

**THE MUNICIPALITY OF NORTH PERTH  
COUNCIL AGENDA**



Date: September 16, 2024  
Time: 7:00 pm  
Location: Municipality of North Perth Council Chambers

**Pages**

**1. CALL TO ORDER**

Council Chambers at the Municipal Office is open to the public to attend Council meetings. This meeting will be live streamed on the Municipality's YouTube channel. For more information on how you can view the Council meeting, please contact [clerks@northperth.ca](mailto:clerks@northperth.ca).

**2. O CANADA**

**3. LAND ACKNOWLEDGEMENT STATEMENT**

"We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship."

**4. COUNCIL RECOGNITIONS**

**4.1 Listowel Legionnaires 15U OBA D Provincial Championship Team**

**5. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

**6. CONFIRMATION OF THE AGENDA**

**7. CONSENT AGENDA**

Items listed under the Consent Agenda are considered routine, may require discussion but not action on the part of Council. Consent items are received in one motion. Council members may request that one or more items be removed for further action.

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18.	ADJOURNMENT	

Members Present      Mayor Todd Kasenberg  
                                 Deputy Mayor Doug Kellum  
                                 Councillor Lee Anne Andriessen  
                                 Councillor Neil Anstett  
                                 Councillor Sarah Blazek  
                                 Councillor Matt Duncan  
                                 Councillor Dave Johnston  
                                 Councillor Marc Noordam  
                                 Councillor Allan Rothwell

Members Absent      Councillor Matt Richardson

Staff Present            CAO Kriss Snell  
                                 Acting Clerk/Legislative Services Supervisor Sarah Carter  
                                 Deputy Clerk/Committee Coordinator Heidi Dorscht  
                                 Treasurer Ashton Romany  
                                 Drainage Superintendent Scott Richardson  
                                 Procurement Officer Samantha French  
                                 Technology Services Technician Coltin Cudney

Others Present        Perth County Planner Nathan Garland  
                                 Caroline Baker, Baker Planning Group

**1. CALL TO ORDER**

Mayor Kasenberg called the meeting to order at 7:00 p.m.

**2. O CANADA**

**3. LAND ACKNOWLEDGEMENT STATEMENT**

Mayor Kasenberg stated, “We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship.”

**4. COUNCIL RECOGNITIONS**

**5. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

There were no disclosures.

**6. CONFIRMATION OF THE AGENDA**

**Resolution No. 314.09.24**

**Moved By** Marc Noordam

**Seconded By** Sarah Blazek

THAT: The Agenda for tonight's meeting be approved.

**CARRIED**

**7. CONSENT AGENDA**

- 7.1 August 26, 2024 Regular Council Meeting Minutes
- 7.2 Q2 North Perth Financial Review
- 7.3 Q2 Activity Report
- 7.4 Township of Russell - Resolution re: Support AMCTO Provincial Updates to the Municipal Elections Act
- 7.5 Township of Nairn and Hyman - Resolution re: Concerns with the Transport and Deposition of Naturally Occurring Radioactive Material (NORM) at the ALTMA
- 7.6 Township of Stirling-Rawdon - Resolution re: Public Sector Salary Disclosure
- 7.7 Grand River Conservation Authority's Conservation Areas Strategy - Consultation Period
- 7.8 MVCA 2024 - 2026 Draft Watershed Strategy

**Resolution No. 315.09.24**

**Moved By** Allan Rothwell

**Seconded By** Lee Anne Andriessen

THAT: The Council of the Municipality of North Perth supports the Township of Russell's resolution regarding AMCTO's Provincial Updates to the Municipal Elections Act.

AND THAT: The resolution be forwarded to all relevant stakeholders.

**CARRIED**

**Resolution No. 316.09.24**

**Moved By** Allan Rothwell

**Seconded By** Sarah Blazek

THAT: The Council of the Municipality of North Perth supports the Township of Stirling-Rawdon's resolution regarding public sector salary disclosure.

AND THAT: The resolution be forwarded to all relevant stakeholders.

**CARRIED**

**Resolution No. 317.09.24**

**Moved By** Doug Kellum

**Seconded By** Dave Johnston

THAT: Consent Items 7.1 to 7.8 be received for information and the minutes of the August 26, 2024 Regular Council Meeting be adopted.

**CARRIED**

**8. PUBLIC MEETINGS/PUBLIC HEARINGS/DELEGATIONS**

- 8.1 Public Meeting to Consider Zoning By-law Amendment 10-2024 by Tridon Group Ltd. on behalf of Connie Evangelho-Bray

Minutes of the Public Meeting are attached hereto as Schedule "A"

**Resolution No. 318.09.24**

**Moved By** Neil Anstett

**Seconded By** Doug Kellum

THAT: The Municipality of North Perth receives the report dated September 9<sup>th</sup>, 2024, titled Zoning By-law Amendment No. Z10-2024, affecting lands described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, in the Municipality of North Perth (6175 Perth Line 86); and

THAT: The Municipality of North Perth APPROVES Zoning By-law Amendment Z10-2024 affecting lands described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, in the Municipality of North Perth (6175 Perth Line 86) to rezone the lands from Agriculture Zone (A) to Special Agriculture Zone (A-82).

**CARRIED**

**9. REPORTS**

9.1 Manager of Operations

9.1.1 South Maitland River Municipal Drain (Elma Ward)

**Resolution No. 319.09.24**

**Moved By** Dave Johnston

**Seconded By** Matt Duncan

THAT: The Council of the Municipality of North Perth, in accordance with Section 78 of the Drainage Act, proceeds with the request for the South Maitland River Drain- Tanda Crossing.

