, including more than 15,000 new spaces already created since 2019.
- Improved compensation for all Registered Early Childhood Educators (RECEs) to increase attraction and retention in the sector.
- Reforms will support the needs of diverse and underserved populations, including low-income, francophone, Indigenous, Black, other racialized and newcomer communities, as well as vulnerable and special needs children.

More information about the agreement details is found on the Ontario [website](#).

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March 24, 2022

In This Issue

- PJ Marshall Awards - Call for submissions for 2022 now open.
- Seniors Community Grant Funding announcement.
- Community engagement for IESO Long-Term RFP.
- Call for Nominations to Stakeholder Advisory Committee.
- AMO/LAS *Municipal Energy Symposium* March 31 - April 1.
- Webinar: Breaking down barriers - Accessible digital solutions for your community.
- NEW Canoe category: Tree maintenance equipment.
- Canoe webinars: Johnson Controls, Legal/Procurement update.
- ONE Investment Spring 2022 webinar: Why Proxy Votes Are Important for ESG.
- Register to vote in the 2022 Ontario Municipal and School Board Elections.
- Careers: Orillia, Hamilton, New Tecumseth, Burlington and Huron East.

AMO Matters

Every year at the AMO Conference the PJ Marshall Awards recognize municipal excellence and innovation in capital projects, operating efficiencies, and new approaches to service delivery. If you have something you are proud to share, the deadline for 2022 submissions is May 27, 2022.

Provincial Matters

The Ministry for Seniors and Accessibility announced that the province is doubling the Seniors Community Grant Funding. Applications to the Grant are open until April 28.

Municipal and Indigenous engagement activities are underway as part of IESO's Long Term RFP for new and expanded facilities to meet Ontario's emerging reliability needs. Details on engagement for communities, stakeholders and interested parties throughout the process are available here.

IESO is calling for a municipal representative to join its Stakeholder Advisory Committee. Nominees could include elected officials, municipal staff, and other members of the municipal landscape.

Eye on Events

AMO and LAS are excited to host a virtual *Municipal Energy Symposium* March 31 - April 1. This leading edge event takes a critical look at the intersection of climate change, land use planning and energy post-COP26. Explore examples of how municipalities are planning for the future and what this means to daily operations. Register here.

eSolutionsGroup, AMO's barrier-free website partner, offers members cost-effective digital solutions that meet accessibility requirements. Join us for a free webinar on March 30 from 11 am to 12 pm ET, where we discuss various web solutions that will help you engage and serve your community effectively.

LAS

We're pleased to welcome Vermeer and Morbark to the Canoe Procurement Group. They are the approved suppliers under the NEW Tree Maintenance Equipment category. Trees make a community picturesque but aren't always low-maintenance - keep them beautiful by using the right tools for the job. Contact Simon for more information.

Join us for the last two Canoe Procurement Group webinars before we wrap up for the summer. On April 6 hear from Johnson Controls, supplier of high-tech facility monitoring, security systems and fire alarms - register here. On April 20 we will host our annual Legal/Procurement Update, providing information to keep your purchasing compliant with the law – register here.

ONE Investment

ONE Investment is hosting a Spring webinar on April 12, collaborating with our external portfolio manager Guardian Capital to discuss "Why Proxy Votes Are Important for ESG Principles (Environmental, Social and Governance)." To register and know what will be covered in the webinar, click here.

Municipal Wire*

The upcoming year will be a busy one for Ontario voters, with the Ontario Provincial Election and Municipal and School Board Elections happening just a few months apart. Make sure you are on the list to vote in the 2022 Municipal and School Board Elections on October 24. Register at voterlookup.ca. Download Toolkit.

Careers

Senior Financial Planning Analyst - City of Orillia. Participate in the development and implementation of policies / procedures and internal control processes. Apply online by April 4.

Development Services and Engineering Department - City of Orillia. Maintain compliance with Ontario Regulation 588/17 and other regulations pertaining to asset management. Apply online by April 6.

Program Analyst, Corporate Asset Management - City of Hamilton. Responsible for supporting the engagement of asset owners from across the organization. Apply online by March 30.

Project Manager – Development Engineering - Town of New Tecumseth. Some responsibilities include: reviewing drawings, plans, reports, and specifications and providing advisory support. Apply to arthur@wmc.on.ca by April 19.

Strategic Workspace Planner - City of Burlington. The Planner plays a critical role in the City's property strategy to deliver corporate facilities that optimize workspace experience. Apply online by April 8.

Finance Manager-Treasurer - Municipality of Huron East. Responsible for performing all statutory duties of the Treasurer in accordance with the *Municipal Act* and other legislation. Apply to cao@huroneast.com by April 22.

About AMO

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of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

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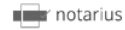
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March 17, 2022

In This Issue

- AMO's 2022 Provincial Election Strategy 8-point plan.
- PJ Marshall Awards - Call for submissions for 2022 now open.
- Seniors Community Grant Funding announcement.
- Update on AMO 2022 Conference and Annual General Meeting.
- AMO/LAS *Municipal Energy Symposium* March 31 - April 1.
- Webinar: Prevention strategy, H&S rep training update, & rebates from WSIB.
- Webinar: Jump-start your Digital Transformation with an e-signature solution.
- Webinar: Breaking down barriers - Accessible digital solutions for your community.
- What upcoming changes are expected with the carbon tax? Read our blog.
- FCM funding still available for Road & Sidewalk Assessments.
- Canoe vendor spotlight: ARI Phoenix.
- Canoe webinar: Johnson Controls.
- ONE Investment Spring 2022 webinar: Why Proxy Votes Are Important for ESG.
- Register to vote in the 2022 Ontario Municipal and School Board Elections.
- Careers: Orillia, Hastings, Brock, Windsor and Hornepayne.

AMO Matters

AMO's [2022 provincial election strategy](#) sets out an eight-point plan and asks all Ontario political parties to commit to AMO's vision for economic recovery, prosperity, and increased opportunity. Municipalities are the foundation of Ontario's success.

Every year at the AMO Conference the [PJ Marshall Awards](#) recognize municipal excellence and innovation in capital projects, operating efficiencies, and new approaches to service delivery. If you have something you are proud to share, the deadline for [2022 submissions](#) is May 27, 2022.

Provincial Matters

The Ministry for Seniors and Accessibility [announced](#) that the province is doubling the Seniors Community Grant Funding. [Applications](#) to the Grant are open until April 28.

Eye on Events

Information on the AMO Conference will be coming to you soon! Confirmation on the conference format, registration and hotel bookings will all be available in early April. Check back [here](#) for details.

AMO and LAS are excited to host a virtual *Municipal Energy Symposium* March 31 - April 1. This leading edge event takes a critical look at the intersection of climate change, land use planning and energy post-COP26. Explore examples of how municipalities are planning for the future and what this means to daily operations. Register [here](#).

On March 24, join AMO's Health and Safety partner, 4S, for a virtual roundtable

discussion with the Chief Prevention Officer and the WSIB. Learn more about the CPO's prevention strategy for 2022, health and safety rep training updates, and earning rebates from the WSIB Excellence and Ontario's SOSE program. [Register today](#).

As municipalities move from paper to electronic filing, authentication of these files is a critical challenge. On March 23, 9 am - 10 am ET, join AMO's partner, Notarius, and learn how ConsignO Cloud can greatly reduce the signing time of documents and allow anyone to sign legally reliable documents electronically with a phone, a tablet, or a computer. [Register today](#).

eSolutionsGroup, AMO's barrier-free website partner, offers members cost-effective digital solutions that meet accessibility requirements. [Join us for a free webinar](#) on March 30 from 11 am to 12 pm ET, where we discuss various web solutions that will help you engage and serve your community effectively.

LAS

Carbon Tax charges are rising on April 1. Read our [latest blog](#) and learn more about how you can plan for budgeting if you're in the [LAS Natural Gas Procurement](#) program.

The [FCM Municipal Asset Management Program \(MAMP\)](#) is a perfect fit for the [LAS Road & Sidewalk Assessment Service](#). Get high-quality data to help manage your roads efficiently and receive up to \$50,000 to make the project affordable. [Contact Tanner](#) for more information.

We're pleased to welcome ARI Phoenix to the [Canoe Procurement Group](#). Keep your machinery running smoothly with column and scissor lifts, tire balancers, brake lathes, transmission jacks, and a range of other equipment. [Contact Simon](#) to learn more.

Johnson Controls supplies security & surveillance systems, wireless networks, building automation, fire alarms, and a range of other high-tech solutions. [Join us on April 6](#) to learn how you can improve your security and efficiency using their offerings. One of over 170 vendors from the [Canoe Procurement Group](#).

ONE Investment

ONE Investment is hosting a Spring webinar on April 12, collaborating with our external portfolio manager Guardian Capital to discuss "Why Proxy Votes Are Important for ESG Principles (Environmental, Social and Governance)." To register and know what will be covered in the webinar, [click here](#).

Municipal Wire*

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Careers

[City Clerk - City of Orillia](#). Responsible for planning, directing and administering all activities of the Clerk's Division. [Apply online](#) by March 25.

[Purchasing Coordinator - County of Hastings](#). This position will assist with the co-ordination and facilitation of the procurement process. Apply to careers@hastingscounty.com by March 24, 2022.

Director of Finance/Treasurer - Town of Brock. Responsible for managing all financial affairs of the Township. Apply to hr@brock.ca by March 23.

Commissioner of Human and Health Services - City of Windsor. Assists the CAO to implement the Corporation's strategic direction, ensuring superior service delivery for residents. Apply online by April 1.

Chief Administrative Officer/Clerk - Township of Hornepayne. Responsible for the strategic leadership and efficient delivery of all administrative and operational services. Apply to info.hpayne@bellnet.ca by March 31.

About AMO

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March 10, 2022

In This Issue

- Lead Where You Live: AMO's Guide to Running for Municipal Election.
- AMO/LAS *Municipal Energy Symposium* March 31 - April 1.
- Webinar: Prevention strategy, H&S rep training update, & rebates from WSIB.
- Webinar: Jump-start your Digital Transformation with an e-signature solution.
- Webinar: Breaking down barriers - Accessible digital solutions for your community.
- Kenora's experience with an LAS Road Assessment.
- Overcoming supply chain challenges.
- Canoe webinar - Madvac/Exprolink.
- ONE Investment Spring 2022 webinar: Why Proxy Votes Are Important for ESG.
- Register to vote in the 2022 Ontario Municipal and School Board Elections.
- Careers.

AMO Matters

AMO has assembled an easy-to-use guide that provides all the information you need when preparing to run for council. AMO's [Lead Where You Live](#) guide highlights the things you will want to get familiar with during your campaign so you are prepared should you be elected.

Eye on Events

AMO and LAS are excited to host a virtual *Municipal Energy Symposium* March 31 - April 1. This leading edge event takes a critical look at the intersection of climate change, land use planning and energy post-COP26. Explore examples of how municipalities are planning for the future and what this means to daily operations. Register [here](#).

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eSolutionsGroup, AMO's barrier-free website partner, offers members cost-effective digital solutions that meet accessibility requirements. [Join us for a free webinar](#) on March 30 from 11 am to 12 pm ET, where we discuss various web solutions that will help you engage and serve your community effectively.

LAS

The City of Kenora participated in our [Road & Sidewalk Assessment Service](#) in 2017 and again in 2020. [Check out this video](#) to hear about their experience with the program, and [contact Tanner](#) to learn how it can work in your community.

[Canoe Procurement Group](#) staff are working with vendors to overcome supply chain challenges, but it will still take time to get back to business as usual. Delays for certain equipment could be lengthy, so work with your Client Relations Manager and be ready to move if you find what you need in stock. [Watch our webinar](#) from October for some useful tips or [contact Simon](#) to learn more.

Exprolink/Madvac offer a wide range of street sweepers and litter collectors. Join us on March 16 at 11:00am EST for an overview of their product line, with a particular focus on the new zero-emission LN50 and LR50 lithium battery electric models. Part of the [Canoe Procurement Group](#), save time and money on equipment you use every day. [Register Here](#).

ONE Investment

ONE Investment is hosting a Spring webinar on April 12, collaborating with our external portfolio manager Guardian Capital to discuss “Why Proxy Votes Are Important for ESG Principles (Environmental, Social and Governance).” To register and know what will be covered in the webinar, [click here](#).

Municipal Wire*

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Careers

[Manager, Health System Planning & Integration - County of Simcoe](#). Responsible for advocacy and integration of the County's Health Services, leading collaborative program opportunities and monitoring of strategic initiatives. [Apply online](#) by March 15.

[Administrative Assistant/ Deputy Clerk - Town of Hanover](#). Responsibilities include providing confidential administration and clerical support. Apply to hr@hanover.ca March 16.

[Manager, Fleet Maintenance and Technical Services - City of Ottawa](#). [FR](#). Responsible for providing leadership and strategic direction in the establishment and implementation of priorities and programs. [Apply online](#) by March 10.

[Manager, Innovation and Transformation - City of Brampton](#). A project management role to launch key divisional initiatives. [Apply online](#) by March 22.

[Deputy Clerk - Northumberland County](#). Responsible for ensuring open and transparent government by providing assistance to the Clerk and acting as their Designate when required. Apply to hr@northumberland.ca March 18.

[Executive Assistant to the Chief Administrative Officer - Town of Georgina](#). Responsible for providing administrative support to the CAO, including handling sensitive political and human resource issues. [Apply online](#) by March 16.

[Chief Administrative Officer \(CAO\)/Clerk - The Township of Billings](#). Responsible for leadership and the general management of the Township. Apply

to tmills@billingstwp.ca by April 4.

Director, Finance & Chief Financial Officer - Township of Oro-Medonte. Responsible for the financial stewardship of the municipality. Apply to careers@oro-medonte.ca by April 1.

About AMO

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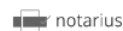
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VIA EMAIL

March 29, 2022

Legislative & Planning Services
Department
Office of the Regional Clerk
1151 Bronte Road
Oakville ON L6M 3L1

Sharon Rew, Ministry of Municipal Affairs and Housing
Kellie McCormack, Conservation Halton
Joshua Campbell, Credit Valley Conservation Authority
Nancy Davy, Grand River Conservation Authority
Debbie Ramsay, Niagara Escarpment Commission
Kevin Arjoon, City Clerk, City of Burlington
Meaghen Reid, Town Clerk, Town of Milton
Vicki Tytaneck, Town Clerk, Town of Oakville
Valerie Petryniak, Town Clerk, Town of Halton Hills

Please be advised that at its meeting held Wednesday, March 23, 2022, the Council of the Regional Municipality of Halton adopted the following resolution:

RESOLUTION: LPS25-22 - Regional Official Plan Review: Work Plan Update & Overview of Regional Official Plan Amendment No. 49

THAT the Regional Clerk forward a copy of Report No. LPS25-22 to the Ministry of Municipal Affairs and Housing, the City of Burlington, the Town of Halton Hills, the Town of Milton, the Town of Oakville, Conservation Halton, Credit Valley Conservation, and the Grand River Conservation Authority, for their information.

Included please find a copy of Report No. LPS25-22 for your information.

If you have any questions please contact me at the e-mail address below.

Sincerely,

A handwritten signature in blue ink, appearing to read "G. Milne", written over a light blue circular stamp.

Graham Milne
Regional Clerk
graham.milne@halton.ca

Regional Municipality of Halton

HEAD OFFICE: 1151 Bronte Rd, Oakville, ON L6M 3L1
905-825-6000 | Toll free: 1-866-442-5866

Report To:	Regional Chair and Members of Regional Council
From:	Bob Gray, Commissioner, Legislative and Planning Services and Corporate Counsel
Date:	March 23, 2022
Report No:	LPS23-22
Re:	Halton Region Comments in Response to the Province's Draft Subwatershed Planning Guide 2022

RECOMMENDATION

1. THAT Regional Council endorse Report No. LPS23-22 re: Halton Region comments in response to the Province's draft Subwatershed Planning Guide 2022 and Attachment #1.
2. THAT the Regional Clerk forward a copy of Report No. LPS23-22 to the Ministry of Municipal Affairs and Housing, the Ministry of the Environment, Conservation and Parks, Ministry of Northern Development, Natural Resources and Forestry, the City of Burlington, the Town of Halton Hills, the Town of Milton, the Town of Oakville, Conservation Halton, Credit Valley Conservation Authority, the Grand River Conservation Authority, the Niagara Escarpment Commission, the Association of Municipalities of Ontario, and Halton's Members of Provincial Parliament for their information.

REPORT

Executive Summary

- On January 27, 2022, the Ministry of the Environment, Conservation and Parks released the draft Subwatershed Planning Guide 2022 (Attachment #2) on the Environmental Registry of Ontario (ERO Number 019-4978).
- The draft Subwatershed Planning Guide 2022 is proposed as a guidance document to streamline and provide for a better coordinated and efficient planning process at the subwatershed level. The guide is intended to update and replace the Province's current Subwatershed Planning document which was published in June 1993.

- The draft Subwatershed Planning Guide 2022 provides a general framework for subwatershed planning in land use and infrastructure planning including recommended processes and best practices for the protection of water resources.
- Halton Region has a long-established process of undertaking subwatershed planning in the Regional Official Plan that supports the protection and enhancement of the Natural Heritage System.
- Regional staff support the Province's goals and objectives related to protection of water resources and efforts to streamline the planning process to advance housing supply. However, Regional staff have identified five key themes in the draft Guide that would benefit from additional direction and clarification to support the effective implementation of subwatershed planning.
- Regional staff recommend the Province undertake further consultation with municipalities prior to releasing the final Subwatershed Planning Guide to ensure that municipal comments are fully considered to improve its implementation.
- The draft Guide proposal is open for a 45-day public consultation period ending on March 13, 2022. While the Regional Council meeting will occur after the Province's commenting deadline, the Ministry of Environment, Climate Change and Parks has granted Halton Region an extension to March 24, 2022, to enable Regional Council to consider Regional staff's submission for endorsement.

Background

On January 27, 2022, the Ministry of the Environment, Conservation and Parks released the draft Subwatershed Planning Guide 2022 (Attachment #2) on the Environmental Registry of Ontario (ERO Number 019-4978). The draft Guide was prepared to support the implementation of the Provincial Policy Statement, 2020, and other Provincial Plans. These provincial policy documents establish requirements for planning authorities to undertake watershed and subwatershed planning to inform key land use planning and infrastructure decisions.

The draft Subwatershed Planning Guide 2022 is intended to assist planning authorities in implementing land use planning policies related to watershed and subwatershed planning in coordination with planning for water, wastewater and stormwater servicing, water resources, source protection and climate change resilience. It also provides best practices and practical approaches to guide subwatershed planning in Ontario for land use and infrastructure planning under the *Planning Act*. The draft Guide includes an administrative, planning and technical framework for:

- Protecting, improving, or restoring the quality and quantity of water in a watershed;
- Mitigating potential risk to drinking water sources;
- Mitigating potential risk to public health or safety or of property damage from flooding and other natural hazards and the impacts of a changing climate;
- Facilitating an integrated and long term planning approach at a watersheds scale;

- Identifying water resource systems, which are necessary for the ecological and hydrological integrity of the watershed;
- Clarifying roles and responsibilities among municipalities, provincial ministries, and conservation authorities;
- Streamlining planning processes and reducing duplication and delays; and
- Facilitating complete communities (e.g., open space and parks, diverse housing supply, complete streets, and approved employment lands).

While the Province's draft Guide is intended to assist planning authorities in establishing a framework for subwatershed planning, Halton Region has a long established process of undertaking subwatershed planning in the Regional Official Plan to protect and enhance the Natural Heritage System. In the Regional Official Plan, the permanent protection of Halton's natural landscape is identified as a core principle of Halton's planning vision. The Natural Heritage System is scientifically structured on the basis of natural features and areas, buffers, linkages and enhancements. The Natural Heritage System covers over 50 percent of Halton and is integrated within the Region's settlement areas and the rural countryside.

The Regional Official Plan requires subwatershed planning to be undertaken for Area-Specific Plans (or Secondary Plans) for greenfield and urban redevelopment areas. Halton Region has been a leader in establishing this process in collaboration with Local Municipalities and Conservation Authorities to recognize the integration and management of surface water features and areas, hydrology, the protection of the natural environment and how this will guide and inform community and infrastructure design for new growth areas. The Region's subwatershed planning process requires that detailed technical work be undertaken in advance of area-specific planning. The technical analysis should identify and provide management recommendations for natural features and areas, water resources and natural hazards and identify opportunities for enhancement and restoration of these areas. As this technical analysis occurs in advance of area-specific planning, this helps to streamline and advance housing development and infrastructure planning.

Discussion

Regional staff are supportive of the Province's efforts to provide a consistent general framework for protecting and enhancing the natural environment and water resources as well as responding to climate change throughout the Greater Golden Horseshoe, while allowing municipalities, like Halton Region, with greater experience and long-established approaches, to build on the general guidance. In order to ensure that the draft Subwatershed Planning Guide 2022 provides practical and meaningful direction for municipal implementation to support the Provincial direction on providing new housing supply, Regional staff provides a series of recommendations and comments that are grouped under five key themes and summarized below.

1. Scope and Scale of Subwatershed versus Watershed Planning

A watershed plan is a broad document that identifies current conditions and challenges and sets out goals and objectives within the watershed. A subwatershed

plan is typically carried out in a sub-drainage area of a larger watershed that is prepared in support of Area-Specific Plans (Secondary Plans). The draft Guide should provide clear purpose statements that identify the differences between watershed and subwatershed plans. The draft Guide has not provided a sufficient framework to support subwatershed planning. Therefore, the draft Guide should provide more meaningful direction relative to subwatershed planning and less focus on watershed planning.

2. Subwatershed Studies as a Land Use Planning Tool

The draft Subwatershed Planning Guide 2022 should be revised to provide clarity on how and when the subwatershed study fits into the municipal planning process such as Area-Specific Plans (Secondary Plans) and subsequent development processes (i.e., plan of subdivision). This additional clarity will assist in streamlining land use planning decisions that allows for the protection of the Region's Natural Heritage System, while supporting housing supply in the Region. In addition, the Guide should provide information on how subwatershed studies may vary for greenfield areas versus intensification areas as Halton Region undertakes area-specific planning for both areas.

3. Interrelationship of Natural Heritage and Water Resource Systems

The draft Subwatershed Planning Guide 2022 focusses heavily on water resource systems, taking an approach that it is an independent component of a subwatershed plan, while placing little emphasis on natural heritage systems which is identified in Provincial policies and the Regional Official Plan. Given that the vision of the Regional Official Plan is to ensure the long-term protection of the Natural Heritage System, subwatershed studies must consider natural features and areas and their connection to the hydrologic functions of the watershed.

The draft Guide should be revised to place emphasis on the system as a whole rather than just focusing on water management as the main objective of watershed planning. Further, the draft Guide should be revised to clarify the interactions and interdependencies between the natural heritage system and water resource system and the importance that they play in enhancing biodiversity, supporting ecological functions and reducing the effects of climate change.

4. Recognition of Halton's Natural Heritage System

While the draft Subwatershed Planning Guide 2022 recognizes that subwatershed studies can build upon existing studies and information, there is little recognition of existing municipal policies, which have already identified natural heritage and water resource systems. Halton Region's Official Plan identifies a Natural Heritage System that meets the goals and objectives of Halton's planning vision and is consistent with Provincial direction. Halton's Natural Heritage System was structured using best available science to achieve the long-term protection and enhancement of the natural features and areas and their functions.

The draft Guide should be revised to recognize that where natural heritage and water resource systems exist, subwatershed studies should be used to confirm and refine these systems while achieving the objectives of the Official Plan and to provide detailed guidance to direct future growth areas and urban redevelopment.

5. Implementation and Management

The draft Subwatershed Planning Guide 2022 provides a general framework, including tools and processes, to assist in the preparation and implementation of subwatershed planning. The draft Subwatershed Planning Guide 2022 should be revised to clearly indicate that this is a guidance document for subwatershed planning and that municipalities have the flexibility to implement their own subwatershed guidelines to inform land use and infrastructure planning provided they meet and/or exceed provincial policies and to address matters of importance to municipalities. As Halton Region has a well-established subwatershed planning process that is supported by natural heritage and water resource policies, having flexibility to develop Regional subwatershed guidance would ensure that the goals and objectives of the Regional Official Plan can be met.

The draft Subwatershed Planning Guide 2022 should be revised to state that subwatershed studies should be guided by an approved Terms of Reference and occur in advance of area-specific planning (Secondary Plans) for growth areas, particularly when multi-year/seasonal studies may be required to inform this planning work. By having a completed subwatershed study to inform the Area-Specific Plan (Secondary Plan), it will allow for refinements to the Natural Heritage System to occur early on in the process and help to streamline future development applications for housing supply.

A detailed submission outlining Regional staff's comments and recommendations on the draft Subwatershed Planning Guide 2022 is contained in Attachment #1 to this report.

Conclusion

The draft Subwatershed Planning Guide 2022 contains general direction and practical approaches to improve and streamline subwatershed planning that informs land use and infrastructure plans, which is supported by Regional staff. However, to ensure effective implementation and to support Halton Region's long-established process for subwatershed planning, the draft Guide should be revised to clearly distinguish the scale, scope and deliverables of subwatershed planning and to reflect the interrelationships and interdependencies between natural heritage and water resource systems and climate change. It should also be revised to recognize existing Natural Heritage Systems that have been established by municipalities. Further, the draft Guide should be revised to clearly recognize that municipalities may develop more specific approaches to implement subwatershed planning that also addresses a municipality's vision and objectives for protecting the natural environment.

FINANCIAL/PROGRAM IMPLICATIONS

There are no direct financial implications associated with the recommendations contained in this report.

Respectfully submitted,



Curt Benson
Director, Planning Services and Chief
Planning Official



Bob Gray
Commissioner, Legislative and Planning
Services and Corporate Counsel

Approved by



Jane MacCaskill
Chief Administrative Officer

If you have any questions on the content of this report,
please contact:

Curt Benson

Tel. # 7181

Attachments: Attachment # 1 – Halton Region Submission in response to the Province's draft
Subwatershed Planning Guide 2022 (ERO 019-3136)
Attachment # 2 – Draft Subwatershed Planning Guide 2022



Halton Region Submission in response to Province's draft Subwatershed Planning Guide 2022 (ERO 019-3136)

Introduction

Thank you for providing Halton Region the opportunity to review and provide feedback on the Province's draft Subwatershed Planning Guide 2022.

It is the Region's understanding that the purpose of this draft Guide is to streamline a better coordinated and more efficient planning process at the subwatershed level and further provides a general framework for subwatershed planning including recommended steps and best practices for undertaking subwatershed planning.

Halton Region staff supports the Province's efforts to provide a consistent general framework for the protection of water resources and efforts to streamline the planning process to advance the new housing supply. Notwithstanding the Province's draft Guide, Halton Region has a long established process of undertaking subwatershed planning in the Regional Official Plan for protection and enhancement of the Region's Natural Heritage System.

To assist the Province in providing a general framework for subwatershed planning in land use and infrastructure planning, Halton Region staff has have identified five key recommendations as it relates to the draft Guide that would benefit from additional direction and clarification to support the effective implementation of the Guide. Regional staff have also provided more detailed comments and recommended revisions relating to specific sections in the draft Guide in Appendix 'I' to this submission.

As this document is intended to set out best practices and general guidance for municipalities, it is recommended that the Province undertake further consultation with municipalities prior to releasing the final draft Subwatershed Planning Guide 2022 document to ensure that municipal comments are fully considered to improve implementation of subwatershed planning in municipal planning processes.

Summary of Recommendations:

1. Scope and Scale of Subwatershed versus Watershed Planning

A watershed plan is a broad document that identifies current conditions and challenges and sets out goals and objectives within the watershed. A subwatershed plan is typically carried out in a sub-drainage area of a larger watershed that is prepared in support of Area-Specific Plans (Secondary Plans). The draft Guide should provide clear purpose statements that identify the differences between watershed and subwatershed plans. The draft Guide has not provided a sufficient framework to support subwatershed planning. Therefore, the

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draft Guide should provide more meaningful direction relative to subwatershed planning and less focus on watershed planning.

2. Subwatershed Studies as a Land Use Planning Tool

The draft Subwatershed Planning Guide 2022 should be revised to provide clarity on how and when the subwatershed study fits into the municipal planning process such as Area-Specific Plans (Secondary Plans) and subsequent development processes (i.e., plan of subdivision). This additional clarity will assist in streamlining land use planning decisions that allows for the protection of the Region's Natural Heritage System, while supporting housing supply in the Region. In addition, the Guide should provide information on how subwatershed studies may vary for greenfield areas versus intensification areas as Halton Region undertakes area-specific planning for both areas.

3. Interrelationship of Natural Heritage and Water Resource Systems

The draft Subwatershed Planning Guide 2022 focusses heavily on water resource systems, taking an approach that it is an independent component of a subwatershed plan, while placing little emphasis on natural heritage systems which is identified in Provincial policies and the Regional Official Plan. Given that the vision of the Regional Official Plan is to ensure the long-term protection of the Natural Heritage System, subwatershed studies must consider natural features and areas and their connection to the hydrologic functions of the watershed.

The draft Guide should be revised to place emphasis on the system as a whole rather than just focusing on water management as the main objective of watershed planning. Further, the draft Guide should be revised to clarify the interactions and interdependencies between the natural heritage system and water resource system and the importance that they play in enhancing biodiversity, supporting ecological functions and reducing the effects of climate change.

4. Recognition of Halton's Natural Heritage System Systems

While the draft Subwatershed Planning Guide 2022 recognizes that subwatershed studies can build upon existing studies and information, there is little recognition of existing municipal policies, which have already identified natural heritage and water resource systems. Halton Region's Official Plan identifies a Natural Heritage System that meets the goals and objectives of Halton's planning vision and is consistent with Provincial direction. Halton's Natural Heritage System was structured using best available science to achieve the long-term protection and enhancement of the natural features and areas and their functions.

The draft Guide should be revised to recognize that where natural heritage and water resource systems exist, subwatershed studies should be used to confirm and refine these systems while achieving the objectives of the Official Plan and to provide detailed guidance to direct future growth areas and urban redevelopment.

5. Implementation and Management

The draft Subwatershed Planning Guide 2022 provides a general framework, including tools and processes, to assist in the preparation and implementation of

subwatershed planning. The draft Subwatershed Planning Guide 2022 should be revised to clearly indicate that this is a guidance document for subwatershed planning and that municipalities have the flexibility to implement their own subwatershed guidelines to inform land use and infrastructure planning provided they meet and/or exceed provincial policies and to address matters of importance to municipalities. As Halton Region has a well-established subwatershed planning process that is supported by natural heritage and water resource policies, having flexibility to develop Regional subwatershed guidance would ensure that the goals and objectives of the Regional Official Plan can be met.

The draft Subwatershed Planning Guide 2022 should be revised to state that subwatershed studies should be guided by an approved Terms of Reference and occur in advance of area-specific planning (Secondary Plans) for growth areas, particularly when multi-year/seasonal studies may be required to inform this planning work. By having a completed subwatershed study to inform the Area-Specific Plan (Secondary Plan), it will allow for refinements to the Natural Heritage System to occur early on in the process and help to streamline future development applications for housing supply.

APPENDIX I – Detailed Comments

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
1.0 Background and Context		
1.1 Purpose of Guide	Purpose of Guide	<p>a) Section 1.1 should clarify the relationship between the draft Guide document and the Provincial policy requirements outlined in section 1.2 and Appendix A. This addition would help to clarify, at the outset of the document, that guidelines are a support tool only and are not intended to introduce new policy requirements.</p> <p>b) The purpose should include a statement that recognizes natural heritage systems including natural heritage features and areas within a subwatershed study and the identification of these features are required by natural heritage policies and direction of the Provincial Policy Statement and Provincial Plans. Further, recognize the interrelationship between the natural heritage system and water resource system within subwatershed planning.</p>
1.2	Benefits of Watershed and Subwatershed Planning	This section recognizes the consistent application of provincial policies and programs. Therefore, it should specifically reference the identification of natural heritage features and associated key features, which are necessary for the ecological and hydrological integrity of the watershed and potential linkages.
1.3	Context	No comment.
1.4	Watershed vs. Subwatershed Plans	a) The draft Guide should provide clear purpose statements for watershed plans and subwatershed plans that indicate key differences between these studies. For example, while they cover similar topics, there is a fundamental difference in scope / detail between broader-scale watershed planning and smaller-scale subwatershed planning. The draft Guide should be amended to clearly state that they are part of a related process, but represent important steps in refining our

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
		<p>understanding of landscape characteristics to inform land use and infrastructure planning.</p> <p>b) If the intent of the draft Guide is to provide clarity on subwatershed plans, then details on watershed planning should be removed. As per discussions at the February 16th workshop, it is understood that there is no intent to update or finalize the Watershed Planning in Ontario: Guidance for land-use planning authorities (Draft, February 2018). If it is intended that this Guide is to provide guidance for both watershed and subwatershed planning in accordance with provincial policy, this should be clearly articulated in the document.</p> <p>c) As this draft Guide is intended to streamline the subwatershed process than more detail needs to be provided in terms of the key requirements (i.e. identification of natural features and areas) that should be contained in a subwatershed study to inform the area-specific planning processes.</p>
1.5	Relationship of Watershed Planning to Land Use and Infrastructure Planning	<p>a) The Guide should provide more meaningful direction relative to subwatershed planning to land use and infrastructure planning and less focus on watershed planning in order to assist with efforts to streamline the development review processes.</p> <p>b) More detail is needed related to the Environmental Assessment Act and the Municipal Class Environmental Assessment (MCEA) process. Specifically, this section should provide guidance how subwatershed plans are intended to inform and serve as inputs to the Environmental Assessment process, or vice versa.</p>

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
1.6	Policy Context	<p>a) The draft Guide should be revised to clearly indicate that this is a guidance document for subwatershed planning and that municipalities have the flexibility to implement their own subwatershed guidelines to inform land use and infrastructure planning provided they meet and/or exceed provincial policies and to ensure the goals and objectives of the Regional Official Plan can be met, specifically municipalities that have long established natural heritage policies. It was clearly stated in the webinar held on February 16th that this is a voluntary Guide to support subwatershed studies.</p> <p>b) The draft Guide should elaborate on the relationship of the water resource system to other systems that the Province has directed municipalities to identify (e.g. natural heritage and agricultural) in terms of mapping and policy application.</p> <p>c) The draft Guide discusses hazards related to erosion and flooding but does not address other hazards such as wildland fire. The draft Guide document should reflect that subwatershed studies identify all constraints and hazards, which goes beyond water resources.</p>
1.6.1	Equivalent Studies	No comment.
1.7	Roles and Responsibilities	<p>a) The role of municipalities should be clearly stated and emphasized in the document as provincial legislation and policy grants municipalities the planning authority to lead and approve subwatershed studies. The need to clarify roles and responsibilities of municipalities, agencies and stakeholders in the subwatershed planning process was identified in the February 16th webinar.</p>

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
2.0 Purpose and Principles of Subwatershed Planning		
2.1	Purpose of Subwatershed Plans	a) This section could provide more clarify that the content should be read as representing ‘provincial interests’ by providing general direction and best practices to assist municipalities with interpretation and implementation of provincial policies related to subwatershed studies. It should also be revised to recognize that municipalities, such as Halton Region, have a specific strategic planning framework that may result in different and more specific approaches for subwatershed planning in land use and infrastructure planning. b) This section should be revised to provide more direction on the deliverables relative to subwatershed planning process including level of technical work required, roles and responsibilities, and applicable timelines.
2.2	Principles of Subwatershed Planning	
3.0 Subwatershed Planning Process		
3.1	Setting the Stage (Step 1)	Halton Region staff are generally supportive of Steps 1 and 2 as undertaking steps early permits an integrated approach to planning for these studies and will greatly support their execution and implementation following completion. However, we recommend that the following comments are considered in order to provide clarification on the implementation of the subwatershed planning process and to streamline development planning process a) A statement should be included in Step 1 to recognize that a single charter or agreement may be established to guide multiple subwatershed studies where they are to be completed in parallel (partially or wholly). This would reduce overall effort and streamline
3.2	Recognizing and Aligning the interests (Step 2)	
3.3	Preparing and Approving the Subwatershed Plan (Step 3)	

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
		<p>study execution. This would be of particular benefit for urban area expansion(s) where land use planning would be best achieved through multiple studies to permit planned phasing.</p> <p>b) Direction or clarification should be provided in the plan re: how the content and approach to subwatershed plans should be adapted to greenfield versus intensification areas.</p> <p>c) Regarding approach to phasing and parallel work, it is understood that there can be some overlap in phases, however the draft Guide should emphasize those priority processes that should be completed prior to the next phase to ensure streamlining of the subwatershed planning process. These priority processes include :</p> <ul style="list-style-type: none"> • Any modeling critical to inform the land use concept and impacts should be conducted at the outset of Phase 2. • Confirmation or refinement of preliminary targets set out in Phase 1 and, as appropriate, modeling outcomes, should also be a priority at the outset of this Phase 2 to inform land use design & management. • Some technical and engineering analysis may proceed in parallel where they are not directly influenced by the outcome of the above and there is sufficient information through Phase 1 to inform them. This includes items such as those listed in the draft Guide. • Development of the land use scenario should be informed by the above. Timing for this work relative to the above, should be determined on a study-by-study basis and the risks and certainties in each instance.

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		<p>d) The draft Guide should include recognition that some (or all) of the technical and engineering analyses listed will vary in scope and level of detail based on local municipal process and preferences (existing or planned) for land use planning and studies (e.g., subwatershed study, MESP, FSEMS, Area Specific Planning, etc.).</p> <p>e) The draft Guide should specifically reference municipal natural heritage system mapping and water resource system mapping, where available.</p> <p>f) The statement that “Any hydrologic data gathering already in progress can be incorporated at this stage” should be revised. Sufficient monitoring to inform modelling and phase 2 must be completed through Phase 1. Additional data collection to confirm, refine or supplement may be continued into Phase 2 and integrated as it becomes available.</p> <p>g) The draft Guide should stipulate that feature-specific water balances (e.g., for wetlands) may be required and that the requirement for and completion of these may occur at one or more stages of the subwatershed study process.</p> <p>h) Regarding targets:</p> <ul style="list-style-type: none"> • Including a list of potential areas in which targets may be developed would be beneficial. They should directly relate back to provincial policy and direction and be clear that additional areas for targets may be identified as informed by municipalities to reflect local policies.

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		<ul style="list-style-type: none"> The list of potential inputs to developing targets should be focused on developing inputs such as existing conditions assessments, enhancement and restoration opportunities, hazard lands and opportunities to avoid, minimize and mitigate impacts, etc. as informed by local environmental conditions (e.g., soils).
	3.3.1 Phase 1 – Identification of Existing Conditions and Initial Assessment	<p>a) Delineation of subwatershed study areas, and level of study effort (e.g., use of primary and secondary study areas) should be addressed through Step 2 (i.e., through a Terms of Reference). Phase 1 should be focused on execution, not establishing study parameters.</p> <p>Notwithstanding, it is acknowledged that some refinement or adjustment to study requirement may be permitted to address considerations noted in the draft Guide such as anomalous years or study duration to adequately answer important questions that will inform land use planning.</p> <p>b) The Guide should be revised to clarify when Phase 2 work may be permitted to proceed in parallel with continuing data collection. Specifically, that it should only occur where the data being collected is expected to confirm or result in <i>minor</i> refinements to proposed land use plans.</p> <p>c) This section should be revised to clarify the purpose of the initial impact assessment and how it feeds into the next phase. Specifically, that the initial impact assessment provides guidance for refinement of the proposed development land use scenario and ensures that more detailed works address the issues and concerns identified at this stage (completed through Phase 2).</p>

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	3.3.2 Phase 2 – Completion of Impact Assessment and Development of the Land Use Scenario	<p>a) The draft Guide should be revised to stipulate that feature-specific water balances (e.g., for wetlands) may be required and that the requirement for and completion of these may occur at one or more stages of the subwatershed study process.</p> <p>b) This section be revised to clarify whether there is an expectation that multiple alternative approaches to development and management be formally documented and evaluated as it could have substantial implications to the study process and timelines.</p>
	3.3.3 Phase 3 – Implementation and Management Strategies	<p>a) The inclusion of staging and sequencing plans and the identification of a timeline for study updates and adaptive management approaches through monitoring are strongly supported. However, this section would benefit with the identification of the processes involved in this phase. Some suggestions include:</p> <ul style="list-style-type: none"> • State purpose / objective of the phase; • Indicate how it relates to previous phase(s) and if there is any residual work from those phases that is addressed at this time (e.g., the ongoing data collection & final integration); • Identify the key outcomes and aspects addressed through this phase; and • Identify what the outcomes inform / influence (how they fit into the broader land use planning process). <p>Halton Region staff recommends that wording for this Phase be revised include the development of a monitoring plan / program for ongoing and long-term monitoring to inform an adaptive management approach. Similarly, specific direction should be given in this section to include an</p>

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		<p>adaptive management plan or indicate that the management strategies and implementation process is to be based on adaptive management principles.</p> <p>b) This section indicates that pursuant to the <i>Planning Act</i>, Secondary Plans, Blocks Plans, Official Plan Amendments and/or Tertiary Plans would be informed by the subwatershed study. A Tertiary Plan and a Block Plan are not a formal review and approval process under the <i>Planning Act</i>. Halton Region recommends that references to processes that are not identified in the <i>Planning Act</i> should be revised to reflect a prescribed planning approval process such as Official Plan Amendment or Plan of Subdivision. Of note, Halton Region has existing policies in the Regional Official Plan that clarify how subwatershed studies or other equivalent environmental studies can inform refinements to natural heritage systems provided that these studies are accepted by the Region and undertaken in the context of an approval process under the <i>Planning Act</i>.</p>
	3.3.4 Subwatershed Plan Timelines	<p>a) The draft Guide recommends that consideration be given to advancing technical work in parallel with land use planning and regulatory requirements to support a streamlined, efficient process for greenfield development and urban redevelopment. It is recommended that this section be revised to indicate that the technical work for subwatershed plans should be undertaken in advance of land use planning and regulatory activities, when it is feasible and appropriate. Particularly when multi-year/seasonal monitoring may be required before a subwatershed study can be finalized to inform and advancing secondary plans in new growth areas.</p>

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		The timing should be reflective of studies that are required in an approved Terms of Reference, including gathering existing conditions information and monitoring requirements (i.e., baseline modelling, natural heritage survey work, hydrogeological and surface water information).
3.4	Approval and Implementation of Plan (Step 4)	The draft Subwatershed Planning Guide 2022 references strong science to ensure defensible outcomes for subwatershed studies. Natural heritage systems have evolved and were structured using scientific data collection and monitoring and have continued to evolve based on changing conditions, including climate change. As the draft Subwatershed Planning Guide 2022 is intended to support land use planning, the role of policy and specifically policies for natural heritage and water resource systems play a vital role and should recognize the importance of these systems in informing subwatershed planning processes.
3.5	Monitoring and Evaluation (Step 5)	
	3.5.1 Monitoring	<p>a) This section would benefit from a clear objective and purpose statement that outlines the types of monitoring that are to be completed, and how it is to be used in the land use planning process beyond the completion of the subwatershed study (effectively concluded in Step 4).</p> <p>b) There should be additional references to adaptive management as the purpose of ongoing monitoring is to act as the foundation for an adaptive management approach and clear guidance.</p>

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		<p>c) The draft Guide should be revised to clarify that both implementation monitoring and subwatershed monitoring should be addressed in this section.</p> <p>d) As monitoring is a key component to support subwatershed planning, it is recommended that opportunities for long-term and stable funding are explored to support municipalities in managing these additional costs to undertake monitoring programs to evaluate the health of natural heritage and water resource systems.</p>
	3.5.2 Evaluation	This section should provide the flexibility for municipalities to determine if updates to these studies should be undertaken on a more frequent basis than 10 years to inform land use planning based on the existing subwatershed conditions, including monitoring and factoring in climate change and any other factors that may have changed over this time period and may have an impact on land use and infrastructure planning.
4.0 Public Engagement		
5.0 Indigenous Partnerships and Engagement		
5.1	What is it?	These sections describe the way in which members of the public are encouraged to share ideas, mobilize knowledge and gain perspectives in any planning decision-making process. The <i>Planning Act</i> stipulates when and how members of the public are to be engaged through the planning process.
5.2	Why is it important?	
5.3	How to do it?	
5.4	Traditional Ecological Knowledge	
5.5	Indigenous Subwatershed Planning Resources	Halton Region staff are very supportive of content related to Public Engagement in the draft Guide as well as content relating specifically to engaging the Indigenous peoples.

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Appendix A	Key Technical Tools and Considerations	This section identifies “Water Resource Systems’, which include key hydrologic areas, key hydrologic features, hydrologic functions and vegetation protection zones, ‘Water Quantity,’ including water budgets and water conservation plans, “Water Quality,’ including water quality assessments, “Climate Change,’ and ‘Natural Hazards.’ As previously noted, natural heritage features and functions, including any applicable key natural heritage features and area are also a vital component of a subwatershed and should be identified. Halton Region recommends that this section be amended to include reference to natural heritage systems given its significant ecological and hydrological benefits and interrelationships and interdependencies to water resources systems and other natural heritage systems across the broader watershed.

Subwatershed Planning Guide

Draft

January 2022

Ministry of the Environment, Conservation and Parks

ACKNOWLEDGEMENT

This draft Guide was developed with significant contributions from the Conservation Authorities Working Group. The Conservation Authorities Working Group includes representatives from conservation authorities, municipalities, developers, and other partners and was established by the Ministry of the Environment, Conservation and Parks (MECP) to provide advice and input on the regulatory and policy proposals under the *Conservation Authorities Act*.

DISCLAIMER

This document should be read in its entirety. The Guide should be read in conjunction with direction in the Provincial Policy Statement, 2020 (PPS) and provincial plans (e.g., Greenbelt Plan, A Place to Grow: Growth Plan for the Greater Golden Horseshoe, Growth Plan for Northern Ontario). Information, technical criteria, and approaches outlined in this Guide are meant to support the policies of the PPS, provincial plans and applicable legislation. Users must meet all applicable legislation, regulation and policies. The information contained herein should not be relied upon as legal advice.

Cette publication hautement spécialisée Subwatershed Planning Guide n'est disponible qu'en anglais conformément au Règlement 671/92, selon lequel il n'est pas obligatoire de la traduire en vertu de la Loi sur les services en français. Pour obtenir des renseignements en français, veuillez communiquer avec le ministère de l'Environnement, de la Protection de la nature et des Parcs au MECP.landpolicy@ontario.ca.