FURTHER THAT: The Council of the Municipality of North Perth, appoints Spriet Associates to investigate, design and prepare a report for the South Maitland River Drain - Tanda Crossing, and

FURTHER THAT: Council of the Municipality of North Perth directs the Engineer to block assess urban areas in the watershed.

**CARRIED**

**Resolution No. 320.09.24**

**Moved By** Allan Rothwell

**Seconded By** Lee Anne Andriessen

THAT: The Council of the Municipality directs the Drainage Superintendent to proceed, in accordance with Section 76 of the *Drainage Act*, with the development of a new assessment schedule for the South Maitland River Drain.

**CARRIED**

9.1.2 Silver Corners Municipal Drain (Elma Ward)

**Resolution No. 321.09.24**

**Moved By** Dave Johnston

**Seconded By** Lee Anne Andriessen

THAT: The Council of the Municipality of North Perth, proceeds in accordance with Section 78 (5) of the Drainage Act for the minor improvement of the Silver Corners Drain

FURTHER THAT: The Council of the Municipality of North Perth, appoints Spriet Associates to investigate, design and prepare a report for the Silver Corners Municipal Drain.

**CARRIED**

9.2 Manager of Corporate Services

9.2.1 Procurement By-law Review and Updates

**Resolution No. 322.09.24**

**Moved By** Allan Rothwell

**Seconded By** Dave Johnston

THAT: The Council of the Municipality of North Perth receives the Procurement By-law Review and Updates report for information purposes.

**CARRIED**

9.3 Manager of Development & Protective Services

9.3.1 Building Official Appointment

**Resolution No. 323.09.24**

**Moved By** Marc Noordam

**Seconded By** Sarah Blazek

THAT: The Council of the Municipality of North Perth appoints Mike McKean as a Building Official in the Municipality of North Perth.

**CARRIED**

**10. COUNCIL REPORT REQUESTS**

**Resolution No. 324.09.24**

**Moved By** Marc Noordam

**Seconded By** Allan Rothwell

THAT: The Council of the Municipality of North Perth directs staff to prepare a report initiating a tree support program for the residents of North Perth.

**CARRIED**

**Resolution No. 325.09.24**

**Moved By** Lee Anne Andriessen

**Seconded By** Sarah Blazek

THAT: The Council of the Municipality of North Perth directs staff to prepare a report regarding the walking track at the Steve Kerr Memorial Complex, including improving access/extending hours in order to accommodate the working hours of residents.

**CARRIED**

**Resolution No. 326.09.24**

**Moved By** Lee Anne Andriessen

**Seconded By** Sarah Blazek

THAT: The Council of the Municipality of North Perth directs staff to prepare a report regarding the election process including the different voting options for residents.

**CARRIED**

**11. CORRESPONDENCE**

11.1 Listowel Jr. B. Cyclones - Request for Support of Special Occasion Permit Application to AGCO

**Resolution No. 327.09.24**

**Moved By** Sarah Blazek

**Seconded By** Dave Johnston

THAT: The Council of the Municipality of North Perth designates the Listowel Jr. B. Cyclones home games during the 2024/25 season on the dates listed below, and any potential 2024/25 playoff home games on dates to be determined, at the Steve Kerr Memorial Complex, as municipally significant events for the purpose of the Listowel Junior Cyclones Booster Club Inc. obtaining a "Special Occasion Permit" from the AGCO:

- September 13, 20, 27

- October 4, 11, 18, 25, 27
- November 1, 10, 15, 16, 22
- December 13, 20
- January 5, 10, 19, 24, 31
- February 7, 21, 28
- March 7

**CARRIED**

11.2 Listowel Legion - Request for Road Closure

**Resolution No. 328.09.24**

**Moved By** Doug Kellum

**Seconded By** Allan Rothwell

THAT: The Council of the Municipality of North Perth approves the road closure request from the Listowel Legion Poppy Committee for the 2024 Remembrance Day Parade and Cenotaph Service on Monday November 11, 2024, commencing at 10:30 a.m. for the following route:

- Starting at the Legion Branch, down Elizabeth Street to the Outpatient Building
- Across to Inkerman Street
- Down Inkerman St. to Wallace Avenue North
- Wallace Avenue North to the Cenotaph
- Proceed back up Elizabeth St. following the Cenotaph Service

AND THAT: North Perth Public Works, Fire, OPP and Perth County EMS be advised of the event.

**CARRIED**

**12. BY-LAWS**

- 12.1 58-2024 Procurement By-law
- 12.2 66-2024 Graham Municipal Drain
- 12.3 67-2024 Hanna Tap Municipal Drain
- 12.4 68-2024 Hanna Siebinga Municipal Drain
- 12.5 69-2024 Harold Good Municipal Drain
- 12.6 70-2024 Maitland Ellice Municipal Drain
- 12.7 71-2024 McClory Municipal Drain
- 12.8 72-2024 Weir Municipal Drain
- 12.9 78-2024 Appointment By-law, Mike McKean
- 12.10 79-2024 Zoning By-law Amendment Z10-2024

**Resolution No. 329.09.24**

**Moved By** Matt Duncan

**Seconded By** Dave Johnston

THAT: The following By-law is hereby passed:



- 58-2024, being a By-law to establish policies and procedures for the procurement of goods and services, and the disposal of surplus goods for the Municipality.

**CARRIED**

**Resolution No. 330.09.24**

**Moved By** Neil Anstett

**Seconded By** Marc Noordam

THAT: The following By-law is hereby passed:

- 78-2024, being a By-law to appoint a Building Inspector, Zoning Administrator, By-law Enforcement Officer, Property Standards Officers, Plumbing Inspector and Sewage System Inspector, as amended to add an expiry date of September 30, 2026.

**CARRIED**

**Resolution No. 331.09.24**

**Moved By** Allan Rothwell

**Seconded By** Matt Duncan

THAT: The following By-law is hereby passed:

- 79-2024, being a By-law to amend by-law 6-ZB-1999, as amended to add an additional clause to prohibit livestock to be kept on the property.

**CARRIED**

**Resolution No. 332.09.24**

**Moved By** Dave Johnston

**Seconded By** Lee Anne Andriessen

THAT: The following By-laws are hereby passed:

- 66-2024, being a By-law to authorize maintenance and repair of the Graham Municipal Drain
- 67-2024, being a By-law to authorize maintenance and repair of the Hanna Tap Municipal Drain
- 68-2024, being a By-law to authorize maintenance and repair of the Hanna Siebinga Municipal Drain
- 69-2024, being a By-law to authorize maintenance and repair of the Harold Good Municipal Drain
- 70-2024, being a By-law to authorize maintenance and repair of the Maitland Ellice Municipal Drain
- 71-2024, being a By-law to authorize maintenance and repair of the McClory Municipal Drain
- 72-2024, being a By-law to authorize maintenance and repair of the Weir Municipal Drain.

**CARRIED**

**13. NOTICE OF MOTION**

**14. ANNOUNCEMENTS**

Councillor Andriessen announced the local United Way is hosting the local Campaign Kickoff on September 13, 2024, from 11 a.m. - 2:30 p.m. in the parking lot between TD Bank and Ward & Uptigrove.

**15. CLOSED SESSION MEETING**

There was no closed session meeting.

**16. REPORTING OUT**

**17. CONFIRMATORY BY-LAW**

**17.1 80-2024 Confirmatory By-law**

**Resolution No. 333.09.24**

**Moved By** Matt Duncan

**Seconded By** Lee Anne Andriessen

THAT: By-law 80-2024, being a by-law to confirm generally previous actions of the Council of the Municipality of North Perth, is hereby passed.

**CARRIED**

**18. ADJOURNMENT**

**Resolution No. 334.09.24**

**Moved By** Allan Rothwell

**Seconded By** Sarah Blazek

THAT: The Council meeting adjourns at 9:03 p.m. to meet again for general Council business on Monday, September 16th, 2024 at 7:00 p.m.

**CARRIED**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Acting Clerk

**RECORD OF PROCEEDINGS OF THE PUBLIC MEETING HELD IN THE  
MUNICIPALITY OF NORTH PERTH COUNCIL CHAMBERS ON MONDAY,  
SEPTEMBER 9, 2024.**

Members Present      Mayor Todd Kasenberg  
                                Deputy Mayor Doug Kellum  
                                Councillor Lee Anne Andriessen  
                                Councillor Neil Anstett  
                                Councillor Sarah Blazek  
                                Councillor Matt Duncan  
                                Councillor Dave Johnston  
                                Councillor Marc Noordam  
                                Councillor Allan Rothwell

Mayor Kasenberg was the Chairperson.

***Public Meeting to Consider Zoning By-law Amendment 10-2024 by Tridon Group Ltd. on behalf of Connie Evangelho-Bray***

Meeting began at 7:11 p.m.

Perth County Planner Nathan Garland provided a summary of the application and staff report.

No concerns expressed or comments provided to staff.

Acting Clerk Carter advised that notice of the public meeting was circulated to neighbouring landowners, posted on the website and posted on the subject property on August 20, 2024.

No one spoke in support.

No one spoke in opposition.

Caroline Baker, Baker Planning Group representing both the owner and Tridon, spoke to the application.

Council asked questions regarding the following:

- Concerns regarding whether the agriculture zone is the one to move forward with as opposed to future development zone. Draft by-law recognizes existing buildings and structures but not appropriate on a going forward basis that we would see a plan of subdivision to the east and south and a property with agriculture zoning.

- Concerns regarding future developments of the balance of the lands outside of the woodlot areas of the retained parcel.

Ms. Baker advised in the staff recommendations the drafting of both the agriculture zone and the future development zone have very similar permissions. In the agriculture proposed zone, livestock uses are prohibited given the surrounding residential. The intent of the agriculture zone is to essentially confirm with the existing county Official Plan. Selecting the future development zone would be presupposing the County's decision on County's Official Plan which has not yet been approved.

- Concerns about the size of lot being left essentially and future use of that lot.

- Concerns regarding the draft by-law agricultural provisions, there is nothing specifically listing that livestock uses are not permitted. Ms. Baker advised the intention was to include prohibit livestock. Planner Garland advised another option

would be to change section 2 (d) of the draft by-law to be 'only be used for single detached housing'.

- Clarification around the two options. Planner Garland advised the agriculture zone was recommended because it aligns with the policy, which does limit the potential for appeals. The future development zone does not align with a specific zoning consideration and there is some concern that it might create a level of precedent but at the same time every planning matter is unique on its own basis.

Public meeting adjourned at 7:35 p.m.