Subwatershed Planning Guide

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Table of Contents

1.0 BACKGROUND AND CONTEXT	5
1.1 Purpose of Guide	5
1.2 Benefits of Watershed and Subwatershed Planning	5
1.3 Context	6
1.4 Watershed vs. Subwatershed Plans.....	6
1.5 Relationship of Watershed Planning to Land Use and Infrastructure Planning	8
1.6 Policy Context	10
1.6.1 Equivalent Studies	11
1.7 Roles and Responsibilities	12
2.0 PURPOSE AND PRINCIPLES OF SUBWATERSHED PLANNING	15
2.1 Purpose of Subwatershed Plans	15
2.2 Principles for Subwatershed Planning.....	17
3.0 SUBWATERSHED PLANNING PROCESS	18
3.1 Setting the Stage (Step 1).....	19
3.2 Recognizing and Aligning the Interests (Step 2).....	21
3.3. Preparing and Approving the Subwatershed Plan (Step 3).....	22
3.3.1 Phase 1 - Identification of Existing Conditions and Initial	

Assessment.....	23
3.3.2 Phase 2 - Completion of Impact Assessment and Development of the Land Use Scenario	26
3.3.3 Phase 3 - Implementation and Management Strategies	28
3.3.4 Subwatershed Plan Timelines.....	30
3.4 Approval and Implementation of Plan (Step 4)	31
3.5 Monitoring and Evaluation (Step 5).....	31
3.5.1 Monitoring	31
3.5.2 Evaluation	33
4.0 PUBLIC ENGAGEMENT	33
5.0 INDIGENOUS PARTNERSHIPS AND ENGAGEMENT	34
5.1 What is it?	34
5.2 Why is it important?	34
5.3 How to do it?	35
5.4 Traditional Ecological Knowledge	36
5.5 Indigenous Subwatershed Planning Resources	36
APPENDIX A – KEY TECHNICAL TOOLS AND CONSIDERATIONS	37

1.0 BACKGROUND AND CONTEXT

1.1 Purpose of Guide

The Guide provides advice for implementing land use planning policies related to watershed and subwatershed planning in coordination with planning for water, wastewater and storm water servicing, water resources, drinking water source protection and climate change resilience. The best practices and practical approaches contained in this document are intended to guide subwatershed planning in Ontario, primarily for land use and infrastructure planning under the *Planning Act*.

1.2 Benefits of Watershed and Subwatershed Planning

Among other things, this guide promotes consistent application of provincial policies and programs and offers a valuable administrative, planning, and technical framework for:

- Protecting, improving, or restoring the quality and quantity of water in a watershed.
- Mitigating potential risk to drinking water sources.
- Mitigating potential risk to public health or safety or of property damage from flooding and other natural hazards and the impacts of a changing climate.
- Facilitating an integrated and long term planning approach at a watersheds scale.
- Identifying water resource systems, which are necessary for the ecological and hydrological integrity of the watershed.
- Clarifying roles and responsibilities among municipalities, provincial ministries, and conservation authorities.
- Streamlining planning processes and reducing duplication and delays.
- Facilitating complete communities (e.g., open space and parks, diverse housing supply, complete streets, and approved employment lands).

1.3 Context

Watershed planning has been evolving in Ontario for decades. In the early 1900s, binational legislation such as the 1909 Boundary Waters Treaty recognized the need for water management on a watershed basis. This treaty established a cross-jurisdictional framework for managing water quantity issues.

Enactment of the *Conservation Authorities Act* in 1946 represented the emergence of a natural resource management framework on a watershed basis in Ontario, which resulted in the formation by municipalities and the province of Ontario's current 36 conservation authorities.

Watershed management efforts in Canada largely focused on flooding, drought, water quality, erosion, and hazards until the 1970s. The 1972 Great Lakes Water Quality Agreement (GLWQA) addressed several emerging concerns, such as chemical contamination and aquatic habitats.

In 1993, the Province published a trio of guidance documents to support the development and consistent application of water management policies in the municipal land use planning process. These documents were entitled:

- Water Management on a Watershed Basis: Implementing an Ecosystem Approach
- Subwatershed Planning
- Integrating Water Management Objectives into Municipal Planning Documents

The Province has since included direction for watershed and subwatershed planning in provincial policies and plans. The Provincial Policy Statement (PPS), Greenbelt Plan, A Place to Grow, Growth Plan for the Greater Golden Horseshoe (Growth Plan), Niagara Escarpment Plan, Lake Simcoe Protection Plan, and Oak Ridges Moraine Conservation Plan all recognize or require watershed or subwatershed planning (or equivalent) to inform land use planning by municipalities.

1.4 Watershed vs. Subwatershed Plans

Watersheds as defined in the PPS means "an area that is drained by a river and its tributaries." Subwatersheds are defined as an area that is drained by a tributary or some defined portion of a stream (see Figure 1).

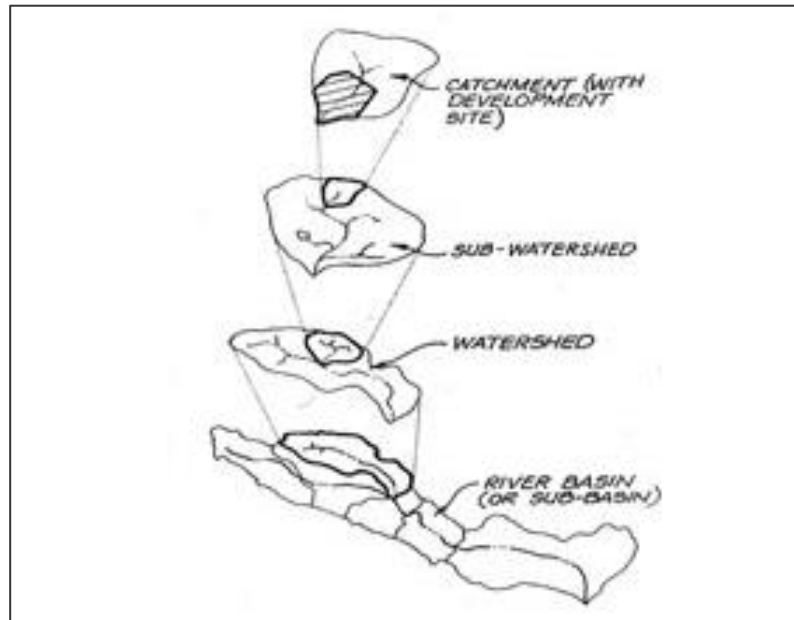


Figure 1 Watershed vs. subwatershed (copied from a [website](#) as an example of a simple illustration).

Watershed planning is typically carried out for two purposes:

- To identify overall watershed conditions.
- To identify and prioritize measures protect water resources, the management of human activities, land, water, aquatic life, and resources within a watershed.

Watershed plans may provide a comprehensive understanding of the ecological form and function in the watershed, the importance of different water resource and natural areas and features, factors that sustain them and indicators to monitor the long-term health of the watershed. Watershed planning may provide the “big picture” of how land use changes and the provisions of water, wastewater and stormwater infrastructure impact and interact with ecosystems and water resources within a watershed area.

Watershed planning typically includes:

- Watershed characterization.
- A water budget and conservation plan.
- Water quality assessments.
- Consideration of climate change projections, impacts and severe weather events.
- Land and water use management objectives and strategies.

- Scenario modelling to evaluate the impacts of forecasted growth, servicing options and mitigation measures.
- Environmental monitoring plan.
- Requirements for the use of environmental best management practices, programs, and performance measures.
- Criteria for evaluating the protection of quality and quantity of water
- The identification and protection of hydrologic features, areas, and functions and the inter-relationships between or among them.
- Targets for the protection and restoration of riparian areas.

Subwatershed planning is typically carried out for a sub-drainage area of a larger watershed. It can provide a higher level of detail than a watershed plan. A subwatershed plan reflects and refines the goals, objectives, targets, and assessments of watershed planning, as available at the time a subwatershed plan is completed, for smaller drainage areas, is tailored to subwatershed needs and addresses local issues. A subwatershed plan is triggered by a specific local issue requiring a higher level of details (i.e., development proposals, area-based water quantity and/or quality problems), or specific policy requirements as will be identified in the relevant sections of this Guide.

Watershed planning, where undertaken, may inform subwatershed planning. Watershed planning can enable the assessment and consideration of upstream, downstream, and cumulative effects of development throughout the entire watershed, provide additional context and information that supports, and expedite subwatershed planning. Watershed and subwatershed planning are intended to support land use and infrastructure planning, promote informed decision making, and lead to greater efficiency and effectiveness of the land use planning process.

1.5 Relationship of Watershed Planning to Land Use and Infrastructure Planning

Watershed planning informs broad scale municipal planning processes, including decisions on allocation of growth, planning for water, wastewater and stormwater infrastructure, and the identification of water resources within the watershed. Subwatershed planning informs site-specific development applications and official plan amendments, site plans, zoning, plans of subdivision, secondary plans, master environmental servicing plans and environmental approvals. Some planning authorities develop subwatershed plans to inform all planning decisions for a growing area. This may also be required to meet provincial policies provided that the subwatershed plan contains the appropriate information to inform planning

decisions.

Notwithstanding the relationships between these two levels of watershed planning and land use planning, it is important to acknowledge that they may also inform regulatory, policy and resource/land management decisions of conservation authorities, other agencies and other sectors. As such, these other agencies, Indigenous communities, and stakeholders should be involved in their development, implementation and endorsement. Figure 2 illustrates the relationships between watershed, subwatershed, and land use and infrastructure planning and specific conservation authority programs and services.

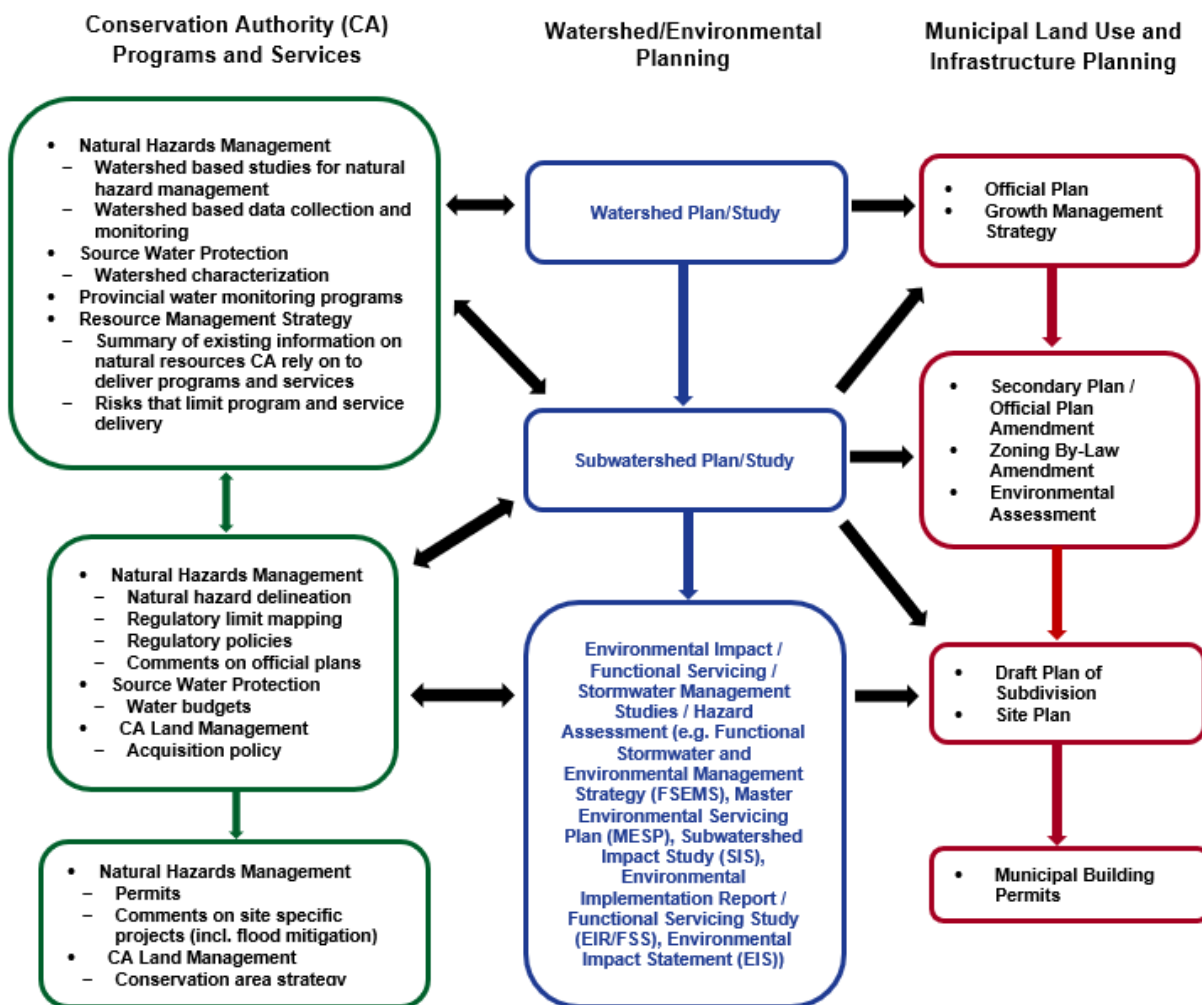


Figure 2 Relationship between watershed, subwatershed, land use, and infrastructure planning and specific conservation authority programs and services.

1.6 Policy Context

Under the *Planning Act*, municipalities and other planning authorities have the authority to make local planning decisions and must consider a number of provincial interests including environmental matters. These planning authorities must ensure that their local planning decisions are consistent with the provincial direction provided in the PPS. The PPS provides province-wide direction to protect, improve or restore the quality and quantity of water considering impacts on a watershed scale.

Further, planning authorities must conform to provincial plans such as the Growth Plan on issues such as growth management and incorporate these policies into their planning frameworks. The Growth Plan requires collaborative planning between upper, lower and single-tier municipalities, and conservation authorities as appropriate¹, to ensure that watershed planning is undertaken to support a comprehensive, integrated, and long-term approach to the protection, enhancement, or restoration of the quality and quantity of water within a watershed. In the region of the Greater Golden Horseshoe, the Province has mapped the Natural Heritage System using a common methodology that provides a consistent level of protection across municipal boundaries. The Growth Plan also requires planning for large-scale development, in designated greenfield areas, including secondary plans, to be informed by subwatershed plans or equivalent.

The following summary identifies key land use planning policy direction related to watershed/subwatershed planning:

- **Provincial Policy Statement** policies encourage a coordinated approach to planning, within and across municipalities, on water, ecosystem, shoreline, watershed and Great Lakes matters. The policies require planning authorities to protect, improve or restore the quality and quantity of water by, among other things, using the watershed as the ecologically meaningful scale for integrated and long-term planning to assess the cumulative impacts of development and prepare for the impacts of a changing climate to water resource systems. (*PPS 1.2.1 and 2.2.1*).
- **Growth Plan and Greenbelt Plan** policies specifically require watershed planning to be undertaken to inform the identification and protection of water resource systems, growth management, and other land use and infrastructure planning decisions. Subwatershed

¹ Conservation authority involvement is at the request of or on behalf of municipalities, to align with provisions under the *Conservation Authorities Act* and regulations.

planning is to be undertaken to inform large-scale and site-specific land use planning decisions. (*Growth Plan*, 3.2.6, 3.2.7, 4.2.1, 4.2.3, 4.2.4, and *Greenbelt Plan* 3.2.3, 3.2.4, 3.2.6, 4.2.3 4.3.1 4.3.2).

- **Oak Ridges Moraine Conservation Plan** policies require watershed planning by municipalities, as well as other development requirements. Development and site alteration within a subwatershed must meet specific policy requirements related to impervious cover and natural vegetation. Development of new or upgrading/extension of existing infrastructure is to be supported by watershed studies and subwatershed plans. Also, stormwater master plans are to be based on appropriate watershed scale studies and stormwater management plans prepared in accordance with watershed plans. (*ORMCP* 24, 27, 41, 45 and 46).
- **Niagara Escarpment Plan** has an objective of ensuring that hydrologic features and functions including the quality, quantity and character of groundwater and surface water, at the local and watershed level, are protected and where possible enhanced. It also states that growth and development within certain areas shall be compatible with and provide for compliance with approved watershed and/or subwatershed plans. (*NEP* 2.6, 1.6.8.9, 1.7.5.9, 1.8.5.10).
- **Lake Simcoe Protection Plan** applies land use planning policies to the Lake Simcoe watershed. The LSPP includes actions to be taken to protect and restore the ecological health of the Lake Simcoe watershed. The LSPP also includes the need for subwatershed evaluations that provide detailed guidance for area-specific hydrologic and natural heritage resource planning and management.

1.6.1 Equivalent Studies

The Growth Plan and Greenbelt Plan allow equivalent master plans, assessments and studies to be used by municipalities and planning authorities to inform land use and infrastructure planning and decision-making. Equivalent studies can be existing, enhanced, or new, and achieve or exceed the policy requirements within the Growth Plan and Greenbelt Plan.

Existing studies should be assessed to determine whether they are appropriate for achieving existing policy or approval requirements and updated accordingly. Existing studies may have information that can be used or expanded on. Additionally, existing studies should include the following to be considered equivalent for the purposes of watershed planning:

- The water resource system has been identified and policies developed to protect, improve, or restore the system.
- Existing watershed conditions have been characterized.
- Scenario modelling to evaluate the impacts of forecasted growth and servicing options.
- Goals, objectives, and targets to protect, improve or restore water quality and quantity have been set with management actions based on environmental best practices.
- Consideration of how those goals, objectives and targets will be implemented in land use and infrastructure planning decisions.
- Consideration of climate change including the results of any local/regional climate change impact assessments.
- Identify how the condition of the watershed will be monitored and implementation progress will be evaluated on an ongoing basis.

1.7 Roles and Responsibilities

Municipalities/Planning Authorities

Watershed/subwatershed planning for land use planning purposes is a responsibility of the planning authority, usually a municipality, under the PPS and provincial plans, as required. Some municipalities might have a footprint in multiple watersheds or a given watershed might contain all or parts of multiple municipalities. Provincial land use policies and plans direct planning authorities to coordinate planning matters and consider cross-jurisdictional and cross-watershed impacts.

Upper and single-tier municipalities will need to coordinate watershed planning across jurisdictional boundaries and with lower tier municipalities, and with other agencies involved in resource management. These municipalities may decide to enter into agreements with conservation authorities, as appropriate, to undertake a role in the watershed or subwatershed planning. Ultimately, municipalities and other planning authorities are responsible for ensuring studies are completed and for using watershed/subwatershed plans to inform the municipal land use planning and applicable infrastructure decisions.

Conservation Authorities

Conservation authorities are established through the *Conservation Authorities Act*. This Act provides that municipalities within a common watershed can petition the province to establish a conservation authority to deliver programs and services in natural resource management. Recent amendments to the *Conservation Authorities Act* group conservation

authority programs and services into three categories that an authority is authorized to deliver in the area over which it has jurisdiction:

1. Mandatory programs and services as set out in O. Reg. 686/21 (Category 1 programs and services).
2. Programs and services which conservation authorities deliver at the request of and on behalf of a municipality pursuant to a memorandum of understanding, service level agreement or similar agreement (Category 2 programs and services).
3. Programs and services that a conservation authority determines is advisable in its jurisdiction (Category 3 programs and services).

Pursuant to O. Reg. 686/21, conservation authorities are now required to develop a watershed-based resource management strategy with guiding principles and objectives that inform the design and delivery of the mandatory programs and services. The strategy is to include a summary of existing technical studies, monitoring programs and other information on the natural resources the conservation authority relies on within its area of jurisdiction or in specific watersheds that informs and supports the delivery of mandatory programs and services. The strategy also is to identify and analyze issues and risks that limit the effective delivery of the mandatory programs and services and actions to address those issues and mitigate the risks, including providing cost estimates for the implementation of those actions.

Conservation authority involvement in watershed/subwatershed planning to support land use planning is not a mandatory program or service under the *Conservation Authorities Act* or regulations. A municipality may seek the involvement of a conservation authority in watershed or subwatershed planning by entering into a memorandum of understanding or service level agreement with the authority. While watershed/subwatershed planning is not specifically required for any of the mandatory programs and services set out in regulation under the *Conservation Authorities Act*, watershed based studies, watershed planning, data and monitoring may support the effective delivery of mandatory programs and services related to the risk of natural hazards.

Conservation authorities have provincially delegated responsibilities from the Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNR) to represent provincial interests regarding natural hazard policy under the PPS (section 3.1), requiring the authorities to comment on municipal official plans for consistency with those PPS policies. This authority role is now recognized in O. Reg. 686/21 as part of the conservation authority mandatory programs and services. The Regulation also recognizes the authority's role as a public body under the *Planning Act*

for the purpose of ensuring that decisions under the *Planning Act* are consistent with the natural hazard policies in the PPS and in provincial plans. In addition to using watershed-based technical studies and monitoring in preparing and managing for natural hazards, the information a conservation authority collects and uses in the management of natural hazards may help inform a municipally led watershed/subwatershed planning exercise.

Where, under the *Planning Act*, the authority seeks to represent interests other than the natural hazards mandate it has been assigned in O. Reg. 686/21 (for example where the authority is commenting or intervening on a development proposal on matters related to natural heritage – PPS section 2.1), these would fall outside of the mandatory programs and services. Accordingly, where this role is financed in whole or in part by the municipal levy, it would have to be agreed to in a cost apportioning agreement between the authority and its participating municipalities. As well, conservation authorities exercise and perform the powers and duties of a source protection authority for a source protection area established under the *Clean Water Act, 2006* to support source protection committees in undertaking watershed-based source protection planning as a mandatory program and service.

Watershed and subwatershed planning for municipal land use planning purposes should integrate or leverage these other watershed-based initiatives.

Province

Where the province is the approval authority, the Ministry of Municipal Affairs and Housing (MMAH), with technical support from partner ministries such as the Ministry of the Environment, Conservation and Parks (MECP) and NDMNRF, will review applicable land use planning decisions (i.e., upper or single tier Official Plans and Official Plan amendments) to ensure that they are consistent with the PPS and conform/don't conflict with applicable provincial plans.

The MECP also has review and/or approval authority over projects under the *Environmental Assessment Act* and approvals for new or expanded infrastructure under the *Environmental Protection Act* and *Ontario Water Resources Act*. During this review and/or approval process, MECP may review infrastructure and other project studies and information, planning decisions and watershed planning, where appropriate. For example, watershed planning, where completed, can be referenced as a supporting document in the Consolidated Linear Infrastructure Environmental Compliance Approval for municipal stormwater management systems and can support and inform the development of a monitoring plan for a

municipal stormwater system.

Relevant provincial ministries may be able to support or participate on watershed planning steering committees requiring technical expertise on watershed matters.

2.0 PURPOSE AND PRINCIPLES OF SUBWATERSHED PLANNING

Planning for developing areas was traditionally based on parcels of land defined by jurisdictional boundaries or development proposals. Subwatershed planning is done to protect and enhance water resource and broader natural systems and protect public health and safety within the context of the overall watershed while informing development or land use change and identifying and addressing specific issues on a subwatershed basis. The following outlines a renewed approach to ensure the delivery of efficient and appropriately timed subwatershed studies.

2.1 Purpose of Subwatershed Plans

The fundamental reasons for undertaking subwatershed planning can include:

- Protecting and enhancing the environment, including important natural heritage systems and water resource systems.
- Protecting life and property from natural hazards within the development area, upstream and downstream and within the watershed pre-, during and post-construction.
- Developing a framework to inform land use planning and regulatory decisions and maximizes cost efficiencies to municipalities, agencies, development sector, taxpayers, and landowners.
- Supporting the appropriate location of infrastructure.
- Providing meaningful opportunities for public and Indigenous community input.
- Promoting a sustainable, balanced approach which contributes to the social, economic, and environmental health of the community.

As defined in the Growth Plan and the Greenbelt Plan, a subwatershed plan:

- Is based on pre-development monitoring and evaluation.
- Is integrated with natural heritage protection.
- Identifies specific criteria, objectives, actions, thresholds, targets, and best management practices for development, for water and wastewater servicing, for stormwater management, for managing and minimizing impacts related to severe weather events, and to support ecological needs.

The Growth Plan and Greenbelt Plan identifies that a subwatershed plan should:

- Consider existing development and evaluate impacts of any potential or proposed land uses and development.
- Identify hydrologic features, areas, linkages, and functions.
- Identify natural features, areas, and related hydrologic functions.
- Identify natural features, areas, and related hydrologic functions.
- Provide for protecting, improving, or restoring the quality and quantity of water within a subwatershed.
- Delineate ecologically significant groundwater recharge areas.

Specifically, subwatershed plans should:

- Establish the area based on subwatershed boundaries within the context of three considerations: 1) the location and extent of proposed natural resources, land use and development activities, 2) the existence and nature of upstream and downstream water-related natural features, uses, conditions or hazards, and 3) available watershed plans specifying subwatersheds for study.
- Identify the location, areal extent, present status, significance, and sensitivity of the existing natural environment within the subwatershed.
- Establish goals and objectives for management of the subwatershed to protect long-term environmental health.
- Identify environmentally sensitive or hazard lands, and recommend, with reasons, appropriate environmental management practices.
- Identify official plan land use designations.
- Provide directions for the screening and selection of best management practices for the subwatershed.
- Recommended practices should address a range of activities (e.g.,

woodlotmanagement).

- Address cumulative impacts of changes to subwatersheds on the natural environment and determine potential mitigation measures to address impacts on the natural environment.
- Integrate disciplines, policies, mandates and requirements of all agencies and interests in a subwatershed to resolve conflicting or changing approaches to watershed management.
- Provide opportunities for informing consistent draft conditions of approval for individual municipalities within the subwatershed.
- Promote participation in and support for subwatershed planning.
- Establish an implementation strategy that identifies roles, responsibilities of all involved parties and timing of works and programs to ensure that chosen environmental and development practices are implemented.
- Outline requirements for monitoring programs and information updates recommended by the plan.
- Provide technical information that will support delineation of the water resource system, natural heritage system and natural hazards.

2.2 Principles for Subwatershed Planning

Principles that underpin a subwatershed planning process include:

1. A subwatershed plan considers the entire drainage area within which it is situated, including upstream, downstream, and cumulative influences and effects and is informed by watershed plans, where they exist.
2. A subwatershed plan strives to protect, enhance and restore the quality and quantity of water and maintain and restore/enhance critical natural system interactions, functions, and resiliency, while informing development and infrastructure planning.
3. The subwatershed management framework supports a precautionary approach, partnering, using sound science, taking well-planned actions, measuring and achieving results, and adjusting management approaches where expected results are underachieved.
4. The process requires an interdisciplinary and adaptive management approach.
5. The scope and level of technical study required is based on a clear statement of purpose, goals, and objectives and a flexible

approach.

6. A subwatershed plan builds on technical information available in existing watershed plans, technical reports, and monitoring data.
7. A subwatershed plan is supported by multi-year data collection to ensure that baseline conditions are properly characterized.
8. Planning authorities are encouraged to build stronger relationships, collaborate, and partner with, and meaningfully involve Indigenous communities.
9. The roles and responsibilities of partners, milestones, and timelines are clearly defined at the onset.

3.0 SUBWATERSHED PLANNING PROCESS

There are several potential prerequisites to initiating a subwatershed planning process. Either a watershed plan, if there is one, or an Official Plan may endorse or recommend the development of a subwatershed plan building upon the direction of the PPS and as required by other provincial plans. In the more rapidly urbanizing areas of Ontario, especially within the growth centres identified within the Growth Plan, the priority and timing for subwatershed plans should be determined well before development pressures are acute. This allows for a more orderly, progressive, cohesive, and timely planning approach.

Once a subwatershed planning program/process has been developed which identifies the requirements, priorities, and timing for individual subwatershed plans, the development of each subwatershed plan involves five steps:

1. Setting the Stage
2. Recognizing and Aligning Interests
3. Preparing and Approving the Plan
4. Implementing the Plan
5. Monitoring and Evaluating the Plan

This five-stage process is cyclical in nature and requires adaptive management to regularly evaluate progress and monitor watershed trends (Figure 3).

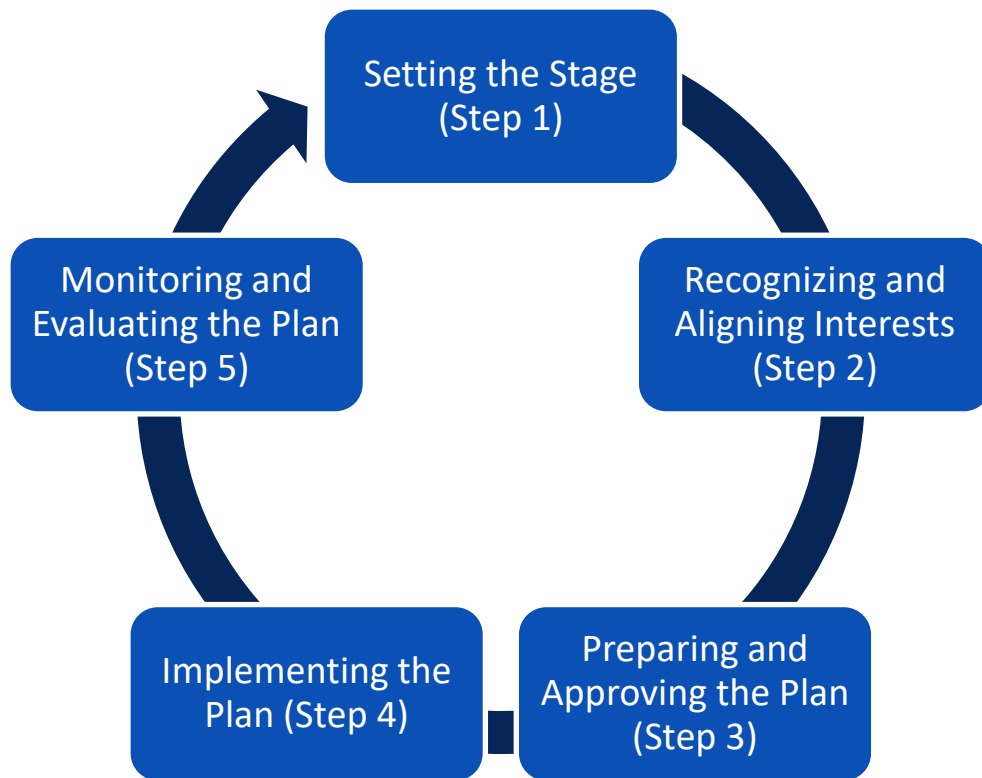


Figure 3 Steps of subwatershed planning.

3.1 Setting the Stage (Step 1)

Prior to undertaking a subwatershed plan, there are several activities which should be carried out to ensure that the planning process proceeds smoothly and expeditiously. Best practices include:

- Identifying partners with an interest in participating in the subwatershed planning process, such as Indigenous communities, relevant agencies and stakeholders.
- Identifying First Nations and Métis communities that are affected, or have an interest in, the subwatershed planning process, and partnering and engaging with these communities throughout the subwatershed planning process. The Provincial Policy Statement, 2020 requires that planning authorities engage with Indigenous communities and coordinate on land use planning matters (see Section 5.0 for more information on partnering and engaging with Indigenous communities).

- Securing agreement from partners on the purpose, timing, and desired outcomes of the plan. Subwatershed plans may be undertaken for several reasons including the orderly development of greenfield areas or areas planned for extensive urban redevelopment and intensification; significant land use change; natural resources development; or the restoration of natural system functions.
- Identifying high-level issues and concerns from existing watershed/subwatershed studies and/or through the early establishment of a baseline data and monitoring program using established and accepted protocols. Once an area has been slated for subwatershed planning, the establishment of a data collection and monitoring program can identify on-the-ground conditions and trends over time and inform and accelerate the forthcoming planning process.
- Establishing and securing agreement among partners for participating in and supporting the plan. This would include consensus on the scoping and phasing of the subwatershed planning process. Subwatershed plans can be scoped, depending on the size of the drainage area, amount of information already available through a watershed plan and assessment reports for drinking water source protection under the *Clean Water Act, 2006*, or other study/monitoring/data availability, and the purpose of the subwatershed plan. For example, in intensification areas, emphasis may be placed on further defining natural hazards such as flooding, including spill areas,² as well as identifying candidate areas for restoration of natural heritage features, functions, or areas.
- Establishing the appropriate coordinating agency.
- Ensuring that data and information can be shared easily among subwatershed planning partners by through accepted, common data collection protocols and sharing portals.
- Determining funding mechanisms and responsibilities. This may involve establishing the extent of funding, who should contribute and phasing.

² Spill areas occur when floodwaters leave a watercourse and its valley, flowing overland before rejoining the same watercourse at a distance downstream or moving into another watershed. Until recently, it was not possible to map spill areas. Though the use of new tools and technologies, spill areas can now be modelled, characterized, and mapped.

3.2 Recognizing and Aligning the Interests (Step 2)

A Charter or agreement is a high-level document which defines the framework for organizing and managing the development of a subwatershed plan. It is one means of securing consensus and commitment from parties on how the subwatershed planning process will proceed. The Charter would formalize the purpose, scope, goals, and objectives of the plan, subwatershed boundaries and plan area considerations (e.g., upstream/downstream considerations), commitments, roles and responsibilities, and agency endorsement/sign-off to proceed. It should also specify milestones and timelines, establish steering and advisory committees and their membership and functions, and outline expectations for conflict resolution, and consultation. In establishing a charter, consideration for advancing technical work in parallel with land use planning and regulatory requirements should be considered to accelerate timelines and streamline processes.

A Terms of Reference for the plan should be developed concurrently with the Charter in coordination with the municipalities, conservation authorities, agencies and landowners. The Terms of Reference should be in keeping with the directions and commitments set forth in the Charter and specify:

- Technical study requirements of the subwatershed plan as outlined in step 3 (including protocols, methodologies, modelling specifications, assessment tools, data-sharing, monitoring and data collection requirements, and reporting and submission formats).
- Reference and guidance materials to be followed.
- Milestones, timelines, and deliverables.
- How Indigenous communities may be involved in the subwatershed planning process.
- Engagement opportunities.
- Landowner coordination approaches.
- Public notification commitments, and
- Public participation opportunities.

A steering committee and working groups are effective ways to conduct subwatershed planning. Steering committees are typically established at the early stages of the planning process and provide general oversight to the planning process. The steering committee would be responsible for developing the terms of reference, engagement strategy, and directing any relevant working groups.

Members of the steering committee are responsible for representing the

mandate, perspectives and responsibilities of their organization or community and meeting deadlines, negotiating to resolve conflicts or differences of opinions among committee members, and ensuring that the process remains focused and on track.

Members of the steering committee should include:

- Municipality(ies)
- Planning authorities
- Conservation authorities
- Indigenous communities and organizations
- Watershed or subwatershed councils and/or source protection committee
- Government Ministries and/or Agencies
- Environmental organizations
- Other interest groups

As you progress through the subwatershed planning process, you may want to establish topical/subject matter working groups to address components of the subwatershed plan. These topical working groups could then report to the steering committee.

It is important to ensure appropriate and meaningful Indigenous involvement. Indigenous representation on a steering committee may help to inform an appropriate Indigenous engagement approach for communities and organizations.

3.3. Preparing and Approving the Subwatershed Plan (Step 3)

A subwatershed plan has three phases which should be specified in the Terms of Reference:

- | | |
|---------|--|
| Phase 1 | Identification of Existing Conditions and Initial Impact Assessment |
| Phase 2 | Completion of Impact Assessment and Development of the Preferred Land Use Scenario |
| Phase 3 | Implementation and Management Strategies |

The phases of work identified should not be regarded as consecutive steps. Rather, they represent different components. Work can be undertaken on a subsequent phase before work on all prior phases is complete. When this is done, work on subsequent phases can be modified and updated as prior

phases are finalized. Such an approach avoids undue delays that can arise from overly rigid compartmentalization.

The following section outlines the key phases of a watershed planning process in more detail for potential greenfield development or urban boundary expansions (i.e., new development areas which will be added to existing settlement areas).

3.3.1 Phase 1 - Identification of Existing Conditions and Initial Assessment

In Phase 1, subwatershed objectives should be confirmed and boundaries delineated and refined based on water resources and natural heritage systems rather than political or land ownership units. In some cases, where a subwatershed is too large to be practically studied as a single project, it may be broken into smaller coherent areas for the purpose of the subwatershed plan. Alternatively, a greater level of scrutiny and study may be applied to areas of the watershed that focus on areas of future development, as compared with the analysis required for upstream portions of the subwatershed that will largely not be affected by future development or its impacts.

This phase will identify the existing natural features, areas, and related hydrologic functions and conditions, including their location, in the subwatershed. Wherever possible, the Phase 1 work should make use of, and where appropriate, rely upon previous work that is available from a range of scientific sources including existing technical studies such as watershed and source protection plans and baseline data collected prior to and in anticipation of the plan launch. However, the relevance and suitability of existing data (i.e., reflective of existing conditions) should be confirmed. Once an area has been slated for subwatershed planning, the establishment of a data collection and monitoring program can identify on-the-ground conditions and trends over time and inform and accelerate the planning process. Appendix A contains information on key technical tools and considerations for watershed characterization related to water resource systems, water quantity/quality

Table of contents for a subwatershed plan usually includes:

- background
- existing watershed conditions
- scenario analysis
- vision, goals, objectives, and targets
- engagement and communications
- implementation
- monitoring and evaluation
- references and resources

and natural hazards, as well climate change considerations in the planning process.

Data Requirements and Collection

Generally, a minimum of one year of monitoring data should be collected to satisfy the requirements for identifying existing conditions over four seasons. However, in the case of unusual conditions such as low precipitation years, two to three years of monitoring may be required to give a more complete set of data for assessing existing baseline conditions. Additional data may continue to be gathered throughout the Phase 1 and 2 components of the subwatershed plan, with consequential adjustments to the emerging plan being made as appropriate. Such an approach allows work to continue without unnecessary delays, while at the same time ensuring that the plan is based on data that is valid, reliable, and complete.

The areas and features, including those which are regionally and locally significant, and conditions to be identified in Phase 1 may include, but are not limited to such things as:

- Surface water quantity
- Surface water quality
- Groundwater quantity
- Groundwater quality
- Baseflow and flow
- Discharge and recharge areas
- Key hydrologic features and areas
- Groundwater and surface water features and hydrologic functions
- Wetlands
- Terrestrial habitat
- Aquatic habitat
- Fisheries communities
- Wildlife communities
- Vegetation communities
- Species at risk
- Soil conditions and geology
- Geomorphology
- Erosion sites

- Existing transportation corridors
- Existing servicing infrastructure
- Existing utility infrastructure
- Existing channel alterations
- Ecological and natural heritage system linkages
- Existing development and land use and their impacts
- Cultural heritage systems and features
- Flooding patterns and trends

During this phase, mapping of all relevant areas and features should be completed, along with known natural hazards, water resources systems and natural heritage systems. In mapping and producing the plan, particular focus is placed on the protection of features and areas as defined by provincial policy. Opportunities for enhancement and rehabilitation of significant and sensitive features and areas, including appropriate buffers, should be identified to increase the resiliency of the overall system and define developable areas indicated on the mapping.

An initial set of high-level objectives and targets for management of the subwatershed may be identified at this stage, however, specific objectives and targets should be identified and agreed to in subsequent phases based on further data collection and assessment.

Initial Assessment

Based on the hydrological and natural attributes, natural hazard and development and land uses identified through the characterization work, and upon land use planning policies in place that are consistent with provincial and local plans and the PPS, a preliminary land use scenario can be prepared.

The preliminary land use scenario provides the basis for an initial assessment of the impact of development on the subwatershed. The initial impact assessment includes an initial technical assessment of impacts to water resource and natural systems and their hydrological and ecological functions.

To ensure an efficient process, the initial impact assessment can be based upon available data respecting the natural heritage system, and the hydrology of the subwatershed. Often, it is necessary to gather additional data. This includes subsequent field studies for species identification and counts. It may also include additional hydrological monitoring (surface and ground water) to get a better picture of activity to address data concerns arising from unusually wet or dry years, for example. This additional data

can then be considered and incorporated in subsequent phases, however, not all additional data collection is required before commencing Phase 2. It should be clearly stated in the documentation that the collection and analysis of data is ongoing and will be incorporated into subsequent phases.

A key tool for accurately assessing impacts in areas like hydrology is the use of modelling. It is essential that the models used are accessible and available to all participants in the subwatershed planning process so that they may use the model to assist in development of an optimal subwatershed plan. An appropriate model can be selected in keeping with the technical requirements and standards for flood hazard mapping completed by municipalities for their Official Plans and by conservation authorities to comply with obligations to provide the mandatory programs and services related to the risk of natural hazards. This model should be used as the basis of future modelling in subsequent supporting studies such as Environmental Impact Statements or Master Environmental Servicing Plans.

The circulation of the draft Phase 1 for comment to Indigenous communities, landowners, participating agencies, public, and other interested stakeholders provides the opportunity for technical input at this stage of the planning process.

3.3.2 Phase 2 - Completion of Impact Assessment and Development of the Land Use Scenario

The technical assessment of how the subwatershed environment will be affected by the development, land uses changes, or future watershed conditions proposed within the area is completed in Phase 2. The impact assessment, evaluation of final data collection, setting of targets and constraints, and identification and evaluation of subwatershed management alternatives combine to form the foundation for developing the subwatershed plan.

Based on the preliminary land use scenario from Phase 1, certain technical and engineering analysis may be completed at this stage:

- Preliminary road layout.
- Preliminary location of municipal services including road crossings of valleys, and sanitary sewers alignment.
- Identification of services proposed in open space areas.
- Utility information such as proposed hydro, and natural gas easements and crossings.
- Preliminary topographic and grading analysis including soil type analysis and preliminary locations of stormwater management

facilities.

A major component of this phase is a water budget analysis. This water budget analysis begins with the hydrological information derived in Phase 1. It incorporates analysis of the full hydrologic cycle, including infiltration, evapotranspiration, and ground water recharge and the impact of the proposed land use scenario on that hydrologic cycle. Any hydrologic data gathering already in progress can be incorporated at this stage.

The water budget analysis considers recent trends in more severe rainfall events that may be a consequence of a changing climate. In addition to reflecting existing conditions, this analysis includes a forecast of future conditions that must be considered, especially with respect to extreme precipitation events. This analysis also includes an evaluation of anticipated changes resulting from development to the quantity of surface water and groundwater, and analysis of water quality changes.

The water budget analysis helps shape both the drainage plan for the subwatershed, and impact management measures.

The various inputs used to identify targets should include:

- Considerations for development in hazardous areas.
- Managing impacts on natural hazards and on necessary infrastructure where avoidance is impossible.
- Protecting sensitive habitats from infrastructure location.
- Protecting wetlands from water table changes and hydrologic impacts.
- Protecting defined sensitive natural features and functions and linkages and avoiding human impacts (such as trails), where necessary.

The Phase 2 study also considers various alternatives for managing the subwatershed. These alternatives consider such matters as:

- Land uses.
- Drainage patterns, floodplains, and flood spill areas.
- Development planning and regulatory controls.
- Mitigation measures.
- Best management practices.
- Opportunities and options for rehabilitation, restoration or enhancement.

The various alternatives are evaluated, and based upon that evaluation, a preferred subwatershed plan is developed. The evaluation considers the following questions:

- How well do the alternatives achieve the subwatershed plan objectives?
- Are the alternatives contributing to the achievement of specific provincial policy requirements for maintaining or improving hydrologic functions in a given area?
- Can the alternatives be effectively implemented?
- Can the alternatives be maintained over the long term?
- Do the alternatives achieve human safety and protection against natural hazards and avoidance natural hazard aggravation?
- Do the alternatives meet other community planning objectives?
- Do the alternatives provide resilience against climate change impacts?

Based on an analysis of the information gathered and evaluation of various management alternatives, the subwatershed plan is circulated for input and comment from Indigenous communities, stakeholders and the public.

3.3.3 Phase 3 - Implementation and Management Strategies

Phase 3 outlines ways in which the subwatershed plan should be given effect. Specific roles and responsibilities for that implementation among various parties are identified.

Several processes are key to successful implementation. At this phase, the subwatershed plan provides land use and policy recommendations to inform the land use planning process and preparation of a Secondary Plan, Block Plan, and/or Tertiary Plan, and Official Plan Amendment, pursuant to the *Planning Act*.

Any environmental assessment and/or master planning processes that are required for water, wastewater or stormwater infrastructure within the subwatershed area should be aligned with the findings and recommendations of the subwatershed plan. Large-scale and site-specific land use planning decisions should be informed by the subwatershed plan or equivalent.

Phase 3 also outlines any specific rehabilitation or retrofit work that is required, including an identification of which parties are responsible for implementation.

If unique circumstances required additional data collection to extend into Phase 3 (for example, additional hydrology monitoring is required to reflect unusual climate conditions), the watershed plan is modified at this stage, if needed, to reflect any unusual results from the supplementary data collection.

The management strategies for the subwatershed are identified in specific terms in Phase 3. Various management practices are outlined to guide how the following (in many cases related) matters will be addressed, as applicable, in specific detail:

- Hydrogeology
- Groundwater quantity
- Groundwater quality
- Hydrology and hydraulics
- Flood control
- Erosion control
- Water budget
- Surface water quality
- Pollution by specific parameters
- Pollution control and prevention practices
- Sewage attenuation
- Stormwater management system maintenance
- Construction management practices
- Thermal impact, and its mitigation
- Low impact development best practices
- Vegetation strategies for restoration/enhancement and vegetation protection zones
- Stream morphology
- Fisheries protection and enhancement measures
- Aquatic habitat protection and enhancement measures
- Terrestrial habitat protection and enhancement measures
- Headwater protection
- Recharge protection and recharge zones
- Specific species protection measures

- Natural heritage feature protection and enhancement
- Trail location and management
- Wildlife corridors including road crossings
- Wetland management and enhancement or replacement
- Natural heritage feature buffers and linkages

Phase 3 may also identify more detailed technical study and additional work that are required at a local level, in subsequent stages of the development process, and which parties will be responsible for that work. Environmental Impact Reports, or Environmental Impact Studies (or similar work using different nomenclature) and functional stormwater reports provide the detailed work at a block plan or the draft plan of subdivision plan level. The undertaking of these detailed studies, in accordance with and informed by the subwatershed plan, is the responsibility of development proponents, with public agencies providing technical and planning input and review.

It is important that the appropriate level of study be assigned to the subwatershed planning process to avoid deferring components to the more technical local level and vice versa.

Phase 3 should identify a staging and sequencing plan for the development of the subwatershed based on the characteristics and assessment of the subwatershed to ensure an orderly and efficient timing of the delivery of infrastructure to support the development of the area. In this phase, an appropriate timeframe for an update of the subwatershed plan should also be specified. Generally, a timeframe of 10 years is adequate. However, the timing for updates should relate to the timing of development or land use change proposed within the watershed. Should monitoring identify significant unanticipated outcomes of concern, an earlier update of the subwatershed plan is appropriate.

3.3.4 Subwatershed Plan Timelines

Depending on the amount of information available, the size of the subwatershed, the scope of the work that needs to be done, and extent of and public and Indigenous engagement, timelines from initiation to completion will vary. Baseline monitoring of watershed conditions may be necessary if data gaps exist. Three to five years of monitoring is typically appropriate to determine a baseline condition of the watershed components being assessed. It is important that baseline condition monitoring commence as early as possible to facilitate the process and ensure sufficient fieldwork can be completed to inform Phase 1. The phases of work should not be regarded as consecutive steps and work can be undertaken on a subsequent phase before work on all prior phases is

complete. The following timeline is suggested as a reasonable minimum timeframe to achieve.

- Phase 1 - Identification of Existing Conditions – 4-season field work and multiple years (to account for variability, e.g. 3 years) of monitoring baseline conditions are necessary prior to initiating the planning process Initial Impact Assessment - Months 6 to 12 after baseline conditions are established
- Phase 2 - Completion of Impact Assessment and Development of the Land Use Plan - Months 12 to 24
- Phase 3 - Implementation and Management Strategies - Months 24 to 36

3.4 Approval and Implementation of Plan (Step 4)

After Phase 3 is completed, municipalities may proceed with finalizing the land use plan and developing the Secondary Plan and Official Plan Amendment based on the subwatershed plan.

It is important that the foundation for subwatershed plans is based on strong science to inform land use plans, policies, and regulatory limits. To ensure that best science forms the basis of these land use plans and that they are defensible should there be appeals to the Ontario Land Tribunal.

Once a subwatershed plan has been completed, acceptance and endorsement of the plan is required for participating agencies who have a regulatory or planning role in implementing the plan.

3.5 Monitoring and Evaluation (Step 5)

3.5.1 Monitoring

Monitoring the effects of implementing subwatershed plans provides essential information to assess whether anticipated results match results on the ground. Assessment of monitoring data should reveal whether the intended purpose, goals and objectives of the plan have been realized. Unexpected monitoring results of concern may warrant a review and update of the subwatershed plan.

Implementation monitoring is about monitoring progress on implementation actions identified through the watershed planning process. This includes tracking implementation progress, collecting data and information to report on progress and evaluating where implementation actions could be improved, if necessary.

Subwatershed monitoring while related to implementation monitoring, is about long-term watershed monitoring through an environmental

monitoring program where indicators of watershed health are monitored on an ongoing basis to determine trends of watershed conditions. It is vital that monitoring programs continue throughout the watershed planning process. Ongoing monitoring will help determine trends within the watershed and be used to assess progress on watershed implementation.

Determining and selecting indicators to measure conditions and trends in the subwatershed are essential to understand the effects of development or land use change and ensure environmental health of not only the subwatershed, but the watershed within which it is situated.

The duration, purpose and responsibility for monitoring and data collection; the accepted protocol, methods, and formats for collecting and submitting the information; and the responsibility for the interpreting and reviewing the data and undertaking any required actions should be clearly articulated in the approved Terms of Reference. General matters to be monitored are drawn from the existing conditions and assessment of impacts (Step 3, Phase 1). Monitoring time frames for municipal infrastructure should adhere to the required maintenance and assumption periods associated with the design, construction, inspection and approval of these services by all approval agencies, including the Province.

The monitoring program, as laid out by the Terms of Reference for the plan, should answer the following questions:

- What specific outcomes are we trying to measure?
- What indicators are to be used to measure these outcomes?
- Who will do the monitoring and over what time period?
- How will monitoring data be formatted, shared, and analyzed?
- Is the program cost efficient and practical to ensure the best monitoring value for the budget?
- Does the monitoring program match the anticipated pace of development?
- Is the subwatershed plan being implemented as designed? (Operational monitoring)
- Are best management practices being followed?
- Is the subwatershed plan achieving the anticipated on-the-ground results?
- If monitoring indicates that intended outcomes are not being achieved and issues are identified, what adaptive measures/management options, strategies and remedial plans are in place and who is responsible for implementation?

3.5.2 Evaluation

Implementation monitoring and subwatershed monitoring information should be shared with Indigenous communities, other partners, stakeholders, and the public on a regular basis. The ongoing sharing of information about implementation will:

- Help build credibility and support for the subwatershed plan.
- Quantify progress on implementation actions.
- Encourage partners and stakeholders to remain actively engaged.
- Emphasize transparency around the subwatershed planning process.
- Encourage broader participation and collaboration.

Reporting can be done several different ways in terms of format and frequency. Annual or frequent reporting is recommended. It is important that reporting cover both implementation of the plan and ongoing monitoring of subwatershed conditions. Adaptive management on a watershed and subwatershed basis includes ongoing learning from scientific research and monitoring, and implementation experience. Research into issues and innovations, such as addressing climate change or incorporating new development and design best practices, can be incorporated into watershed planning in an iterative way, as watershed plans are reviewed and updated. Municipalities should keep abreast of opportunities for research pilot projects, and partnerships with other municipalities, non-government organizations, and academic institutions as well as entering into agreements with conservation authorities to support municipalities with watershed and subwatershed planning and evaluation.

The subwatershed plan should be reviewed and updated at regular intervals identified in the plan.

4.0 PUBLIC ENGAGEMENT

The purpose of public engagement and participation in any planning or decision-making process is to encourage the exchange of ideas, mobilize local knowledge, and gain public perspectives and input. Public input is a key determinate of the success of the plan. Through public engagement, there are opportunities to obtain local and traditional knowledge about environmental conditions and trends from community environmental and Indigenous groups, engage citizen scientists in collecting data, increase public awareness and education about the process and identify controversial issues at the beginning of the process so that concerns can be addressed

effectively in the preparation and implementation of the preferred plan.

The nature and extent of the public engagement process will depend on such factors as the size of the plan area, number of affected landowners, timing of the plan, and requirements for public consultation under the *Planning Act* associated with a municipal Secondary Plan/Official Plan Amendment and the *Environmental Assessment Act* for any associated servicing/infrastructure/transportation studies. The time required for a public engagement process should be included in overall timelines for completing the subwatershed plan.

5.0 INDIGENOUS PARTNERSHIPS AND ENGAGEMENT

Ontario recognizes the value that Indigenous people place on the environment and have expressed that they have protective customary stewardship practices and are deeply connected, spiritually and culturally, to the land, water, air and animals. Planning authorities should work with Indigenous communities through all aspects of the subwatershed planning process.

5.1 What is it?

A partnership approach with Indigenous peoples can lead to a more comprehensive subwatershed plan. Indigenous peoples in Ontario consist of numerous First Nations and Métis communities and peoples. Ontario is covered by many treaties and other agreements. Understanding treaty areas and the locations of First Nation communities is important for subwatershed planning.

First Nations and Treaties maps are available through the [Government of Ontario](#).

More information on First Nations in Ontario can be obtained by contacting Chiefs of Ontario, or from other Provincial and Territorial Organizations that a local First Nation may be part of.

More information on Métis in Ontario can be obtained by contacting the Métis Nation of Ontario, or through liaising with Independent Métis communities.

5.2 Why is it important?

Relationship building and meaningful engagement with Indigenous peoples

is important for subwatershed planning. Municipalities should recognize and respect Indigenous communities' relationship to, and customary stewardship of, land, water and resources, and the specific knowledge and history they can bring to subwatershed planning. Working with Indigenous partners helps to promote respectful and mutually beneficial relationships in the management and protection of watersheds and subwatersheds.

5.3 How to do it?

Municipalities are encouraged to work with Indigenous communities who may be interested in and affected by subwatershed planning. Municipalities should reach out to local Indigenous communities within the watershed or subwatershed, as well as Indigenous communities that have traditional or treaty rights in the watershed or subwatershed – some of these communities may be located relatively far from the subject subwatershed (refer to the referenced First Nations and Treaty maps, or contact Chiefs of Ontario and Métis Nation of Ontario). In-person visits, phone calls, emails and letter circulation can help with determining if there is an interest in working together and how this will be accomplished. Early engagement is vital. Interested, or potentially affected, Indigenous communities should be partners in subwatershed planning.

It is important to remember that many Indigenous communities and their staff often face resource and capacity pressures. Municipalities should consider how to equitably partner with Indigenous communities. Meaningful Indigenous engagement can lead to a more comprehensive and robust subwatershed plan.

Indigenous Engagement Best Practices:

- Early engagement is vital and contact with Indigenous communities should be made prior to commencement of subwatershed planning.
- Meaningful representation on steering committees/subwatershed planning governance structures.
- Consideration of traditional ecological knowledge, if offered.
- Support for capacity building through subwatershed planning development and implementation.
- Discuss with each Indigenous community how best to work together.
- Learn from each other and foster relationship building.

Partnership/Collaboration:

- Explore development of stewardship programs that support Indigenous community studies, restoration and involvement, with a focus on Elders, women and youth participation.

- Further develop conservation partnerships with Indigenous communities to encourage conservation, implement best management practices and identify restoration opportunities within watersheds or subwatersheds.
- Work with Indigenous communities to develop targeted initiatives and materials and include Indigenous perspectives in subwatershed awareness initiatives.
- Involve Indigenous communities in environmental monitoring to provide input into current and future subwatershed planning efforts.
- With respect to water quality and quantity, share information and promote opportunities to work collaboratively with Indigenous communities to address the maintenance of water quality and quantity within subwatersheds.
- Provide opportunities for Indigenous youth to network with non-Indigenous youth in municipalities regarding subwatershed planning.
- Promote mentorship opportunities for Indigenous youth to meet and work with experienced individuals with expertise in watershed or subwatershed planning.

5.4 Traditional Ecological Knowledge

Effective engagement with Indigenous communities may include the sharing of different types of knowledge, information and perspectives by communities, including traditional ecological knowledge. This type of input will be important for all aspects of subwatershed planning

Effective engagement with Indigenous communities may include the consideration of traditional ecological knowledge as part of watershed delineation and characterization. This knowledge can, for example, help determine historical water levels, historical and cultural land uses, significant cultural sites, ecologically sensitive areas and important times of year for a variety of species. Traditional ecological knowledge may help to define research questions and data collection for any monitoring programs.

Municipalities should discuss with the appropriate Indigenous knowledge holders how traditional ecological knowledge may be shared and how it may be used.

5.5 Indigenous Subwatershed Planning Resources

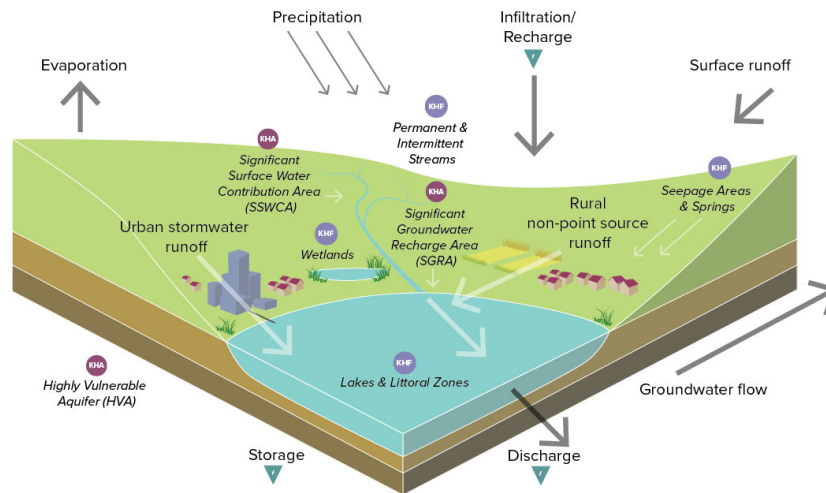
The Centre for Indigenous Environmental Resources (CIER) has created a series of First Nations Integrated Watershed Planning Guidebooks. These can be useful resources on the topic of Indigenous involvement in watershed planning.

APPENDIX A – KEY TECHNICAL TOOLS AND CONSIDERATIONS

WATER RESOURCE SYSTEMS

Water resource systems consist of surface water and groundwater features and areas (consisting of key hydrologic areas and key hydrologic features) and their hydrologic functions. It is recommended that the water resource system be viewed as an integrated system. For many features and areas there will be overlap, including with natural heritage features and systems, and source protection areas.

- **Key hydrologic areas** are areas which contribute to the hydrologic functions of the water resource system. These areas maintain ground and surface water quality and quantity by collecting, storing and filtering rainwater and overland flow, recharge aquifers and feed downstream tributaries, lakes, wetlands and discharge areas. These areas are also sensitive to contamination and feed key hydrologic features and drinking water sources.
 - **Key hydrologic areas** include: significant groundwater recharge areas, significant surface water contribution areas and highly vulnerable aquifers.
 - **Key hydrologic features** include: permanent and intermittent streams, inland lakes and their littoral zones, seepage areas and springs, and wetlands.
- **Hydrologic functions** represent water's movement through the environment. They are the functions of the hydrological cycle that include the occurrence, circulation, distribution and chemical and physical properties of water on the surface of the land, in the soil and underlying rocks, and in the atmosphere, and water's interaction with the environment including its relation to living things. Generally, the hydrologic functions of recharge, storage, and discharge of water need to be maintained to support ecosystems and communities.
- **Vegetation protection zones**, which are a vegetated buffer area surrounding a key natural heritage feature or key hydrologic feature are also important for the protection of the water resource system.



Legend:



Hydrologic Function



Key Hydrologic Area



Key Hydrologic Feature

WATER QUANTITY

Water Budgets

A water budget can be conceptualized as water inputs, outputs and changes in storage by quantifying elements of the hydrologic cycle within a watershed or subwatershed plan area in an attempt to assess the volume of water available. A water budget model can be used to assess the current conditions of water resources or the potential effects of future activities or land development scenarios on water resources. The process can be simple or complex, and appropriate spatial and temporal scales should be selected.

Water budget analysis is conducted through numerical or conceptual modeling. A range of different models exist. A summary of models used in Ontario for water budgets is provided in the *Water Budget Reference Manual*³ (Table 4-3). Also, environmental flow modelling is required to ensure consideration of the water supply or reserve flows available to maintain ecological features and functions and to develop instream flow targets for water-quantity stressed watersheds.

To account for climate change/severe weather considerations in water budgets, the *Water Budget Reference Manual* should be consulted. The *Guide for Assessment of Hydrologic Effects of Climate Change in Ontario*⁴

³<http://www.waterbudget.ca/waterbudgetreferencemanual>

⁴https://www.researchgate.net/publication/309565142_Guide_for_assessme

can also assist with incorporating climate change considerations into watershed planning. Lastly, a significant amount of work has been completed through source protection planning (i.e. watershed characterization, water budgets and water quality assessments). Conservation authorities acting as local source protection authorities under the *Clean Water Act, 2006* could provide valuable information in understanding water quantity and water budgets.

Water Conservation Plans

Water conservation plans are important for municipalities to undertake to maintain water resources for both human and ecosystem use and needs. Recognizing water as a valuable and non-renewable resource which must be utilized efficiently and cost-effectively is necessary when looking to sustain related social, environmental, and economic characteristics within the watershed plan area. Water conservation systems can help in avoiding, downsizing, or postponing water and wastewater projects. The development of a water conservation plan can inform work undertaken in Phases 2 and 3 of the watershed/subwatershed planning process.

ORMCP Technical Paper 11 – Water Conservation Plans⁵ provides a useful framework to follow when developing water conservation plans. The process outlined in this technical paper separates the development of a water conservation plan into four phases: defining conservation needs, choosing appropriate measures and incentives, drafting the plan, and revisiting the plan.

WATER QUALITY

Water quality describes the physical, chemical, and biological characteristics and conditions of water and aquatic ecosystems which influence the ability of water to support the uses designated for it. Water quality is measured with a wide range of physical, chemical and biological variables, parameters, indicators and measurements. The main objectives of water quality assessment in the context of watershed/subwatershed planning are to use existing information where possible to characterize status and trends of water quality to ensure water quality meet and continue to meet water quality objectives; and to determine the impact of water management on water quality, and how future land uses or infrastructure may impact water quality, including assimilative capacity of the receiving waterbody.

By assessing the sources and means by which nutrients and pollutants are

[nt of hydrologic effects of climate change in Ontario](#)

⁵<https://www.oakridgesmoraine.org/wp-content/uploads/2017/09/ORMCP-TP-11-Water-Conservation-Plans.pdf>

getting into water, better planning and mitigation practices can be incorporated into watershed/subwatershed planning.

Water Quality Assessment

The basic steps of a water quality assessment are as follows:

1. Carry out exploratory analysis of water quality data by collecting and graphically representing data related to indicators that measure the quality of water. Indicators: phosphorus, chloride, nitrogen, oxygen levels, suspended solids, temperature, bacteria, nutrients, and hazardous contaminants such as pesticides, metals, petroleum hydrocarbons, pharmaceuticals etc. Data representation: scatterplots (including time series plots), boxplots, maps.
2. Complete statistical tests to identify trends over time, including:
 - Have there been noticeable changes in water quality over time?
 - If there are changes, what are the potential contributing factors (i.e. human activities, climate change, and / or invasive species)?
 - Are there gaps in the data to prevent adequate assessment of trends?
3. Identify water quality impairments and assimilative capacity in the watershed. This can be done using a variety of methods and models, but it involves documenting the proposed pollutant loads from point and non-point sources resulting from future land uses/infrastructure, in a variety of scenarios (existing conditions and future conditions); and, determining where limits have been reached both at the point of interest and looking further downstream, using a cumulative impact approach. For groundwater, water quality data from monitoring wells can be compared to drinking water criteria for all indicators analyzed to help identify problem water quality parameters in the aquifer. Monitoring wells from the same aquifer units should be assessed to determine the typical maximum, minimum and average water quality ranges for the aquifer. Parameters that exceed the standard can be highlighted. For surface water, determine whether water quality targets such as the Provincial Water Quality Objectives (PWQOs) can be met or exceeded. This might include determining the mixing potential of the proposed discharge flow, the extent of the mixing zone associated with each indicator/parameter, and verifying whether PWQOs can be met at the edge of the mixing zone.
4. Avoid and/or plan for minimal impact to water quality based on the assimilative capacity of the receiving waters. This involves:
 - Choosing scenarios for growth that will ensure that water quality objectives and targets can be met, or conditions improved;

- Consider optimal locations for infrastructure such as wastewater treatment and stormwater ponds to prevent water quality impacts;
- Ensure through environmental assessments, master planning and source protection planning that potential impacts to water quality can be avoided or mitigated;
- Address provincial effluent discharge requirements (see B-1-5 Deriving Receiving Water Based Point Source Effluent Requirements for Ontario Waters⁶); and
- Encourage/support/enable the adoption of practices that address point and non-point source contributions to water quality conditions such as Low Impact Development features, and other best practices for water and wastewater infrastructure.

CLIMATE CHANGE

It is important to recognize the link between watershed planning, climate change and municipal land use and infrastructure planning. The *Planning Act* requires that official plans contain policies that identify goals, objectives, and actions to mitigate greenhouse gas emissions and provide for adaptation to a changing climate. Additionally, the PPS and provincial plans all contain direction to prepare for/consider the impacts of a changing climate in land use planning, infrastructure planning and watershed planning. Watershed planning can provide an ecological framework for managing impacts of climate change and developing more resilient communities, since it is an ecosystem-based, integrative approach to the protection of water for both communities and the environment.

Examples of how climate change can be considered in watershed planning are:

- Include use of climate change resources in the Charter/Terms of Reference.
- Have climate change expertise on the steering committee.
- Have scenarios and targets be informed by climate models on land use, water resources and natural resource management.
- Consider the effects of implementing adaptation measures when evaluating alternatives.
- Include adaptation strategies related to infrastructure management (e.g. reducing demand through water conservation and efficiency, restoring

⁶<https://www.ontario.ca/page/b-1-5-deriving-receiving-water-based-point-source-effluent-requirements-ontario-waters>

riparian and instream habitat to lessen strain on the municipal system).

- Identify how new climate science information will be integrated into monitoring and how through adaptive management, goals, objectives and targets will be refined based on unexpected events. Any climate adaptation/mitigation measures chosen for implementation should be evaluated for their effectiveness.

NATURAL HAZARDS

Understanding natural hazards is an important and necessary consideration for undertaking watershed planning.

Flooding and erosion are naturally occurring processes influenced by changing land uses in the watershed and exacerbated by climate change. By understanding the function and susceptibility of various river, stream, valley and lake systems to disturbance, the potential impacts of proposed developments, or potential remedial measures can be identified depending on the risk, and methods of reducing these impacts through design changes or mitigative measures may be implemented.

The location and extent of natural hazards can be outlined in floodplain / flood hazard limit mapping depending on the provincial standard. Mapping erosion hazard limits may be done through soil and slope stability analyses. These considerations are important for informing where development may and may not occur, as well as for managing its associated impacts on watercourses, including where/how to focus mitigation. This information can be highlighted through watershed technical studies or planning. Existing natural hazards should be sufficiently characterized and the effects of development on natural hazards be evaluated.

When information does not exist on the location of hazardous lands or hazardous sites, or when information is out of date, studies should be undertaken to identify potential risks from natural hazards. A range of provincial guidance documents are available to support the PPS natural hazard policies. The *Technical Guide – River and Stream Systems: Flooding Hazard Limit*⁷ and *Technical Guide – River and Stream Systems: Erosion Hazard Limit*⁸ describe standards and procedures which should be followed for addressing water related natural hazards.

⁷<https://www.renaud.ca/public/Environmental-Regulations/MNR%20Technical%20Guide%20Flooding%20Hazard%20Limit.pdf>

⁸<https://www.scrca.on.ca/wp-content/uploads/2018/09/MNR-Technical-Guide-River-and-Stream-Erosion-Hazard.pdf>



VIA EMAIL

March 29, 2022

Legislative & Planning Services
Department
Office of the Regional Clerk
1151 Bronte Road
Oakville ON L6M 3L1

Kellie McCormack, Conservation Halton
Joshua Campbell, Credit Valley Conservation Authority
Nancy Davy, Grand River Conservation Authority
Jennifer Keyes, Ministry of Northern Development, Mines, Natural Resources and Forestry
Debbie Ramsay, Niagara Escarpment Commission
Kevin Arjoon, City Clerk, City of Burlington
Meaghen Reid, Town Clerk, Town of Milton
Vicki Tytaneck, Town Clerk, Town of Oakville
Valerie Petryniak, Town Clerk, Town of Halton Hills

Please be advised that at its meeting held Wednesday, March 23, 2022, the Council of the Regional Municipality of Halton adopted the following resolution:

RESOLUTION: LPS22-22 - Statutory Public Meeting for a Proposed Regional Official Plan Amendment (File. No. RQ64A) - "Orlando Corporation North Porta"

THAT the Regional Clerk forward a copy of Report No. LPS22-22 to the Ministry of Municipal Affairs and Housing, the City of Burlington, the Town of Halton Hills, the Town of Milton, the Town of Oakville, and Conservation Halton for their information.

Included please find a copy of Report No. LPS22-22 for your information.

If you have any questions please contact me at the e-mail address below.

Sincerely,

A handwritten signature in blue ink, appearing to read "G. Milne", written over a light blue circular stamp.

Graham Milne
Regional Clerk
graham.milne@halton.ca

Regional Municipality of Halton

HEAD OFFICE: 1151 Bronte Rd, Oakville, ON L6M 3L1

905-825-6000 | Toll free: 1-866-442-5866

Report To:	Regional Chair and Members of Regional Council
From:	Bob Gray, Commissioner, Legislative and Planning Services and Corporate Counsel
Date:	March 23, 2022
Report No:	LPS22-22
Re:	Statutory Public Meeting for a Proposed Regional Official Plan Amendment (File. No. RQ64A) - "Orlando Corporation North Porta"

RECOMMENDATION

THAT the Regional Clerk forward a copy of Report No. LPS22-22 to the Ministry of Municipal Affairs and Housing, the City of Burlington, the Town of Halton Hills, the Town of Milton, the Town of Oakville, and Conservation Halton for their information.

REPORT

Executive Summary

- The purpose of this report is to provide information to support a Statutory Public Meeting to be held on March 23, 2022, prior to the regular meeting of Regional Council regarding the Regional Official Plan Amendment (ROPA) application filed by the Orlando Corporation to address the addition of Employment Lands to the Urban Area and the Town of Milton's "401 Industrial/Business Park Secondary Plan".
- The purpose of the Statutory Public Meeting is to provide the public an opportunity to make submissions to Regional Council on the proposed North Porta ROPA.
- The ROPA application proposes to amend the Regional Official Plan to add to the Urban Area the portion of the lands known as 8350 Esquesing Line in the Town of Milton, located between the existing Urban Area designation and the Greenbelt Plan Protected Countryside, referred to in the application as the 'northern sliver' lands.
- The proposed North Porta ROPA would permit development for employment uses comprehensively with the majority of the property to the south known as the 'North

Porta Lands' that is currently within the Region's Urban Area, and is proposed to form part of the Town of Milton's 401 Industrial/Business Park Secondary Plan.

- Following the Statutory Public Meeting Regional staff will continue to consult with the public and stakeholders, and review all comments received on the proposed North Porta ROPA. A final recommendation report will be prepared for consideration by Regional Council based on Regional staff's consideration of comments received and a review of the North Porta ROPA application.

Background

As outlined in Report No. LPS05-22 re: "Orlando Corporation North Porta Regional Official Plan Amendment Application – Initiation Report (File No. RQ64A)", the lands are located within a part of the Town referred to as the 'North Porta Lands'. The specific lands subject to the ROPA application are located at the northern edge of the property known as 8350 Esquesing Line and are bounded by the existing Urban Area designation to the south delineated based on an existing watercourse, and the Protected Countryside boundary of the Greenbelt Plan to the north. The ROPA application refers to the subject lands as the 'northern sliver' lands and proposes to add them to the Urban Area in the Regional Official Plan by realigning the existing watercourse along with the Urban Area boundary. The lands subject to the ROPA application are approximately 14.25 hectares in size.

In addition to the ROPA application, the Orlando Corporation has concurrently filed several local development applications with the Town of Milton, including official plan and zoning by-law amendments, and draft plans of subdivision. The proposed ROPA in tandem with the concurrent local development applications will enable the overall development proposal for industrial / employment uses on two blocks of land known collectively as the Milton North Business Park, which constitutes the majority of the North Porta Lands. The purpose of the proposed ROPA is solely to bring the 'northern sliver' lands into the Urban Area in the Regional Official Plan. The purpose of the local development applications is to incorporate the lands into an existing Secondary Plan area, and identify the specific permitted uses as well as the details of the development that would be permitted on the subject lands.

This report provides a summary of the proposed North Porta ROPA, identifies information that has been submitted in support of the application and where it can be accessed, outlines the public consultation on the proposed ROPA, and details the next steps in the process.

Discussion

Proposed ROPA

The proposed North Porta ROPA applies to the 'northern sliver' lands currently designated Regional Natural Heritage System and Agricultural Area in the Regional Official Plan. Further, the subject lands are located between the current Urban Area

boundary (as defined by an existing watercourse) and the Greenbelt Plan Protected Countryside. The proposed amendment would enable an overall development proposal for industrial / employment uses, as well as allow for stormwater management, refinement to the natural heritage system, and updates to the transportation network. The location of the subject lands is shown in Attachment #1 and the proposed ROPA is provided as Attachment # 2 to this report.

As part of the ROPA and the concurrent local development applications, the existing Regional Natural Heritage system designation on the subject lands associated with a watercourse is proposed to be realigned to generally be adjacent to the Greenbelt Plan lands. The environmental study justifying the proposed realignment remains under review at the writing of this report.

The proposed realignment of the watercourse would enable the lands south of the realignment to be re-designated to 'Urban Area', thereby facilitating the proponent's local development applications with the remainder of 8350 Esquesing Line and the North Porta Lands. In this regard, the applicant is requesting a change in land use designation in the Regional Official Plan from Agricultural to Urban Area with an Employment Area overlay.

A number of supporting studies and materials have been provided by the Orlando Corporation to support the North Porta ROPA application. These documents have been posted to **halton.ca** and include the following:

- Draft Regional Official Plan Amendment (August 2021)
- Comprehensive Environmental and Servicing Study (September 2021)
- Planning Justification Report (October 2021)
- Urban Design Brief (October 2021)
- Traffic Impact Study (October 2021)
- Tree Impact and Preservation Report (October 2021)
- Noise Feasibility Study (October 2021)
- Shadow Study (October 2021)
- Heritage Impact Assessment (October 2021)
- Minimum Distance Separation (MDS) Report (October 2021)

Public Consultation

Public consultation on the proposed ROPA includes:

- ***Notice of Complete Application***

Notice of the complete application was provided to the Town of Milton and other prescribed agencies and public bodies on December 13, 2021, and was published in the Milton Champion on December 16, 2021.

- ***Circulation of Application to Agencies & Public Bodies***

The proposed North Porta ROPA application was circulated to prescribed agencies and public bodies on December 13, 2021.

- ***Statutory Public Meeting & Public Information***

This report supports the March 23, 2022 Statutory Public Meeting. Notice of the Statutory Public Meeting was provided by way of an advertisement in the Milton Champion and to persons and public bodies prescribed by the *Planning Act*. At the time of writing this report, a Public Information Centre (PIC) has yet to occur. An online PIC was held on February 24, 2022, hosted by the applicant Glen Schnarr & Associates Inc. on behalf of the Owner, Orlando Corporation. Notice of the PIC was provided on the Halton Regional Official Plan Amendment webpage and through letter mail to land owners within 120 metres of the subject lands.

- ***Regional Webpage***

Information on the proposed ROPA and the materials filed in support of the application are available online at **halton.ca**.

At the time of writing, Halton Region has received one land owner inquiry seeking clarifications on the exact location of the proposed ROPA. No other formal comments were received from members of the public, verbal or written, regarding the draft North Porta ROPA attached to this report. Any comments received in response to the Notice of the March 23, 2022 Statutory Public Meeting will be included and addressed as part of the recommendation report to Regional Council.

Next Steps

Regional staff will report back to Regional Council with a recommendation report on the proposed ROPA. This recommendation report will be informed by the comments received and Regional staff's review of the application in accordance with the *Planning Act*.

As noted in Report No. LPS05-22, Orlando Corporation has also made submissions related to the subject lands as part of the Regional Official Plan Review (ROPR) process. Given Regional Council's recent direction to advance a modified Preferred Growth Concept that accommodates growth prior to 2041 within the existing Regional Urban Boundary, the addition of the 'northern sliver' lands to the Urban Area will continue to be considered through this site-specific ROPA application as opposed to the ROPR process.

FINANCIAL/PROGRAM IMPLICATIONS

The cost of reviewing the Regional Official Plan Amendment is funded from the Planning Services Operational Budget.

Respectfully submitted,



Curt Benson
Director, Planning Services and Chief
Planning Official



Bob Gray
Commissioner, Legislative and Planning
Services and Corporate Counsel

Approved by



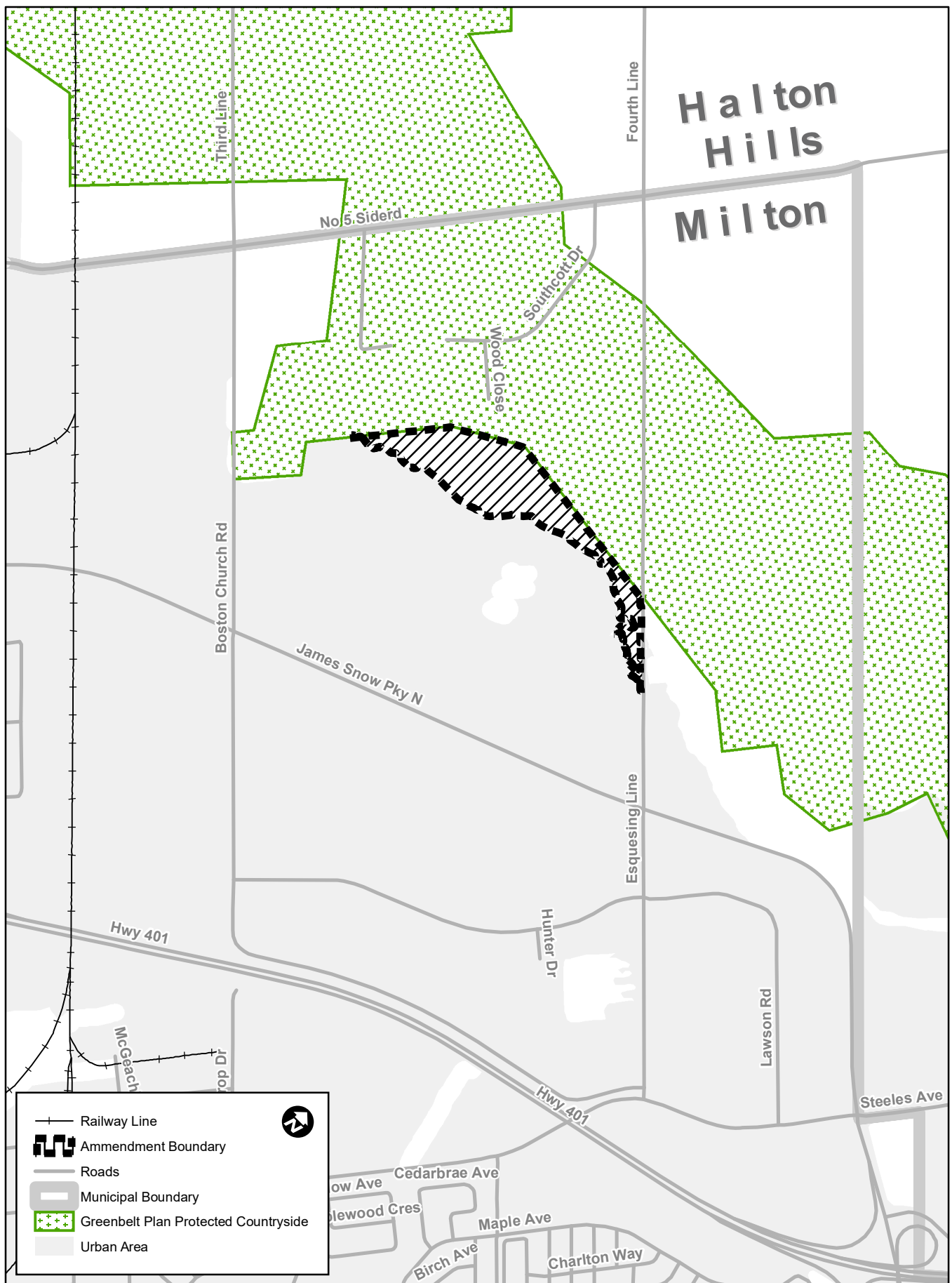
Jane MacCaskill
Chief Administrative Officer

If you have any questions on the content of this report,
please contact:

Curt Benson

Tel. # 7181

Attachments: Attachment #1 – North Porta Context Map
Attachment #2 – Proposed North Porta ROPA (RQ64A)



Draft Amendment No. XX
to THE REGIONAL PLAN
Official Plan for the Halton Planning Area
Regional Municipality of Halton

An Amendment to Address the
Addition of Employment Lands to
the Urban Area and to the Town of
Milton's '401 Industrial / Business
Park Secondary Plan'

August 2021

DECLARATION

IN THE MATTER OF REGIONAL OFFICIAL PLAN AMENDMENT NUMBER XX

IN THE REGIONAL MUNICIPALITY OF HALTON

I, [Name of Regional Clerk], in my capacity as Regional Clerk for the Regional Municipality of Halton, hereby declare that notice of adoption by Council for the Regional Municipality of Halton was given under Section XX of the *Planning Act*, R.S.O., 1990, c.P.13.

There were no appeals to ROPA XX within the time allowed for appeal. Under Section 17(27) of the *Planning Act*, R.S.O. 1990, c.P.13, Regional Official Plan Amendment Number XX came into force and effect on _____, 2021, being the day following the last day for filing a notice of appeal.

[Name of Regional Clerk]

Regional Clerk
Regional Municipality of Halton

Date

TABLE OF CONTENTS

THE CONSTITUTIONAL STATEMENT.....	1
PART A THE PREAMBLE.....	2
Purpose	2
Location	2
Basis.....	3
PART B THE AMENDMENT	4
Introductory Statement	4
Details of the Amendment	4
PART C THE APPENDICES	7
Appendix I Notice of Public Meeting	8

THE CONSTITUTIONAL STATEMENT

Part A, The Preamble, does not constitute part of this Amendment.

Part B, The Amendment, consisting of 10 items, constitutes Amendment No. XX to the Regional Plan, the Official Plan for Halton Planning Area, Regional Municipality of Halton. The Amendment will incorporate certain lands into the Region's Urban Area with an Employment Area overlay. The title of Amendment No. XX is "An Amendment to Address the Addition of Employment Lands to the Urban Area and to the Town of Milton's '401 Industrial / Business Park Secondary Plan'".

Part C, The Appendices, does not constitute part of this Amendment.

PART A THE PREAMBLE

Purpose

The purpose of this Amendment is to add lands to the Urban Area to facilitate future Employment development within the area of the Town of Milton known as the Milton 401 Industrial / Business Park Secondary Plan Area. The result of the amendment is to incorporate into the Urban Area lands to be planned and developed for employment uses.

Location

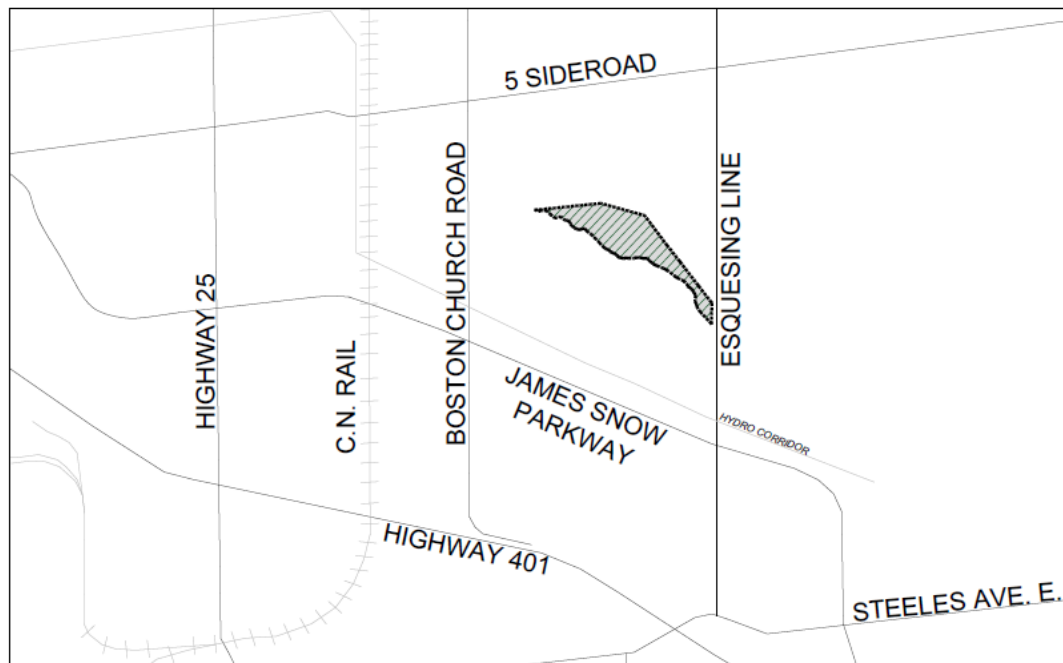
The area containing lands to be incorporated in the Urban Area is referred to as the “Amendment Area” and is shown in Figure 1 below. It contains the lands bounded by:

- i) North – limit of the Greenbelt Plan
- ii) East – Esquesing Line
- iii) South – the existing Urban Area limit
- iv) West – the existing Urban Area limit

Figure 1

July 22, 2021

The Amendment Area



Basis

The current 2031 'Urban Area' limit for the Town of Milton was established through Halton Region Official Plan Amendment No. 38 (ROPA 38) and in this vicinity it was meant to accommodate employment growth to 2031. The current 2031 'Urban Area' limit falls short of including all lands that are mapped as "Provincially Significant Employment Zone" (PSEZ) and as a result, excludes a portion (or 'northern sliver') of a property that is proposed for future employment growth, consistent with the Province's "Provincially Significant Employment Zone" (PSEZ) area. This 'northern sliver' of land should logically be included within the Regional and Town "Urban Area".

ROPA XX will bring the 'northern sliver' lands into the 'Urban Area' and will facilitate the advancement of development applications to develop these lands for employment uses consistent with the Provincially Significant Employment Zone (PSEZ) mapping and related Growth Plan objectives and policy directives.

This will be achieved by redesignating the lands within the Amendment Area currently within the "Agricultural Area" designation to the "Urban Area" designation with an "Employment Area" overlay. As a result of this change to Map 1, a number of corresponding changes are required to other Maps to reflect the change to the "Urban Area" designation and certain constraints. ROPA XX will enable comprehensive planning of these lands and the continued implementation of the growth strategy set out in the Regional Plan and the PSEZ mapping and related employment policy directives as set out in the Growth Plan.

PART B THE AMENDMENT

Introductory Statement

All of this part constitutes Amendment No. XX to the Regional Plan, the Official Plan for Halton Planning Area, Regional Municipality of Halton.

Details of the Amendment

The Amendment consists of 10 items.

The Regional Plan is amended as follows:

Item 1	Map 1, <i>Regional Structure</i> , is amended by redesignating the lands designated “Agricultural Area” within the Amendment Area to “Urban Area” and applying the “Employment Area” overlay to these lands as shown herein on Map 1 provided as Attachment #1.
Item 2	Map 1B, <i>Parkway Belt Transportation and Utility Corridors</i> , is amended to reflect the modified “Urban Area” designation as shown herein on Map 1B provided as Attachment #2.
Item 3	Map 1C, <i>Future Strategic Employment Areas</i> , is amended to reflect the modified “Urban Area” designation and “Employment Area” overlay as shown herein on Map 1C provided as Attachment #3.
Item 4	Map 1D, <i>Municipal Wellhead Protection Zones</i> , is amended to reflect the modified “Urban Area” designation as shown herein on Map 1D provided as Attachment #4.
Item 5	Map 1E, <i>Agricultural System and Settlement Areas</i> , is amended to reflect the modified “Urban Area” designation and to remove the “Prime Agricultural Areas” constraints from this area as shown herein on Map 1E provided as Attachment #5.
Item 6	Map 1F, <i>Identified Mineral Resource Areas</i> , is amended to reflect the modified “Urban Area” designation as shown herein on Map 1F provided as Attachment #6.
Item 7	Map 1G, <i>Key Features within the Greenbelt and Regional Natural Heritage Systems</i> , is amended to reflect the modified “Urban Area” designation and to remove the areas identified as “Prime Agricultural Areas in NHS Enhancements / Linkages / Buffers” and “Key Features” from this area as shown herein on Map 1G provided as Attachment #7.
Item 8	Map 3, <i>Functional Plan of Major Transportation Facilities</i> , is amended to reflect the modified “Urban Area” designation as shown herein on Map 3 provided as Attachment #8.

Item 9	Map 4, <i>Right-of-Way Requirements of Arterial Roads</i> , is amended to reflect the modified “Urban Area” designation as shown herein on Map 4 provided as Attachment #9.
Item 10	Map 5, <i>Regional Phasing</i> , is amended to reflect the modified “Urban Area” designation and applying the overlay “Urban Area with Regional Phasing between 2021 and 2031” as shown herein on Map 5 provided as Attachment #10.

- Items 1 through 10 (changes to and addition of maps)

Specified maps of the Plan are amended as shown on Attachments 1 through 10.