## **BIA MEETING MINUTES**

**Date:** July 10, 2024  
**Time:** 7:30 am  
**Location:** North Perth Municipal Building - Committee Room  
330 Wallace Avenue North, Listowel

**Members Present** Scott Patterson, Chair  
Alana McEachern, Vice Chair  
Sean Eaton  
Matt Ash  
Deborah Bigam-McNaughton  
David Dickey  
Ashton Romany, Treasurer

**Members Absent** Deputy Mayor Doug Kellum

**Staff Present** Sarah Carter, Acting Clerk/Legislative Services Supervisor  
Alyssa Kuepfer, BIA Coordinator  
Helen Golob, Perth County Economic Development Officer  
Grace Murakami, North Perth Economic Development  
Coordinator

**1. Call to order**

Chair Patterson called the meeting to order at 7:31 a.m.

**2. Land Acknowledgement Statement**

Chair Patterson stated “We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship.”

**3. Declarations of pecuniary interest**

Ashton Romany declared a conflict on item 9.2.2. due to his position as Treasurer for the Municipality of North Perth.

**4. Annual General Meeting**

**4.1 Review of 2023 Annual General Meeting Minutes**

**Moved by:** Sean Eaton **Seconded by:** Alana McEachern

THAT: The 2023 Listowel BIA Annual General Meeting Minutes be approved.

**CARRIED**

**4.2 Business Arising from the 2023 AGM Minutes**

There was none.

**4.3 Chair's Report, Scott Patterson, Chair**

**Moved by:** Deborah Bigam-McNaughton **Seconded by:** Matt Ash

THAT: The Chair's Report be received for information.

**CARRIED**

**4.4 Coordinator's Report and 2024 Budget - Alyssa Kuepfer, BIA Coordinator**

**Moved by:** Deborah Bigam-McNaughton **Seconded by:** Alana McEachern

THAT: The Coordinator's Report be received for information.

**CARRIED**

**4.5 Unaudited Financial Report - Ashton Romany, Treasurer**

**Moved by:** Sean Eaton **Seconded by:** Matt Ash

THAT: The 2023 Unaudited Financial Statements be approved.

**CARRIED**

**5. Approval of minutes of previous meeting**

**5.1 May 8, 2024 Listowel BIA Meeting Minutes**

**Moved by:** Alana McEachern **Seconded by:** David Dickey

THAT: The minutes of the May 8, 2024 BIA Meeting be approved as presented.

**CARRIED**

**6. Business Arising from minutes**

Chair Patterson advised that Harminder Nijjar has resigned from the board.

**7. Economic Development Update - Kim Kowch, North Perth Economic Development Officer**

Grace Murakami provided an Economic Development update for the Municipality of North Perth:

- Driftscape; currently working on marketing and engagement project, having the most success with events and attractions (i.e. Home and Lifestyle Show, Listowel Fair). If you are aware of any upcoming events happening in North Perth you can send them to [driftscape@northperth.ca](mailto:driftscape@northperth.ca) to be added.
- Facade Improvement Program - actively pursuing and accepting applications
- Downtown Parkette - *Character Square* as it has been named, had it's official grand opening. Public art and signage will be installed in the future.
- Attainable Housing Project - will be going back to Council on August 12th hopefully to be adopted. Any questions regarding this project can be directed to the Economic Development team.

**8. Perth County Economic Development Update – Helen Golob, Perth County Economic Development Officer**

Helen Golob introduced herself as the new Perth County Economic Development Officer and provided an update on behalf of Perth County Economic Development;

- Business Retention Program continues to be busy
- A tour of Between the Lines is being hosted on July 15<sup>th</sup>
- A tour of LTI is scheduled for August 22<sup>nd</sup>
- Breakfast before business – is scheduled for September 26th at Hoovers Maple Syrup
- A new series of business features was recently launched to promote local businesses including North Perth businesses; Hoover's Maple Syrup, LTI, Sleep Culture and Between the Lines
- Prosper in Perth County - reviving youth profiles that were created a few years ago, campaign showcases youth who have built successful careers in Perth County.

- Discover More Adventures - 15 signature experiences are active
- Staff redesigned Tourism Brochure which launched in May, currently available digitally
- PC Connect - May record: 767 rides, June 2024 saw a 25% increase compared to June 2023.

## 9. **Coordinator's Report - Alyssa Kuepfer, BIA Coordinator**

### 9.1 **General Updates**

New businesses are coming to the Starbucks/Taco Bell plaza; One Plant and Dental Office. Alyssa has been tracking empty spaces in Listowel and will reach out to owners with vacant space to determine whether they're actively trying to fill their spaces or not.

Ladies Shopping Night went well and Alyssa has some ideas to implement for an even more successful event next year.

There have been ongoing conversations about a Joint Accessibility Advisory Committee project that would aim to improve accessibility to businesses through the use of ramps at front entrances.

Summer Sale Days - July 29 - Aug 10 to align with the Spinrite Tent Sale. Staff are proposing a Summer Block Party (Aug 9th, 4 - 8 pm) on Argyle Ave. which would include; inflatable maze, bouncy council, live music to be provided by Exclusive Music Academy, Face Painter and Balloon Artist, Food Trucks (SWAT and Marchellos). Alyssa has reached out to Municipality to get picnic tables delivered and waste receptacles. Working with Municipality on Special Event Permit requirements, has submitted a letter to the Health Unit for permit for the event. Initial Budget was \$5000.00, currently sitting at \$6400.00. Treasurer Romany is looking into insurance for the event. Committees of Council are currently already covered under Municipal Insurance Policy. Discussion occurred regarding volunteers to monitor the bouncy castle and inflatable. Discussion about student volunteers, staff are more comfortable having adults but will consider students. It was suggested that a letter be sent to property owners on Argyle Ave. advising them of the event.

Listowel 150th - Civic Long Weekend 2025, the organizing committee has been advised that the BIA would be interested in partnering to host an antique car show. Staff would like to consider yellow/blue flowers for the downtown planters next year. Investigation the potential of a 150th



banner contest that would see community members submit their designs which would get turned into banners. Discussion occurred regarding the cost of banners being a one-time purchase/use.

Trick or Treating Event - would like to run the event on October 26th (Saturday before Halloween), looking into getting characters for a couple of hours for photo opportunities (Elsa and Spiderman) this would have a budget impact of \$1000.00

Downtown Parkette - company that provided the tables does offer umbrellas (metal), Alyssa will investigate further and report back to the board in September.

## **9.2 Projects for Discussion/Approval**

### **9.2.1 Branding Project**

Branding Project has been returned for BIA Consideration. During design process discussion occurred regarding what is a visual that is recognizable as Listowel - landed on the Clock Tower. Boulevard North suggested that marketing for the BIA should be more vibrant and fun.

Tag Line - *Make Time, or Time Well Spent*. Staff prefer "make time" because it is versatile and can be used in various ways. "Make time for dining, Make time for shopping, etc."

Discussion occurred regarding the following;

- Secondary Logo the L and B blend together and might not be easy to see for those with visual impairment
- Would the yellow A disappear if put on a Banner outside
- There is still one revision available to incorporate feedback from the Board.
- Black background will make the blue disappear and the white will make the yellow very light

**Moved by:** Alana McEachern **Seconded by:** Deborah Bigam-McNaughton

THAT: The Board accepts the proposed logos and design concept and directs the BIA Coordinator to provide feedback to Boulevard North for final revision.

**CARRIED**

### 9.2.2 MOU

Alyssa has been working with Municipality on the draft Memorandum of Understanding (MOU). There has never been an MOU formally passed by the Board with the Municipality.

The following discussion occurred:

- It was suggested that on page 2 item #7 be removed completely
- Date of purchase of trash receptacles, is this important, it might be tied to maintenance commitment
- 

**Moved by:** Scott Patterson **Seconded by:** Sean Eaton

THAT: The MOU be accepted, as amended to remove item #7 under the Banner section.

**CARRIED**

**Moved by:** Deborah Bigam-McNaughton **Seconded By:** Alana McEachern

THAT: The date of the next meeting be changed to September 11th, 2024 at 7:30 a.m.

**CARRIED**

### 10. Financial Report

**Moved by:** David Dickey **Seconded by:** Alana McEachern

THAT: The financial report is accepted for information.

**CARRIED**

### 11. Council Update - Doug Kellum, Deputy Mayor

Deputy Mayor Kellum was absent from the meeting, no update provided.

### 12. Correspondence

There was none.

### 13. Other Business

There was none.

**14. Adjourn**

**Moved by:** David Dickey **Seconded by:** Matt Ash

THAT: The meeting adjourns at 8:15 a.m.

**CARRIED**

"Original signed by Scott Patterson"

---

CHAIR

"Original signed by Sarah Carter"

---

SECRETARY

## GOVERNANCE REVIEW COMMITTEE MEETING MINUTES

Date: August 12, 2024  
Time: 5:30 am  
Location: North Perth Municipal Office – Committee Room  
Members Present: Dave Johnston, Chair  
Marc Noordam  
Sarah Blazek  
Members Absent: Lee Anne Andriessen  
Neil Anstett  
Staff Present: Kriss Snell, CAO  
Sarah Carter, Acting Clerk/Legislative Services Supervisor  
Heidi Dorscht, Deputy Clerk/Committee Coordinator

### 1. Call to Order

Chair Johnston called the meeting to order at 5:35 p.m.

### 2. Land Acknowledgement Statement

Chair Johnson stated “We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship.”

### 3. Approval of Agenda

**Moved By** Marc Noordam

**Seconded By** Sarah Blazek

THAT: The Agenda for tonight's meeting be approved, as presented.

**CARRIED**

### 4. Disclosure of Pecuniary Interest

There was none.

### 5. Approval of Minutes of Previous Meeting

#### 5.1 June 3, 2024 Governance Review Committee Meeting Minutes

**Moved By** Sarah Blazek

**Seconded By** Marc Noordam

THAT: The minutes of the June 3, 2024, Governance Review Committee meeting be approved, as presented.

**CARRIED**

## GOVERNANCE REVIEW COMMITTEE MEETING MINUTES

### 6. Reports

#### 6.1 Board and Committee Procedure By-law - DRAFT

Changes to the draft procedural by-law were reviewed. The following points were discussed:

- Definition of "minutes"
  - remove: without note or comment in accordance with Section 239(7) of the Municipal Act, 2001.
  - Ensure section 15 (a) matches definition.
- Term of Appointment
  - discussion occurred regarding concerns with using a percentage and implementation.
  - remove: prior
  - reference policy within by-law

Changes to the draft Terms of Reference were reviewed. The following points were discussed:

- Expenditure of Municipal Funds clause – insert in terms of reference for advisory committees.
- All committees to have annual elections for Chair and Vice-Chair
- PALCRC – keep suite and townhouse resident
- DEI
  - Section 2.2 – bullets 1 and 3 replace ‘staff’ with ‘council’ – use similar wording to NPEDAC.
  - Section 6.3 – items to be included on the agenda must be provided 5 business days before the meeting – keep specific to DEI
- Remove Reporting & Accountability

When created, attach training to policy and include a section about committee members being able to attend council as delegation

## GOVERNANCE REVIEW COMMITTEE MEETING MINUTES

### 6.2 Appointment to Boards and Committees Policy - 1st DRAFT

The draft Boards and Committees Policy was reviewed. The following points were discussed.