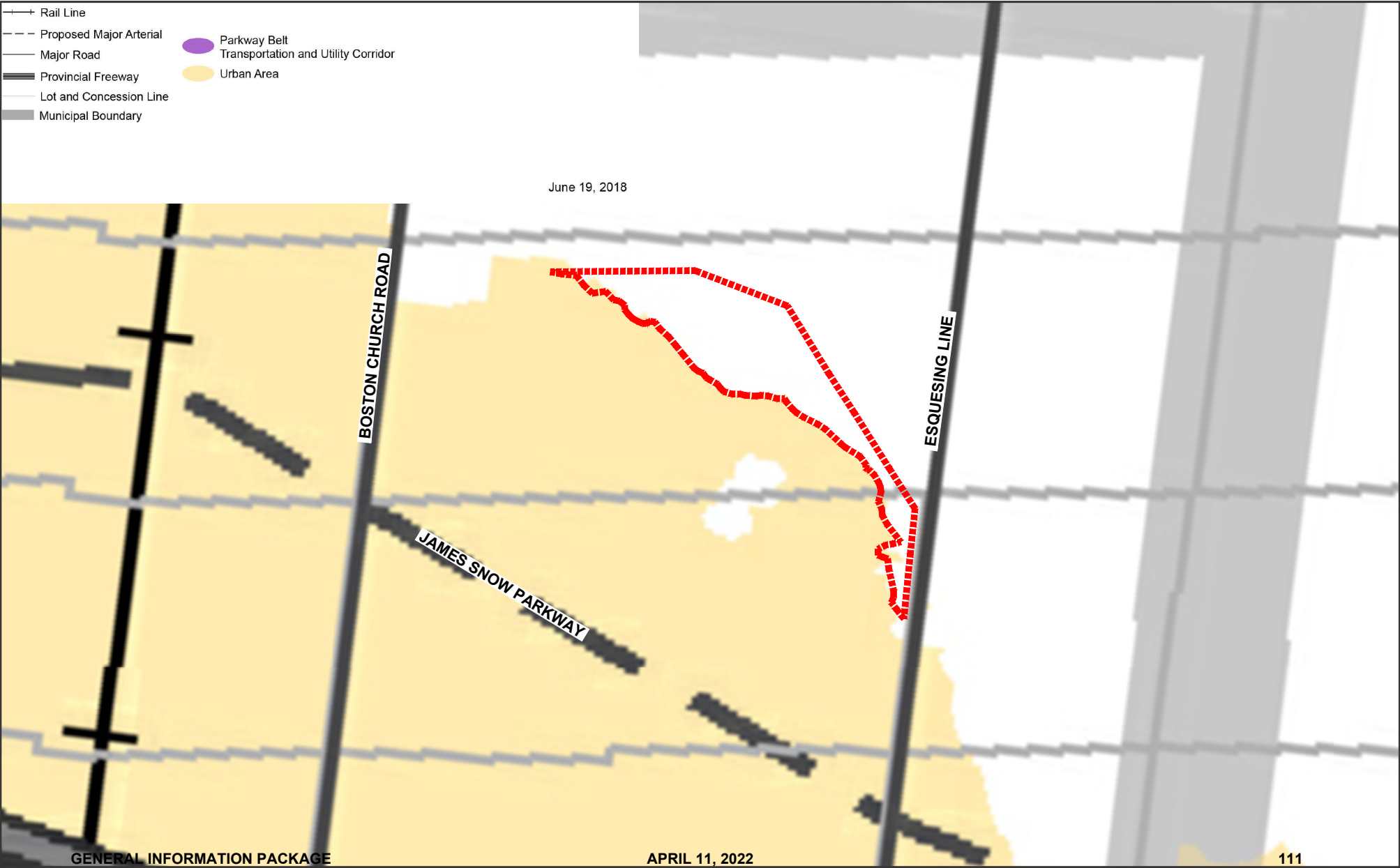
Map 1 Regional Structure

 Draft Amendment Area



Map 1B
Parkway Belt Transportation and Utility Corridors

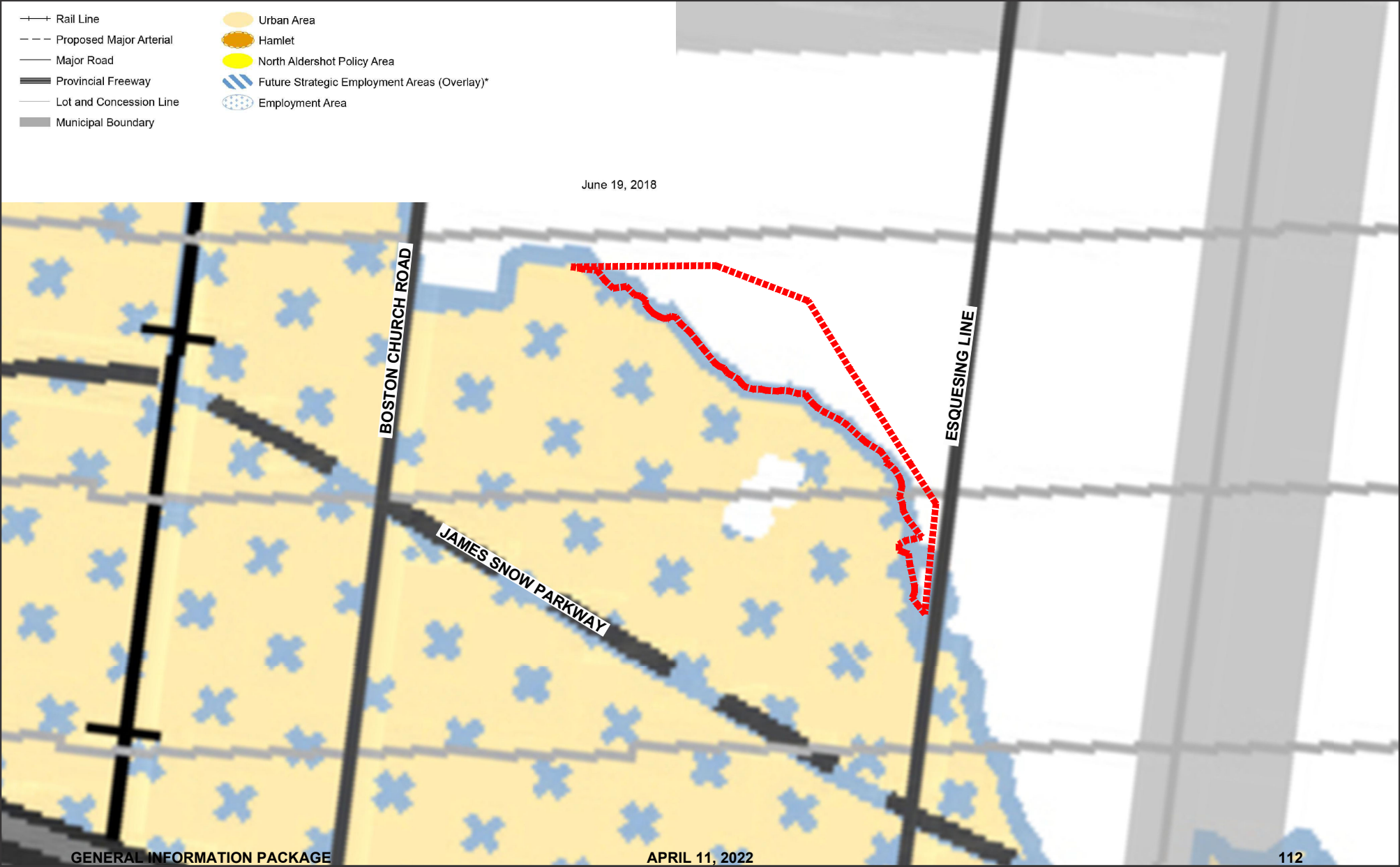
 Draft Amendment Area



Map 1C
Future Strategic Employment Areas



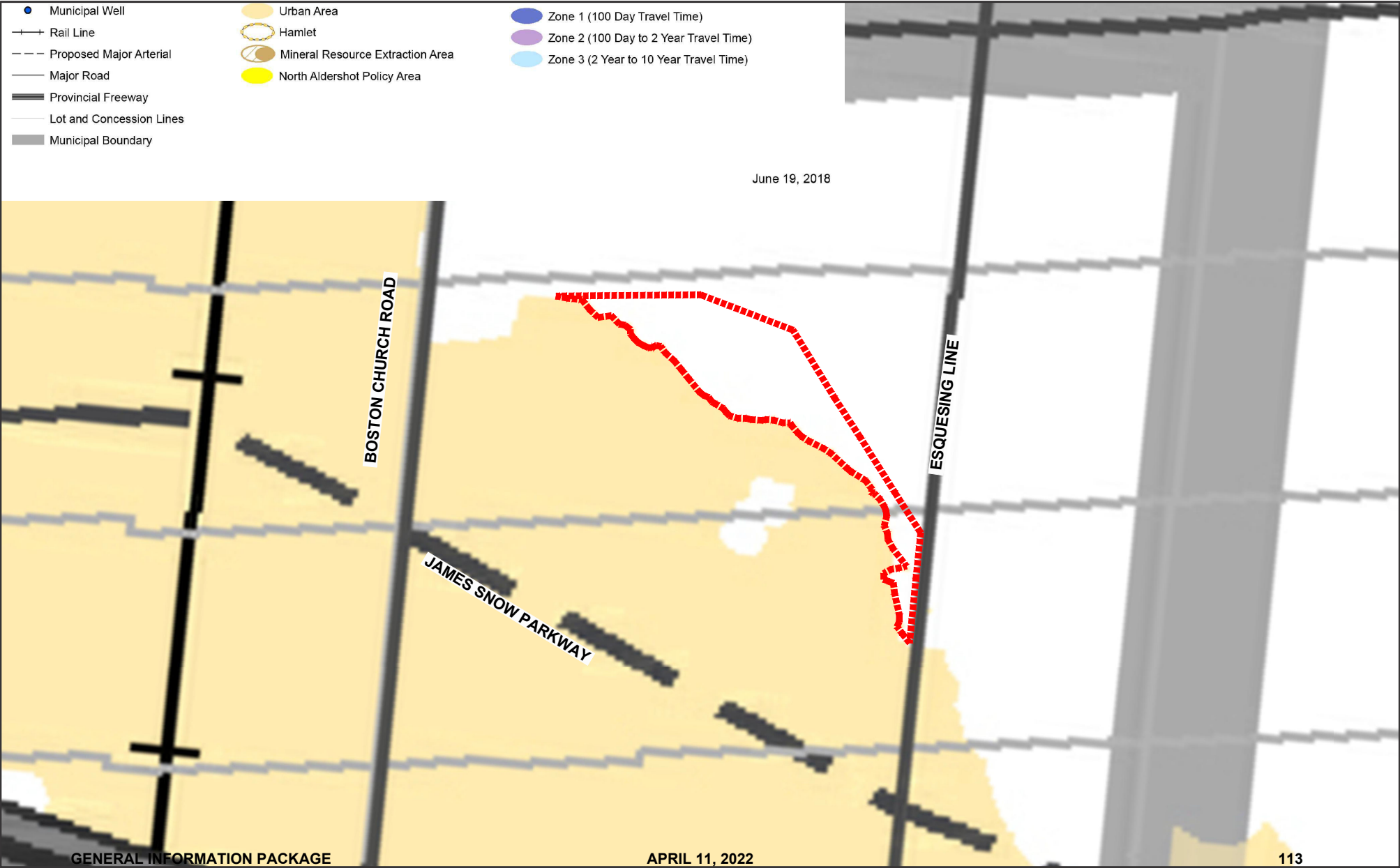
Draft Amendment Area



Map 1D
Municipal Wellhead Protection Zones



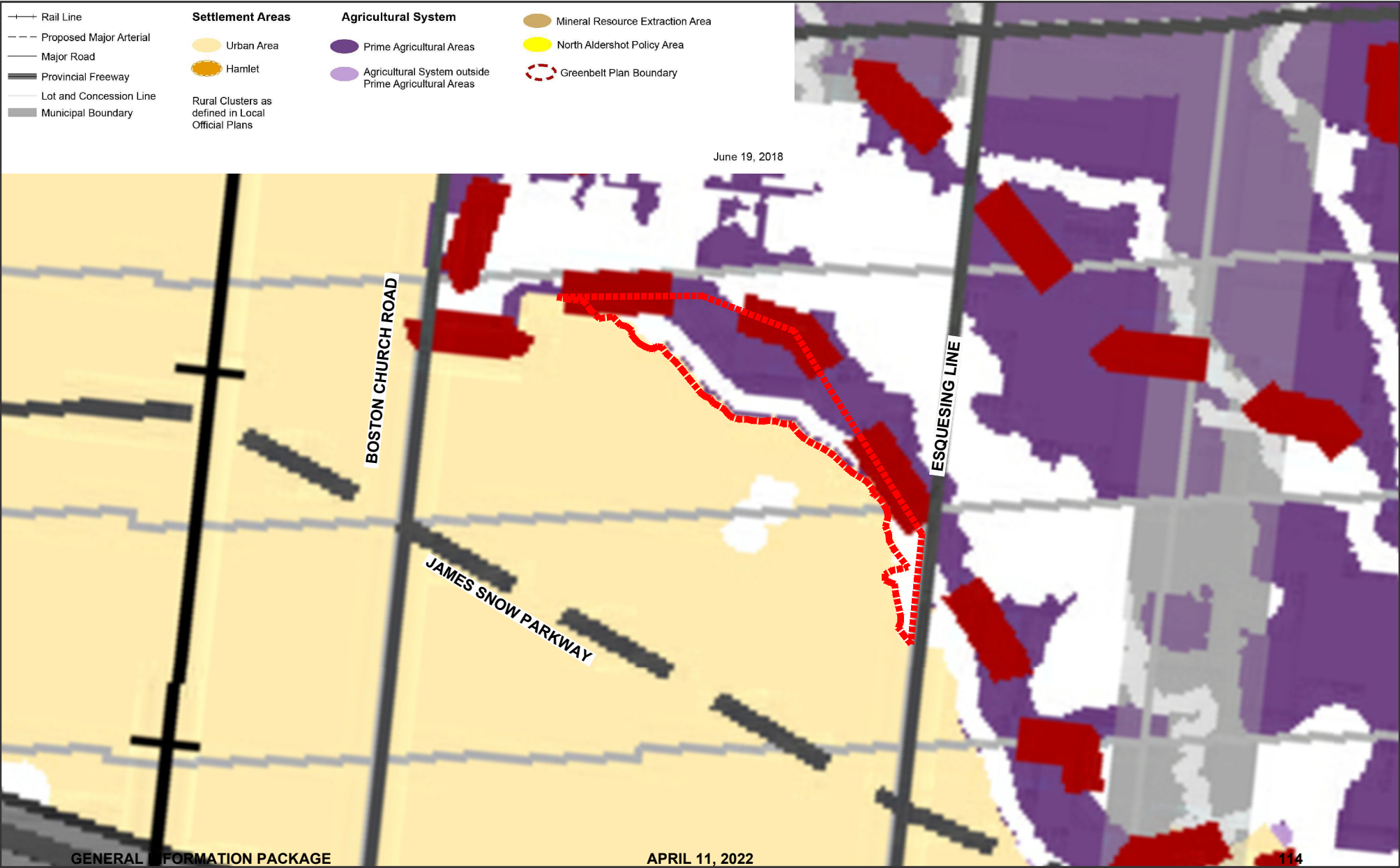
Draft Amendment Area



Map 1E
Agricultural System and Settlement Areas



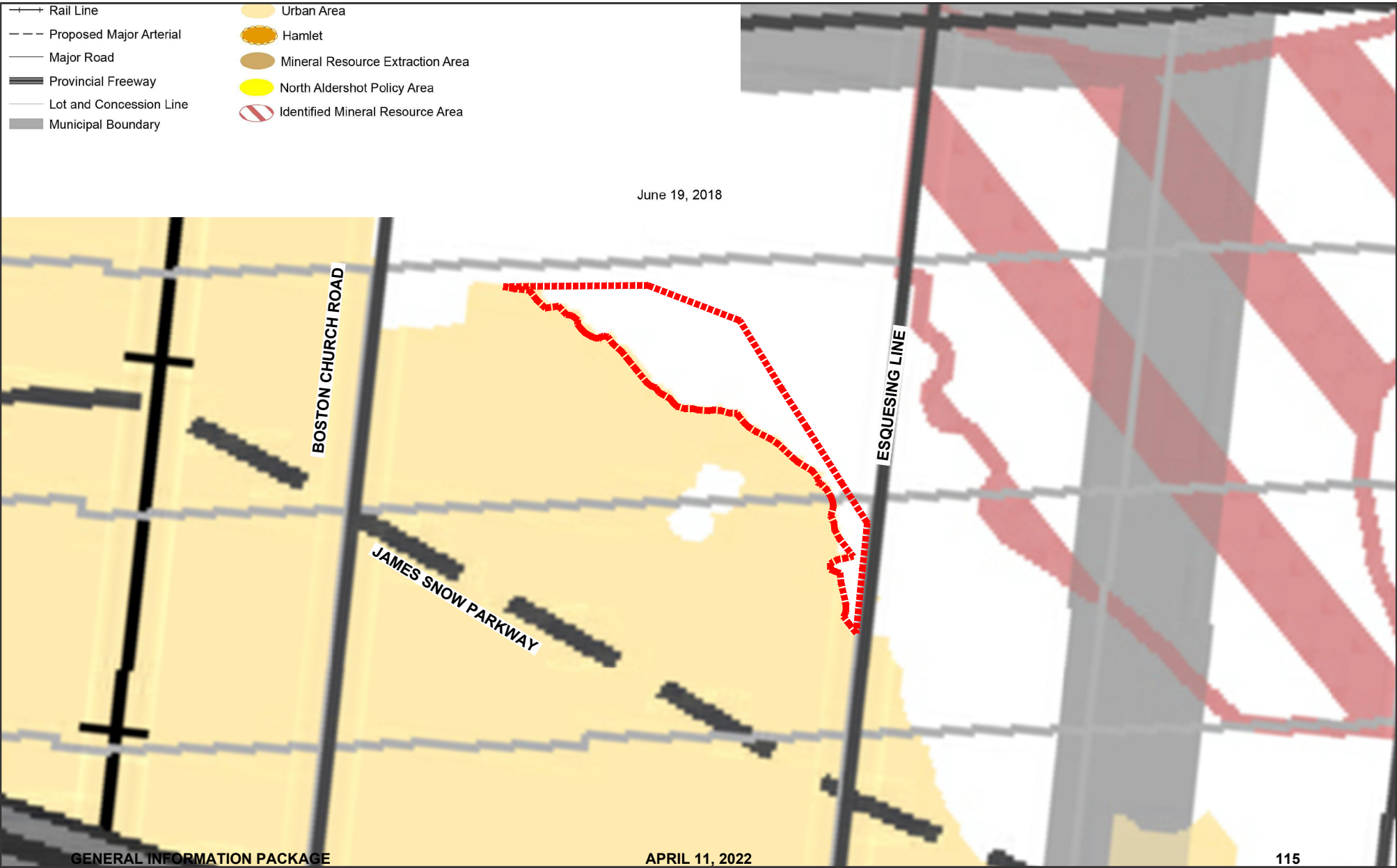
Draft Amendment Area



Map 1F
Identified Mineral Resource Areas



Draft Amendment Area



Map 1G

 Draft Amendment Area

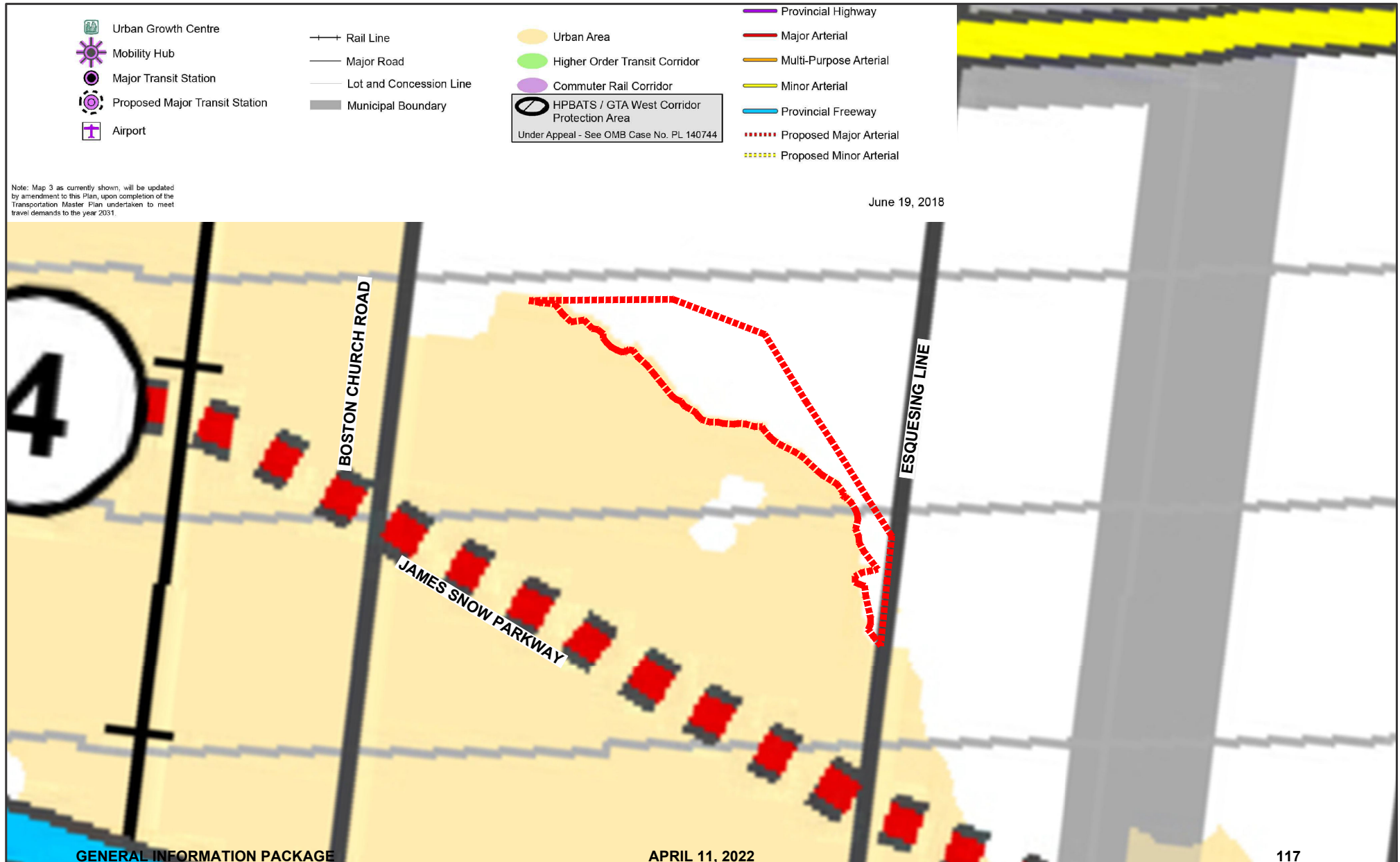
Key Features Within the Greenbelt and Regional Natural Heritage Systems



Map 3 Functional Plan of Major Transportation Facilities



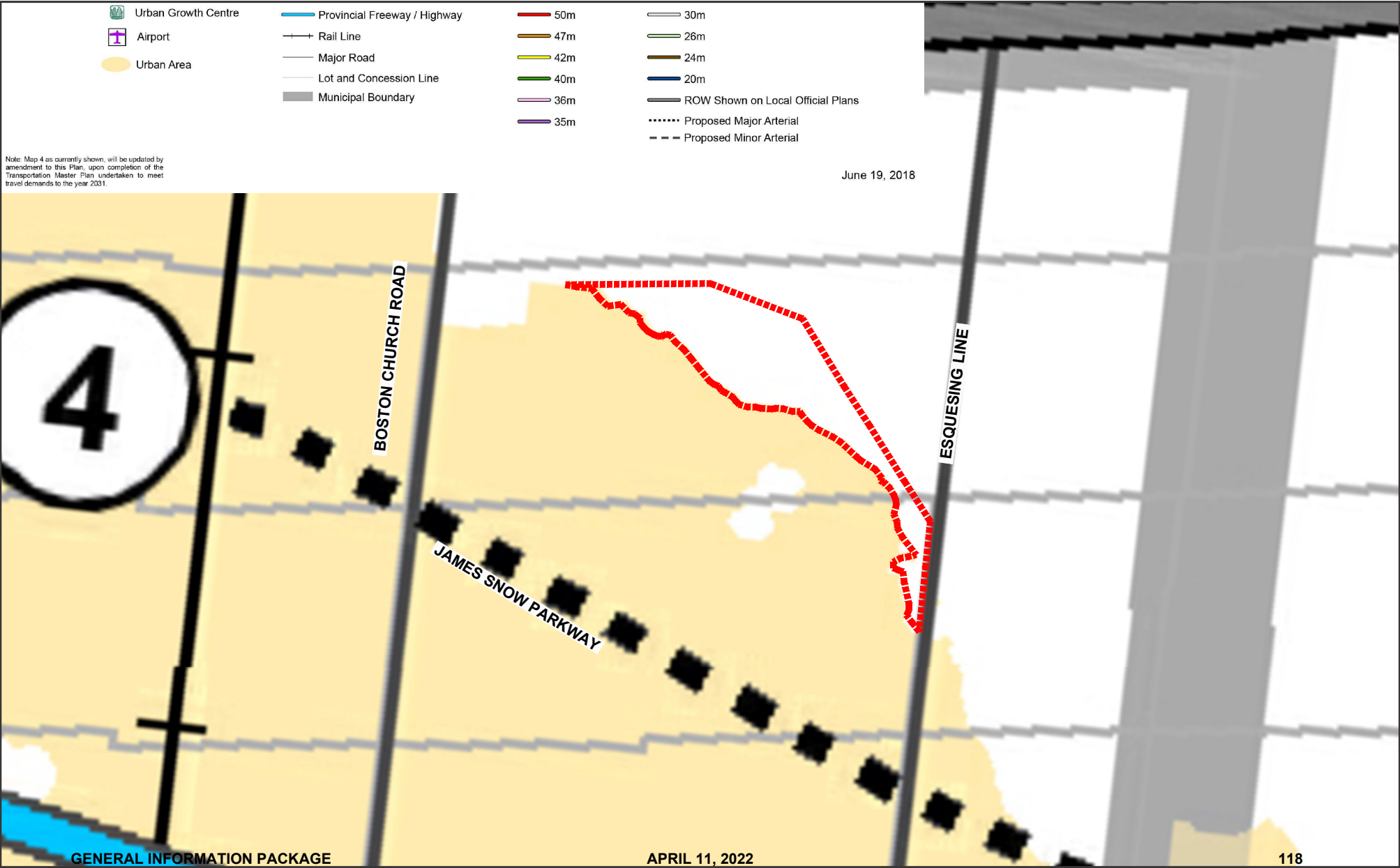
Draft Amendment Area



Map 4
Right-of-Way requirements of Arterial Roads

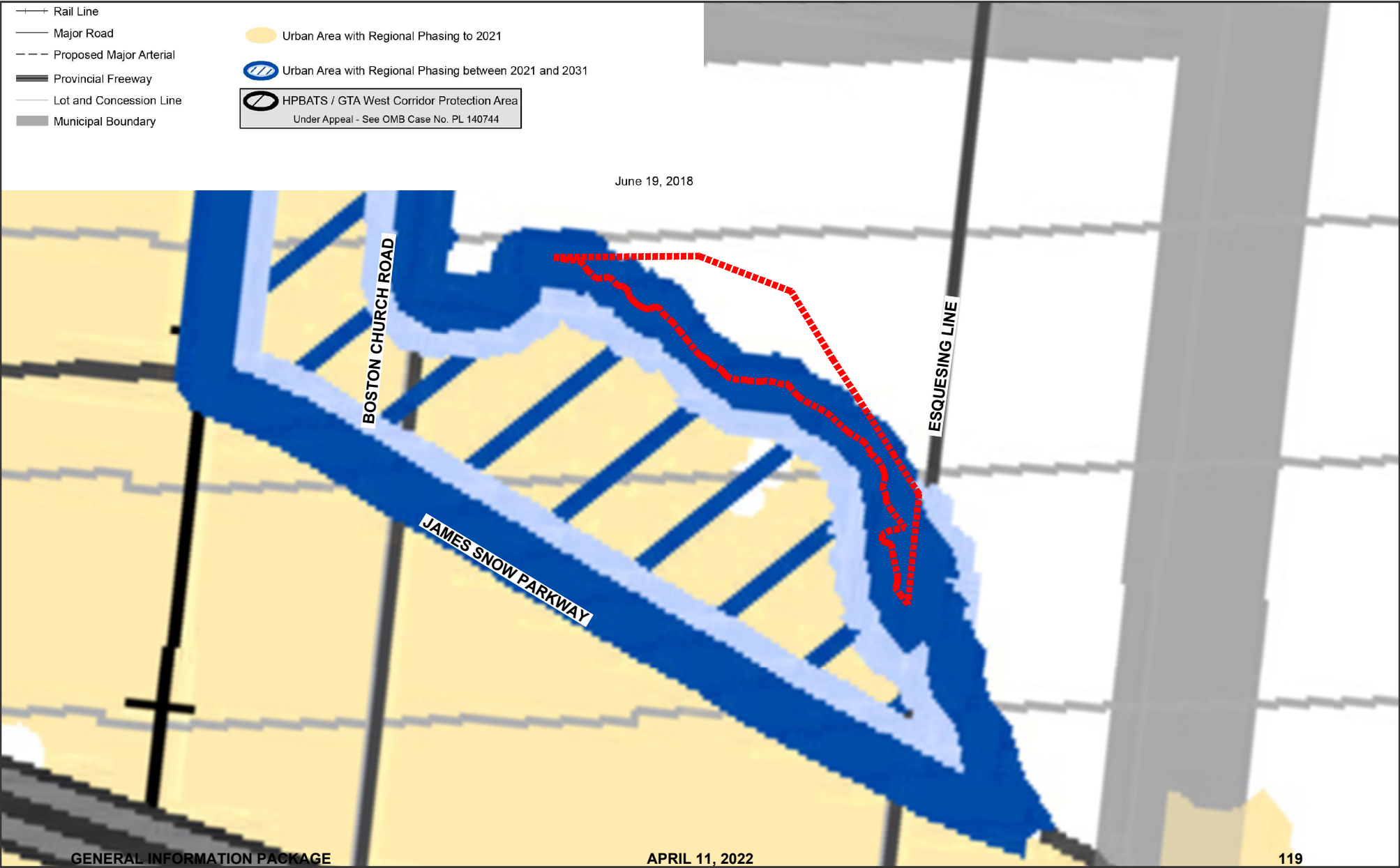


Draft Amendment Area



Map 5
Regional Phasing

 Draft Amendment Area



PART C THE APPENDICES

The following Appendices do not constitute part of Amendment No. XX, but are included as information supporting the amendment.

Appendix I Notice of Public Meeting

Appendix I Notice of Public Meeting



VIA EMAIL

March 28, 2022

Meaghen Reid, Town Clerk, Town of Milton
Valerie Petryniak, Town Clerk, Town of Halton Hills

Legislative & Planning Services
Department
Office of the Regional Clerk
1151 Bronte Road
Oakville ON L6M 3L1

Please be advised that at its meeting held Wednesday, March 23, 2022, the Council of the Regional Municipality of Halton adopted the following resolution:

RESOLUTION: LPS07-22 - Declaration of Lands Surplus to Regional Requirements, Town of Milton & Town of Halton Hills

1. THAT in accordance with Halton's real property procedural by-law governing the sale of real estate assets, By-law No. 27-96, Regional Council declare the lands legally described as Part Lot 5, Concession 1 (Esquesing), designated as Parts 9 and 11 on Plan 20R-21854, in the Town of Milton, being part of PIN 24974-0219 (LT), as surplus to Halton Region's municipal needs and requirements.
2. THAT in accordance with Halton's real property procedural by-law governing the sale of real estate assets, By-law No. 27-96, Regional Council declare the lands legally described as Part Lot 9, Concession 8 ESQ, Part 1 HR1810263, Except Part 5 on Reference Plan 20R-21805 within the Town of Halton Hills, being part of PIN 25028-0101 (LT), as surplus to Halton Region's municipal needs and requirements.
3. THAT in accordance with Halton's real property procedural by-law governing the sale of real estate assets, By-law No. 27-96, Regional Council declare the lands legally described as Part Lot 11, Concession 8 ESQ, Part 1 on O.L.S. Draft Reference Plan 19-65-55 within the Town of Halton Hills, being part of PIN 25030-0116 (LT), as surplus to Halton Region's municipal needs and requirements.
4. THAT for the lands outlined in Recommendation #1 - #3, Notice shall be given to the public by means of listing the resolutions set out in Report No. LPS07-22 re: "Declaration of Lands Surplus to Regional requirements, Town of Milton and Town of Halton Hills" on Regional Council's agenda in accordance with By-law No. 27-96.

Regional Municipality of Halton

HEAD OFFICE: 1151 Bronte Rd, Oakville, ON L6M 3L1
905-825-6000 | Toll free: 1-866-442-5866

5. THAT for the lands outlined in Recommendation #1, Staff be directed to negotiate an agreement of purchase and sale with E. Manson Investments Limited for a direct sale by the Halton Region, in accordance with By-law No. 27-96.
6. THAT for the lands outlined in Recommendation #2, Staff be directed to negotiate an agreement of purchase and sale with GMA Atlantic Tolfa Corp for a direct sale by the Halton Region, in accordance with By-law No. 27-96.
7. THAT for the lands outlined in Recommendation #3, Staff be directed to negotiate an agreement of purchase and sale with John Cory Lavigne for a direct sale by the Halton Region, in accordance with By-law No. 27-96.
8. THAT the Regional Clerk forward a copy of Report No. LPS07-22 to the Towns of Milton and Halton Hills for information.

Included please find a copy of Report No. LPS07-22 for your information.

If you have any questions please contact me at the e-mail address below.

Sincerely,



Graham Milne
Regional Clerk
graham.milne@halton.ca

Report To:	Regional Chair and Members of Regional Council
From:	Bob Gray, Commissioner, Legislative and Planning Services and Corporate Counsel
Date:	March 23, 2022
Report No:	LPS07-22
Re:	Declaration of Lands Surplus to Regional Requirements, Town of Milton & Town of Halton Hills

RECOMMENDATION

1. THAT in accordance with Halton's real property procedural by-law governing the sale of real estate assets, By-law No. 27-96, Regional Council declare the lands legally described as Part Lot 5, Concession 1 (Esquesing), designated as Parts 9 and 11 on Plan 20R-21854, in the Town of Milton, being part of PIN 24974-0219 (LT), as surplus to Halton Region's municipal needs and requirements.
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4. THAT for the lands outlined in Recommendation #1 - #3, Notice shall be given to the public by means of listing the resolutions set out in Report No. LPS07-22 re: "Declaration of Lands Surplus to Regional requirements, Town of Milton and Town of Halton Hills" on Regional Council's agenda in accordance with By-law No. 27-96.
5. THAT for the lands outlined in Recommendation #1, Staff be directed to negotiate an agreement of purchase and sale with E. Manson Investments

Limited for a direct sale by the Halton Region, in accordance with By-law No. 27-96.

6. THAT for the lands outlined in Recommendation #2, Staff be directed to negotiate an agreement of purchase and sale with GMA Atlantic Tolfa Corp for a direct sale by the Halton Region, in accordance with By-law No. 27-96.
7. THAT for the lands outlined in Recommendation #3, Staff be directed to negotiate an agreement of purchase and sale with John Cory Lavigne for a direct sale by the Halton Region, in accordance with By-law No. 27-96.
8. THAT the Regional Clerk forward a copy of Report No. LPS07-22 to the Towns of Milton and Halton Hills for information.

REPORT

Executive Summary

- The report pertains to three parcels of lands that staff are recommending be declared surplus to the Region's needs. Staff have confirmed that the lands outlined in Recommendation #1 - #3 are surplus to Halton's municipal needs and the purpose of this report is to declare three properties surplus in accordance with Halton Region's policies.
- Firstly, the Town of Milton has closed Dublin Line, through approval of Report CORS -050-18. Halton owns lands adjacent to this closed road allowance and has public infrastructure located within the right of way. A private landowner is proposing to purchase the former Dublin Line from the Town of Milton and neighbouring parcels of land from Halton Region.
- Secondly, the property located at 9811 Trafalgar Road was acquired by Halton for the reconstruction of Trafalgar Road. This report pertains to the portion of the site that is not required for the Trafalgar Road Widening Project.
- Thirdly, a portion of the property located 13005 No. 10 Side Road is required to resolve servicing challenges at the neighbouring property to the east in order to accommodate the relocation of a well impacted by a Halton Region project.

Recommendation #1 – Dublin Line Lands

Background

In 2015, Halton commenced the reconstruction and realignment of Tremaine Road between Main Street (14th Sideroad) and Campbellville Road in the Town of Milton while in parallel extended James Snow Parkway to Dublin Line/Campbellville Road. As a result, the intersection of No. 5 Side Road and Dublin Line was reconstructed to create a new roundabout configuration, which will provide full access to Highway 401, James Snow Parkway, and the new Tremaine Road. A small section of Dublin Line, south of the new roundabout, remains to provide access to several residential/commercial properties.

Through its consultations with the developers, the Town of Milton has determined that the portion of Dublin Line south of its intersection with the new roundabout is surplus to the Town's municipal need and can be stopped up and closed (see Attachment #1). As a result, the properties situated to the southeast of the new roundabout no longer require access to Dublin Line, making some small sections of the Tremaine Road road allowance redundant as they are no longer needed for the connection to the new Tremaine/Highway 401 interchange. The developers have inquired as to whether these Halton owned lands are surplus and available for sale.

Discussion

The property legally identified by PIN 24974-0219 (see Attachment #2) was acquired by Halton Region and now comprises a portion of the road allowance for Tremaine Road and the new interchange with Highway 401. This report concerns the portion of this property legally described as Parts 9 and 11 on Reference Plan 20R-21854 (see Attachment #1). These lands are generally triangular in shape, contain a total area of approximately 0.71 acres, and were acquired via expropriation proceedings pursuant to Report No. LPS39-19 re: "Property Matter, Town of Milton (PR2261C)" to provide access to Dublin Line from Tremaine Road (the "**Access Lands**").

In July 2018, through the approval of Report # CORS -050-18, the Town of Milton Council approved recommendations to Stop Up and Close the section of Dublin Line located south of Campbellville Road (No. 5 Sideroad) and declared these lands as surplus to the Town of Milton's municipal needs. Town staff have proceeded with negotiations to sell portions of the surplus road allowance to the adjoining landowners. The Town and Halton Region staff have coordinated to address any operational needs Halton Region has in connection with this road closure.

Given that Dublin Line is no longer a municipal road, the intended use for the Access Lands is now redundant. Through an internal review, it has been determined that there is no continued Regional use for the Access Lands and the property can be declared surplus to Halton Region's municipal needs. In addition, it is noted that the adjacent landowners have submitted an Application for a Plan of Subdivision and their future development plans anticipate making use of Dublin Line and the Access Lands (see Attachment #3).

In accordance with Halton's By-law governing the sale of real property, the passage of a resolution by Regional Council declaring the Property described in Recommendation #1 as surplus to Regional requirements is necessary prior to proceeding with negotiations regarding a proposed sale of the of this property.

Recommendation #2 – 9811 Trafalgar Road

Background

On July 16th, 2021, Halton acquired the entire property located at 9811 Trafalgar Road, in the Town of Halton Hills, via expropriation proceedings pursuant to Report No. LPS37-21 re: "Property Matter, Town of Halton Hills (PR2961A)" Report LPS37-21 (see Attachments #4 and #5). As a result of the property requirements for the Trafalgar Road construction, there is a loss of vehicular access to the automotive garage (see Attachment #6).

Discussion

There is a total area of 1,698 square meters of property that is not required to facilitate the Trafalgar Road reconstruction (see Part 5 in Attachment #7). The surplus portion of the property includes a 230 square meter steel frame building. The balance of the site is utilized as outdoor parking and vehicle storage areas. The site has been used by automotive tenants for over 50 years. The Property is also serviced by a private well and septic system, with no access to municipal water or sewers at this time.

One of the former Tenants of the site, GMA Atlantic Tolfa Corp, has made a proposal to Halton, through settlement discussions relating to the expropriation matter, to purchase the portion of the property that is not required for the road project on a "as is, where is" basis.

In accordance with Halton's By-law governing the sale of real property, the passage of a resolution by Regional Council declaring the Property described in Recommendation #2 as surplus to Regional requirements is necessary prior to proceeding with negotiations regarding a proposed sale of the of this property.

Recommendation #3 – 13005 10 Side Road

Background

On July 16th, 2021, Halton acquired a road widening from John Cory Lavigne's property located at 13043 10 Side Road ("10 Side Road Property") via registration of Plan of Expropriation (see Attachment #8). Halton Region's requirements from this property impact the well that provides potable water to the residence, which must be decommissioned due to its proximity to the new right-of-way.

Discussion

Approximately 139 square meters of frontage was taken from the 10 Side Road Property to accommodate the Trafalgar Road project (R2961B). Halton hired an external Hydrogeologist Consultant to determine possible alternative well locations. On review of constraints to potential relocation options, including proximity to other sources of contamination (i.e. septic systems), it was determined that the best location for a new well is along the westerly limit of the 10 Side Road Property (see Attachment #9). This option is problematic however, because there is insufficient space to site the well. In order to construct a new well in this location, additional lands are required from the property located immediately to the west of the 10 Side Road Property (see Attachment # 10); which was purchased by Halton Region in 1999. In order to provide adequate space to site the well, Staff is proposing to declare a portion of the Halton's site surplus to be made available for sale to the adjoining property owner.

The Regionally owned property is currently vacant and unimproved. Staff have confirmed the site does not have any immediate Regional use. The portion of the property to be declared surplus is described as 1 Part on O.L.S. Draft Reference Plan 19-65-55 and has a total area of 139 square meters (see Attachment #9). In accordance with Halton's By-law governing the sale of real property, the passage of a resolution by Regional Council declaring the Property described in Recommendation #3 as surplus to Regional requirements is necessary prior to proceeding with a proposed sale of the of this property.

FINANCIAL/PROGRAM IMPLICATIONS

There are no direct financial implications associated with this report. Further reporting on the details of the potential land sale for the lands outlined in Recommendation #1 - #3, will be presented to Regional Council for consideration in accordance with Halton Region's policies.

Respectfully submitted,



Jody Johnson
Director, Legal Services



Bob Gray
Commissioner, Legislative and Planning
Services and Corporate Counsel

Approved by



Jane MacCaskill
Chief Administrative Officer

If you have any questions on the content of this report,
please contact:

Jody Johnson

Tel. # 7254

Attachments: Recommendation #1

Attachment # 1 – Reference Plan 20R-21854

Attachment # 2 – Location Map – PIN 24974-0219 (LT)

Attachment # 3 – Subdivision Plan

Recommendation #2

Attachment # 4 – The “Property”

Attachment # 5 – Plan of Expropriation HR1810263

Attachment # 6 – Part of Reference Plan 20R - 21805

Attachment # 7 – Acquisition Plan – Ortho Map

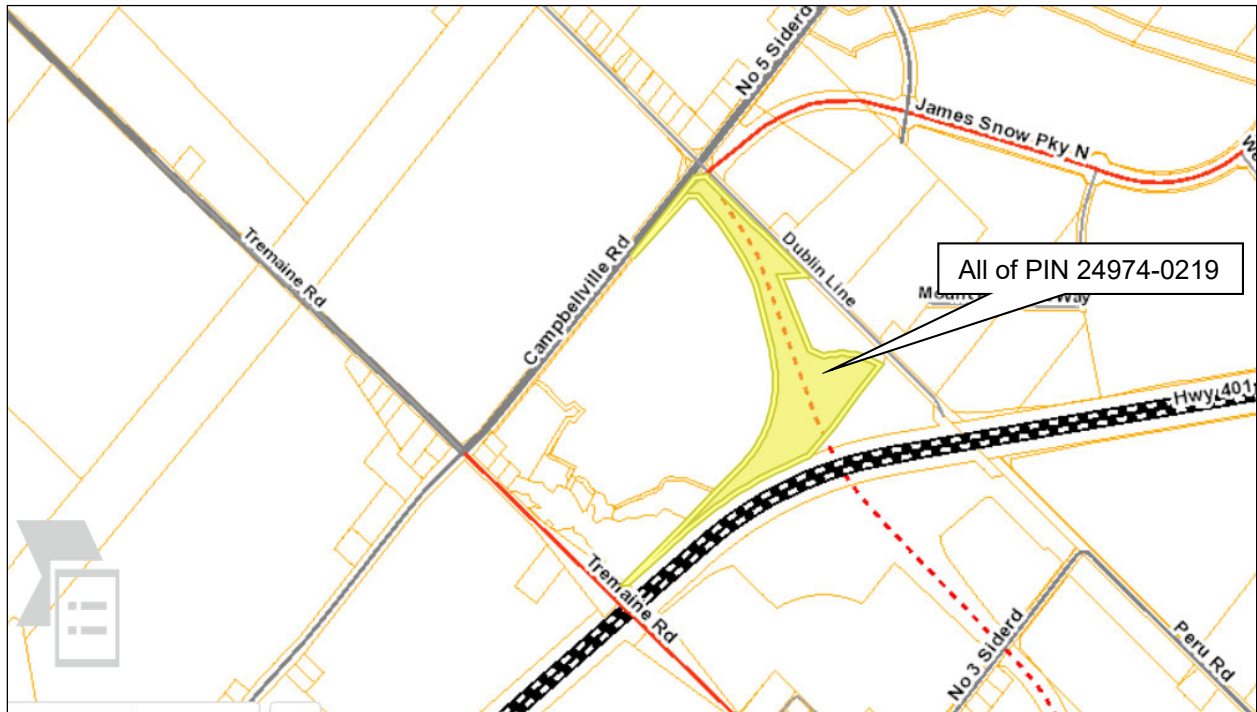
Recommendation #3

Attachment # 8 – The Plan of Expropriation

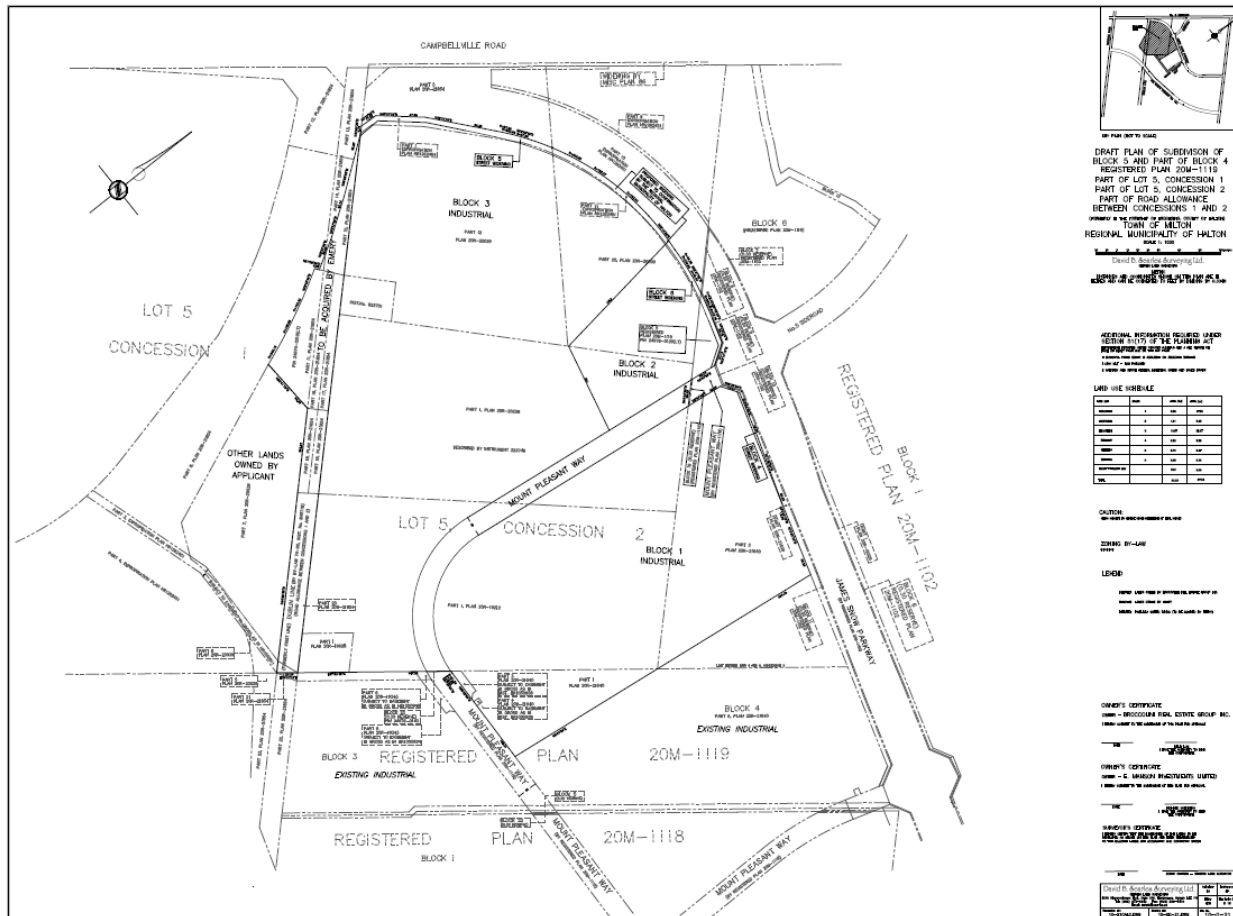
Attachment # 9 – The Regional Property & The Private Property Map

Attachment # 10 – The Surplus Lands

Location Map



Subdivision Plan



The “Property”



Plan of Expropriation HR1810263

SCHEDULE					PLAN HR 1810263	
THE PART(S) ENUMERATED HEREUNDER REFERS TO LAND IN WHICH ALL RIGHT, TITLE AND INTEREST IS EXPROPRIATED BY THE REGIONAL MUNICIPALITY OF HALTON.						
PART	LOT	CONCESSION	PIN	AREA	NAME OF MOST RECENT TRANSFER	
1	PART OF 9	8 (ESQUEWING)	ALL OF 25028-0102 (L.T.)	2294 SQ. M.	SHARPAUS, BRON MICHAKAS, GEORGE	
PART 1 COMPRISES ALL OF PIN 25028-0101 (L.T.)						