- Section 4.1 (a) no changes
- Section 4.2 (a)(i)
  - Add: or a spouse of
  - Investigate if the property is owned by a corporation
- Section 4.2 (a)(ii)
  - Change to:18 years of age, unless otherwise stated in Terms of Reference
- Section 4.2 (a)(iii)
  - Employee needs to be further defined.
  - advisory committee only
  - no supervisors or managers, and no employee on a committee that directly impacts their employment

### 7. Other Business

### 8. Adjournment

**Moved By** Marc Noordam

**Seconded By** Sarah Blazek

THAT: The Governance Review Committee meeting adjourns at 6:32 p.m. to meet again on September 9, 2024.

**CARRIED**

"Original signed by Dave Johnston"

---

Chair

"Original signed by Sarah Carter"

---

Recording Secretary

# North Perth Economic Development Advisory Committee Meeting Minutes

**Date:** May 21, 2024  
**Time:** 3:30 pm  
**Location:** North Perth Municipal Building  
Committee Room

## **Members Present:**

Lee Anne Andriessen, Chair  
Neil Anstett (Remote)  
Andrew Coghlin  
Alicia McClure (Remote)  
Tanya Terpstra

## **Staff Present:**

Kim Kowch, North Perth Economic Development Officer  
Grace Murakami, North Perth Economic Development Coordinator (Recording Secretary)  
Jessica McLean, Manager of Strategic Initiatives  
Kriss Snell, Chief Administrative Officer  
Matt Cardiff, North Perth Agricultural Specialist  
Justin Dias, Perth County Economic Development Officer  
Clara Leney, Perth County Tourism Officer  
Helen Golob, Perth County Economic Development Officer

## **Absent:**

Abha Dayal  
Todd Kasenberg  
David Meulensteen

### **1. Call to Order**

Chair Andriessen called the meeting to order at 3:31 p.m.

### **2. Land Acknowledgement Statement**

Chair Andriessen read the land acknowledgement statement. "We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land; may we all live with respect on this land and live in peace and friendship."

**3. Approve Agenda / Additions to the Agenda**

Round table introductions for Committee Members and newly hired Perth County Tourism Officer and Economic Development Officer.

**Moved by:** Andrew Coghlin **Seconded by:** Tanya Terpstra

THAT: The agenda be approved.

**CARRIED**

**4. Declarations of Pecuniary Interest**

There were none.

**5. Review and Approval of Previous Meeting Minutes**

**Moved by:** Neil Anstett **Seconded by:** Andrew Coghlin

THAT: The minutes of the March 20th, 2024, North Perth Economic Development Advisory Committee meeting be approved.

**CARRIED.**

**6. Tourism / Destination Animation**

The Chair reintroduced the topic of Tourism/Destination Animation. The committee expressed interest in implementing public art across the municipality as Tourism/Destination Animation initiative.

The Perth County Tourism Officer began by sharing some of their tourism and destination animation projects, such as announcing the release of the 2024 Discover More Tourism Brochure and Apple Bottom Orchards joining as a Discover More Adventures: Signature Experience. The Perth County Tourism Officer shared that they would have a RTO4-funded Economic Impact and Visitor Analysis study that will run from June to December. The results of which the NPEDAC committee will have access to aid in evaluating local statistics.

The following discussion touched on considerations of which types of public art or installations would best suit the public spaces in North Perth. The committee agreed that a public survey would be essential in collecting the necessary input from the public and aimed to have survey results prepared for the next meeting. Discussions included the guiding principles for the project, incorporating agricultural excellence, and other strategic priorities,



and considering locations like public trails and parks, as well as private property. Suggestions included interchangeable murals, involving businesses and local artists. A long-term goal for this project is to promote interregional travel across North Perth.

The North Perth Economic Development Officer also reported on the Listowel BIA extending the Summer Days program from July 29<sup>th</sup> – August 10<sup>th</sup>.

## **7. Listowel Downtown Parkette**

The North Perth Economic Development Officer announced the completion of the Listowel Downtown Parkette and sought the committee's input on an official name for the space. Members supplied feedback on possible site name options. Plans for an official grand opening and naming announcement are in progress.

## **8. North Perth Economic Development Update (Kim Kowch)**

### **8.1 March 20th Update**

### **8.2 May 21st Update**

The Economic Development Officer (EDO) for North Perth provided a summary of her report items such as involvement at the LDSS ICE Day/program, the progress of the Housing Action Plan, Set7 programming, The Agricultural Excellence Strategy, and the promotional platform Driftscape.

## **9. Perth County Economic Development Update (Justin Dias)**

### **9.1 March 20th Update**

### **9.2 May 21st Update**

The Perth County Economic Development Officer provided a summary of his report including further introduction to new staff members, the conclusion of the Digital Service Squad program, upcoming PC Connect campaigns and an upcoming business tour to be hosted at Between The Lines in Listowel on July 15<sup>th</sup> 3:30pm.

## **10. Sector / Citizen Contributions (Chair)**

Discussion by Committee members included inquiries about the North Perth Community Calendar, local business transitions, the Facade Improvement Program, Set7 and ESL programs. Additionally, the discussion touched on natural gas expansion, cell towers and internet infrastructure in the area.

**11. Adjournment**

The Chair confirmed that the next NPEDAC meeting will take place on Wednesday, September 11th at 3:30pm.

**Moved by:** Alicia McClure

**Seconded by:** Neil Anstett

THAT: The NPEDAC adjourns the meeting at 4:58 p.m.

**CARRIED**

"Original signed by Lee Anne Andriessen"

\_\_\_\_\_

CHAIR

"Original signed by Grace Murakami"

\_\_\_\_\_

SECRETARY

## Outstanding Council Report Requests

Status (Open or Complete)	Meeting Date	Report Request	Lead Department	Expected Report Back Date	Comments
Open	9-Sep-26	Moved by: Marc Noordam Seconded by: Allan Rothwell THAT: The Council of the Municipality of North Perth directs staff to prepare a report initiating a tree support program for the residents of North Perth	Public Works/ Environmental Services		
Open	9-Sep-26	Moved by: Lee Anne Andriessen Seconded by: Sarah Blazek THAT: The Council of the Municipality of North Perth directs staff to prepare a report regarding the walking track at the Steve Kerr Memorial Complex including improving access/extending hours in order to accommodate the working hours of residents.	Facilities	Fall 2024	Staff will investigate this request and anticipate a report back to Council in Fall 2024.
Open	9-Sep-26	Moved by: Lee Anne Andriessen Seconded by: Sarah Blazek THAT: The Council of the Municipality of North Perth directs staff to prepare a report regarding the election process including the different voting options for residents.	Legislative Services	Dec-24	
Complete	12-Aug-24	Moved by: Allan Rothwell Seconded by: Lee Anne Andriessen THAT: The Council of the Municipality of North Perth direct staff to prepare a report following the AMO Conference related to AMO/OMA regarding critical healthcare challenges	CAO		Mayor Kasenberg provided a verbal update during the announcement section of the August 26, 2024 Council Meeting.
Open	12-Aug-24	Moved by: Allan Rothwell Seconded by: Sarah Blazek THAT: The Council of the Municipality of North Perth requests staff to prepare a report further to the presentation by the North Perth ATV Club regarding possible signage on roads for ATV use to deal with improved safety for the travelling public.	Public Works	Fall 2024	Staff are investigating the request and intend to report back to Council in Fall of 2024.
Open	12-Aug-24	Moved by: Allan Rothwell Seconded by: Neil Anstett THAT: The Council of the Municipality of North Perth directs staff to prepare a report regarding reinstating the North Perth Trail Advisory Committee in response to the correspondence from Mr. Grant	Facilities		Staff will bring this request to an upcoming Recreation Advisory Committee (RAC) Meeting for further consideration.

Complete	8-Jul-24	Moved by: Allan Rothwell Seconded by: Dave Johnston THAT: The Council of the Municipality of North Perth directs staff to request a presentation from the Perth County Planning Department regarding the proposed Official Plan, including significant policy changes which are of concern to North Perth and mapping issues, at an upcoming Council Meeting	Legislative Services		Resolution forwarded to the Perth County Clerk on July 16, 2024 to be included on an upcoming Perth County Council Agenda
Additional Report Requested	27-May-24	Moved by: Matt Duncan Seconded by: Matt Richardson THAT: The Council of the Municipality of North Perth directs staff to prepare a report on the progress regarding the community flagpole.	Facilities	8-Jul-24	July 8, 2024 Resoution 247.07.24 Moved by Richardson Seconded by Kellum THAT: The Council of the Municipality of North Perth defers a decision on the report entitled <i>Community Flagpole Update</i> for consideration at a future meeting, AND THAT: The report be referred to the DEI Committee for consideration
Open	27-May-24	Moved by: Matt Richardson, Seconded by: Lee Anne Andriessen THAT: The Council of the Municipality of North Perth directs staff to prepare a report in response to the Friends of the Library Delegation (Dolly Parton Imagination Library), investigating opportunities for potential partnership/sponsorship through various programs such as Set7 and possible circulation with it from the Library budget.	Library/ Strategic Initiatives		This item has been discussed with the Library Board at a previous meeting. Communication is ongoing with the Friends of the Library.
Complete	6-May-24	Moved by: Allan Rothwell, Seconded by: Dave Johnston THAT: The Council of the Municipality of North Perth directs staff to prepare a report related to the letter from Lydia Van Gils regarding improvements to the Livingstone Park	Facilities	8-Jul-24	July 8, 2024 Resolution 246.07.24 Moved by Rothwell Seconded by Richardson THAT: The Council of the Municipality of North Perth directs staff to forecast the enhancement of Livingtone Park as part of the 2025 Capital Budget process.