I CERTIFY THAT THIS PLAN IS REGISTERED IN THE LAND REGISTRY ACT FOR THE LAND TITLES DIVISION OF HALTON (NO. 20) AT 10:06 AM ON THE 14th DAY OF JULY 2021 AND ENTERED IN THE PARCEL REGISTER FOR THE PARCEL IDENTIFIER NO. 25028-0101 (L.T.) AND THE PARCEL APPROVAL IS REGISTERED AS NUMBER HT 180839.

Chris Stelmach
REPRESENTATIVE FOR THE LAND TITLES DIVISION OF HALTON (NO. 20)

EXPROPRIATIONS ACT
EXPROPRIATION PLAN OF
PART OF LOT 9
CONCESSION 8
GEORGRAPHIC TOWNSHIP OF ESQUEWING
TOWN OF HALTON HILLS
REGIONAL MUNICIPALITY OF HALTON
SCALE 1:750

GRAPHIC SCALE
CUNNINGHAM McCONNELL LIMITED
ONTARIO LAND SURVEYORS

METRIC NOTE:
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

EXPROPRIATION CERTIFICATE
THE REGIONAL MUNICIPALITY OF HALTON DOES HEREBY EXPROPRIATE PURSUANT TO SECTION 6 OF THE MUNICIPAL ACT, S.O. 2001, c. 25, AS AMENDED AND SECTION 9 OF THE EXPROPRIATIONS ACT, R.S.O. 1990, c. E. 26, AS AMENDED, THIS PLAN WAS PREPARED IN ACCORDANCE WITH BY-LAW NUMBER HT-01 PASSED ON THE 01st OF APRIL, 2021.

THE EXPROPRIATING AUTHORITY
THE REGIONAL MUNICIPALITY OF HALTON

Stelmach
GARY L. STELMACH, CHAIR

DRAWING MADE FOR THE REGIONAL CLECK
DATED AT CAMBRIDGE THIS 04 DAY OF JULY, 2021.
WE HAVE THE AUTHORITY TO BIND THE CORPORATION

INTEGRATION DATA
STATIONING ARE UTM (NAD 83) DERIVED FROM EXISTING CONTROL POINTS (SOP'S) EXPROPRIATION AND COORDINATES UTM 2011 17, AND 83 (ORIGINAL).
COORDINATES ARE UTM ZONE 18, AND 83 (ORIGINAL), TO URBAN ACCURACY PER SEC. 14 (2) OF G.S.D. 2001, AND CANNOT BE INHERENTLY BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

LEGEND
13 SURVEY MONUMENT FOUND
14 SURVEY MONUMENT SET
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16 IRON BAR
17 IRON PIPE
18 IRON
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BEARING COMPARISON NOTE:
BEARING COMPARISONS AS SHOWN ON P1 & P2 ARE ASTROMETRIC BEARINGS.

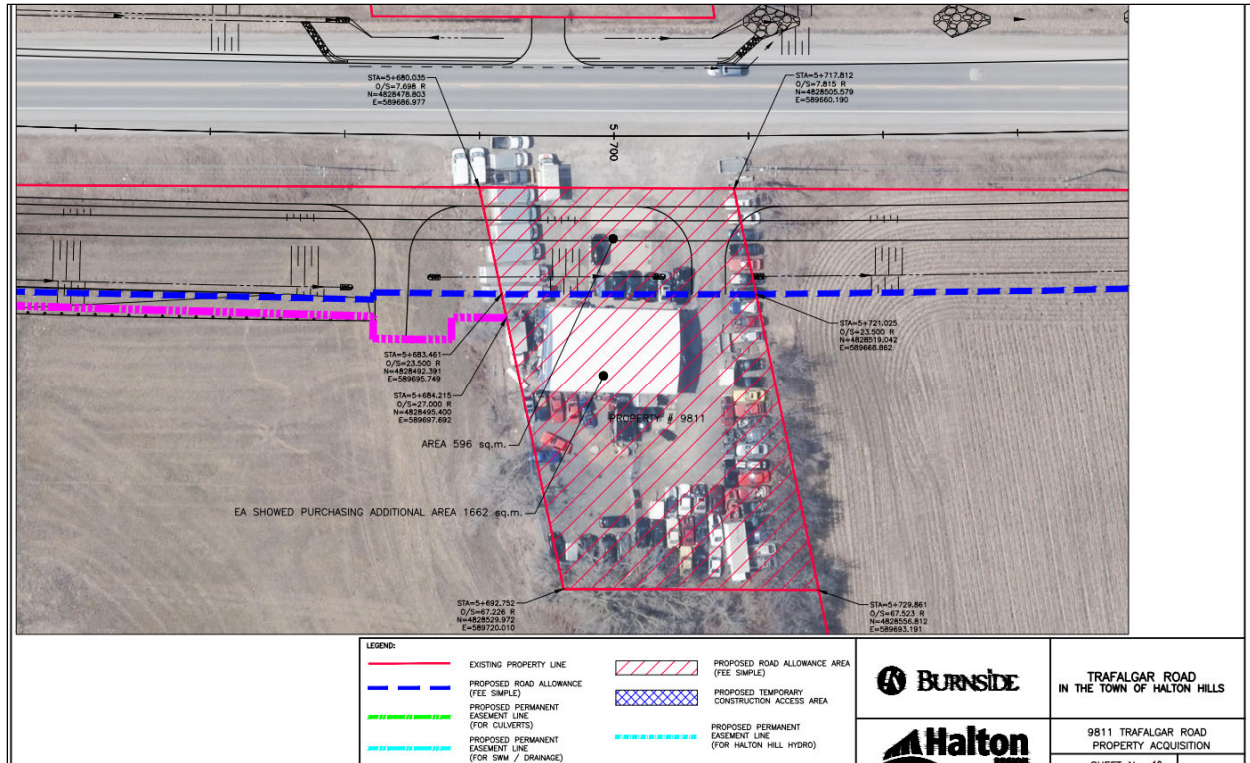
SURVEYOR'S CERTIFICATE
I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYORS ACT, THE SURVEYORS REGULATION, THE LAND TITLES ACT AND THE EXPROPRIATIONS ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON NOVEMBER 5, 2020.

DATE: JULY 1, 2021
Robert S. McConnell
ROBERT S. McCONNELL
ONTARIO LAND SURVEYOR

CUNNINGHAM McCONNELL LIMITED
205 MAIN STREET
WILTON, ONTARIO L9T 1H7
PHONE (519) 878-8872
EMAIL: info@cml-surveyors.ca

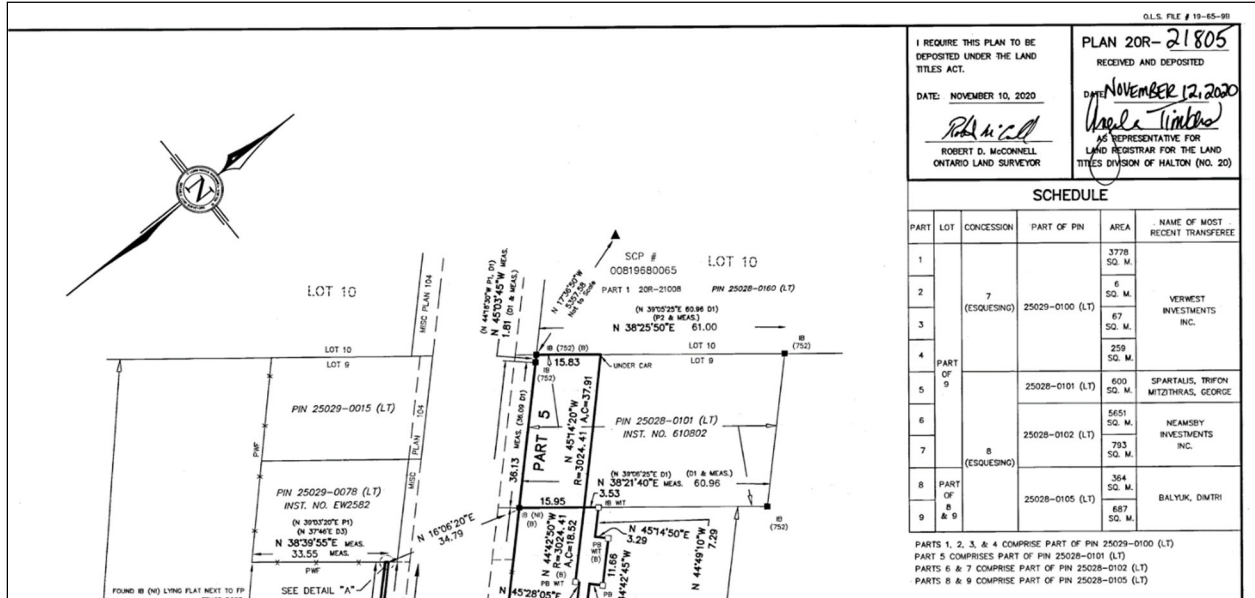
1280 SPENCER ROAD, UNIT 38
CAMBRIDGE, ONTARIO N2L 2K4
PHONE (505) 845-5487
EMAIL: info@cmh-surveyors.ca

Acquisition Plan – Ortho Map

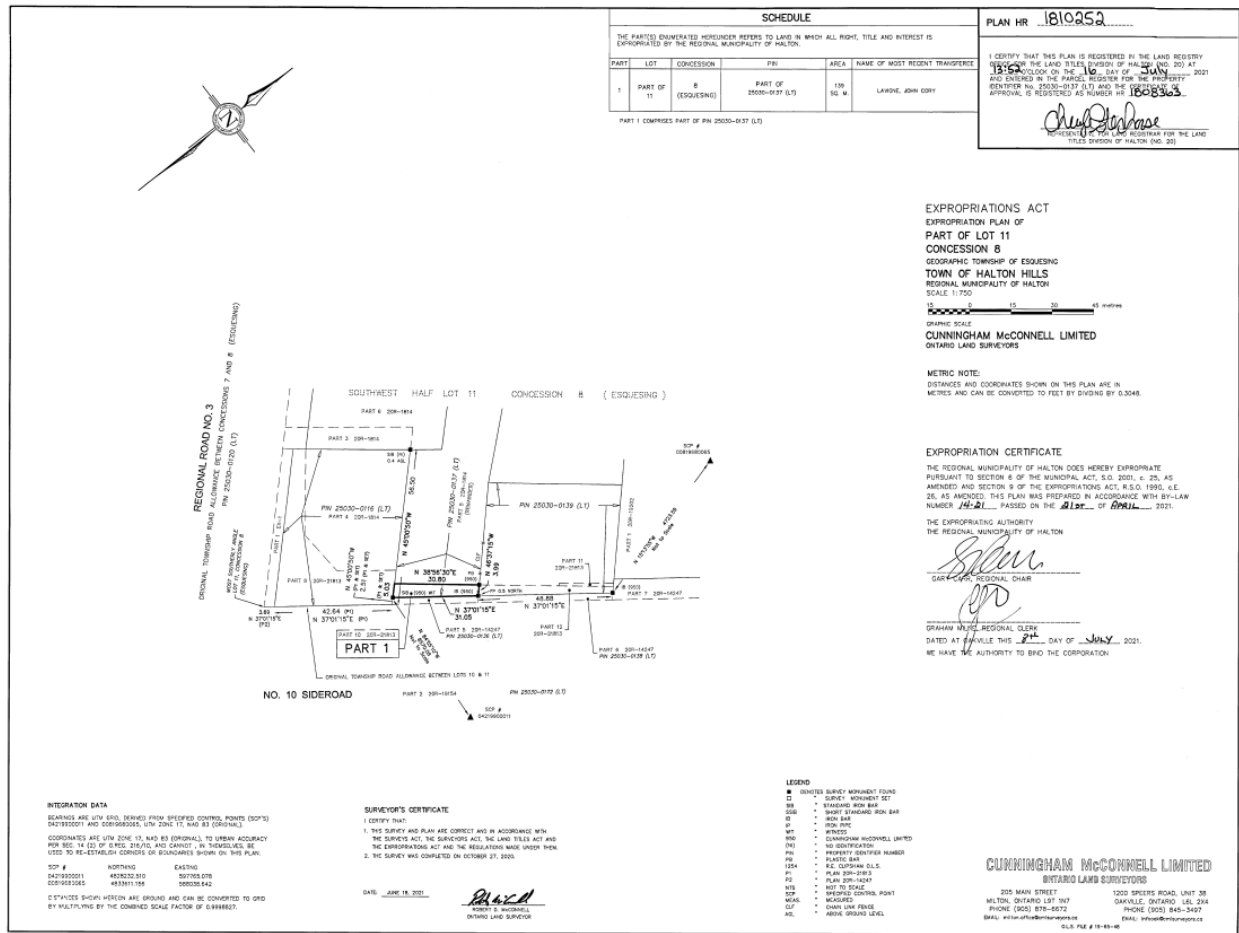


Attachment #7 to LPS07-22

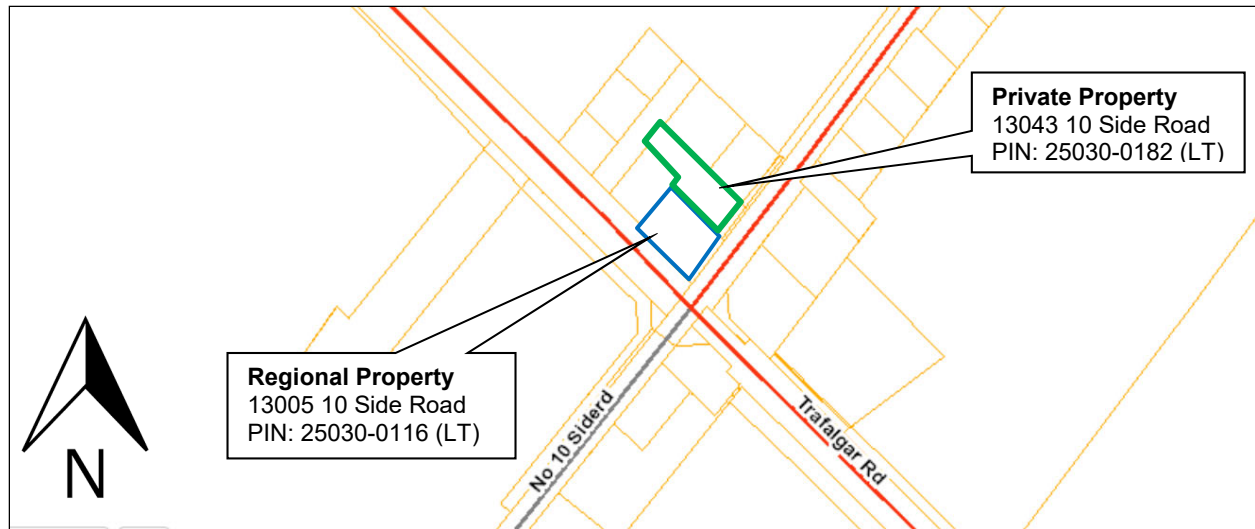
Part of Reference Plan 20R - 21805



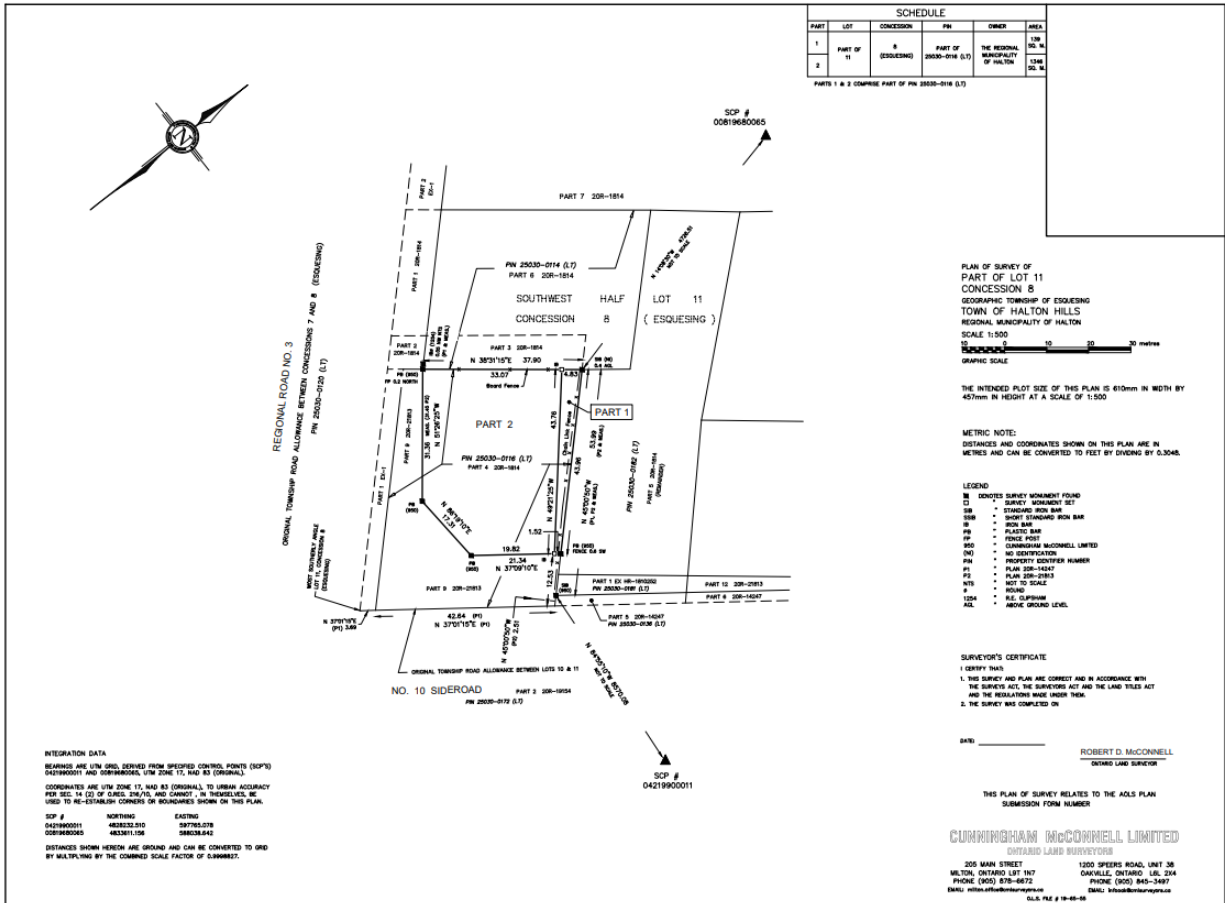
The Plan of Expropriation



The Regional Property & The Private Property Map



The Surplus Lands





VIA EMAIL

March 29, 2022

Legislative & Planning Services
Department
Office of the Regional Clerk
1151 Bronte Road
Oakville ON L6M 3L1

Cathy Curlew, Ministry of Northern Development, Mines, Natural Resources and Forestry

Kellie McCormack, Conservation Halton

Joshua Campbell, Credit Valley Conservation Authority

Nancy Davy, Grand River Conservation Authority

Debbie Ramsay, Niagara Escarpment Commission

Kevin Arjoon, City Clerk, City of Burlington

Meaghen Reid, Town Clerk, Town of Milton

Vicki Tytaneck, Town Clerk, Town of Oakville

Valerie Petryniak, Town Clerk, Town of Halton Hills

Please be advised that at its meeting held Wednesday, March 23, 2022, the Council of the Regional Municipality of Halton adopted the following resolution:

RESOLUTION: LPS27-22 - Halton Region Comments on the Proposals to Amend Ontario Regulation 244/97 (Proposed Regulatory Changes for the Beneficial Reuse of Excess Soil at Pits and Quarries in Ontario)

1. THAT the submission provided as Attachment #1 to Report No. LPS27-22 re: "Halton Region Comments on the Proposals to Amend Ontario Regulation 244/97 (Proposed Regulatory Changes for the Beneficial Reuse of Excess Soil at Pits and Quarries in Ontario)", filed in response to the Environmental Registry of Ontario Proposal #019-4801, be endorsed.
2. THAT the Regional Clerk forward a copy of Report No. LPS27-22 re: "Halton Region Comments on the Proposals to Amend Ontario Regulation 244/97 (Proposed Regulatory Changes for the Beneficial Reuse of Excess Soil at Pits and Quarries in Ontario)" to the City of Burlington, Town of Halton Hills, Town of Milton, Town of Oakville, Conservation Halton, Credit Valley Conservation Authority, Grand River Conservation Authority, the Niagara Escarpment Commission, and the Ministry of Northern Development, Mines, Natural Resources and Forestry for their information.

Regional Municipality of Halton

HEAD OFFICE: 1151 Bronte Rd, Oakville, ON L6M 3L1

905-825-6000 | Toll free: 1-866-442-5866

Included please find a copy of Report No. LPS27-22 for your information.

If you have any questions please contact me at the e-mail address below.

Sincerely,

A handwritten signature in blue ink, appearing to read 'G. Milne', is positioned above the typed name.

Graham Milne
Regional Clerk
graham.milne@halton.ca

Report To:	Regional Chair and Members of Regional Council
From:	Bob Gray, Commissioner, Legislative and Planning Services and Corporate Counsel
Date:	March 23, 2022
Report No:	LPS27-22
Re:	Halton Region Comments on the Proposals to Amend Ontario Regulation 244/97 (Proposed Regulatory Changes for the Beneficial Reuse of Excess Soil at Pits and Quarries in Ontario)

RECOMMENDATION

1. THAT the submission provided as Attachment #1 to Report No. LPS27-22 re: "Halton Region Comments on the Proposals to Amend Ontario Regulation 244/97 (Proposed Regulatory Changes for the Beneficial Reuse of Excess Soil at Pits and Quarries in Ontario)", filed in response to the Environmental Registry of Ontario Proposal #019-4801, be endorsed.
2. THAT the Regional Clerk forward a copy of Report No. LPS27-22 re: "Halton Region Comments on the Proposals to Amend Ontario Regulation 244/97 (Proposed Regulatory Changes for the Beneficial Reuse of Excess Soil at Pits and Quarries in Ontario)" to the City of Burlington, Town of Halton Hills, Town of Milton, Town of Oakville, Conservation Halton, Credit Valley Conservation Authority, Grand River Conservation Authority, the Niagara Escarpment Commission, and the Ministry of Northern Development, Mines, Natural Resources and Forestry for their information.

REPORT

Executive Summary

- On January 10, 2022, the Ministry of Northern Development, Mines, Natural Resources and Forestry posted a Proposal Notice (ERO #019-4801) to the Environmental Registry of Ontario, entitled "Proposed regulatory changes for the beneficial reuse of excess soil at pits and quarries in Ontario" (the "Proposal").

- The Proposal only contains a “Summary of Proposed Changes.” Specific wording of the proposed amendments has not been made available by the Province.
- In order to meet the Environmental Registry of Ontario deadline, staff submitted the letter included as Attachment #1 to the Ministry on February 24, 2022. The intent of this report is to seek Council endorsement of the submission made to the Ministry of Northern Development, Mines, Natural Resources and Forestry.
- In general, the Proposal offers many good changes that support Regional interests. It would ensure harmonization between *Environmental Protection Act* and *Aggregate Resources Act* excess soil regulatory frameworks. It will require operators to report on fill placement, with enhanced reporting for larger fill placements.
- The Proposal would be strengthened with a number of improvements: requiring the most stringent fill placement quality standards to be used for all fill placement, requiring enhanced documentation for all fill placement, setting standards and expectations around report retention and access, ensuring municipal and community input where proposed changes would increase excess soil volume or maintain or increase an existing, non-compliant situation, and including objective guidelines related to use of alternative quality standards.

Background

The Ministry of Northern Development, Mines, Natural Resources and Forestry posted a proposal to the [Environmental Registry of Ontario \(#019-4801\)](#) on January 10, 2022. The posting is for regulatory changes that the Ministry of Northern Development, Mines, Natural Resources and Forestry is proposing for the beneficial reuse of excess soil at pits and quarries in Ontario (the “Proposal”). Excess soil is soil, crushed rock or soil mixed with rock, excavated as part of a development project that is removed from the construction site. Mineral aggregate operations are one of many locations where excess soil is placed, often as part of approved rehabilitation efforts.

The stated intent of the Proposal is to harmonize Provincial requirements under the *Aggregate Resources Act* for importation of excess soil from off-site with the standards in the *Environmental Protection Act*. The Province released a “Summary of Proposed Changes” listing some broad regulatory changes under consideration, but provided no specific wording or draft regulations. Given the short commenting window, the Halton Area Planning Partnership was not convened to provide comments to the Province. Halton’s Local Municipalities and local conservation authorities did not submit comments on the Proposal.

In order to meet the Environmental Registry of Ontario deadline, staff submitted the letter in Attachment #1 to the Ministry on February 24, 2022. The intent of this report is to seek Council endorsement of the submission made to the Ministry of Northern Development, Mines, Natural Resources and Forestry.

Discussion

The Proposal addresses quantity, quality and placement of excess soil in accordance with rehabilitation plan requirements. Any significant changes from an approved rehabilitation plan and site plan will require consultation with the Ministry.

Section 1: Proposed Changes to Ontario Regulation 244/97

The Ministry is proposing that all approval holders authorized to import material that meet the definition of excess soil for rehabilitation purposes follow the applicable standards and rules set out in Rules for Soil Management and Excess Soil Quality Standards under Ontario Regulation 406/19 under the *Environmental Protection Act*—with three exceptions.

The primary intent of this change is to ensure that the *Aggregate Resources Act* fill import regime aligns with the *Environmental Protection Act* fill quality regime. Further enhancement could be achieved with stronger rules or language related to two of the three proposed exceptions: deposits made below the water table, and deposits made through a Beneficial Reuse Authorization:

- There are active mineral aggregate applications for sites within Halton Region for below-water extraction. The Ministry should require applicants with active *Aggregate Resources Act* applications to update their proposed rehabilitation plans to ensure their proposals will align with the strictest conditions proposed in the amended regulation.
- There should be no minimum threshold to applying the most stringent quality standards (being Table 1 under the *Environmental Protection Act*) for all excess soil placed below the water table. Similarly, the reporting proposed to be prepared by a “Qualified Person” (generally, a professional engineer or geoscientist) should apply to all fill placement.
- A carve-out is proposed by the Province where a Beneficial Reuse Authorization has been approved by the Ministry of Northern Development, Mines, Natural Resources and Forestry. Such an exception should be made based upon narrow and specific conditions for determining whether no other alternative is available. The most stringent standards should apply to all excess soil placements.

The Ministry is proposing that operators of all aggregate sites be required to keep written records that are available to the Ministry on request that identify the source site, quality, quantity and placement location of excess soil received for reuse at the site. The Proposal would also require a “Qualified Person” (as defined by Ontario Regulation 153/04) to produce reporting where an aggregate site is placing large quantities (being greater than 10,000 cubic metres) of excess soil and/or if placing excess soil below the water table.

The report by the Qualified Person would confirm that soil received meets the standard required based on conditions at the site and the approved future land use in the rehabilitation plan. The Qualified Person would also oversee the final placement of excess soil. The oversight also appears to be an increase to the requirements set out in the *Environmental Protection Act*.

Currently, obtaining access to fill data is left to be individually negotiated as part of individual mineral aggregate approvals with the Ministry. These new oversight measures represent an improvement. The Qualified Person would presumably be responsible for any error or omission in the reporting or fill placement, representing an important safeguard covered by that individual's professional certification requirements. Detailed reporting proposed should be provided for all placement of excess soil, not just those with large quantities.

The Proposal also does not suggest any requirements for record maintenance or access. Provincial standards should be established.

The Ministry is proposing to add rules that would enable existing licence holders authorized to import fill to facilitate rehabilitation to make specified changes to their site plans without the need for Ministry review—self-filed amendments to approved site plans.

In pursuit of streamlining, the ability to self-file amendments may be useful. This tool should only be used where the amendment seeks to bring site plans into compliance with the new standards proposed.

Any amendment that proposes to increase the amount of excess soil or other material for rehabilitation brought onto a site, or that maintains or adds to a non-compliant situation, needs to be subject to review and approval by the Ministry. Review needs to include opportunities for review and comment by the host municipalities and local community.

There are several licensed pits in Halton Region that have been inactive for a number of years. Some have been subjected to intermittent soil relocation or regrading despite being considered naturalized in previous Compliance Assessment Reports. Maintaining *Aggregate Resources Act* licences at otherwise dormant sites may lead to the importation of excess soil on sites where no further activity is expected. Proper consultation is needed with local agencies and residents in the event of a site plan amendment to allow changes to approved grading with the use of excess soil.

Section 2: Replaced Policy Related to the Importation of Inert Fill for Rehabilitation

The Ministry is proposing that proponents for new sites demonstrate that the quantity of excess soil estimated to be received is consistent with the quantity necessary to achieve the site conditions specified in the rehabilitation plan to support the proposed future use. The Ministry is also proposing that Proponents make the applicable excess soil quality obvious on submitted site plan drawings in accordance with the Aggregate Resources of Ontario Site Plan Standards.

The intent of this change is to ensure the quantity of excess soil to be deposited at the reuse site does not exceed the quantity necessary for the beneficial purpose. This transparency is supported, and should be indicated on approved rehabilitation plans.

It is also important to ensure the primary use of exhausted aggregate sites is not the deposit of excess soil. Aggregate licence proponents should specify proposed future uses that are appropriate and realistic in the circumstances, and not designed to facilitate or maximize the opportunity to import excess soil.

The Ministry is proposing for all sites that proponents follow the Best Management Practices for Aggregate Pit and Quarry Rehabilitation (from the Ontario Society of Professional Engineers) when importing and placing excess soil. The Ministry is also proposing that, for applications seeking a fill-to-grade rehabilitation plan, potential impacts to the community from the fill operation and prolonged life of the site will be considered.

Transparency should be secured through the inclusion of proposed quantities of excess soil to be imported on all proposed rehabilitation plans. As indicated above, the primary use of exhausted aggregate sites must not be the deposit of excess soil.

It is essential for rehabilitation proposals involving “fill-to-grade” (backfill the entire excavation using excess soil from other developments) to consider impacts to the community from the fill operation and the prolonged life of the site. Depending on the scale of the pit or quarry in question, filling to grade could take years or decades with long-term impacts to host communities. A stronger enhancement would be for the Ministry to establish some threshold amount of soil importation that is permissible under an *Aggregate Resources Act* licence. Anything beyond this threshold should only be permitted after surrender of an aggregate licence and in compliance with municipal approvals.

Nothing in this Proposal would alter a proponent’s requirement to demonstrate conformity with Provincial, Regional, and local planning policy in proposed rehabilitation plans.

CONCLUSION

In general, the Proposal offers many good changes that support Regional interests for reviewing future mineral aggregate proposals and future site plan amendments. It would ensure harmonization between *Environmental Protection Act* and *Aggregate Resources Act* excess soil regulatory frameworks. It will require operators to report on fill placement, with enhanced reporting for larger fill placements. The Proposal would be strengthened with four additions recommended earlier in this report:

1. Any existing sites where soil placement is permitted below the water table should be required to meet Table 1 standards under the *Environmental Protection Act*.
2. Reporting prepared by a Qualified Person (as defined by the *Environmental Protection Act*) should be required for all placement of excess soil as part of the written record being proposed.
3. A records retention period and ease of access requirements for the proposed fill reports should be specified.
4. Significant changes, including any proposed increase in the amount of fill to be imported, should be circulated to the host municipalities and other relevant agencies for comment.

The letter provided as Attachment #1 to this Report provides comments that reflect Regional interests, and advocates for stronger and better Provincial standards for fill placement as part of the mineral aggregate rehabilitation regime. Should any revisions to the comments be requested by Council, staff will work with the Province to ensure those additions are added to the record.

Staff continue to monitor Provincial developments in aggregate policy and regulatory proposals, and will provide comments on proposals posted on the Environmental Registry of Ontario.

FINANCIAL/PROGRAM IMPLICATIONS

There are no direct financial implications associated with this report.

Respectfully submitted,



Curt Benson
Director, Planning Services and Chief
Planning Official



Bob Gray
Commissioner, Legislative and Planning
Services and Corporate Counsel

Approved by



Jane MacCaskill
Chief Administrative Officer

If you have any questions on the content of this report,
please contact:

Curt Benson

Tel. # 7181

Attachments: Attachment #1 – Regional staff comments submitted on Environmental Registry of Ontario
posting #019-4801



February 24, 2022

Legislative and Planning Services
Planning Services
Halton Region
1151 Bronte Road
Oakville, ON, L6M 3L1

Cathy Curlew
Resources Development Section
Ministry of Northern Development, Mines, Natural Resources
and Forestry
300 Water St, 2nd Floor S,
Peterborough, ON K9J 3C7

(delivered by email)

**RE: Response to Proposed Regulatory Changes for the beneficial Reuse of Excess
Soil at Pits and Quarries in Ontario
ERO Posting No. 019-4801**

Dear Ms. Curlew:

Halton Region staff is writing in response to the above proposal on the Environmental Registry of Ontario, posted January 10, 2022. Thank you for the opportunity to comment on the Ministry's proposed regulatory changes for the beneficial reuse of excess soil at pits and quarries in Ontario.

Proposed Ontario Regulation 244/97 changes

The proposal describes amendments to ensure O. Reg. 244/97 requirements are consistent with those made in the Environmental Protection Act. Halton Region is in receipt of several major aggregate proposals for below-water extraction in areas designated as highly vulnerable aquifers, which are utilized by local residents as their primary drinking water supplies. As the applications were filed prior to the current ERO posting, the Ministry should require any filed *Aggregate Resources Act* applications to amend their site plans to align with the strictest conditions in the amended O. Reg. 244/97.

By point in the ERO posting:

- 1a) The most stringent (Table 1) quality standards for all excess soil placed below the water table should be applied. This is critical to the protection of groundwater resources and those who rely on those resources for drinking water. Comments below related to requiring written confirmation by a Qualified Professional (as defined by the *Environmental Protection Act*) additionally apply to this comment.

- 1c) The use of the Excess Soils Quality Standards under O. Reg. 406/19 should be used in all circumstances. An objective standard should be established for determining, “when no other alternative is available,” so as to allow a site-specific standard to be used. In order to provide maximum protection to the natural environment, these objective criteria should be narrow, strictly based on feasibility and should not take into account cost or commercial considerations.
- 2) The oversight measures proposed (written records available on request that identify the source site, quality, quantity, and placement of excess soil received for reuse at the site, plus requiring a Qualified Person as defined by the *Environmental Protection Act* to provide written confirmation on quality and placement for large quantities of excess soil or if placing excess soil below the water table) are good and supportable. There is no reason why a Qualified Person cannot provide similar such reporting for all placement of excess soil as part of the written record being proposed. Also, there should be requirements for a records retention period, and ease of access to these records.
- 3) Licence holders could have the ability to make self-filed amendments—but only where the amendment to bring site plans into compliance with the proposed standards in O. Reg. 244/97. Any change that proposes to increase the amount of excess soil or other material for rehabilitation, or maintains or adds to a non-compliant situation, needs must to be subject to review and approval by the Ministry, including review and comment by the host municipalities and local community through appropriate means.

There are several licensed pits in Halton Region that have been inactive for a number of years. Some have been subjected to intermittent soil relocation/regrading despite being considered fully graded and naturalized in previous Compliance Assessment Reports. The Region receives occasional complaints from local residents concerning new “unapproved” activities at such sites. Residents are concerned that maintaining *Aggregate Resources Act* licences at otherwise dormant sites may lead to importation of excess soil, where such activity had not been allowed in the past. It is important that proper consultation with local agencies and residents takes place in the event of a site plan amendment to allow changes to approved grading with the use of excess soil.

Replacement for Policy A.R. 6.00.03 (Importation of Inert Fill)

On future/proposed sites, transparency should be ensured and secured through the inclusion of proposed quantities of excess soil to be imported on all proposed rehabilitation plans. The principle that the primary use of mined-out aggregate sites must not be the deposit of excess soil. To that end, aggregate licence proponents should specify proposed future uses that are appropriate and realistic in the circumstances and are not designed to facilitate or maximize the opportunity to import excess soil.

On existing approved sites, the general principles put forward in the ERO posting are supported. Four additions are recommended:

1. Any existing sites where soil placement is permitted below the water table should be required to meet Table 1 standards
2. Reporting prepared by a Qualified Person as defined by the *Environmental Protection Act* should be required for all placement of excess soil as part of the written record being proposed

3. A records retention period and ease of access requirements for the proposed fill reports should be specified
4. Significant changes, including any proposed increase in the amount of fill to be imported, should be circulated to the host municipalities and other relevant agencies for comment

The proposal indicates that proponents looking to fill-to-grade as part of rehabilitation will be required to consider impacts to the community from the fill operation and prolonged life of the site. Depending on the scale of the pit or quarry in question, filling to grade could take years or even decades and entail long-term impacts to host communities. In these circumstances, a mined out pit or quarry could take on a new life as an entirely different land use. While a good inclusion, a stronger enhancement would be for the Ministry establish a threshold amount of soil importation that is permissible under an *Aggregate Resources Act* licence. Anything beyond this threshold should have to be imported after surrender of an aggregate licence and in compliance with municipal approvals.

Conclusion

Rather than providing for a “neutral” impact, the Ministry should look to ensuring any changes result in overall positive improvements to the environment. Provincial and Regional policy demand enhancements, not just neutrality. In line with previous submissions, the Ministry should include requirements for greater independence in producing and reporting test results (fill deposition generally being overseen by the Ministry of the Environment, Conservation and Parks). In turn, this will secure positive improvements on both social and economic matters. Testing for cleanliness of imported fill continues to be a pressing priority for residents in Halton Region.

Thank you once again for considering these comments on this important issue. For further questions and correspondence on this file, please do not hesitate to contact me (joe.nethery@halton.ca, 905-825-6000, ext.3035).

Sincerely,



Joe Nethery, MCIP, RPP
Manager of Priority Development Projects



VIA EMAIL

March 29, 2022

Legislative & Planning Services
Department
Office of the Regional Clerk
1151 Bronte Road
Oakville ON L6M 3L1

Sharon Rew, Ministry of Municipal Affairs and Housing
Kellie McCormack, Conservation Halton
Joshua Campbell, Credit Valley Conservation Authority
Nancy Davy, Grand River Conservation Authority
Robyn Kurtes, Ministry of the Environment, Conservation and Parks
Jennifer Keyes, Ministry of Northern Development, Mines, Natural Resources and Forestry
Debbie Ramsay, Niagara Escarpment Commission
Brian Rosborough, AMO
Honourable Jane McKenna, MPP, Burlington
Honourable Ted Arnott, MPP, Halton Hills
Honourable Parm Gill, MPP, Milton
Stephen Crawford, MPP, Oakville
Effie Triantafilopoulos, MPP, Oakville North - Burlington
Kevin Arjoon, City Clerk, City of Burlington
Meaghen Reid, Town Clerk, Town of Milton
Vicki Tytaneck, Town Clerk, Town of Oakville
Valerie Petryniak, Town Clerk, Town of Halton Hills

Please be advised that at its meeting held Wednesday, March 23, 2022, the Council of the Regional Municipality of Halton adopted the following resolution:

RESOLUTION: LPS23-22 - Halton Region Comments in Response to the Province's Draft Subwatershed Planning Guide 2022

1. THAT Regional Council endorse Report No. LPS23-22 re: Halton Region comments in response to the Province's draft Subwatershed Planning Guide 2022 and Attachment #1.
2. THAT the Regional Clerk forward a copy of Report No. LPS23-22 to the Ministry of Municipal Affairs and Housing, the Ministry of the Environment, Conservation and Parks, Ministry of Northern Development, Natural Resources and Forestry, the City of Burlington, the Town of Halton Hills, the Town of Milton, the Town of Oakville, Conservation Halton, Credit Valley Conservation Authority, the Grand River Conservation Authority, the Niagara Escarpment Commission, the Association of Municipalities of Ontario, and Halton's Members of Provincial Parliament for their information.

Regional Municipality of Halton

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905-825-6000 | Toll free: 1-866-442-5866

Included please find a copy of Report No. LPS23-22 for your information.

If you have any questions please contact me at the e-mail address below.

Sincerely,

A handwritten signature in blue ink, appearing to read 'G. Milne', with a large loop at the end.

Graham Milne
Regional Clerk
graham.milne@halton.ca

Report To:	Regional Chair and Members of Regional Council
From:	Bob Gray, Commissioner, Legislative and Planning Services and Corporate Counsel
Date:	March 23, 2022
Report No:	LPS23-22
Re:	Halton Region Comments in Response to the Province's Draft Subwatershed Planning Guide 2022

RECOMMENDATION

1. THAT Regional Council endorse Report No. LPS23-22 re: Halton Region comments in response to the Province's draft Subwatershed Planning Guide 2022 and Attachment #1.
2. THAT the Regional Clerk forward a copy of Report No. LPS23-22 to the Ministry of Municipal Affairs and Housing, the Ministry of the Environment, Conservation and Parks, Ministry of Northern Development, Natural Resources and Forestry, the City of Burlington, the Town of Halton Hills, the Town of Milton, the Town of Oakville, Conservation Halton, Credit Valley Conservation Authority, the Grand River Conservation Authority, the Niagara Escarpment Commission, the Association of Municipalities of Ontario, and Halton's Members of Provincial Parliament for their information.

REPORT

Executive Summary

- On January 27, 2022, the Ministry of the Environment, Conservation and Parks released the draft Subwatershed Planning Guide 2022 (Attachment #2) on the Environmental Registry of Ontario (ERO Number 019-4978).
- The draft Subwatershed Planning Guide 2022 is proposed as a guidance document to streamline and provide for a better coordinated and efficient planning process at the subwatershed level. The guide is intended to update and replace the Province's current Subwatershed Planning document which was published in June 1993.

- The draft Subwatershed Planning Guide 2022 provides a general framework for subwatershed planning in land use and infrastructure planning including recommended processes and best practices for the protection of water resources.
- Halton Region has a long-established process of undertaking subwatershed planning in the Regional Official Plan that supports the protection and enhancement of the Natural Heritage System.
- Regional staff support the Province's goals and objectives related to protection of water resources and efforts to streamline the planning process to advance housing supply. However, Regional staff have identified five key themes in the draft Guide that would benefit from additional direction and clarification to support the effective implementation of subwatershed planning.
- Regional staff recommend the Province undertake further consultation with municipalities prior to releasing the final Subwatershed Planning Guide to ensure that municipal comments are fully considered to improve its implementation.
- The draft Guide proposal is open for a 45-day public consultation period ending on March 13, 2022. While the Regional Council meeting will occur after the Province's commenting deadline, the Ministry of Environment, Climate Change and Parks has granted Halton Region an extension to March 24, 2022, to enable Regional Council to consider Regional staff's submission for endorsement.

Background

On January 27, 2022, the Ministry of the Environment, Conservation and Parks released the draft Subwatershed Planning Guide 2022 (Attachment #2) on the Environmental Registry of Ontario (ERO Number 019-4978). The draft Guide was prepared to support the implementation of the Provincial Policy Statement, 2020, and other Provincial Plans. These provincial policy documents establish requirements for planning authorities to undertake watershed and subwatershed planning to inform key land use planning and infrastructure decisions.

The draft Subwatershed Planning Guide 2022 is intended to assist planning authorities in implementing land use planning policies related to watershed and subwatershed planning in coordination with planning for water, wastewater and stormwater servicing, water resources, source protection and climate change resilience. It also provides best practices and practical approaches to guide subwatershed planning in Ontario for land use and infrastructure planning under the *Planning Act*. The draft Guide includes an administrative, planning and technical framework for:

- Protecting, improving, or restoring the quality and quantity of water in a watershed;
- Mitigating potential risk to drinking water sources;
- Mitigating potential risk to public health or safety or of property damage from flooding and other natural hazards and the impacts of a changing climate;
- Facilitating an integrated and long term planning approach at a watersheds scale;

- Identifying water resource systems, which are necessary for the ecological and hydrological integrity of the watershed;
- Clarifying roles and responsibilities among municipalities, provincial ministries, and conservation authorities;
- Streamlining planning processes and reducing duplication and delays; and
- Facilitating complete communities (e.g., open space and parks, diverse housing supply, complete streets, and approved employment lands).

While the Province's draft Guide is intended to assist planning authorities in establishing a framework for subwatershed planning, Halton Region has a long established process of undertaking subwatershed planning in the Regional Official Plan to protect and enhance the Natural Heritage System. In the Regional Official Plan, the permanent protection of Halton's natural landscape is identified as a core principle of Halton's planning vision. The Natural Heritage System is scientifically structured on the basis of natural features and areas, buffers, linkages and enhancements. The Natural Heritage System covers over 50 percent of Halton and is integrated within the Region's settlement areas and the rural countryside.

The Regional Official Plan requires subwatershed planning to be undertaken for Area-Specific Plans (or Secondary Plans) for greenfield and urban redevelopment areas. Halton Region has been a leader in establishing this process in collaboration with Local Municipalities and Conservation Authorities to recognize the integration and management of surface water features and areas, hydrology, the protection of the natural environment and how this will guide and inform community and infrastructure design for new growth areas. The Region's subwatershed planning process requires that detailed technical work be undertaken in advance of area-specific planning. The technical analysis should identify and provide management recommendations for natural features and areas, water resources and natural hazards and identify opportunities for enhancement and restoration of these areas. As this technical analysis occurs in advance of area-specific planning, this helps to streamline and advance housing development and infrastructure planning.

Discussion

Regional staff are supportive of the Province's efforts to provide a consistent general framework for protecting and enhancing the natural environment and water resources as well as responding to climate change throughout the Greater Golden Horseshoe, while allowing municipalities, like Halton Region, with greater experience and long-established approaches, to build on the general guidance. In order to ensure that the draft Subwatershed Planning Guide 2022 provides practical and meaningful direction for municipal implementation to support the Provincial direction on providing new housing supply, Regional staff provides a series of recommendations and comments that are grouped under five key themes and summarized below.

1. Scope and Scale of Subwatershed versus Watershed Planning

A watershed plan is a broad document that identifies current conditions and challenges and sets out goals and objectives within the watershed. A subwatershed

plan is typically carried out in a sub-drainage area of a larger watershed that is prepared in support of Area-Specific Plans (Secondary Plans). The draft Guide should provide clear purpose statements that identify the differences between watershed and subwatershed plans. The draft Guide has not provided a sufficient framework to support subwatershed planning. Therefore, the draft Guide should provide more meaningful direction relative to subwatershed planning and less focus on watershed planning.

2. Subwatershed Studies as a Land Use Planning Tool

The draft Subwatershed Planning Guide 2022 should be revised to provide clarity on how and when the subwatershed study fits into the municipal planning process such as Area-Specific Plans (Secondary Plans) and subsequent development processes (i.e., plan of subdivision). This additional clarity will assist in streamlining land use planning decisions that allows for the protection of the Region's Natural Heritage System, while supporting housing supply in the Region. In addition, the Guide should provide information on how subwatershed studies may vary for greenfield areas versus intensification areas as Halton Region undertakes area-specific planning for both areas.

3. Interrelationship of Natural Heritage and Water Resource Systems

The draft Subwatershed Planning Guide 2022 focusses heavily on water resource systems, taking an approach that it is an independent component of a subwatershed plan, while placing little emphasis on natural heritage systems which is identified in Provincial policies and the Regional Official Plan. Given that the vision of the Regional Official Plan is to ensure the long-term protection of the Natural Heritage System, subwatershed studies must consider natural features and areas and their connection to the hydrologic functions of the watershed.

The draft Guide should be revised to place emphasis on the system as a whole rather than just focusing on water management as the main objective of watershed planning. Further, the draft Guide should be revised to clarify the interactions and interdependencies between the natural heritage system and water resource system and the importance that they play in enhancing biodiversity, supporting ecological functions and reducing the effects of climate change.

4. Recognition of Halton's Natural Heritage System

While the draft Subwatershed Planning Guide 2022 recognizes that subwatershed studies can build upon existing studies and information, there is little recognition of existing municipal policies, which have already identified natural heritage and water resource systems. Halton Region's Official Plan identifies a Natural Heritage System that meets the goals and objectives of Halton's planning vision and is consistent with Provincial direction. Halton's Natural Heritage System was structured using best available science to achieve the long-term protection and enhancement of the natural features and areas and their functions.

The draft Guide should be revised to recognize that where natural heritage and water resource systems exist, subwatershed studies should be used to confirm and refine these systems while achieving the objectives of the Official Plan and to provide detailed guidance to direct future growth areas and urban redevelopment.

5. Implementation and Management

The draft Subwatershed Planning Guide 2022 provides a general framework, including tools and processes, to assist in the preparation and implementation of subwatershed planning. The draft Subwatershed Planning Guide 2022 should be revised to clearly indicate that this is a guidance document for subwatershed planning and that municipalities have the flexibility to implement their own subwatershed guidelines to inform land use and infrastructure planning provided they meet and/or exceed provincial policies and to address matters of importance to municipalities. As Halton Region has a well-established subwatershed planning process that is supported by natural heritage and water resource policies, having flexibility to develop Regional subwatershed guidance would ensure that the goals and objectives of the Regional Official Plan can be met.

The draft Subwatershed Planning Guide 2022 should be revised to state that subwatershed studies should be guided by an approved Terms of Reference and occur in advance of area-specific planning (Secondary Plans) for growth areas, particularly when multi-year/seasonal studies may be required to inform this planning work. By having a completed subwatershed study to inform the Area-Specific Plan (Secondary Plan), it will allow for refinements to the Natural Heritage System to occur early on in the process and help to streamline future development applications for housing supply.

A detailed submission outlining Regional staff's comments and recommendations on the draft Subwatershed Planning Guide 2022 is contained in Attachment #1 to this report.

Conclusion

The draft Subwatershed Planning Guide 2022 contains general direction and practical approaches to improve and streamline subwatershed planning that informs land use and infrastructure plans, which is supported by Regional staff. However, to ensure effective implementation and to support Halton Region's long-established process for subwatershed planning, the draft Guide should be revised to clearly distinguish the scale, scope and deliverables of subwatershed planning and to reflect the interrelationships and interdependencies between natural heritage and water resource systems and climate change. It should also be revised to recognize existing Natural Heritage Systems that have been established by municipalities. Further, the draft Guide should be revised to clearly recognize that municipalities may develop more specific approaches to implement subwatershed planning that also addresses a municipality's vision and objectives for protecting the natural environment.

FINANCIAL/PROGRAM IMPLICATIONS

There are no direct financial implications associated with the recommendations contained in this report.

Respectfully submitted,



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Bob Gray
Commissioner, Legislative and Planning
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Approved by



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Chief Administrative Officer

If you have any questions on the content of this report,
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Attachments: Attachment # 1 – Halton Region Submission in response to the Province's draft
Subwatershed Planning Guide 2022 (ERO 019-3136)
Attachment # 2 – Draft Subwatershed Planning Guide 2022



Halton Region Submission in response to Province's draft Subwatershed Planning Guide 2022 (ERO 019-3136)

Introduction

Thank you for providing Halton Region the opportunity to review and provide feedback on the Province's draft Subwatershed Planning Guide 2022.

It is the Region's understanding that the purpose of this draft Guide is to streamline a better coordinated and more efficient planning process at the subwatershed level and further provides a general framework for subwatershed planning including recommended steps and best practices for undertaking subwatershed planning.

Halton Region staff supports the Province's efforts to provide a consistent general framework for the protection of water resources and efforts to streamline the planning process to advance the new housing supply. Notwithstanding the Province's draft Guide, Halton Region has a long established process of undertaking subwatershed planning in the Regional Official Plan for protection and enhancement of the Region's Natural Heritage System.

To assist the Province in providing a general framework for subwatershed planning in land use and infrastructure planning, Halton Region staff has have identified five key recommendations as it relates to the draft Guide that would benefit from additional direction and clarification to support the effective implementation of the Guide. Regional staff have also provided more detailed comments and recommended revisions relating to specific sections in the draft Guide in Appendix 'I' to this submission.

As this document is intended to set out best practices and general guidance for municipalities, it is recommended that the Province undertake further consultation with municipalities prior to releasing the final draft Subwatershed Planning Guide 2022 document to ensure that municipal comments are fully considered to improve implementation of subwatershed planning in municipal planning processes.

Summary of Recommendations:

1. Scope and Scale of Subwatershed versus Watershed Planning

A watershed plan is a broad document that identifies current conditions and challenges and sets out goals and objectives within the watershed. A subwatershed plan is typically carried out in a sub-drainage area of a larger watershed that is prepared in support of Area-Specific Plans (Secondary Plans). The draft Guide should provide clear purpose statements that identify the differences between watershed and subwatershed plans. The draft Guide has not provided a sufficient framework to support subwatershed planning. Therefore, the

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draft Guide should provide more meaningful direction relative to subwatershed planning and less focus on watershed planning.

2. Subwatershed Studies as a Land Use Planning Tool

The draft Subwatershed Planning Guide 2022 should be revised to provide clarity on how and when the subwatershed study fits into the municipal planning process such as Area-Specific Plans (Secondary Plans) and subsequent development processes (i.e., plan of subdivision). This additional clarity will assist in streamlining land use planning decisions that allows for the protection of the Region's Natural Heritage System, while supporting housing supply in the Region. In addition, the Guide should provide information on how subwatershed studies may vary for greenfield areas versus intensification areas as Halton Region undertakes area-specific planning for both areas.

3. Interrelationship of Natural Heritage and Water Resource Systems

The draft Subwatershed Planning Guide 2022 focusses heavily on water resource systems, taking an approach that it is an independent component of a subwatershed plan, while placing little emphasis on natural heritage systems which is identified in Provincial policies and the Regional Official Plan. Given that the vision of the Regional Official Plan is to ensure the long-term protection of the Natural Heritage System, subwatershed studies must consider natural features and areas and their connection to the hydrologic functions of the watershed.

The draft Guide should be revised to place emphasis on the system as a whole rather than just focusing on water management as the main objective of watershed planning. Further, the draft Guide should be revised to clarify the interactions and interdependencies between the natural heritage system and water resource system and the importance that they play in enhancing biodiversity, supporting ecological functions and reducing the effects of climate change.

4. Recognition of Halton's Natural Heritage System Systems

While the draft Subwatershed Planning Guide 2022 recognizes that subwatershed studies can build upon existing studies and information, there is little recognition of existing municipal policies, which have already identified natural heritage and water resource systems. Halton Region's Official Plan identifies a Natural Heritage System that meets the goals and objectives of Halton's planning vision and is consistent with Provincial direction. Halton's Natural Heritage System was structured using best available science to achieve the long-term protection and enhancement of the natural features and areas and their functions.

The draft Guide should be revised to recognize that where natural heritage and water resource systems exist, subwatershed studies should be used to confirm and refine these systems while achieving the objectives of the Official Plan and to provide detailed guidance to direct future growth areas and urban redevelopment.

5. Implementation and Management

The draft Subwatershed Planning Guide 2022 provides a general framework, including tools and processes, to assist in the preparation and implementation of

subwatershed planning. The draft Subwatershed Planning Guide 2022 should be revised to clearly indicate that this is a guidance document for subwatershed planning and that municipalities have the flexibility to implement their own subwatershed guidelines to inform land use and infrastructure planning provided they meet and/or exceed provincial policies and to address matters of importance to municipalities. As Halton Region has a well-established subwatershed planning process that is supported by natural heritage and water resource policies, having flexibility to develop Regional subwatershed guidance would ensure that the goals and objectives of the Regional Official Plan can be met.

The draft Subwatershed Planning Guide 2022 should be revised to state that subwatershed studies should be guided by an approved Terms of Reference and occur in advance of area-specific planning (Secondary Plans) for growth areas, particularly when multi-year/seasonal studies may be required to inform this planning work. By having a completed subwatershed study to inform the Area-Specific Plan (Secondary Plan), it will allow for refinements to the Natural Heritage System to occur early on in the process and help to streamline future development applications for housing supply.

APPENDIX I – Detailed Comments

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
1.0 Background and Context		
1.1 Purpose of Guide	Purpose of Guide	<p>a) Section 1.1 should clarify the relationship between the draft Guide document and the Provincial policy requirements outlined in section 1.2 and Appendix A. This addition would help to clarify, at the outset of the document, that guidelines are a support tool only and are not intended to introduce new policy requirements.</p> <p>b) The purpose should include a statement that recognizes natural heritage systems including natural heritage features and areas within a subwatershed study and the identification of these features are required by natural heritage policies and direction of the Provincial Policy Statement and Provincial Plans. Further, recognize the interrelationship between the natural heritage system and water resource system within subwatershed planning.</p>
1.2	Benefits of Watershed and Subwatershed Planning	This section recognizes the consistent application of provincial policies and programs. Therefore, it should specifically reference the identification of natural heritage features and associated key features, which are necessary for the ecological and hydrological integrity of the watershed and potential linkages.
1.3	Context	No comment.
1.4	Watershed vs. Subwatershed Plans	a) The draft Guide should provide clear purpose statements for watershed plans and subwatershed plans that indicate key differences between these studies. For example, while they cover similar topics, there is a fundamental difference in scope / detail between broader-scale watershed planning and smaller-scale subwatershed planning. The draft Guide should be amended to clearly state that they are part of a related process, but represent important steps in refining our

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
		<p>understanding of landscape characteristics to inform land use and infrastructure planning.</p> <p>b) If the intent of the draft Guide is to provide clarity on subwatershed plans, then details on watershed planning should be removed. As per discussions at the February 16th workshop, it is understood that there is no intent to update or finalize the Watershed Planning in Ontario: Guidance for land-use planning authorities (Draft, February 2018). If it is intended that this Guide is to provide guidance for both watershed and subwatershed planning in accordance with provincial policy, this should be clearly articulated in the document.</p> <p>c) As this draft Guide is intended to streamline the subwatershed process than more detail needs to be provided in terms of the key requirements (i.e. identification of natural features and areas) that should be contained in a subwatershed study to inform the area-specific planning processes.</p>
1.5	Relationship of Watershed Planning to Land Use and Infrastructure Planning	<p>a) The Guide should provide more meaningful direction relative to subwatershed planning to land use and infrastructure planning and less focus on watershed planning in order to assist with efforts to streamline the development review processes.</p> <p>b) More detail is needed related to the Environmental Assessment Act and the Municipal Class Environmental Assessment (MCEA) process. Specifically, this section should provide guidance how subwatershed plans are intended to inform and serve as inputs to the Environmental Assessment process, or vice versa.</p>

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
1.6	Policy Context	<p>a) The draft Guide should be revised to clearly indicate that this is a guidance document for subwatershed planning and that municipalities have the flexibility to implement their own subwatershed guidelines to inform land use and infrastructure planning provided they meet and/or exceed provincial policies and to ensure the goals and objectives of the Regional Official Plan can be met, specifically municipalities that have long established natural heritage policies. It was clearly stated in the webinar held on February 16th that this is a voluntary Guide to support subwatershed studies.</p> <p>b) The draft Guide should elaborate on the relationship of the water resource system to other systems that the Province has directed municipalities to identify (e.g. natural heritage and agricultural) in terms of mapping and policy application.</p> <p>c) The draft Guide discusses hazards related to erosion and flooding but does not address other hazards such as wildland fire. The draft Guide document should reflect that subwatershed studies identify all constraints and hazards, which goes beyond water resources.</p>
1.6.1	Equivalent Studies	No comment.
1.7	Roles and Responsibilities	<p>a) The role of municipalities should be clearly stated and emphasized in the document as provincial legislation and policy grants municipalities the planning authority to lead and approve subwatershed studies. The need to clarify roles and responsibilities of municipalities, agencies and stakeholders in the subwatershed planning process was identified in the February 16th webinar.</p>

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
2.0 Purpose and Principles of Subwatershed Planning		
2.1	Purpose of Subwatershed Plans	a) This section could provide more clarify that the content should be read as representing ‘provincial interests’ by providing general direction and best practices to assist municipalities with interpretation and implementation of provincial policies related to subwatershed studies. It should also be revised to recognize that municipalities, such as Halton Region, have a specific strategic planning framework that may result in different and more specific approaches for subwatershed planning in land use and infrastructure planning. b) This section should be revised to provide more direction on the deliverables relative to subwatershed planning process including level of technical work required, roles and responsibilities, and applicable timelines.
2.2	Principles of Subwatershed Planning	
3.0 Subwatershed Planning Process		
3.1	Setting the Stage (Step 1)	Halton Region staff are generally supportive of Steps 1 and 2 as undertaking steps early permits an integrated approach to planning for these studies and will greatly support their execution and implementation following completion. However, we recommend that the following comments are considered in order to provide clarification on the implementation of the subwatershed planning process and to streamline development planning process a) A statement should be included in Step 1 to recognize that a single charter or agreement may be established to guide multiple subwatershed studies where they are to be completed in parallel (partially or wholly). This would reduce overall effort and streamline
3.2	Recognizing and Aligning the interests (Step 2)	
3.3	Preparing and Approving the Subwatershed Plan (Step 3)	

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
		<p>study execution. This would be of particular benefit for urban area expansion(s) where land use planning would be best achieved through multiple studies to permit planned phasing.</p> <p>b) Direction or clarification should be provided in the plan re: how the content and approach to subwatershed plans should be adapted to greenfield versus intensification areas.</p> <p>c) Regarding approach to phasing and parallel work, it is understood that there can be some overlap in phases, however the draft Guide should emphasize those priority processes that should be completed prior to the next phase to ensure streamlining of the subwatershed planning process. These priority processes include :</p> <ul style="list-style-type: none"> • Any modeling critical to inform the land use concept and impacts should be conducted at the outset of Phase 2. • Confirmation or refinement of preliminary targets set out in Phase 1 and, as appropriate, modeling outcomes, should also be a priority at the outset of this Phase 2 to inform land use design & management. • Some technical and engineering analysis may proceed in parallel where they are not directly influenced by the outcome of the above and there is sufficient information through Phase 1 to inform them. This includes items such as those listed in the draft Guide. • Development of the land use scenario should be informed by the above. Timing for this work relative to the above, should be determined on a study-by-study basis and the risks and certainties in each instance.

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
		<p>d) The draft Guide should include recognition that some (or all) of the technical and engineering analyses listed will vary in scope and level of detail based on local municipal process and preferences (existing or planned) for land use planning and studies (e.g., subwatershed study, MESP, FSEMS, Area Specific Planning, etc.).</p> <p>e) The draft Guide should specifically reference municipal natural heritage system mapping and water resource system mapping, where available.</p> <p>f) The statement that “Any hydrologic data gathering already in progress can be incorporated at this stage” should be revised. Sufficient monitoring to inform modelling and phase 2 must be completed through Phase 1. Additional data collection to confirm, refine or supplement may be continued into Phase 2 and integrated as it becomes available.</p> <p>g) The draft Guide should stipulate that feature-specific water balances (e.g., for wetlands) may be required and that the requirement for and completion of these may occur at one or more stages of the subwatershed study process.</p> <p>h) Regarding targets:</p> <ul style="list-style-type: none"> • Including a list of potential areas in which targets may be developed would be beneficial. They should directly relate back to provincial policy and direction and be clear that additional areas for targets may be identified as informed by municipalities to reflect local policies.

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
		<ul style="list-style-type: none"> The list of potential inputs to developing targets should be focused on developing inputs such as existing conditions assessments, enhancement and restoration opportunities, hazard lands and opportunities to avoid, minimize and mitigate impacts, etc. as informed by local environmental conditions (e.g., soils).
	3.3.1 Phase 1 – Identification of Existing Conditions and Initial Assessment	<p>a) Delineation of subwatershed study areas, and level of study effort (e.g., use of primary and secondary study areas) should be addressed through Step 2 (i.e., through a Terms of Reference). Phase 1 should be focused on execution, not establishing study parameters.</p> <p>Notwithstanding, it is acknowledged that some refinement or adjustment to study requirement may be permitted to address considerations noted in the draft Guide such as anomalous years or study duration to adequately answer important questions that will inform land use planning.</p> <p>b) The Guide should be revised to clarify when Phase 2 work may be permitted to proceed in parallel with continuing data collection. Specifically, that it should only occur where the data being collected is expected to confirm or result in <i>minor</i> refinements to proposed land use plans.</p> <p>c) This section should be revised to clarify the purpose of the initial impact assessment and how it feeds into the next phase. Specifically, that the initial impact assessment provides guidance for refinement of the proposed development land use scenario and ensures that more detailed works address the issues and concerns identified at this stage (completed through Phase 2).</p>

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
	3.3.2 Phase 2 – Completion of Impact Assessment and Development of the Land Use Scenario	<p>a) The draft Guide should be revised to stipulate that feature-specific water balances (e.g., for wetlands) may be required and that the requirement for and completion of these may occur at one or more stages of the subwatershed study process.</p> <p>b) This section be revised to clarify whether there is an expectation that multiple alternative approaches to development and management be formally documented and evaluated as it could have substantial implications to the study process and timelines.</p>
	3.3.3 Phase 3 – Implementation and Management Strategies	<p>a) The inclusion of staging and sequencing plans and the identification of a timeline for study updates and adaptive management approaches through monitoring are strongly supported. However, this section would benefit with the identification of the processes involved in this phase. Some suggestions include:</p> <ul style="list-style-type: none"> • State purpose / objective of the phase; • Indicate how it relates to previous phase(s) and if there is any residual work from those phases that is addressed at this time (e.g., the ongoing data collection & final integration); • Identify the key outcomes and aspects addressed through this phase; and • Identify what the outcomes inform / influence (how they fit into the broader land use planning process). <p>Halton Region staff recommends that wording for this Phase be revised include the development of a monitoring plan / program for ongoing and long-term monitoring to inform an adaptive management approach. Similarly, specific direction should be given in this section to include an</p>

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
		<p>adaptive management plan or indicate that the management strategies and implementation process is to be based on adaptive management principles.</p> <p>b) This section indicates that pursuant to the <i>Planning Act</i>, Secondary Plans, Blocks Plans, Official Plan Amendments and/or Tertiary Plans would be informed by the subwatershed study. A Tertiary Plan and a Block Plan are not a formal review and approval process under the <i>Planning Act</i>. Halton Region recommends that references to processes that are not identified in the <i>Planning Act</i> should be revised to reflect a prescribed planning approval process such as Official Plan Amendment or Plan of Subdivision. Of note, Halton Region has existing policies in the Regional Official Plan that clarify how subwatershed studies or other equivalent environmental studies can inform refinements to natural heritage systems provided that these studies are accepted by the Region and undertaken in the context of an approval process under the <i>Planning Act</i>.</p>
	3.3.4 Subwatershed Plan Timelines	<p>a) The draft Guide recommends that consideration be given to advancing technical work in parallel with land use planning and regulatory requirements to support a streamlined, efficient process for greenfield development and urban redevelopment. It is recommended that this section be revised to indicate that the technical work for subwatershed plans should be undertaken in advance of land use planning and regulatory activities, when it is feasible and appropriate. Particularly when multi-year/seasonal monitoring may be required before a subwatershed study can be finalized to inform and advancing secondary plans in new growth areas.</p>

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
		The timing should be reflective of studies that are required in an approved Terms of Reference, including gathering existing conditions information and monitoring requirements (i.e., baseline modelling, natural heritage survey work, hydrogeological and surface water information).
3.4	Approval and Implementation of Plan (Step 4)	The draft Subwatershed Planning Guide 2022 references strong science to ensure defensible outcomes for subwatershed studies. Natural heritage systems have evolved and were structured using scientific data collection and monitoring and have continued to evolve based on changing conditions, including climate change. As the draft Subwatershed Planning Guide 2022 is intended to support land use planning, the role of policy and specifically policies for natural heritage and water resource systems play a vital role and should recognize the importance of these systems in informing subwatershed planning processes.
3.5	Monitoring and Evaluation (Step 5)	
	3.5.1 Monitoring	<p>a) This section would benefit from a clear objective and purpose statement that outlines the types of monitoring that are to be completed, and how it is to be used in the land use planning process beyond the completion of the subwatershed study (effectively concluded in Step 4).</p> <p>b) There should be additional references to adaptive management as the purpose of ongoing monitoring is to act as the foundation for an adaptive management approach and clear guidance.</p>

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
		<p>c) The draft Guide should be revised to clarify that both implementation monitoring and subwatershed monitoring should be addressed in this section.</p> <p>d) As monitoring is a key component to support subwatershed planning, it is recommended that opportunities for long-term and stable funding are explored to support municipalities in managing these additional costs to undertake monitoring programs to evaluate the health of natural heritage and water resource systems.</p>
	3.5.2 Evaluation	This section should provide the flexibility for municipalities to determine if updates to these studies should be undertaken on a more frequent basis than 10 years to inform land use planning based on the existing subwatershed conditions, including monitoring and factoring in climate change and any other factors that may have changed over this time period and may have an impact on land use and infrastructure planning.
4.0 Public Engagement		
5.0 Indigenous Partnerships and Engagement		
5.1	What is it?	These sections describe the way in which members of the public are encouraged to share ideas, mobilize knowledge and gain perspectives in any planning decision-making process. The <i>Planning Act</i> stipulates when and how members of the public are to be engaged through the planning process.
5.2	Why is it important?	
5.3	How to do it?	
5.4	Traditional Ecological Knowledge	
5.5	Indigenous Subwatershed Planning Resources	Halton Region staff are very supportive of content related to Public Engagement in the draft Guide as well as content relating specifically to engaging the Indigenous peoples.

Guide Document Reference Section #	Guidance Document Section Name	Halton Region Comments
Appendix A	Key Technical Tools and Considerations	This section identifies “Water Resource Systems’, which include key hydrologic areas, key hydrologic features, hydrologic functions and vegetation protection zones, ‘Water Quantity,’ including water budgets and water conservation plans, “Water Quality,’ including water quality assessments, “Climate Change,’ and ‘Natural Hazards.’ As previously noted, natural heritage features and functions, including any applicable key natural heritage features and area are also a vital component of a subwatershed and should be identified. Halton Region recommends that this section be amended to include reference to natural heritage systems given its significant ecological and hydrological benefits and interrelationships and interdependencies to water resources systems and other natural heritage systems across the broader watershed.

Subwatershed Planning Guide

Draft

January 2022

Ministry of the Environment, Conservation and Parks

ACKNOWLEDGEMENT

This draft Guide was developed with significant contributions from the Conservation Authorities Working Group. The Conservation Authorities Working Group includes representatives from conservation authorities, municipalities, developers, and other partners and was established by the Ministry of the Environment, Conservation and Parks (MECP) to provide advice and input on the regulatory and policy proposals under the *Conservation Authorities Act*.

DISCLAIMER

This document should be read in its entirety. The Guide should be read in conjunction with direction in the Provincial Policy Statement, 2020 (PPS) and provincial plans (e.g., Greenbelt Plan, A Place to Grow: Growth Plan for the Greater Golden Horseshoe, Growth Plan for Northern Ontario). Information, technical criteria, and approaches outlined in this Guide are meant to support the policies of the PPS, provincial plans and applicable legislation. Users must meet all applicable legislation, regulation and policies. The information contained herein should not be relied upon as legal advice.

Cette publication hautement spécialisée Subwatershed Planning Guide n'est disponible qu'en anglais conformément au Règlement 671/92, selon lequel il n'est pas obligatoire de la traduire en vertu de la Loi sur les services en français. Pour obtenir des renseignements en français, veuillez communiquer avec le ministère de l'Environnement, de la Protection de la nature et des Parcs au MECP.landpolicy@ontario.ca.

Subwatershed Planning Guide

DRAFT

Table of Contents

1.0 BACKGROUND AND CONTEXT	5
1.1 Purpose of Guide	5
1.2 Benefits of Watershed and Subwatershed Planning	5
1.3 Context	6
1.4 Watershed vs. Subwatershed Plans.....	6
1.5 Relationship of Watershed Planning to Land Use and Infrastructure Planning	8
1.6 Policy Context	10
1.6.1 Equivalent Studies	11
1.7 Roles and Responsibilities	12
2.0 PURPOSE AND PRINCIPLES OF SUBWATERSHED PLANNING	15
2.1 Purpose of Subwatershed Plans	15
2.2 Principles for Subwatershed Planning.....	17
3.0 SUBWATERSHED PLANNING PROCESS	18
3.1 Setting the Stage (Step 1).....	19
3.2 Recognizing and Aligning the Interests (Step 2).....	21
3.3. Preparing and Approving the Subwatershed Plan (Step 3).....	22
3.3.1 Phase 1 - Identification of Existing Conditions and Initial	

Assessment.....	23
3.3.2 Phase 2 - Completion of Impact Assessment and Development of the Land Use Scenario	26
3.3.3 Phase 3 - Implementation and Management Strategies	28
3.3.4 Subwatershed Plan Timelines.....	30
3.4 Approval and Implementation of Plan (Step 4)	31
3.5 Monitoring and Evaluation (Step 5).....	31
3.5.1 Monitoring	31
3.5.2 Evaluation	33
4.0 PUBLIC ENGAGEMENT	33
5.0 INDIGENOUS PARTNERSHIPS AND ENGAGEMENT	34
5.1 What is it?	34
5.2 Why is it important?	34
5.3 How to do it?	35
5.4 Traditional Ecological Knowledge	36
5.5 Indigenous Subwatershed Planning Resources	36
APPENDIX A – KEY TECHNICAL TOOLS AND CONSIDERATIONS	37

1.0 BACKGROUND AND CONTEXT

1.1 Purpose of Guide

The Guide provides advice for implementing land use planning policies related to watershed and subwatershed planning in coordination with planning for water, wastewater and storm water servicing, water resources, drinking water source protection and climate change resilience. The best practices and practical approaches contained in this document are intended to guide subwatershed planning in Ontario, primarily for land use and infrastructure planning under the *Planning Act*.

1.2 Benefits of Watershed and Subwatershed Planning

Among other things, this guide promotes consistent application of provincial policies and programs and offers a valuable administrative, planning, and technical framework for:

- Protecting, improving, or restoring the quality and quantity of water in a watershed.
- Mitigating potential risk to drinking water sources.
- Mitigating potential risk to public health or safety or of property damage from flooding and other natural hazards and the impacts of a changing climate.
- Facilitating an integrated and long term planning approach at a watersheds scale.
- Identifying water resource systems, which are necessary for the ecological and hydrological integrity of the watershed.
- Clarifying roles and responsibilities among municipalities, provincial ministries, and conservation authorities.
- Streamlining planning processes and reducing duplication and delays.
- Facilitating complete communities (e.g., open space and parks, diverse housing supply, complete streets, and approved employment lands).

1.3 Context

Watershed planning has been evolving in Ontario for decades. In the early 1900s, binational legislation such as the 1909 Boundary Waters Treaty recognized the need for water management on a watershed basis. This treaty established a cross-jurisdictional framework for managing water quantity issues.

Enactment of the *Conservation Authorities Act* in 1946 represented the emergence of a natural resource management framework on a watershed basis in Ontario, which resulted in the formation by municipalities and the province of Ontario's current 36 conservation authorities.

Watershed management efforts in Canada largely focused on flooding, drought, water quality, erosion, and hazards until the 1970s. The 1972 Great Lakes Water Quality Agreement (GLWQA) addressed several emerging concerns, such as chemical contamination and aquatic habitats.

In 1993, the Province published a trio of guidance documents to support the development and consistent application of water management policies in the municipal land use planning process. These documents were entitled:

- Water Management on a Watershed Basis: Implementing an Ecosystem Approach
- Subwatershed Planning
- Integrating Water Management Objectives into Municipal Planning Documents

The Province has since included direction for watershed and subwatershed planning in provincial policies and plans. The Provincial Policy Statement (PPS), Greenbelt Plan, A Place to Grow, Growth Plan for the Greater Golden Horseshoe (Growth Plan), Niagara Escarpment Plan, Lake Simcoe Protection Plan, and Oak Ridges Moraine Conservation Plan all recognize or require watershed or subwatershed planning (or equivalent) to inform land use planning by municipalities.

1.4 Watershed vs. Subwatershed Plans

Watersheds as defined in the PPS means "an area that is drained by a river and its tributaries." Subwatersheds are defined as an area that is drained by a tributary or some defined portion of a stream (see Figure 1).

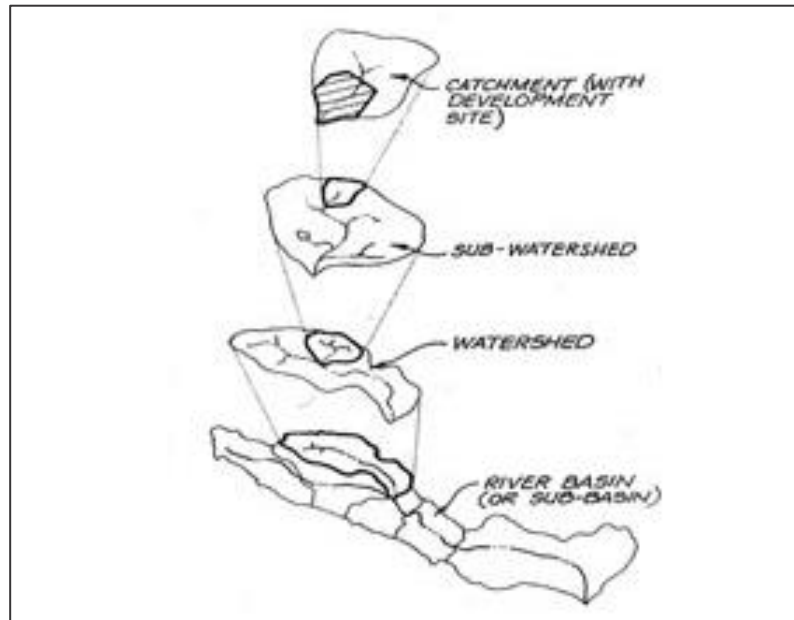


Figure 1 Watershed vs. subwatershed (copied from a [website](#) as an example of a simple illustration).

Watershed planning is typically carried out for two purposes:

- To identify overall watershed conditions.
- To identify and prioritize measures protect water resources, the management of human activities, land, water, aquatic life, and resources within a watershed.

Watershed plans may provide a comprehensive understanding of the ecological form and function in the watershed, the importance of different water resource and natural areas and features, factors that sustain them and indicators to monitor the long-term health of the watershed. Watershed planning may provide the “big picture” of how land use changes and the provisions of water, wastewater and stormwater infrastructure impact and interact with ecosystems and water resources within a watershed area.

Watershed planning typically includes:

- Watershed characterization.
- A water budget and conservation plan.
- Water quality assessments.
- Consideration of climate change projections, impacts and severe weather events.
- Land and water use management objectives and strategies.

- Scenario modelling to evaluate the impacts of forecasted growth, servicing options and mitigation measures.
- Environmental monitoring plan.
- Requirements for the use of environmental best management practices, programs, and performance measures.
- Criteria for evaluating the protection of quality and quantity of water
- The identification and protection of hydrologic features, areas, and functions and the inter-relationships between or among them.
- Targets for the protection and restoration of riparian areas.

Subwatershed planning is typically carried out for a sub-drainage area of a larger watershed. It can provide a higher level of detail than a watershed plan. A subwatershed plan reflects and refines the goals, objectives, targets, and assessments of watershed planning, as available at the time a subwatershed plan is completed, for smaller drainage areas, is tailored to subwatershed needs and addresses local issues. A subwatershed plan is triggered by a specific local issue requiring a higher level of details (i.e., development proposals, area-based water quantity and/or quality problems), or specific policy requirements as will be identified in the relevant sections of this Guide.

Watershed planning, where undertaken, may inform subwatershed planning. Watershed planning can enable the assessment and consideration of upstream, downstream, and cumulative effects of development throughout the entire watershed, provide additional context and information that supports, and expedite subwatershed planning. Watershed and subwatershed planning are intended to support land use and infrastructure planning, promote informed decision making, and lead to greater efficiency and effectiveness of the land use planning process.

1.5 Relationship of Watershed Planning to Land Use and Infrastructure Planning

Watershed planning informs broad scale municipal planning processes, including decisions on allocation of growth, planning for water, wastewater and stormwater infrastructure, and the identification of water resources within the watershed. Subwatershed planning informs site-specific development applications and official plan amendments, site plans, zoning, plans of subdivision, secondary plans, master environmental servicing plans and environmental approvals. Some planning authorities develop subwatershed plans to inform all planning decisions for a growing area. This may also be required to meet provincial policies provided that the subwatershed plan contains the appropriate information to inform planning

decisions.

Notwithstanding the relationships between these two levels of watershed planning and land use planning, it is important to acknowledge that they may also inform regulatory, policy and resource/land management decisions of conservation authorities, other agencies and other sectors. As such, these other agencies, Indigenous communities, and stakeholders should be involved in their development, implementation and endorsement. Figure 2 illustrates the relationships between watershed, subwatershed, and land use and infrastructure planning and specific conservation authority programs and services.

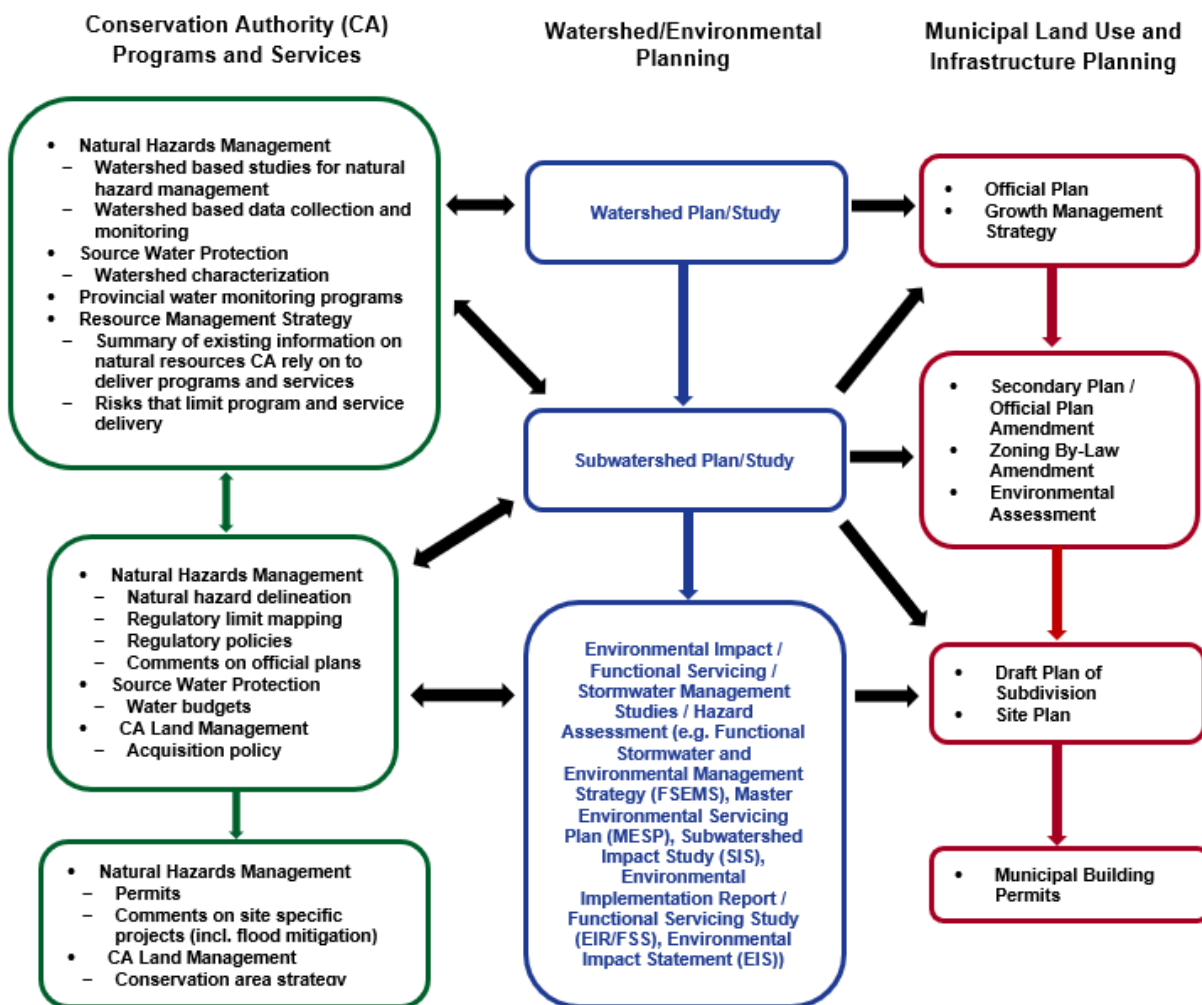


Figure 2 Relationship between watershed, subwatershed, land use, and infrastructure planning and specific conservation authority programs and services.

1.6 Policy Context

Under the *Planning Act*, municipalities and other planning authorities have the authority to make local planning decisions and must consider a number of provincial interests including environmental matters. These planning authorities must ensure that their local planning decisions are consistent with the provincial direction provided in the PPS. The PPS provides province-wide direction to protect, improve or restore the quality and quantity of water considering impacts on a watershed scale.

Further, planning authorities must conform to provincial plans such as the Growth Plan on issues such as growth management and incorporate these policies into their planning frameworks. The Growth Plan requires collaborative planning between upper, lower and single-tier municipalities, and conservation authorities as appropriate¹, to ensure that watershed planning is undertaken to support a comprehensive, integrated, and long-term approach to the protection, enhancement, or restoration of the quality and quantity of water within a watershed. In the region of the Greater Golden Horseshoe, the Province has mapped the Natural Heritage System using a common methodology that provides a consistent level of protection across municipal boundaries. The Growth Plan also requires planning for large-scale development, in designated greenfield areas, including secondary plans, to be informed by subwatershed plans or equivalent.

The following summary identifies key land use planning policy direction related to watershed/subwatershed planning:

- **Provincial Policy Statement** policies encourage a coordinated approach to planning, within and across municipalities, on water, ecosystem, shoreline, watershed and Great Lakes matters. The policies require planning authorities to protect, improve or restore the quality and quantity of water by, among other things, using the watershed as the ecologically meaningful scale for integrated and long-term planning to assess the cumulative impacts of development and prepare for the impacts of a changing climate to water resource systems. (*PPS 1.2.1 and 2.2.1*).
- **Growth Plan and Greenbelt Plan** policies specifically require watershed planning to be undertaken to inform the identification and protection of water resource systems, growth management, and other land use and infrastructure planning decisions. Subwatershed

¹ Conservation authority involvement is at the request of or on behalf of municipalities, to align with provisions under the *Conservation Authorities Act* and regulations.

planning is to be undertaken to inform large-scale and site-specific land use planning decisions. (*Growth Plan*, 3.2.6, 3.2.7, 4.2.1, 4.2.3, 4.2.4, and *Greenbelt Plan* 3.2.3, 3.2.4, 3.2.6, 4.2.3 4.3.1 4.3.2).

- **Oak Ridges Moraine Conservation Plan** policies require watershed planning by municipalities, as well as other development requirements. Development and site alteration within a subwatershed must meet specific policy requirements related to impervious cover and natural vegetation. Development of new or upgrading/extension of existing infrastructure is to be supported by watershed studies and subwatershed plans. Also, stormwater master plans are to be based on appropriate watershed scale studies and stormwater management plans prepared in accordance with watershed plans. (*ORMCP* 24, 27, 41, 45 and 46).
- **Niagara Escarpment Plan** has an objective of ensuring that hydrologic features and functions including the quality, quantity and character of groundwater and surface water, at the local and watershed level, are protected and where possible enhanced. It also states that growth and development within certain areas shall be compatible with and provide for compliance with approved watershed and/or subwatershed plans. (*NEP* 2.6, 1.6.8.9, 1.7.5.9, 1.8.5.10).
- **Lake Simcoe Protection Plan** applies land use planning policies to the Lake Simcoe watershed. The LSPP includes actions to be taken to protect and restore the ecological health of the Lake Simcoe watershed. The LSPP also includes the need for subwatershed evaluations that provide detailed guidance for area-specific hydrologic and natural heritage resource planning and management.

1.6.1 Equivalent Studies

The Growth Plan and Greenbelt Plan allow equivalent master plans, assessments and studies to be used by municipalities and planning authorities to inform land use and infrastructure planning and decision-making. Equivalent studies can be existing, enhanced, or new, and achieve or exceed the policy requirements within the Growth Plan and Greenbelt Plan.

Existing studies should be assessed to determine whether they are appropriate for achieving existing policy or approval requirements and updated accordingly. Existing studies may have information that can be used or expanded on. Additionally, existing studies should include the following to be considered equivalent for the purposes of watershed planning:

- The water resource system has been identified and policies developed to protect, improve, or restore the system.
- Existing watershed conditions have been characterized.
- Scenario modelling to evaluate the impacts of forecasted growth and servicing options.
- Goals, objectives, and targets to protect, improve or restore water quality and quantity have been set with management actions based on environmental best practices.
- Consideration of how those goals, objectives and targets will be implemented in land use and infrastructure planning decisions.
- Consideration of climate change including the results of any local/regional climate change impact assessments.
- Identify how the condition of the watershed will be monitored and implementation progress will be evaluated on an ongoing basis.

1.7 Roles and Responsibilities

Municipalities/Planning Authorities

Watershed/subwatershed planning for land use planning purposes is a responsibility of the planning authority, usually a municipality, under the PPS and provincial plans, as required. Some municipalities might have a footprint in multiple watersheds or a given watershed might contain all or parts of multiple municipalities. Provincial land use policies and plans direct planning authorities to coordinate planning matters and consider cross-jurisdictional and cross-watershed impacts.

Upper and single-tier municipalities will need to coordinate watershed planning across jurisdictional boundaries and with lower tier municipalities, and with other agencies involved in resource management. These municipalities may decide to enter into agreements with conservation authorities, as appropriate, to undertake a role in the watershed or subwatershed planning. Ultimately, municipalities and other planning authorities are responsible for ensuring studies are completed and for using watershed/subwatershed plans to inform the municipal land use planning and applicable infrastructure decisions.

Conservation Authorities

Conservation authorities are established through the *Conservation Authorities Act*. This Act provides that municipalities within a common watershed can petition the province to establish a conservation authority to deliver programs and services in natural resource management. Recent amendments to the *Conservation Authorities Act* group conservation

authority programs and services into three categories that an authority is authorized to deliver in the area over which it has jurisdiction:

1. Mandatory programs and services as set out in O. Reg. 686/21 (Category 1 programs and services).
2. Programs and services which conservation authorities deliver at the request of and on behalf of a municipality pursuant to a memorandum of understanding, service level agreement or similar agreement (Category 2 programs and services).
3. Programs and services that a conservation authority determines is advisable in its jurisdiction (Category 3 programs and services).

Pursuant to O. Reg. 686/21, conservation authorities are now required to develop a watershed-based resource management strategy with guiding principles and objectives that inform the design and delivery of the mandatory programs and services. The strategy is to include a summary of existing technical studies, monitoring programs and other information on the natural resources the conservation authority relies on within its area of jurisdiction or in specific watersheds that informs and supports the delivery of mandatory programs and services. The strategy also is to identify and analyze issues and risks that limit the effective delivery of the mandatory programs and services and actions to address those issues and mitigate the risks, including providing cost estimates for the implementation of those actions.

Conservation authority involvement in watershed/subwatershed planning to support land use planning is not a mandatory program or service under the *Conservation Authorities Act* or regulations. A municipality may seek the involvement of a conservation authority in watershed or subwatershed planning by entering into a memorandum of understanding or service level agreement with the authority. While watershed/subwatershed planning is not specifically required for any of the mandatory programs and services set out in regulation under the *Conservation Authorities Act*, watershed based studies, watershed planning, data and monitoring may support the effective delivery of mandatory programs and services related to the risk of natural hazards.

Conservation authorities have provincially delegated responsibilities from the Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNR) to represent provincial interests regarding natural hazard policy under the PPS (section 3.1), requiring the authorities to comment on municipal official plans for consistency with those PPS policies. This authority role is now recognized in O. Reg. 686/21 as part of the conservation authority mandatory programs and services. The Regulation also recognizes the authority's role as a public body under the *Planning Act*

for the purpose of ensuring that decisions under the *Planning Act* are consistent with the natural hazard policies in the PPS and in provincial plans. In addition to using watershed-based technical studies and monitoring in preparing and managing for natural hazards, the information a conservation authority collects and uses in the management of natural hazards may help inform a municipally led watershed/subwatershed planning exercise.

Where, under the *Planning Act*, the authority seeks to represent interests other than the natural hazards mandate it has been assigned in O. Reg. 686/21 (for example where the authority is commenting or intervening on a development proposal on matters related to natural heritage – PPS section 2.1), these would fall outside of the mandatory programs and services. Accordingly, where this role is financed in whole or in part by the municipal levy, it would have to be agreed to in a cost apportioning agreement between the authority and its participating municipalities. As well, conservation authorities exercise and perform the powers and duties of a source protection authority for a source protection area established under the *Clean Water Act, 2006* to support source protection committees in undertaking watershed-based source protection planning as a mandatory program and service.

Watershed and subwatershed planning for municipal land use planning purposes should integrate or leverage these other watershed-based initiatives.

Province

Where the province is the approval authority, the Ministry of Municipal Affairs and Housing (MMAH), with technical support from partner ministries such as the Ministry of the Environment, Conservation and Parks (MECP) and NDMNRF, will review applicable land use planning decisions (i.e., upper or single tier Official Plans and Official Plan amendments) to ensure that they are consistent with the PPS and conform/don't conflict with applicable provincial plans.

The MECP also has review and/or approval authority over projects under the *Environmental Assessment Act* and approvals for new or expanded infrastructure under the *Environmental Protection Act* and *Ontario Water Resources Act*. During this review and/or approval process, MECP may review infrastructure and other project studies and information, planning decisions and watershed planning, where appropriate. For example, watershed planning, where completed, can be referenced as a supporting document in the Consolidated Linear Infrastructure Environmental Compliance Approval for municipal stormwater management systems and can support and inform the development of a monitoring plan for a

municipal stormwater system.

Relevant provincial ministries may be able to support or participate on watershed planning steering committees requiring technical expertise on watershed matters.

2.0 PURPOSE AND PRINCIPLES OF SUBWATERSHED PLANNING

Planning for developing areas was traditionally based on parcels of land defined by jurisdictional boundaries or development proposals. Subwatershed planning is done to protect and enhance water resource and broader natural systems and protect public health and safety within the context of the overall watershed while informing development or land use change and identifying and addressing specific issues on a subwatershed basis. The following outlines a renewed approach to ensure the delivery of efficient and appropriately timed subwatershed studies.

2.1 Purpose of Subwatershed Plans

The fundamental reasons for undertaking subwatershed planning can include:

- Protecting and enhancing the environment, including important natural heritage systems and water resource systems.
- Protecting life and property from natural hazards within the development area, upstream and downstream and within the watershed pre-, during and post-construction.
- Developing a framework to inform land use planning and regulatory decisions and maximizes cost efficiencies to municipalities, agencies, development sector, taxpayers, and landowners.
- Supporting the appropriate location of infrastructure.
- Providing meaningful opportunities for public and Indigenous community input.
- Promoting a sustainable, balanced approach which contributes to the social, economic, and environmental health of the community.

As defined in the Growth Plan and the Greenbelt Plan, a subwatershed plan:

- Is based on pre-development monitoring and evaluation.
- Is integrated with natural heritage protection.
- Identifies specific criteria, objectives, actions, thresholds, targets, and best management practices for development, for water and wastewater servicing, for stormwater management, for managing and minimizing impacts related to severe weather events, and to support ecological needs.

The Growth Plan and Greenbelt Plan identifies that a subwatershed plan should:

- Consider existing development and evaluate impacts of any potential or proposed land uses and development.
- Identify hydrologic features, areas, linkages, and functions.
- Identify natural features, areas, and related hydrologic functions.
- Identify natural features, areas, and related hydrologic functions.
- Provide for protecting, improving, or restoring the quality and quantity of water within a subwatershed.
- Delineate ecologically significant groundwater recharge areas.

Specifically, subwatershed plans should:

- Establish the area based on subwatershed boundaries within the context of three considerations: 1) the location and extent of proposed natural resources, land use and development activities, 2) the existence and nature of upstream and downstream water-related natural features, uses, conditions or hazards, and 3) available watershed plans specifying subwatersheds for study.
- Identify the location, areal extent, present status, significance, and sensitivity of the existing natural environment within the subwatershed.
- Establish goals and objectives for management of the subwatershed to protect long-term environmental health.
- Identify environmentally sensitive or hazard lands, and recommend, with reasons, appropriate environmental management practices.
- Identify official plan land use designations.
- Provide directions for the screening and selection of best management practices for the subwatershed.
- Recommended practices should address a range of activities (e.g.,

woodlotmanagement).

- Address cumulative impacts of changes to subwatersheds on the natural environment and determine potential mitigation measures to address impacts on the natural environment.
- Integrate disciplines, policies, mandates and requirements of all agencies and interests in a subwatershed to resolve conflicting or changing approaches to watershed management.
- Provide opportunities for informing consistent draft conditions of approval for individual municipalities within the subwatershed.
- Promote participation in and support for subwatershed planning.
- Establish an implementation strategy that identifies roles, responsibilities of all involved parties and timing of works and programs to ensure that chosen environmental and development practices are implemented.
- Outline requirements for monitoring programs and information updates recommended by the plan.
- Provide technical information that will support delineation of the water resource system, natural heritage system and natural hazards.

2.2 Principles for Subwatershed Planning

Principles that underpin a subwatershed planning process include:

1. A subwatershed plan considers the entire drainage area within which it is situated, including upstream, downstream, and cumulative influences and effects and is informed by watershed plans, where they exist.
2. A subwatershed plan strives to protect, enhance and restore the quality and quantity of water and maintain and restore/enhance critical natural system interactions, functions, and resiliency, while informing development and infrastructure planning.
3. The subwatershed management framework supports a precautionary approach, partnering, using sound science, taking well-planned actions, measuring and achieving results, and adjusting management approaches where expected results are underachieved.
4. The process requires an interdisciplinary and adaptive management approach.
5. The scope and level of technical study required is based on a clear statement of purpose, goals, and objectives and a flexible

approach.

6. A subwatershed plan builds on technical information available in existing watershed plans, technical reports, and monitoring data.
7. A subwatershed plan is supported by multi-year data collection to ensure that baseline conditions are properly characterized.
8. Planning authorities are encouraged to build stronger relationships, collaborate, and partner with, and meaningfully involve Indigenous communities.
9. The roles and responsibilities of partners, milestones, and timelines are clearly defined at the onset.

3.0 SUBWATERSHED PLANNING PROCESS

There are several potential prerequisites to initiating a subwatershed planning process. Either a watershed plan, if there is one, or an Official Plan may endorse or recommend the development of a subwatershed plan building upon the direction of the PPS and as required by other provincial plans. In the more rapidly urbanizing areas of Ontario, especially within the growth centres identified within the Growth Plan, the priority and timing for subwatershed plans should be determined well before development pressures are acute. This allows for a more orderly, progressive, cohesive, and timely planning approach.

Once a subwatershed planning program/process has been developed which identifies the requirements, priorities, and timing for individual subwatershed plans, the development of each subwatershed plan involves five steps:

1. Setting the Stage
2. Recognizing and Aligning Interests
3. Preparing and Approving the Plan
4. Implementing the Plan
5. Monitoring and Evaluating the Plan

This five-stage process is cyclical in nature and requires adaptive management to regularly evaluate progress and monitor watershed trends (Figure 3).

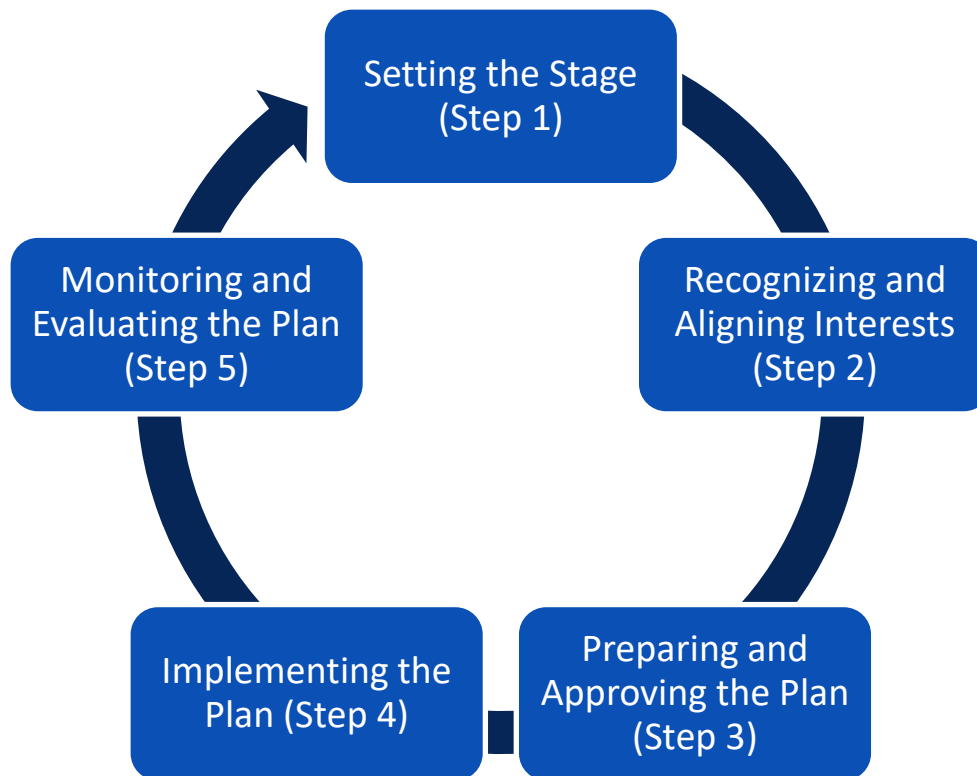


Figure 3 Steps of subwatershed planning.

3.1 Setting the Stage (Step 1)

Prior to undertaking a subwatershed plan, there are several activities which should be carried out to ensure that the planning process proceeds smoothly and expeditiously. Best practices include:

- Identifying partners with an interest in participating in the subwatershed planning process, such as Indigenous communities, relevant agencies and stakeholders.
- Identifying First Nations and Métis communities that are affected, or have an interest in, the subwatershed planning process, and partnering and engaging with these communities throughout the subwatershed planning process. The Provincial Policy Statement, 2020 requires that planning authorities engage with Indigenous communities and coordinate on land use planning matters (see Section 5.0 for more information on partnering and engaging with Indigenous communities).

- Securing agreement from partners on the purpose, timing, and desired outcomes of the plan. Subwatershed plans may be undertaken for several reasons including the orderly development of greenfield areas or areas planned for extensive urban redevelopment and intensification; significant land use change; natural resources development; or the restoration of natural system functions.
- Identifying high-level issues and concerns from existing watershed/subwatershed studies and/or through the early establishment of a baseline data and monitoring program using established and accepted protocols. Once an area has been slated for subwatershed planning, the establishment of a data collection and monitoring program can identify on-the-ground conditions and trends over time and inform and accelerate the forthcoming planning process.
- Establishing and securing agreement among partners for participating in and supporting the plan. This would include consensus on the scoping and phasing of the subwatershed planning process. Subwatershed plans can be scoped, depending on the size of the drainage area, amount of information already available through a watershed plan and assessment reports for drinking water source protection under the *Clean Water Act, 2006*, or other study/monitoring/data availability, and the purpose of the subwatershed plan. For example, in intensification areas, emphasis may be placed on further defining natural hazards such as flooding, including spill areas,² as well as identifying candidate areas for restoration of natural heritage features, functions, or areas.
- Establishing the appropriate coordinating agency.
- Ensuring that data and information can be shared easily among subwatershed planning partners by through accepted, common data collection protocols and sharing portals.
- Determining funding mechanisms and responsibilities. This may involve establishing the extent of funding, who should contribute and phasing.

² Spill areas occur when floodwaters leave a watercourse and its valley, flowing overland before rejoining the same watercourse at a distance downstream or moving into another watershed. Until recently, it was not possible to map spill areas. Though the use of new tools and technologies, spill areas can now be modelled, characterized, and mapped.

3.2 Recognizing and Aligning the Interests (Step 2)

A Charter or agreement is a high-level document which defines the framework for organizing and managing the development of a subwatershed plan. It is one means of securing consensus and commitment from parties on how the subwatershed planning process will proceed. The Charter would formalize the purpose, scope, goals, and objectives of the plan, subwatershed boundaries and plan area considerations (e.g., upstream/downstream considerations), commitments, roles and responsibilities, and agency endorsement/sign-off to proceed. It should also specify milestones and timelines, establish steering and advisory committees and their membership and functions, and outline expectations for conflict resolution, and consultation. In establishing a charter, consideration for advancing technical work in parallel with land use planning and regulatory requirements should be considered to accelerate timelines and streamline processes.

A Terms of Reference for the plan should be developed concurrently with the Charter in coordination with the municipalities, conservation authorities, agencies and landowners. The Terms of Reference should be in keeping with the directions and commitments set forth in the Charter and specify:

- Technical study requirements of the subwatershed plan as outlined in step 3 (including protocols, methodologies, modelling specifications, assessment tools, data-sharing, monitoring and data collection requirements, and reporting and submission formats).
- Reference and guidance materials to be followed.
- Milestones, timelines, and deliverables.
- How Indigenous communities may be involved in the subwatershed planning process.
- Engagement opportunities.
- Landowner coordination approaches.
- Public notification commitments, and
- Public participation opportunities.

A steering committee and working groups are effective ways to conduct subwatershed planning. Steering committees are typically established at the early stages of the planning process and provide general oversight to the planning process. The steering committee would be responsible for developing the terms of reference, engagement strategy, and directing any relevant working groups.

Members of the steering committee are responsible for representing the

mandate, perspectives and responsibilities of their organization or community and meeting deadlines, negotiating to resolve conflicts or differences of opinions among committee members, and ensuring that the process remains focused and on track.

Members of the steering committee should include:

- Municipality(ies)
- Planning authorities
- Conservation authorities
- Indigenous communities and organizations
- Watershed or subwatershed councils and/or source protection committee
- Government Ministries and/or Agencies
- Environmental organizations
- Other interest groups

As you progress through the subwatershed planning process, you may want to establish topical/subject matter working groups to address components of the subwatershed plan. These topical working groups could then report to the steering committee.

It is important to ensure appropriate and meaningful Indigenous involvement. Indigenous representation on a steering committee may help to inform an appropriate Indigenous engagement approach for communities and organizations.

3.3. Preparing and Approving the Subwatershed Plan (Step 3)

A subwatershed plan has three phases which should be specified in the Terms of Reference:

- | | |
|---------|--|
| Phase 1 | Identification of Existing Conditions and Initial Impact Assessment |
| Phase 2 | Completion of Impact Assessment and Development of the Preferred Land Use Scenario |
| Phase 3 | Implementation and Management Strategies |

The phases of work identified should not be regarded as consecutive steps. Rather, they represent different components. Work can be undertaken on a subsequent phase before work on all prior phases is complete. When this is done, work on subsequent phases can be modified and updated as prior

phases are finalized. Such an approach avoids undue delays that can arise from overly rigid compartmentalization.

The following section outlines the key phases of a watershed planning process in more detail for potential greenfield development or urban boundary expansions (i.e., new development areas which will be added to existing settlement areas).

3.3.1 Phase 1 - Identification of Existing Conditions and Initial Assessment

In Phase 1, subwatershed objectives should be confirmed and boundaries delineated and refined based on water resources and natural heritage systems rather than political or land ownership units. In some cases, where a subwatershed is too large to be practically studied as a single project, it may be broken into smaller coherent areas for the purpose of the subwatershed plan. Alternatively, a greater level of scrutiny and study may be applied to areas of the watershed that focus on areas of future development, as compared with the analysis required for upstream portions of the subwatershed that will largely not be affected by future development or its impacts.

This phase will identify the existing natural features, areas, and related hydrologic functions and conditions, including their location, in the subwatershed. Wherever possible, the Phase 1 work should make use of, and where appropriate, rely upon previous work that is available from a range of scientific sources including existing technical studies such as watershed and source protection plans and baseline data collected prior to and in anticipation of the plan launch. However, the relevance and suitability of existing data (i.e., reflective of existing conditions) should be confirmed. Once an area has been slated for subwatershed planning, the establishment of a data collection and monitoring program can identify on-the-ground conditions and trends over time and inform and accelerate the planning process. Appendix A contains information on key technical tools and considerations for watershed characterization related to water resource systems, water quantity/quality

Table of contents for a subwatershed plan usually includes:

- background
- existing watershed conditions
- scenario analysis
- vision, goals, objectives, and targets
- engagement and communications
- implementation
- monitoring and evaluation
- references and resources

and natural hazards, as well climate change considerations in the planning process.

Data Requirements and Collection

Generally, a minimum of one year of monitoring data should be collected to satisfy the requirements for identifying existing conditions over four seasons. However, in the case of unusual conditions such as low precipitation years, two to three years of monitoring may be required to give a more complete set of data for assessing existing baseline conditions. Additional data may continue to be gathered throughout the Phase 1 and 2 components of the subwatershed plan, with consequential adjustments to the emerging plan being made as appropriate. Such an approach allows work to continue without unnecessary delays, while at the same time ensuring that the plan is based on data that is valid, reliable, and complete.

The areas and features, including those which are regionally and locally significant, and conditions to be identified in Phase 1 may include, but are not limited to such things as:

- Surface water quantity
- Surface water quality
- Groundwater quantity
- Groundwater quality
- Baseflow and flow
- Discharge and recharge areas
- Key hydrologic features and areas
- Groundwater and surface water features and hydrologic functions
- Wetlands
- Terrestrial habitat
- Aquatic habitat
- Fisheries communities
- Wildlife communities
- Vegetation communities
- Species at risk
- Soil conditions and geology
- Geomorphology
- Erosion sites

- Existing transportation corridors
- Existing servicing infrastructure
- Existing utility infrastructure
- Existing channel alterations
- Ecological and natural heritage system linkages
- Existing development and land use and their impacts
- Cultural heritage systems and features
- Flooding patterns and trends

During this phase, mapping of all relevant areas and features should be completed, along with known natural hazards, water resources systems and natural heritage systems. In mapping and producing the plan, particular focus is placed on the protection of features and areas as defined by provincial policy. Opportunities for enhancement and rehabilitation of significant and sensitive features and areas, including appropriate buffers, should be identified to increase the resiliency of the overall system and define developable areas indicated on the mapping.

An initial set of high-level objectives and targets for management of the subwatershed may be identified at this stage, however, specific objectives and targets should be identified and agreed to in subsequent phases based on further data collection and assessment.

Initial Assessment

Based on the hydrological and natural attributes, natural hazard and development and land uses identified through the characterization work, and upon land use planning policies in place that are consistent with provincial and local plans and the PPS, a preliminary land use scenario can be prepared.

The preliminary land use scenario provides the basis for an initial assessment of the impact of development on the subwatershed. The initial impact assessment includes an initial technical assessment of impacts to water resource and natural systems and their hydrological and ecological functions.

To ensure an efficient process, the initial impact assessment can be based upon available data respecting the natural heritage system, and the hydrology of the subwatershed. Often, it is necessary to gather additional data. This includes subsequent field studies for species identification and counts. It may also include additional hydrological monitoring (surface and ground water) to get a better picture of activity to address data concerns arising from unusually wet or dry years, for example. This additional data

can then be considered and incorporated in subsequent phases, however, not all additional data collection is required before commencing Phase 2. It should be clearly stated in the documentation that the collection and analysis of data is ongoing and will be incorporated into subsequent phases.

A key tool for accurately assessing impacts in areas like hydrology is the use of modelling. It is essential that the models used are accessible and available to all participants in the subwatershed planning process so that they may use the model to assist in development of an optimal subwatershed plan. An appropriate model can be selected in keeping with the technical requirements and standards for flood hazard mapping completed by municipalities for their Official Plans and by conservation authorities to comply with obligations to provide the mandatory programs and services related to the risk of natural hazards. This model should be used as the basis of future modelling in subsequent supporting studies such as Environmental Impact Statements or Master Environmental Servicing Plans.

The circulation of the draft Phase 1 for comment to Indigenous communities, landowners, participating agencies, public, and other interested stakeholders provides the opportunity for technical input at this stage of the planning process.

3.3.2 Phase 2 - Completion of Impact Assessment and Development of the Land Use Scenario

The technical assessment of how the subwatershed environment will be affected by the development, land uses changes, or future watershed conditions proposed within the area is completed in Phase 2. The impact assessment, evaluation of final data collection, setting of targets and constraints, and identification and evaluation of subwatershed management alternatives combine to form the foundation for developing the subwatershed plan.

Based on the preliminary land use scenario from Phase 1, certain technical and engineering analysis may be completed at this stage:

- Preliminary road layout.
- Preliminary location of municipal services including road crossings of valleys, and sanitary sewers alignment.
- Identification of services proposed in open space areas.
- Utility information such as proposed hydro, and natural gas easements and crossings.
- Preliminary topographic and grading analysis including soil type analysis and preliminary locations of stormwater management

facilities.

A major component of this phase is a water budget analysis. This water budget analysis begins with the hydrological information derived in Phase 1. It incorporates analysis of the full hydrologic cycle, including infiltration, evapotranspiration, and ground water recharge and the impact of the proposed land use scenario on that hydrologic cycle. Any hydrologic data gathering already in progress can be incorporated at this stage.

The water budget analysis considers recent trends in more severe rainfall events that may be a consequence of a changing climate. In addition to reflecting existing conditions, this analysis includes a forecast of future conditions that must be considered, especially with respect to extreme precipitation events. This analysis also includes an evaluation of anticipated changes resulting from development to the quantity of surface water and groundwater, and analysis of water quality changes.

The water budget analysis helps shape both the drainage plan for the subwatershed, and impact management measures.

The various inputs used to identify targets should include:

- Considerations for development in hazardous areas.
- Managing impacts on natural hazards and on necessary infrastructure where avoidance is impossible.
- Protecting sensitive habitats from infrastructure location.
- Protecting wetlands from water table changes and hydrologic impacts.
- Protecting defined sensitive natural features and functions and linkages and avoiding human impacts (such as trails), where necessary.

The Phase 2 study also considers various alternatives for managing the subwatershed. These alternatives consider such matters as:

- Land uses.
- Drainage patterns, floodplains, and flood spill areas.
- Development planning and regulatory controls.
- Mitigation measures.
- Best management practices.
- Opportunities and options for rehabilitation, restoration or enhancement.

The various alternatives are evaluated, and based upon that evaluation, a preferred subwatershed plan is developed. The evaluation considers the following questions:

- How well do the alternatives achieve the subwatershed plan objectives?
- Are the alternatives contributing to the achievement of specific provincial policy requirements for maintaining or improving hydrologic functions in a given area?
- Can the alternatives be effectively implemented?
- Can the alternatives be maintained over the long term?
- Do the alternatives achieve human safety and protection against natural hazards and avoidance natural hazard aggravation?
- Do the alternatives meet other community planning objectives?
- Do the alternatives provide resilience against climate change impacts?

Based on an analysis of the information gathered and evaluation of various management alternatives, the subwatershed plan is circulated for input and comment from Indigenous communities, stakeholders and the public.

3.3.3 Phase 3 - Implementation and Management Strategies

Phase 3 outlines ways in which the subwatershed plan should be given effect. Specific roles and responsibilities for that implementation among various parties are identified.

Several processes are key to successful implementation. At this phase, the subwatershed plan provides land use and policy recommendations to inform the land use planning process and preparation of a Secondary Plan, Block Plan, and/or Tertiary Plan, and Official Plan Amendment, pursuant to the *Planning Act*.

Any environmental assessment and/or master planning processes that are required for water, wastewater or stormwater infrastructure within the subwatershed area should be aligned with the findings and recommendations of the subwatershed plan. Large-scale and site-specific land use planning decisions should be informed by the subwatershed plan or equivalent.

Phase 3 also outlines any specific rehabilitation or retrofit work that is required, including an identification of which parties are responsible for implementation.

If unique circumstances required additional data collection to extend into Phase 3 (for example, additional hydrology monitoring is required to reflect unusual climate conditions), the watershed plan is modified at this stage, if needed, to reflect any unusual results from the supplementary data collection.

The management strategies for the subwatershed are identified in specific terms in Phase 3. Various management practices are outlined to guide how the following (in many cases related) matters will be addressed, as applicable, in specific detail:

- Hydrogeology
- Groundwater quantity
- Groundwater quality
- Hydrology and hydraulics
- Flood control
- Erosion control
- Water budget
- Surface water quality
- Pollution by specific parameters
- Pollution control and prevention practices
- Sewage attenuation
- Stormwater management system maintenance
- Construction management practices
- Thermal impact, and its mitigation
- Low impact development best practices
- Vegetation strategies for restoration/enhancement and vegetation protection zones
- Stream morphology
- Fisheries protection and enhancement measures
- Aquatic habitat protection and enhancement measures
- Terrestrial habitat protection and enhancement measures
- Headwater protection
- Recharge protection and recharge zones
- Specific species protection measures

- Natural heritage feature protection and enhancement
- Trail location and management
- Wildlife corridors including road crossings
- Wetland management and enhancement or replacement
- Natural heritage feature buffers and linkages

Phase 3 may also identify more detailed technical study and additional work that are required at a local level, in subsequent stages of the development process, and which parties will be responsible for that work. Environmental Impact Reports, or Environmental Impact Studies (or similar work using different nomenclature) and functional stormwater reports provide the detailed work at a block plan or the draft plan of subdivision plan level. The undertaking of these detailed studies, in accordance with and informed by the subwatershed plan, is the responsibility of development proponents, with public agencies providing technical and planning input and review.

It is important that the appropriate level of study be assigned to the subwatershed planning process to avoid deferring components to the more technical local level and vice versa.

Phase 3 should identify a staging and sequencing plan for the development of the subwatershed based on the characteristics and assessment of the subwatershed to ensure an orderly and efficient timing of the delivery of infrastructure to support the development of the area. In this phase, an appropriate timeframe for an update of the subwatershed plan should also be specified. Generally, a timeframe of 10 years is adequate. However, the timing for updates should relate to the timing of development or land use change proposed within the watershed. Should monitoring identify significant unanticipated outcomes of concern, an earlier update of the subwatershed plan is appropriate.

3.3.4 Subwatershed Plan Timelines

Depending on the amount of information available, the size of the subwatershed, the scope of the work that needs to be done, and extent of and public and Indigenous engagement, timelines from initiation to completion will vary. Baseline monitoring of watershed conditions may be necessary if data gaps exist. Three to five years of monitoring is typically appropriate to determine a baseline condition of the watershed components being assessed. It is important that baseline condition monitoring commence as early as possible to facilitate the process and ensure sufficient fieldwork can be completed to inform Phase 1. The phases of work should not be regarded as consecutive steps and work can be undertaken on a subsequent phase before work on all prior phases is

complete. The following timeline is suggested as a reasonable minimum timeframe to achieve.

- Phase 1 - Identification of Existing Conditions – 4-season field work and multiple years (to account for variability, e.g. 3 years) of monitoring baseline conditions are necessary prior to initiating the planning process Initial Impact Assessment - Months 6 to 12 after baseline conditions are established
- Phase 2 - Completion of Impact Assessment and Development of the Land Use Plan - Months 12 to 24
- Phase 3 - Implementation and Management Strategies - Months 24 to 36

3.4 Approval and Implementation of Plan (Step 4)

After Phase 3 is completed, municipalities may proceed with finalizing the land use plan and developing the Secondary Plan and Official Plan Amendment based on the subwatershed plan.

It is important that the foundation for subwatershed plans is based on strong science to inform land use plans, policies, and regulatory limits. To ensure that best science forms the basis of these land use plans and that they are defensible should there be appeals to the Ontario Land Tribunal.

Once a subwatershed plan has been completed, acceptance and endorsement of the plan is required for participating agencies who have a regulatory or planning role in implementing the plan.

3.5 Monitoring and Evaluation (Step 5)

3.5.1 Monitoring

Monitoring the effects of implementing subwatershed plans provides essential information to assess whether anticipated results match results on the ground. Assessment of monitoring data should reveal whether the intended purpose, goals and objectives of the plan have been realized. Unexpected monitoring results of concern may warrant a review and update of the subwatershed plan.

Implementation monitoring is about monitoring progress on implementation actions identified through the watershed planning process. This includes tracking implementation progress, collecting data and information to report on progress and evaluating where implementation actions could be improved, if necessary.

Subwatershed monitoring while related to implementation monitoring, is about long-term watershed monitoring through an environmental

monitoring program where indicators of watershed health are monitored on an ongoing basis to determine trends of watershed conditions. It is vital that monitoring programs continue throughout the watershed planning process. Ongoing monitoring will help determine trends within the watershed and be used to assess progress on watershed implementation.

Determining and selecting indicators to measure conditions and trends in the subwatershed are essential to understand the effects of development or land use change and ensure environmental health of not only the subwatershed, but the watershed within which it is situated.

The duration, purpose and responsibility for monitoring and data collection; the accepted protocol, methods, and formats for collecting and submitting the information; and the responsibility for the interpreting and reviewing the data and undertaking any required actions should be clearly articulated in the approved Terms of Reference. General matters to be monitored are drawn from the existing conditions and assessment of impacts (Step 3, Phase 1). Monitoring time frames for municipal infrastructure should adhere to the required maintenance and assumption periods associated with the design, construction, inspection and approval of these services by all approval agencies, including the Province.

The monitoring program, as laid out by the Terms of Reference for the plan, should answer the following questions:

- What specific outcomes are we trying to measure?
- What indicators are to be used to measure these outcomes?
- Who will do the monitoring and over what time period?
- How will monitoring data be formatted, shared, and analyzed?
- Is the program cost efficient and practical to ensure the best monitoring value for the budget?
- Does the monitoring program match the anticipated pace of development?
- Is the subwatershed plan being implemented as designed? (Operational monitoring)
- Are best management practices being followed?
- Is the subwatershed plan achieving the anticipated on-the-ground results?
- If monitoring indicates that intended outcomes are not being achieved and issues are identified, what adaptive measures/management options, strategies and remedial plans are in place and who is responsible for implementation?

3.5.2 Evaluation

Implementation monitoring and subwatershed monitoring information should be shared with Indigenous communities, other partners, stakeholders, and the public on a regular basis. The ongoing sharing of information about implementation will:

- Help build credibility and support for the subwatershed plan.
- Quantify progress on implementation actions.
- Encourage partners and stakeholders to remain actively engaged.
- Emphasize transparency around the subwatershed planning process.
- Encourage broader participation and collaboration.

Reporting can be done several different ways in terms of format and frequency. Annual or frequent reporting is recommended. It is important that reporting cover both implementation of the plan and ongoing monitoring of subwatershed conditions. Adaptive management on a watershed and subwatershed basis includes ongoing learning from scientific research and monitoring, and implementation experience. Research into issues and innovations, such as addressing climate change or incorporating new development and design best practices, can be incorporated into watershed planning in an iterative way, as watershed plans are reviewed and updated. Municipalities should keep abreast of opportunities for research pilot projects, and partnerships with other municipalities, non-government organizations, and academic institutions as well as entering into agreements with conservation authorities to support municipalities with watershed and subwatershed planning and evaluation.

The subwatershed plan should be reviewed and updated at regular intervals identified in the plan.

4.0 PUBLIC ENGAGEMENT

The purpose of public engagement and participation in any planning or decision-making process is to encourage the exchange of ideas, mobilize local knowledge, and gain public perspectives and input. Public input is a key determinate of the success of the plan. Through public engagement, there are opportunities to obtain local and traditional knowledge about environmental conditions and trends from community environmental and Indigenous groups, engage citizen scientists in collecting data, increase public awareness and education about the process and identify controversial issues at the beginning of the process so that concerns can be addressed

effectively in the preparation and implementation of the preferred plan.

The nature and extent of the public engagement process will depend on such factors as the size of the plan area, number of affected landowners, timing of the plan, and requirements for public consultation under the *Planning Act* associated with a municipal Secondary Plan/Official Plan Amendment and the *Environmental Assessment Act* for any associated servicing/infrastructure/transportation studies. The time required for a public engagement process should be included in overall timelines for completing the subwatershed plan.

5.0 INDIGENOUS PARTNERSHIPS AND ENGAGEMENT

Ontario recognizes the value that Indigenous people place on the environment and have expressed that they have protective customary stewardship practices and are deeply connected, spiritually and culturally, to the land, water, air and animals. Planning authorities should work with Indigenous communities through all aspects of the subwatershed planning process.

5.1 What is it?

A partnership approach with Indigenous peoples can lead to a more comprehensive subwatershed plan. Indigenous peoples in Ontario consist of numerous First Nations and Métis communities and peoples. Ontario is covered by many treaties and other agreements. Understanding treaty areas and the locations of First Nation communities is important for subwatershed planning.

First Nations and Treaties maps are available through the [Government of Ontario](#).

More information on First Nations in Ontario can be obtained by contacting Chiefs of Ontario, or from other Provincial and Territorial Organizations that a local First Nation may be part of.

More information on Métis in Ontario can be obtained by contacting the Métis Nation of Ontario, or through liaising with Independent Métis communities.

5.2 Why is it important?

Relationship building and meaningful engagement with Indigenous peoples

is important for subwatershed planning. Municipalities should recognize and respect Indigenous communities' relationship to, and customary stewardship of, land, water and resources, and the specific knowledge and history they can bring to subwatershed planning. Working with Indigenous partners helps to promote respectful and mutually beneficial relationships in the management and protection of watersheds and subwatersheds.

5.3 How to do it?

Municipalities are encouraged to work with Indigenous communities who may be interested in and affected by subwatershed planning. Municipalities should reach out to local Indigenous communities within the watershed or subwatershed, as well as Indigenous communities that have traditional or treaty rights in the watershed or subwatershed – some of these communities may be located relatively far from the subject subwatershed (refer to the referenced First Nations and Treaty maps, or contact Chiefs of Ontario and Métis Nation of Ontario). In-person visits, phone calls, emails and letter circulation can help with determining if there is an interest in working together and how this will be accomplished. Early engagement is vital. Interested, or potentially affected, Indigenous communities should be partners in subwatershed planning.

It is important to remember that many Indigenous communities and their staff often face resource and capacity pressures. Municipalities should consider how to equitably partner with Indigenous communities. Meaningful Indigenous engagement can lead to a more comprehensive and robust subwatershed plan.

Indigenous Engagement Best Practices:

- Early engagement is vital and contact with Indigenous communities should be made prior to commencement of subwatershed planning.
- Meaningful representation on steering committees/subwatershed planning governance structures.
- Consideration of traditional ecological knowledge, if offered.
- Support for capacity building through subwatershed planning development and implementation.
- Discuss with each Indigenous community how best to work together.
- Learn from each other and foster relationship building.

Partnership/Collaboration:

- Explore development of stewardship programs that support Indigenous community studies, restoration and involvement, with a focus on Elders, women and youth participation.

- Further develop conservation partnerships with Indigenous communities to encourage conservation, implement best management practices and identify restoration opportunities within watersheds or subwatersheds.
- Work with Indigenous communities to develop targeted initiatives and materials and include Indigenous perspectives in subwatershed awareness initiatives.
- Involve Indigenous communities in environmental monitoring to provide input into current and future subwatershed planning efforts.
- With respect to water quality and quantity, share information and promote opportunities to work collaboratively with Indigenous communities to address the maintenance of water quality and quantity within subwatersheds.
- Provide opportunities for Indigenous youth to network with non-Indigenous youth in municipalities regarding subwatershed planning.
- Promote mentorship opportunities for Indigenous youth to meet and work with experienced individuals with expertise in watershed or subwatershed planning.

5.4 Traditional Ecological Knowledge

Effective engagement with Indigenous communities may include the sharing of different types of knowledge, information and perspectives by communities, including traditional ecological knowledge. This type of input will be important for all aspects of subwatershed planning

Effective engagement with Indigenous communities may include the consideration of traditional ecological knowledge as part of watershed delineation and characterization. This knowledge can, for example, help determine historical water levels, historical and cultural land uses, significant cultural sites, ecologically sensitive areas and important times of year for a variety of species. Traditional ecological knowledge may help to define research questions and data collection for any monitoring programs.

Municipalities should discuss with the appropriate Indigenous knowledge holders how traditional ecological knowledge may be shared and how it may be used.

5.5 Indigenous Subwatershed Planning Resources

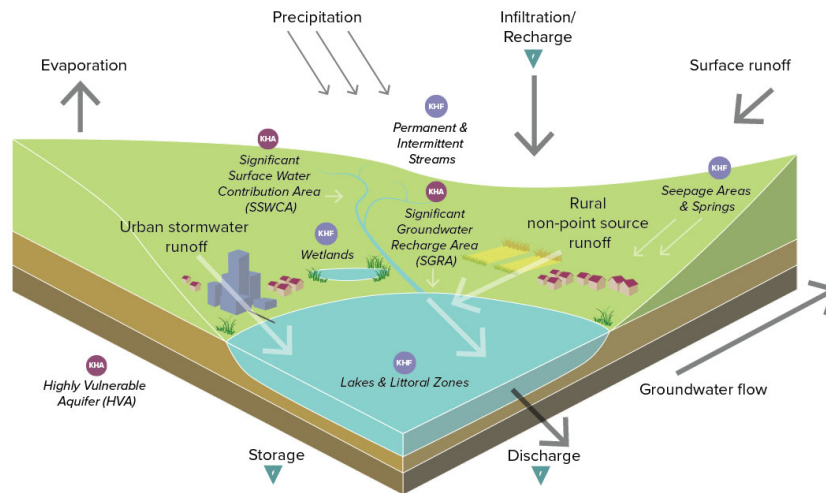
The Centre for Indigenous Environmental Resources (CIER) has created a series of First Nations Integrated Watershed Planning Guidebooks. These can be useful resources on the topic of Indigenous involvement in watershed planning.

APPENDIX A – KEY TECHNICAL TOOLS AND CONSIDERATIONS

WATER RESOURCE SYSTEMS

Water resource systems consist of surface water and groundwater features and areas (consisting of key hydrologic areas and key hydrologic features) and their hydrologic functions. It is recommended that the water resource system be viewed as an integrated system. For many features and areas there will be overlap, including with natural heritage features and systems, and source protection areas.

- **Key hydrologic areas** are areas which contribute to the hydrologic functions of the water resource system. These areas maintain ground and surface water quality and quantity by collecting, storing and filtering rainwater and overland flow, recharge aquifers and feed downstream tributaries, lakes, wetlands and discharge areas. These areas are also sensitive to contamination and feed key hydrologic features and drinking water sources.
 - **Key hydrologic areas** include: significant groundwater recharge areas, significant surface water contribution areas and highly vulnerable aquifers.
 - **Key hydrologic features** include: permanent and intermittent streams, inland lakes and their littoral zones, seepage areas and springs, and wetlands.
- **Hydrologic functions** represent water's movement through the environment. They are the functions of the hydrological cycle that include the occurrence, circulation, distribution and chemical and physical properties of water on the surface of the land, in the soil and underlying rocks, and in the atmosphere, and water's interaction with the environment including its relation to living things. Generally, the hydrologic functions of recharge, storage, and discharge of water need to be maintained to support ecosystems and communities.
- **Vegetation protection zones**, which are a vegetated buffer area surrounding a key natural heritage feature or key hydrologic feature are also important for the protection of the water resource system.



Legend:



Hydrologic Function



Key Hydrologic Area



Key Hydrologic Feature

WATER QUANTITY

Water Budgets

A water budget can be conceptualized as water inputs, outputs and changes in storage by quantifying elements of the hydrologic cycle within a watershed or subwatershed plan area in an attempt to assess the volume of water available. A water budget model can be used to assess the current conditions of water resources or the potential effects of future activities or land development scenarios on water resources. The process can be simple or complex, and appropriate spatial and temporal scales should be selected.

Water budget analysis is conducted through numerical or conceptual modeling. A range of different models exist. A summary of models used in Ontario for water budgets is provided in the *Water Budget Reference Manual*³ (Table 4-3). Also, environmental flow modelling is required to ensure consideration of the water supply or reserve flows available to maintain ecological features and functions and to develop instream flow targets for water-quantity stressed watersheds.

To account for climate change/severe weather considerations in water budgets, the *Water Budget Reference Manual* should be consulted. The *Guide for Assessment of Hydrologic Effects of Climate Change in Ontario*⁴

³<http://www.waterbudget.ca/waterbudgetreferencemanual>

⁴https://www.researchgate.net/publication/309565142_Guide_for_assessme

can also assist with incorporating climate change considerations into watershed planning. Lastly, a significant amount of work has been completed through source protection planning (i.e. watershed characterization, water budgets and water quality assessments). Conservation authorities acting as local source protection authorities under the *Clean Water Act, 2006* could provide valuable information in understanding water quantity and water budgets.

Water Conservation Plans

Water conservation plans are important for municipalities to undertake to maintain water resources for both human and ecosystem use and needs. Recognizing water as a valuable and non-renewable resource which must be utilized efficiently and cost-effectively is necessary when looking to sustain related social, environmental, and economic characteristics within the watershed plan area. Water conservation systems can help in avoiding, downsizing, or postponing water and wastewater projects. The development of a water conservation plan can inform work undertaken in Phases 2 and 3 of the watershed/subwatershed planning process.

ORMCP Technical Paper 11 – Water Conservation Plans⁵ provides a useful framework to follow when developing water conservation plans. The process outlined in this technical paper separates the development of a water conservation plan into four phases: defining conservation needs, choosing appropriate measures and incentives, drafting the plan, and revisiting the plan.

WATER QUALITY

Water quality describes the physical, chemical, and biological characteristics and conditions of water and aquatic ecosystems which influence the ability of water to support the uses designated for it. Water quality is measured with a wide range of physical, chemical and biological variables, parameters, indicators and measurements. The main objectives of water quality assessment in the context of watershed/subwatershed planning are to use existing information where possible to characterize status and trends of water quality to ensure water quality meet and continue to meet water quality objectives; and to determine the impact of water management on water quality, and how future land uses or infrastructure may impact water quality, including assimilative capacity of the receiving waterbody.

By assessing the sources and means by which nutrients and pollutants are

[nt of hydrologic effects of climate change in Ontario](#)

⁵<https://www.oakridgesmoraine.org/wp-content/uploads/2017/09/ORMCP-TP-11-Water-Conservation-Plans.pdf>

getting into water, better planning and mitigation practices can be incorporated into watershed/subwatershed planning.

Water Quality Assessment

The basic steps of a water quality assessment are as follows:

1. Carry out exploratory analysis of water quality data by collecting and graphically representing data related to indicators that measure the quality of water. Indicators: phosphorus, chloride, nitrogen, oxygen levels, suspended solids, temperature, bacteria, nutrients, and hazardous contaminants such as pesticides, metals, petroleum hydrocarbons, pharmaceuticals etc. Data representation: scatterplots (including time series plots), boxplots, maps.
2. Complete statistical tests to identify trends over time, including:
 - Have there been noticeable changes in water quality over time?
 - If there are changes, what are the potential contributing factors (i.e. human activities, climate change, and / or invasive species)?
 - Are there gaps in the data to prevent adequate assessment of trends?
3. Identify water quality impairments and assimilative capacity in the watershed. This can be done using a variety of methods and models, but it involves documenting the proposed pollutant loads from point and non-point sources resulting from future land uses/infrastructure, in a variety of scenarios (existing conditions and future conditions); and, determining where limits have been reached both at the point of interest and looking further downstream, using a cumulative impact approach. For groundwater, water quality data from monitoring wells can be compared to drinking water criteria for all indicators analyzed to help identify problem water quality parameters in the aquifer. Monitoring wells from the same aquifer units should be assessed to determine the typical maximum, minimum and average water quality ranges for the aquifer. Parameters that exceed the standard can be highlighted. For surface water, determine whether water quality targets such as the Provincial Water Quality Objectives (PWQOs) can be met or exceeded. This might include determining the mixing potential of the proposed discharge flow, the extent of the mixing zone associated with each indicator/parameter, and verifying whether PWQOs can be met at the edge of the mixing zone.
4. Avoid and/or plan for minimal impact to water quality based on the assimilative capacity of the receiving waters. This involves:
 - Choosing scenarios for growth that will ensure that water quality objectives and targets can be met, or conditions improved;

- Consider optimal locations for infrastructure such as wastewater treatment and stormwater ponds to prevent water quality impacts;
- Ensure through environmental assessments, master planning and source protection planning that potential impacts to water quality can be avoided or mitigated;
- Address provincial effluent discharge requirements (see B-1-5 Deriving Receiving Water Based Point Source Effluent Requirements for Ontario Waters⁶); and
- Encourage/support/enable the adoption of practices that address point and non-point source contributions to water quality conditions such as Low Impact Development features, and other best practices for water and wastewater infrastructure.

CLIMATE CHANGE

It is important to recognize the link between watershed planning, climate change and municipal land use and infrastructure planning. The *Planning Act* requires that official plans contain policies that identify goals, objectives, and actions to mitigate greenhouse gas emissions and provide for adaptation to a changing climate. Additionally, the PPS and provincial plans all contain direction to prepare for/consider the impacts of a changing climate in land use planning, infrastructure planning and watershed planning. Watershed planning can provide an ecological framework for managing impacts of climate change and developing more resilient communities, since it is an ecosystem-based, integrative approach to the protection of water for both communities and the environment.

Examples of how climate change can be considered in watershed planning are:

- Include use of climate change resources in the Charter/Terms of Reference.
- Have climate change expertise on the steering committee.
- Have scenarios and targets be informed by climate models on land use, water resources and natural resource management.
- Consider the effects of implementing adaptation measures when evaluating alternatives.
- Include adaptation strategies related to infrastructure management (e.g. reducing demand through water conservation and efficiency, restoring

⁶<https://www.ontario.ca/page/b-1-5-deriving-receiving-water-based-point-source-effluent-requirements-ontario-waters>

riparian and instream habitat to lessen strain on the municipal system).

- Identify how new climate science information will be integrated into monitoring and how through adaptive management, goals, objectives and targets will be refined based on unexpected events. Any climate adaptation/mitigation measures chosen for implementation should be evaluated for their effectiveness.

NATURAL HAZARDS

Understanding natural hazards is an important and necessary consideration for undertaking watershed planning.

Flooding and erosion are naturally occurring processes influenced by changing land uses in the watershed and exacerbated by climate change. By understanding the function and susceptibility of various river, stream, valley and lake systems to disturbance, the potential impacts of proposed developments, or potential remedial measures can be identified depending on the risk, and methods of reducing these impacts through design changes or mitigative measures may be implemented.

The location and extent of natural hazards can be outlined in floodplain / flood hazard limit mapping depending on the provincial standard. Mapping erosion hazard limits may be done through soil and slope stability analyses. These considerations are important for informing where development may and may not occur, as well as for managing its associated impacts on watercourses, including where/how to focus mitigation. This information can be highlighted through watershed technical studies or planning. Existing natural hazards should be sufficiently characterized and the effects of development on natural hazards be evaluated.

When information does not exist on the location of hazardous lands or hazardous sites, or when information is out of date, studies should be undertaken to identify potential risks from natural hazards. A range of provincial guidance documents are available to support the PPS natural hazard policies. The *Technical Guide – River and Stream Systems: Flooding Hazard Limit*⁷ and *Technical Guide – River and Stream Systems: Erosion Hazard Limit*⁸ describe standards and procedures which should be followed for addressing water related natural hazards.

⁷<https://www.renaud.ca/public/Environmental-Regulations/MNR%20Technical%20Guide%20Flooding%20Hazard%20Limit.pdf>

⁸<https://www.scrca.on.ca/wp-content/uploads/2018/09/MNR-Technical-Guide-River-and-Stream-Erosion-Hazard.pdf>



VIA EMAIL

March 29, 2022

Legislative & Planning Services
Department
Office of the Regional Clerk
1151 Bronte Road
Oakville ON L6M 3L1

Andrew Kennedy, Minister's Office, Ministry of the Environment, Conservation and Parks

Brian Rosborough, AMO

Honourable Jane McKenna, MPP, Burlington

Honourable Ted Arnott, MPP, Halton Hills

Honourable Parm Gill, MPP, Milton

Stephen Crawford, MPP, Oakville

Effie Triantafilopoulos, MPP, Oakville North - Burlington

Kevin Arjoon, City Clerk, City of Burlington

Meaghen Reid, Town Clerk, Town of Milton

Vicki Tytaneck, Town Clerk, Town of Oakville

Valerie Petryniak, Town Clerk, Town of Halton Hills

Please be advised that at its meeting held Wednesday, March 23, 2022, the Council of the Regional Municipality of Halton adopted the following resolution:

RESOLUTION: PW-15-22 – Improving Wastewater and Stormwater Discharges in Lake Ontario Funding Program

1. THAT Regional Council approve the candidate project as set out in Report No. PW-15-22 re: "Improving Wastewater and Stormwater Discharges in Lake Ontario Funding Program" for submission to the Ministry of Environment, Conservation and Parks.
2. THAT the project budget for S3042Z (2021 Basement Flooding Program – Open Cut & Lining) be increased by \$894,926 from \$3,126,000 to \$4,020,926 and that the required funding be financed as set out in Attachment #1 to Report No. PW-15-22.
3. THAT the Regional Chair and Regional Clerk be authorized to execute any funding agreements or ancillary documents for the Improving Wastewater and Stormwater Discharges in Lake Ontario Funding Program, in a form satisfactory to the Director of Legal Services.
4. THAT the Regional Clerk forward a copy of Report No. PW-15-22 to the Ontario Ministry of the Environment, Conservation and Parks, Halton MPPs and the Association of Municipalities of Ontario.

Regional Municipality of Halton

HEAD OFFICE: 1151 Bronte Rd, Oakville, ON L6M 3L1

905-825-6000 | Toll free: 1-866-442-5866

Included please find a copy of Report No. PW-15-22 for your information.

If you have any questions please contact me at the e-mail address below.

Sincerely,

A handwritten signature in blue ink, appearing to read 'G. Milne', is positioned above the typed name.

Graham Milne
Regional Clerk
graham.milne@halton.ca

Report To:	Regional Chair and Members of Regional Council
From:	Andrew Farr, Commissioner, Public Works
Date:	March 23, 2022
Report No:	PW-15-22
Re:	Improving Wastewater and Stormwater Discharges in Lake Ontario Funding Program

RECOMMENDATION

1. THAT Regional Council approve the candidate project as set out in Report No. PW-15-22 re: "Improving Wastewater and Stormwater Discharges in Lake Ontario Funding Program" for submission to the Ministry of Environment, Conservation and Parks.
2. THAT the project budget for S3042Z (2021 Basement Flooding Program – Open Cut & Lining) be increased by \$894,926 from \$3,126,000 to \$4,020,926 and that the required funding be financed as set out in Attachment #1 to Report No. PW-15-22.
3. THAT the Regional Chair and Regional Clerk be authorized to execute any funding agreements or ancillary documents for the Improving Wastewater and Stormwater Discharges in Lake Ontario Funding Program, in a form satisfactory to the Director of Legal Services.
4. THAT the Regional Clerk forward a copy of Report No. PW-15-22 to the Ontario Ministry of the Environment, Conservation and Parks, Halton MPPs and the Association of Municipalities of Ontario.

REPORT

Executive Summary

- The Provincial Government is investing \$25 million under two funding programs related to the management of wastewater and stormwater to protect lakes, rivers and human health. Of this, \$15 million is dedicated to improving wastewater and stormwater discharges into Lake Ontario.

- Halton Region meets the eligibility requirements for the funding program to improve wastewater and stormwater discharges into Lake Ontario.
- Municipalities can use this funding to build storm and wastewater infrastructure, upgrade sewers and pumping stations and clean out debris from stormwater management ponds.
- Halton Region is eligible to receive \$894,926 in funding from this program over two years.
- The executed funding agreement and a Regional Council resolution which authorizes Halton Region to enter into the funding agreement and outlines support for the candidate project must be submitted to the Ministry of Environment, Conservation and Parks by March 31, 2022.

Background

The Provincial Government is investing \$15 million over two years to help 18 municipalities improve aging and outdated storm and wastewater infrastructure to ensure Ontarians can continue to access safe and clean water.

Eligible municipalities will be able to use the funds for minor sewage treatment plant improvements such as optimization, local sewer system upgrades, cleaning out sediment and debris from stormwater management ponds, and putting green stormwater infrastructure in place.

Halton Region and 17 other Ontario municipalities were identified by the Ministry of Environment, Conservation and Parks as meeting the eligibility requirements for the program to improve wastewater and stormwater discharges into Lake Ontario. These requirements include having large sewage treatment plants in the Lake Ontario basin that discharge over 0.5 milligrams per litre of phosphorus from their wastewater treatment plants and/or have sewage overflows or bypasses.

As a result, Halton Region is eligible to receive \$894,926 in funding over two years. The goal of the funding program is to support improvements to municipal wastewater and stormwater systems through projects that would lower phosphorus discharges from municipal wastewater and stormwater, reduce the likelihood of sewage overflows and bypasses, and improve the quality of stormwater discharges. While there is no formal application process or a municipal cost-match requirement for the funding, in-kind municipal resources are required to complete the projects (e.g., municipal staff time).

Discussion

Through Report No. PW-22-15, re: “Region Wide Basement Flooding Mitigation Study: Final Report and Recommendations”, Regional Council approved a high-level strategy to reduce the potential for future basement flooding. This program was expected to require

\$85.3 million between 2016 and 2025 in support of the grants for the Basement Flooding Prevention Program (i.e., voluntary downspout/weeping tile disconnections and lateral lining and repair) (\$24.9 million) and the 10-year capital program (\$60.4 million). The 2022 Budget included capital project funding of \$6.0 million. Staff are anticipating bringing a report to Regional Council in April 2022 to provide an update on Halton Region's Basement Flooding Mitigation Program.

Candidate Project

The funding criteria outlined in the Improving Wastewater and Stormwater Discharges in Lake Ontario Funding Program, aligns with the Basement Flooding initiative and as such the Open Cut and Lining project in the 2021 Basement Flooding Program is proposed to receive this new funding.

The Improving Wastewater and Stormwater Discharges in Lake Ontario Funding Program will be directed towards advancing additional prioritized sanitary system improvements, including the repair and relining of sewers, manholes and laterals in order to reduce sources of inflow and infiltration to Halton Region's wastewater collection system. This project is currently in design and is expected to be tendered in July 2022. The additional funds will accelerate improvements in Halton Region's wastewater and stormwater systems that will reduce the likelihood of sewage overflows and bypasses, and improve the quality of stormwater discharges into Lake Ontario.

Following Regional Council's approval of Halton Region's candidate project, staff will submit the executed funding agreement and Regional Council resolution in advance of the March 31, 2022 deadline.

FINANCIAL/PROGRAM IMPLICATIONS

Upon approval of Report No. PW-15-22, capital project S3042Z (2021 Basement Flooding Program – Open Cut and Lining) will be increased by \$894,926 from \$3,126,000 to \$4,020,926 as set out in Attachment #1.

Respectfully submitted,



Lee Anne Jones
Director, Infrastructure Planning and Policy



Andrew Farr
Commissioner, Public Works

Approved by



Jane MacCaskill
Chief Administrative Officer

If you have any questions on the content of this report,
please contact:

Lee Anne Jones

Tel. # 7547

Attachments: Attachment #1 – Revised Capital Budget & Financing Plan - Project No: S3042Z

Halton Region
Revised Capital Budget & Financing Plan

Attachment #1
to PW-15-22

Project No: S3042Z

Project IDs: 8044

Project Description: 2021 Basement Flooding Program - Open Cut and Lining

Section "A" - Revised Budget

Description	Gross Costs	External Recovery	Wastewater General Capital Reserve
Approved Budget & Financing: 2021 Approved Budget FN-44-20	\$ 3,126,000	\$ -	\$ 3,126,000
	-		
Total	\$ 3,126,000	\$ -	\$ 3,126,000
Budget Increase as per PW-15-22	894,926		
Total Revised Budget	\$ 4,020,926		

Section "B" - Financing Plan

Revised Financing Plan	\$ 4,020,926	\$ 894,926	\$ 3,126,000
Funding Increase/(Redeployed)	\$ 894,926	\$ 894,926	\$ -
Reserve/Reserve Fund Account Number			505320



VIA EMAIL

March 22, 2022

Legislative & Planning Services
Department
Office of the Regional Clerk
1151 Bronte Road
Oakville ON L6M 3L1

Kevin Arjoon, City Clerk, City of Burlington
Meaghen Reid, Town Clerk, Town of Milton
Vicki Tytaneck, Town Clerk, Town of Oakville
Valerie Petryniak, Town Clerk, Town of Halton Hills

Please be advised that at its special meeting held Saturday, March 19, 2022, the Council of the Regional Municipality of Halton adopted the following resolution:

RESOLUTION: LPS26-22 - Update 5: Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region

1. THAT Regional Council approve the amendment of the expiration date of By-law No. 47-20 to 12:01 a.m. on March 21, 2022, substantially in the form of the draft amending by-law appended to Report No. LPS26-22 as Attachment #2.
2. THAT Regional Council repeal By-law No. 12-20 and that the Director of Legal Services prepare such a by-law based on the draft by-law appended to Report No. LPS26-22 as Attachment #3.
3. THAT Report No. LPS26-22 be forwarded to the City of Burlington, the Town of Halton Hills, the Town of Milton, and the Town of Oakville for their information.

Included please find a copy of Report No. LPS26-22 together with by-law 9-22, as adopted by Council, for your information. Please note that the resolution adopted by Council differs from the staff recommendation in the report. For your convenience, the draft by-laws that accompanied the original report as attachments have been removed.

If you have any questions please contact me at the e-mail address below.

Sincerely,

Graham Milne
Regional Clerk
graham.milne@halton.ca

Regional Municipality of Halton

HEAD OFFICE: 1151 Bronte Rd, Oakville, ON L6M 3L1

905-825-6000 | Toll free: 1-866-442-5866

Report To:	Regional Chair and Members of Regional Council
From:	Bob Gray, Commissioner, Legislative and Planning Services and Corporate Counsel
Date:	March 23, 2022
Report No:	LPS26-22
Re:	Update 5: Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region

RECOMMENDATION

1. THAT Regional Council approve the amendment of the expiration date of By-law No. 47-20 to 11:59pm on March 23, 2022, substantially in the form of the draft amending by-law appended to Report No. LPS26-22 as Attachment #2.
2. THAT Regional Council repeal By-law No. 12-20 and that the Director of Legal Services prepare such a by-law based on the draft by-law appended to Report No. LPS26-22 as Attachment #3.
3. THAT Report No. LPS26-22 be forwarded to the City of Burlington, the Town of Halton Hills, the Town of Milton, and the Town of Oakville for their information.

REPORT

Executive Summary

- On July 15, 2020, Regional Council adopted By-law No. 47-20 – Directed at Persons & Operators to require mandatory Non-Medical Masks/Face Coverings in certain Enclosed Public Places in Halton Region, as described in Report No. LPS59-20 re: “Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region”.
- Regional Council was responsive throughout the COVID-19 pandemic and made a number of amendments to By-law No. 47-20 including amendments as described in Report No. LPS78-20 re: “Update: Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region” on September 16, 2020, Report No. LPS90-20 re: “UPDATE 2: Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region” on October 21,

2020 and Report No. LPS39-21 re: “Update 3: Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region” on April 21, 2021.

- On November 24, 2021, Regional Council enacted an amendment to By-law No. 47-20, as described in Report No. LPS84-21 re: “Update 4: Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region” extending the application of By-law No. 47-20 until April 30, 2022.
- On March 1, 2022, the Province moved to the Roadmap Exit Step of the Roadmap to Reopen which removed numerous requirements including proof of vaccination, capacity limit, and physical distancing requirements in all settings. Individuals are still required to wear a mask or face covering inside any business or place that is open (with certain exceptions).
- On March 9, 2022, the Province announced that on March 21, 2022, the mandatory masking requirement will be removed for most settings, with the exception of select settings such as public transit, health care settings, long-term care homes and congregate care settings. This is accompanied by the removal of all other regulatory requirements for business.
- This report recommends that Regional Council amend the expiration clause of By-law No. 47-20 to 11:59pm on March 23, 2022 to align with the removal of the Provincial requirements relating to the wearing of a mask or face covering and that Regional Council repeal By-law No. 12-20.

Background

On March 25, 2020, By-law No. 12-20 was passed which delegated from Regional Council to the Chief Administrative Officer the authority to take any action as described in Report No. LPS41-20 re: “Delegation of Authority to Chief Administrative Officer during COVID-10 Pandemic”.

On July 15, 2020, Regional Council adopted LPS59-20 re: “Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region” and enacted By-law No. 47-20.

On September 16, 2020, Regional Council adopted LPS78-20 re: “Update - Mandatory Non-Medical Masks/Face Covering in Certain Enclosed Public Places in Halton Region”. Report LPS78-20 contained administrative amendments to By-law No. 47-20 and the addition of Enclosed Common Areas to the definition of Public Place.

On October 21, 2020, Regional Council adopted LPS90-20 re: “UPDATE 2: Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region” extending the application of By-law No. 47-20 until May 31, 2021.

On April 21, 2021, Regional Council adopted LPS39-21 re: “Update 3: Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region” extending the application of By-law No. 47-20 until December 31, 2021.

On November 24, 2021, Regional Council enacted an amendment to By-law No. 47-20, as described in Report No. LPS84-21 re: “Update 4: Mandatory Non-Medical Masks/Face Coverings in Certain Enclosed Public Places in Halton Region” extending the application of By-law No. 47-20 until April 30, 2022.

Discussion

By-law No. 47-20 requires Persons to wear non-medical masks/face coverings in certain enclosed Public Places within Halton Region. By-law No. 47-20 also requires Operators of certain Public Places in Halton Region to adopt a non-medical mask/face covering policy to ensure that no member of the public is permitted entry to, or otherwise remain within, an enclosed space within a Public Place, unless the member of the public is properly wearing a non-medical mask/face covering. The effective date of By-Law No. 47-20 continued to be extended to provide additional support to the Provincial COVID-19 regulations and its requirements to wear a mask or face covering.

The Province has since, through regulation, required mask or face covering wearing in specified situations. On October 22, 2021, the Province released its *Plan to Safely Reopen Ontario and Manage COVID-19 for the Long-Term*, which outlines the province’s gradual approach to lifting remaining public health and workplace safety measures over the following six months.

On January 20, 2022, the Province released a gradual and incremental approach to lifting COVID-19 public health and workplace safety measures in alignment with its *Roadmap to Reopen* and *A Plan to Safely Reopen Ontario and Manage COVID-19 for the Long-Term*. The first and second set of measures in this gradual and incremental approach were lifted on January 31 and February 17, 2022.

On March 1, 2022, the Province moved to the Roadmap Exit Step of the Roadmap to Reopen which removed proof of vaccination, capacity limit, and physical distancing requirements in all settings. Under the Roadmap Exit Step, as set out in Ontario Regulation 364/20: Rules for Areas at Step 3 and at the Roadmap Exit Step, businesses and individuals were still required to wear a mask or face covering inside any business or place that is open (with certain exceptions). The Province has stated that moving forward, the lifting of all remaining public health and workplace safety measures, such as the face covering/masking requirement, will be considered on a regular basis, subject to key trends in public health and health system indicators.

On March 9, 2022, the Province announced that on March 21, 2022, the mandatory masking requirement will be removed for most settings, with the exception of select settings such as public transit, health care settings, long-term care homes and congregate care settings. This is accompanied by the removal of all other regulatory requirements for

business, including passive screening and safety plans. The Province has also indicated that the masking requirements in all remaining settings shall be removed on April 27.

Currently, epidemiological trends in the spread of COVID-19 within Halton Region and in related demands on health system capacity are similar to those now experienced across Ontario.

Following consultation with the Region's Medical Officer of Health, Staff recommend amending the expiration of By-Law No. 47-20 to 11:59pm on March 23, 2022, to align with the removal of the Provincial requirements relating to the wearing of a mask or face covering in most indoor settings.

Staff will continue to monitor key public health indicators along with public health guidance and recommendations from the Province and will report back to Council should any further amendments to By-law No. 47-20 be recommended.

By-law No. 12-20 was passed on March 25, 2020 to ensure that Halton Region had additional flexibility to react quickly and efficiently to the effects of, and the responses by the provincial and federal governments to, the COVID-19 pandemic as it evolved. Report No. LPS41-20 re: "Delegation of Authority to Chief Administrative Officer during COVID-10 Pandemic" noted that this delegation of authority would remain in place until revoked by Regional Council. It is also noted that on March 23, 2020 the Regional Chair declared an emergency in Halton related to the COVID-19 pandemic and on March 11, 2022 declared that such emergency has terminated. Based on the foregoing, staff recommend that this delegation of authority can be revoked as it is no longer necessary.

For further details, please see the Consolidated Version of By-Law No. 47-20 attached as Attachment #1, the Amending By-law attached as Attachment #2 and the draft by-law to repeal By-law No. 12-20 attached as Attachment #3.

CONCLUSION

After consultation with Public Health and the Medical Officer of Health, Regional Staff recommend amending the expiration clause of By-law No. 47-20 to 11:59pm on March 23, 2022 to align with the removal of the Provincial requirements relating to the wearing of a mask or face covering in most settings and repealing By-law No. 12-20.

FINANCIAL/PROGRAM IMPLICATIONS

There are no financial implications arising from the receipt of this report.

Respectfully submitted,



Jody Johnson
Director, Legal Services



Bob Gray
Commissioner, Legislative and Planning
Services and Corporate Counsel

Approved by



Jane MacCaskill
Chief Administrative Officer

If you have any questions on the content of this report,
please contact:

Jody Johnson

Tel. # 7254

Attachments: Attachment #1 – CONSOLIDATED CHANGES – Halton Region Mask By-law No. 47-20
Attachment #2 – AMENDING BY-LAW - Halton Region Mask By-law No. XX-22
Attachment #3 – A by-law to repeal By-law No. 12-20

THE REGIONAL MUNICIPALITY OF HALTON

BY-LAW NO. 9-22

A BY-LAW TO AMEND BY-LAW NO. 47-20, AS AMENDED, BEING A TEMPORARY BY-LAW TO REQUIRE THE WEARING OF NON-MEDICAL MASKS/FACE COVERINGS IN ENCLOSED PUBLIC PLACES IN THE REGIONAL MUNICIPALITY OF HALTON.

WHEREAS subsection 11(2) of the *Municipal Act, 2001* (the “Act”), provides the general authority for municipalities to pass by-laws for the “health, safety and well-being of persons”;

AND WHEREAS the spread of COVID-19 has been declared a pandemic by the World Health Organization on March 11, 2020;

AND WHEREAS an emergency was declared in the Province of Ontario on March 17, 2020, pursuant to Order in Council 518/2020 for the purposes of section 7.1 of the *Emergency Management and Civil Protection Act*, and has been extended pursuant to section 7.0.7 of the *Emergency Management and Civil Protection Act*, due to the health risks to Ontario residents arising from COVID-19;

AND WHEREAS on March 23, 2020, the Regional Chair declared a state of emergency in support of the Province’s efforts to contain the spread of the COVID-19 pandemic, made pursuant to subsection 4(1) of the *Emergency Management and Civil Protection Act*;

AND WHEREAS the Province of Ontario has enacted Ontario Regulation 263/20 under subsection 7.0.2(4) of the *Emergency Management and Civil Protection Act* to permit certain businesses to reopen for attendance by members of the public, subject to conditions, including the advice/recommendations/instructions of public health officials;

AND WHEREAS the Province of Ontario has enacted Bill 195, *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020*, which continues orders made under sections 7.0.2 and 7.1 of the *Emergency Management and Civil Protection Act* in relation to COVID-19. While the Provincial declaration of emergency has ended, the new act will provide the Province with the necessary flexibility to address the ongoing risks and effects of the COVID-19 outbreak;

AND WHEREAS physical distancing (keeping distance from one another and limiting activities outside the home; when outside the home, staying at least 2 metres away from other people whenever possible) is difficult to maintain in enclosed public places;

AND WHEREAS a by-law requiring persons to wear a non-medical mask/face covering in enclosed public places is deemed a necessary, recognized,

practicable, and effective method to limit the spread of COVID-19, and thereby help protect the health, safety and well-being of the Halton Region community;

AND WHEREAS a by-law requiring the Operator of an enclosed Public Place that is open to the public to adopt a policy to require persons entering the enclosed Public Place to wear a non-medical mask/face covering is deemed a necessary, recognized, practicable, and effective method to limit the spread of COVID-19, and thereby help protect the health, safety and well-being of the Halton Region community;

AND WHEREAS section 425 of the Act provides that any person who contravenes any by-law of the Region is guilty of an offence;

AND WHEREAS section 444 of the Act provides that the Region may make an order requiring a person who contravened a by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity;

AND WHEREAS Regional Council amended By-law No. 47-20 by the passage of By-law No. 59-20 on October 21st, 2020;

AND WHEREAS Regional Council further amended By-law No. 47-20 by passage of By-law No. 12-21 on April 21, 2021;

AND WHEREAS Regional Council further amended By-law No. 47-20 by passage of By-law No. 85-21 on November 24, 2021;

AND WHEREAS Regional Council shall further amend By-law No. 47-20 to permit the amendment noted below.

NOW THEREFORE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF HALTON HEREBY ENACTS AS FOLLOWS:

1. THAT section 17 is deleted and replaced with the following:

“That this By-law shall be deemed to no longer be in effect, and revoked at 12:01 a.m. on March 21, 2022, unless extended by Regional Council.”

2. THAT all other provisions of By-law No. 47-20, shall remain in force and effect.

3. THAT this By-law comes into force on the day it is passed.

READ and PASSED this 19th day of March, 2022.

REGIONAL CHAIR

REGIONAL CLERK

Report No. LPS26-22

March 29, 2022

Re: Moratorium on New Gravel Extraction Licensing Applications

To whom it may concern:

Please be advised that the Council of the Town of Milton adopted the following resolution at its City Council meeting held March 21, 2022:

WHEREAS Ontario currently has over 5000 licensed pits and quarries located throughout the Province; and,

WHEREAS current Provincial policy allows applications to be submitted without any demonstration of need being required.

WHEREAS mineral aggregate pits and quarries have the potential to remove habitat and natural features, and alter the land in a way that cannot be completely restored.

WHEREAS pits and quarries have the potential to impact negatively host communities in terms of noise, air pollution, and truck traffic.

WHEREAS pits and quarries are permitted to mine below the water table which may require pumping to continue beyond the life of the quarry in perpetuity.

WHEREAS the urgent need to reduce greenhouse gas emissions in order to combat climate change.

WHEREAS there is a legal obligation for the Province of Ontario, as the Crown, to consult with Indigenous peoples regarding the impacts of quarries on treaty lands and a responsibility to address those impacts.

WHEREAS notwithstanding these concerns with the current aggregate application process, there are active mineral aggregate applications in Milton that staff will continue to review for consistency and conformity with the current land use planning policy and regulatory framework, to bring recommendations to Milton Council on the technical merits of these applications.

NOW THEREFORE BE IT RESOLVED THAT the Mayor write a letter to the Premier of Ontario, Minister of Northern Development, Mines, Natural Resources and Forestry, Milton's Members of Provincial Parliament, and the leaders of the opposition parties demanding an immediate temporary moratorium on the approval of all new aggregate license applications pending a broad consultation process including with First Nations,

affected communities, independent experts and scientists to chart a new path forward for mineral aggregate extraction in Ontario which:

- Proposes criteria and process for determining the need for new mineral aggregate Licenses;
- Recommends updated policies and restrictions for mineral aggregate extraction below the water table to reflect current groundwater sciences;
- Develops new guidelines for reprocessing in order to ensure sustainable aggregate Supplies;
- Recommends a fairer, updated royalty for mineral aggregate extraction that includes compensation for the full environmental and infrastructure maintenance costs to the local community of extraction and distribution of aggregate;
- Provides greater weight to input from municipalities to lessen the potential impacts from the mineral aggregate operation and trucking through their communities; and,
- Proposes revisions to application procedures which respect and honour the Treaty rights of Indigenous Communities and Peoples and the Crown's duty to consult.

AND FURTHER, BE IT RESOLVED THAT the Clerk circulate this resolution to the Councils of the Top Aggregate Producing Municipalities of Ontario (TAPMO) and the Association of Municipalities of Ontario (AMO), the conservation authorities in Halton Region, and the local municipalities for their information.

In accordance with Council's direction I am forwarding you a copy of the resolution for your reference. Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,



Miranda Borris
Legislative Coordinator
Corporate Services Department
Legislative & Legal Services Division



G.A. (GORD) KRANTZ
Mayor

THE CORPORATION OF
THE TOWN OF MILTON

150 Mary Street
Milton, Ontario
Canada L9T 6Z5

905-878-7252
Fax 905-878-5927
www.milton.ca

March 28, 2022

The Hon. Doug Ford
Premier of Ontario
Legislative Building - Room 281
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford,

On March 21, 2022, the Town of Milton's Council unanimously passed a resolution demanding an immediate temporary moratorium on the approval of all new aggregate license applications. Please find it enclosed.

In addition, through the resolution, Milton Council is requesting that, in your capacity as the Premier of Ontario, you instruct the Hon. Greg Rickford, Minister of Northern Development, Mines, Natural Resources and Forestry and his departmental officials to conduct a broad consultation process that includes First Nations, affected communities, independent experts and scientists.

The Town of Milton's request, through this broad consultation, is that the province chart a new path forward for mineral extraction in Ontario. New processes, policies, criteria, and guidelines are required in order to:

- Determine the need for mineral aggregate licenses
- Ensure sustainable aggregate supplies
- Reflect groundwater science with respect to below the water table extraction, and
- To respect Treaty rights, the Crown's duty to consult and municipalities input.

We welcome the opportunity to discuss our position and these important issues with you, the Minister and ministry officials.

Thank you in advance for your consideration of this resolution. We look forward to your affirmative response.

Sincerely,

Mayor Gord Krantz

c.c. the Hon. Greg Rickford, Minister of Northern Development, Mines, Natural Resources and Forestry
the Hon. Parm Gill, Milton, MPP
Dave Smith, Parliamentary Assistant to the Minister of Northern Development, Mines,



Natural Resources and Forestry
Andrea Horwath, Leader of the Official Opposition
Steven Del Duca, Leader of the Ontario Liberal Party
Mike Schreiner, Leader of the Green Party of Ontario
Milton Town Council
Halton Region and local Halton Region municipal councils
Association of Municipalities of Ontario
Top Aggregate Producing Municipalities of Ontario

**The Corporation of the City of Cambridge
Corporate Services Department
Clerk's Division
The City of Cambridge
50 Dickson Street, P.O. Box 669
Cambridge ON N1R 5W8
Tel: (519) 740-4680 ext. 4585
mantond@cambridge.ca**

March 31, 2022

Re: Motion: Councillor Wolf re: Request to impose a moratorium on all new gravel applications, including expansions to existing licensed sites

At the Special Council Meeting of March 22, 2022, the Council of the Corporation of the City of Cambridge passed the following Motion:

WHEREAS Ontario currently has over 3600 licenses and 2500 permits held by Operators located throughout the Province that are able to meet the expected near term needs of Ontario's construction industry;

AND WHEREAS in 2020 there was approximately 5,677,296 tonnes of aggregate extracted from properties located within the Township of North Dumfries;

AND WHEREAS applications continue to be submitted without a definitive determination if there is a need for additional supply;

AND WHEREAS gravel pits and quarries can be destructive of natural environments and habitats when not properly planned and managed;

AND WHEREAS pits and quarries have negative social impacts on host and neighbouring communities like Cambridge in terms of noise, air pollution, and truck traffic;

AND WHEREAS the urgent need to reduce greenhouse gas emissions in order to combat climate change has brought awareness to the very high carbon footprint associated with the production of concrete and asphalt which are major end-users of aggregates;

NOW THEREFORE BE IT RESOLVED THAT the Province of Ontario be requested to impose an immediate temporary moratorium on all new gravel applications, including expansions to existing licensed sites, pending a broad consultation process that would

include First Nations, affected communities, independent experts and scientists, to chart a new path forward for the extraction and processing of aggregates in Southern Ontario which:

- i) Proposes criteria and processes for determining the need for new aggregate licences (including the expansion to existing licenses);
- ii) Recommends updated policies and restrictions for aggregate extraction below the water table to reflect current groundwater sciences; including quarterly water monitoring reports.
- iii) Assesses the cumulative impacts of aggregate operations in terms of off-site impacts to environmental systems; the groundwater regime and baseflow contributions to area watercourses, wetlands, etc; area habitat including corridors; traffic along haul routes; and, dust and noise emissions;
- iv) Develops new guidelines for reprocessing / recycling of concrete and asphalt products in order to ensure sustainable aggregate supplies;
- v) Recommends a fair levy for aggregate extraction that includes compensation for the full environmental and infrastructure maintenance costs to the local community of extraction and distribution of aggregate;
- vi) Provides greater weight to the input by local municipalities to lessen the social impacts from aggregate extraction and truck haul routes through their communities

AND FURTHER THAT a copy of this Resolution be sent to the Honourable Doug Ford, Premier of Ontario, the leaders of all Provincial Parties, the Minister of Northern Development, Mines, Natural Resources & Forestry, the MPPs of Waterloo Region, and, the Region of Waterloo.

Should you have any questions related to the approved resolution, please contact me.

Yours Truly,



Danielle Manton
City Clerk

Cc: (via email)
Hon. Premier Ford
Association of Municipalities of Ontario
City of Cambridge Council

March 24, 2022

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
premier@ontario.ca
Via Email

Dear Premier Ford,

**RE: Support Resolution – Township of Chapple supports resolution from Northwestern Ontario
Municipal Association (NOMA)**

Please be advised that, at its meeting on March 22, 2022, the Council of the Municipality of Shuniah resolved to support resolution number RES-7-2022 from the Township of Chapple regarding resolution 2022-01 dated January 17, 2022, from Northwestern Ontario Municipal Association (NOMA) with regards to supporting the expansion of Northern Ontario School of Medicine (NOSM) to address the urgent need for physicians on Northern Ontario.

We kindly request your support and endorsement for the expansion of the Northern Ontario School of Medicine.

Yours truly,



Kerry Bellamy
Clerk
KB/jk

Cc:

Hon. Jill Dunlop, Minister of Colleges and Universities

Hon. Cristine Elliot, Minister of Health

Hon. Victor Fedeli, Minister of Economic Development, Job Creation, and Trade

local MPs & MPPs

Ontario Medical Association

Northern School of Medicine

Northern Ontario Academic Medicine Association

Association of Municipalities of Ontario (AMO)

Federation of Northern Ontario Municipalities (FONOM)



COUNCIL RESOLUTION

Resolution No.: 100-22

Date: Mar 22, 2022

Moved By: Don Smith

Seconded By: Danna Blunt

Supports ✓ Resolutions and Correspondence .
THAT Council hereby receives the following correspondence:

- a. NOMA et al. Letter to Minister of Indigenous Affairs & Northern Development
- b. Township of Chapple Resolution - Support NOMA Resolution re NOSM Expansion
- c. Lakehead Region Conservation Authority Annual Meeting Minutes

and the same be filed at the Clerk's Office.

☒ Carried

☐ Defeated

☐ Amended

☐ Deferred

Wendy Landry
Signature

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario, P7A 1X8



Township of Chapple

MEETING DATE: 8 March 2022

RESOLUTION NUMBER: RES-7-2022

A handwritten signature in cursive script, appearing to read "Philip Schumacher", written over a horizontal line.

A handwritten signature in cursive script, appearing to read "Kim W. Jones", written over a horizontal line.

THAT the Township of Chapple supports the resolution from the Northwestern Ontario Municipal Association (NOMA) with regards to supporting the expansion of Northern Ontario School of Medicine (NOSM) to address the urgent need for physicians in Northern Ontario; and

BE IT RESOLVED that a copy of this resolution be forwarded to Premier Doug Ford, Minister of Colleges and Universities Jill Dunlop, Minister of Health Christine Elliot, Minister of Economic Development, Job Creation & Trade Victor Fedeli, local MP's and MPP's, Ontario Medical Association, Northern School of Medicine, Northern Ontario Academic Medicine Association, Association of Municipalities of Ontario (AMO) and the Federation of Northern Ontario Municipalities (FONOM).

A handwritten signature in cursive script, appearing to read "Lillian Racz", written over a horizontal line.

Signature

DISPOSITION:

CARRIED. ✓



Representing the Districts of Kenora, Rainy River and Thunder Bay

P.O. Box 18308, Thunder Bay, ON P7B 6T5
www.noma.on.ca

p: 807.683.1462 e: admin@noma.on.ca

January 17, 2022

Resolution 2022-01: Support for the Expansion of NOSM to address the urgent need for physicians in Northern Ontario.

Background:

There is a desperate shortage of physicians and health care professionals in Northwestern Ontario. The global pandemic has put a microscope on the inadequacies and vulnerabilities present in the health care system in northern communities with limited access to physicians and specialists. Northwestern Ontario is a vast geographic region, and many smaller communities are not equipped with their own hospitals or trained professionals. Therefore, residents from many municipalities must travel long distances to access health care services. Procuring and retaining skilled physicians that can respond to the unique and multifaceted health care needs of Northern communities is of vital importance and will translate to lives saved.

The Northern Ontario School of Medicine (NOSM), along with Lakehead and Laurentian universities, developed a unique and successful curriculum that resulted in highly trained physicians and specialists. A large portion of students complete their training in rural communities in Northwestern Ontario and many choose to stay and develop their practice. NOSM has proven highly successful at providing doctors for Northern Ontario.

Recommendation:

WHEREAS that the Northwestern Ontario Municipal Association recognizes the urgent need for physicians in Northern Ontario as it is experiencing a shortage of trained physicians and specialist physicians;

AND WHEREAS one in eight Northern residents do not have access to a family doctor and many must travel long distances to access health care services representing the failure of health care in Northern Ontario;

AND WHEREAS communities in Northern Ontario require access to equitable health care, especially underserved rural, Indigenous, and Francophone communities;

AND WHEREAS the expansion of physician training at NOSM is a way to encourage more physicians to come and work in Northern communities and care must be taken to encourage newly trained physicians to stay and contribute to the health care crisis in the North;

AND WHEREAS although highly successful at providing doctors for Northern Ontario, NOSM has fewer health care professionals' spots than the rest of Ontario medical schools and it would take at minimum, five NOSM graduating classes at sixty-four physicians per year to address the current shortage.

THEREFORE BE IT RESOLVED THAT with the announcement of NOSM becoming a free-standing University, the Northwestern Ontario Municipal Association requests that the Provincial Government and

the Ontario Medical Association immediately expand NOSM's capacity to meet the needs of Northern Ontario, with added MD positions, Residency positions (PGY 1, 3, and 4) and clinical teaching funding to the Northern Ontario Academic Medicine Association.

FURTHER BE IT RESOLVED THAT a copy of this resolution be forwarded to Premier Doug Ford, Minister of Colleges and Universities Jill Dunlop, Minister of Health Christine Elliot, MPP Victor Fedeli, The Leaders of the Opposition Parties, Ontario Medical Association, Northern School of Medicine, Northern Ontario Academic Medicine Association, Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), all Clerks and CAOs of NOMA.

Moved By: Wendy Brunetta

Seconded By: Rick Dumas

CARRIED



President

Cc: Hon. Jill Dunlop, Minister of Colleges and Universities
Hon. Christine Elliot, Minister of Health
Hon. Victor Fedeli, Minister of Economic Development, Job Creation & Trade
Hon. Steven Del Duca, Leader of the Ontario Liberal Party
Hon. Andrea Horwath, Leader of the Ontario NDP Party
Ontario Medical Association
Northern School of Medicine
Northern Ontario Academic Medicine Association
Association of Municipalities of Ontario
Federation of Northern Ontario Municipalities
All Clerks and CAOs of NOMA



**The Corporation of the
Municipality of Mississippi Mills**

Council Meeting

Resolution Number 079-22

Title: Information List #05-22 Township of South Glengarry Resolution re: Abandoned Cemeteries

Date: Tuesday, March 15, 2022

Moved by Councillor Holmes

Seconded by Councillor Dalgity

BE IT RESOLVED THAT the Council of the Municipality of Mississippi Mills hereby supports Prince Edward County's call for government action concerning the current legislation and regulations surrounding municipal requirements to take over and maintain abandoned operating cemeteries;

AND FURTHERMORE that a copy of this resolution be sent to the Minister of Government & Consumer Services, ROMA, the Eastern Ontario Wardens Caucus and all Ontario municipalities.

CARRIED

I, Casey Munro, Deputy Clerk for the Corporation of the Municipality of Mississippi Mills, do hereby certify that the above is a true copy of a resolution enacted by Council.



Casey Munro, Deputy Clerk



March 11, 2022

Mr. John Daly
Director of Legislative Services/Clerk
County of Simcoe
1110 Highway 26,
Midhurst, ON
L9Z 1N6

BY EMAIL ONLY

Dear Mr. Daly:

Re: County of Simcoe Regional Government Review Service Delivery Task Force - Fire
Services

Please be advised that the Town of Wasaga Beach Coordinated Committee, during its March 10, 2022 meeting, adopted the following resolution:

"That the Community Services Section of Coordinated Committee receive the Chief Administrative Officer's report on the County of Simcoe Regional Government Review Service Delivery Task Force Fire Services Review for information;

Further that the Community Services Section of Coordinated Committee authorize the Chief Administrative Officer to inform the County of Simcoe that the Town of Wasaga Beach supports recommendations nine and ten of the Fire Service Review report;

And Further, that the Community Services Section of Coordinated Committee authorizes the CAO to request that County Council, through the Regional Government Review, formally request the Province to further review the interest arbitration system, as the changes introduced in 2018 have not impacted wage increases awarded to the fire services sector, often exceeding negotiated settlements for other municipal employee groups, continuing to place a financial strain on municipalities, and creating wage compression with Fire Department leadership;

And Further, that as part of the review, the Province confirm that it is the employer's responsibility to define the hours of work that best fits their circumstance rather than an arbitrator awarding a change;

And that this motion be circulated to all municipalities in the Province."

Attached is a copy of the report dated March 10, 2022. Your favourable consideration of this matter is appreciated.

Should you have any questions, please contact me at cao@wasagabeach.com or (705) 429-3844 Ext. 2222.

Sincerely,



George Vadeboncoeur
Chief Administrative Officer

/pk

- c. Wasaga Beach Town Council Members
Association of Municipalities of Ontario
All Municipalities in Ontario

STAFF REPORT



TO: Community Services Section of Coordinated Committee

FROM: George Vadeboncoeur, Chief Administrative Officer

SUBJECT: County of Simcoe Regional Government Review
Service Delivery Task Force - Fire Services Report

DATE: March 10, 2022

RECOMMENDATION

THAT the Community Services Section of Coordinated Committee receive the Chief Administrative Officer's report on the County of Simcoe Regional Government Review Service Delivery Task Force Fire Services Review for information;

FURTHER that the Community Services Section of Coordinated Committee authorize the Chief Administrative Officer to inform the County of Simcoe that the Town of Wasaga Beach supports recommendations nine and ten of the Fire Service Review report.

BACKGROUND

The County of Simcoe established a Service Delivery Task Force Committee of County Council members to undertake reviews of the following services to determine if efficiencies could be found leading to improved services to tax payers. The services being reviewed are:

- Conservation Authority Services
- Fire Services
- Land Use Planning Services
- Library Services
- Transit Services
- Water and Waste Water Services
- Storm Water Management Services – completed, no further action required
- Legal Services – completed, no further action required

The subject of this report is the review of Fire Services.

The County engaged a third-party consultant to conduct a comprehensive review of Fire Services in the County of Simcoe, identifying possible efficiencies and preferred Service Delivery models including regional and sub-regional service models.

Through an RFP process, Pomax Consulting Inc. (Pomax) was selected by the County to complete the review. The Pomax team commenced the project and municipal engagement in May 2021.

On December 6, 2021 the County of Simcoe Regional Government Review Service Delivery Task Force received the final report and passed a resolution requesting that the report be sent to individual municipal Councils for review and comment.

The ten recommendations tabled with the Task Force are as follows:

1. "Share fire chiefs wherever possible. Examples of this include Innisfil and Bradford-West Gwillimbury, and Penetanguishene and Midland. There is an expectation that the number of responses will decline in the next few years as the province implements Medical Priority Dispatch System (MPDS). An advantage of sharing fire chiefs may be that the joint chief will find realistic ways to rationalize training, prevention, public education, and stations. Essa Township has an opportunity to share a fire chief with a neighbouring community or even amalgamating.
2. Share recruitment, intake, selection, training, and equipment in the same manner as takes place in North Simcoe. Duplication of these processes can be expensive. Sharing also supports consistency so that when the time comes that firefighters from different departments have to work together at mutual aid or other major incidents, they are familiar with common practices.
3. Share public education and prevention resources. This may not save money but may accomplish consistency in neighbouring communities and may enhance some communities that have inadequate resources.
4. Where possible consolidate fire services. This is not a minor step but it is one that has been accomplished before when municipalities amalgamate or a decision is made that shared services is best for a community <https://lincoln.ca/news/2021/06/media-releasetowns-lincoln-and-grimsby-embark-shared-fire-service-pilot-project>.
5. Several fire departments, during interviews, discussed establishing training centres – some with the perspective of providing services for a fee to other fire departments. Prior to taking those steps, partnerships should be discussed to defray costs and to determine the best location for training centres. Training centres that are established with the objective of defraying costs by renting to other fire departments do not have a history of success.

6. Prior to considering building a new fire station, undertake a needs analysis including response modelling and incident type. Fires may be an impetus for establishing a new or additional fire station but sometimes medical incidents are held out as part of the justification. Fires are on a downward trend. It is possible medical responses will also trend downwards. Schedule 1 RGR 2021-357 Page 28 Simcoe County Fire Services Review Final Report Part 1 Page | 27
7. Where possible, consider contracting services with a neighbouring municipality. Ramara Station 2's response area is a possible opportunity as are responses to areas that border other full time fire departments.
8. Employ the precept of closest or quickest vehicle responds. Although some form of cost per call may have to be worked out using the closest fire resource delivers service sooner.
9. Obtaining and understanding fire department data and information, particularly outcome information to answer the question "Why are we doing what we are doing?" should be the primary objective of all municipalities. It does not exist now notwithstanding the efforts of some departments who are attempting to secure information. This is a major undertaking that is not realistic for individual departments but could be provided by the county on a cost recovery basis. We recommend that municipalities work with the county to obtain that service, or the county should establish the service and offer it to those municipalities who see it as an advantage. During our interviews several CAOs envisioned the county as being the data and information centre.
10. We recommend that representatives of Simcoe County and the municipalities form a committee to further explore these recommendations, particularly the provision of a data service by the county as noted in recommendation 9."

On February 1, 2022 staff received a letter from the County of Simcoe Clerk's Department on behalf of the Service Delivery Task Force asking for feedback on the report.

At the February 10, 2022 Community Services Section of Coordinated Committee the Fire Chief provided a report requesting that if Council members had comments concerning the proposed efficiencies, service delivery models and recommendations outlined in the review, that they provide such comments to the Chief Administrative Officer.

DISCUSSION

Based on the feedback from individual Council members, it is felt two of the ten recommendations found within the Pomax report warrant additional exploration.

Recommendation number nine supports the County providing data collection and analysis services due to challenges for smaller municipalities undertaking the same

exercise. While conducting interviews with municipalities, Pomax received comments from several Chief Administrative Officers indicating that the County could assist as a data and information centre. This would ensure that the data required to make decisions is collected and what is collected is standardized across the County. One area identified is outcome information, similar to the data collected by other emergency services. With automation, training and building on data already collected for other purposes, this should be fairly easy to implement.

Recommendation number ten supports the creation of a committee comprised of municipalities and representatives of the County to further explore all of the recommendations, in particular the provision of a data service by the County as noted in recommendation nine. Some areas of interest include, sharing in the recruiting of volunteer Fire Fighters, Fire Prevention and Training. It was noted that a "...significant level of cooperation and sharing in Simcoe was identified..." as already occurring.

Although it was not considered as part of the review or a recommendation, some Council members feel the disproportionate escalation of firefighter wages and benefits, supported by the Arbitration system, is an issue that deserves attention and resources. It is acknowledged that this is beyond a local issue and should be addressed by the province as a priority as it impacts all fire services.

In discussing the recommendations with the Fire Chief, he is committed to reviewing all aspects of his administration and operations to identify areas to improve efficiencies and service delivery in the spirit outlined in the Promax Report.

Respectfully Submitted,

George Vadeboncoeur
Chief Administrative Officer