Complete	15-Apr-24	Moved by: Matt Duncan, Seconded by: Sarah Blazek THAT: The Council of the Municipality of North Perth directs staff to prepare a report regarding lighting options for the Listowel Bocce Ball Club.	Facilities	8-Jul-24	July 8, 2024 Resolution 245.07.24 Moved by Johnston Seconded by Andriessen THAT: The Council of the Municipality of North Perth denies the request from the Listowel Bocce Ball Club to have lighting installed at the Listowel Bocce Courts
Open	8-Apr-14	Moved by: Allan Rothwell, Seconded by: Lee Anne Andriessen THAT: The Council of the Municipality of North Perth directs staff to have a report developed that summarizes the potential actions and insights on the BluePrint For More and Better Housing report issued by the Taskforce for Housing and Climate	Administration/ Planning		Staff from various departments collaborating to put a report together. This will be in the form of an Information Report and will be included on an upcoming Consent Agenda.
Open	15-Jan-24	Moved by: Allan Rothwell, Seconded by: Marc Noordam THAT: The Council of the Municipality of North Perth directs staff to prepare a report with respect to various actions and possible options related to wind turbines in response to the delegation from Mr. Howard as well as solar panels	Planning	Fall 2024	Planning staff anticipate a report back to Council in Fall 2024
Open	13-Nov-23	Moved by Matt Duncan, Seconded by Matt Richardson THAT: The Council of the Municipality of North Perth directs staff to prepare a report with respect to the property located at Part Lot 15 Concession 8, Elma Ward, in response to discussion at the November 13, 2023 Council Meeting	Strategic Initiatives	Early 2025	Staff are awaiting an update from the firm who was retained to complete the environmental assessments on the property as approved in the 2023 budget. Staff have participated in conversations with our housing partners and key stakeholders, such as the City of Stratford. Staff are investigating the CMHC Seed Funding Program and if it would be applicable to this project.

Complete	16-Oct-23	Moved by Lee Anne Andriessen, Seconded by Sarah Blazek THAT: The Manager of Operations be directed to review the speed limit on Line 87 west of Highway 23	Operations	16-Sep-24	Report for consideration at September 16, 2024 Council meeting.
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August 28, 2024

The Honorable Graydon Smith  
Minister of Natural Resources  
Unit 2.04/2.05 230 Manitoba St.  
Bracebridge, ON P1L 2E1

Sent by Email

Dear: Graydon Smith

**RE: Province Removes Wetlands Protection for Eastern Ontario**

The Council of the Corporation of Tay Valley Township at its meeting on August 13<sup>th</sup>, 2024, adopted the following resolution:

**RESOLUTION #C-2024-08-11**

**MOVED BY:** Wayne Baker  
**SECONDED BY:** Angela Pierman

**“THAT**, the Council of the Corporation of Tay Valley Township urge the Provincial Government to reopen the wetlands regulation consultation for the Rideau Valley Conservation Authority (RVCA) to:

- allow Tay Valley’s wetlands to receive the same protections as wetlands in the other 29 Conservation Districts in Ontario; and
- ensure Tay Valley’s \$1.3 Billion Tax Assessment is protected from degradation.

**THAT**, landowners be compensated by the Province when wetlands are designated on their property,

**AND THAT**, this resolution and a copy of Report #PD-2024-10 – Province Removes Wetlands Protection for Eastern Ontario, be provided to the Minister of Natural Resources, to area Members of Provincial Parliament (MPPs), the Rural Ontario Municipal Association (ROMA), and to all Ontario Municipalities.”

**ADOPTED**



A detailed report is included.

If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or [deputyclerk@tayvalleytwp.ca](mailto:deputyclerk@tayvalleytwp.ca)

Sincerely,

A handwritten signature in blue ink that reads "Aaron Watt".

Aaron Watt, Deputy Clerk

cc: Minister of Natural Resources Graydon Smith,  
John Jordan, MPP Lanark-Frontenac-Kingston,  
Rural Ontario Municipal Association (ROMA),  
and to all Ontario Municipalities

/Enclosure



***Correspondence from Francis Veilleux on behalf of Bluewater Recycling Association***

Hello:

On behalf of the board of directors, it is my pleasure to share with you this exciting announcement.

For Your Information

Michelle Courtney, the Bluewater Recycling Association's Controller, has been appointed President, effective November 4, 2024.

"Michelle's appointment as President will ensure BRA continues its evolution as a highly effective service provider without losing any momentum. Her experience as BRA's Controller, will provide organizational continuity and allow for a seamless transition in executive leadership," said Dan Sageman, Chair of BRA's Board of Directors.

"I am honoured to be appointed BRA's next President and I am excited to lead a team of talented and committed colleagues. I look forward to working closely with staff, the members, and all our stakeholders as we enter a critical phase of Ontario's circular economy journey. This journey includes the ongoing transition of Ontario's iconic Blue Box Program, as well as delivery of high-quality solid waste management services for the member's waste diversion programs," said Mrs. Courtney, BRA's newly appointed President.

Mrs. Courtney joined BRA as Controller in 2016, joining the founding executive team and providing critical financial and strategic advice as the organization was growing and as BRA's automated collection program was being established. Mrs. Courtney has led the delivery of key projects to support the fulfilment of BRA's mandate.

Prior to joining BRA, Mrs. Courtney was a Chartered Professional Accountant with PTMG LLP in Exeter, where she developed policies to establish new regulatory authorities and implemented innovative regulatory compliance tools. Mrs. Courtney also spent half a decade in London practicing accounting with Ernst and Young. Mrs. Courtney holds a B.A. in business administration from Wilfrid Laurier University, and a CPA designation.

Mrs. Courtney replaces Francis Veilleux, BRA's current and founding President, who has served in that role over the past 35 years. Mr. Veilleux will remain in place until the appointment becomes effective to ensure a smooth transition in leadership. His role will then become more advisory in nature until the end of the year.

"I have been blessed with such a team of professionals serving the members of the Association" Veilleux said. "The experience has been most rewarding, and I am truly satisfied with our accomplishments together locally and in the industry. The Association's solid team combined with a great foundation makes it poised to pursue the many opportunities ahead. As such, I believe it is the perfect time for me to step aside and let a new leader chart the course ahead. While too young to say I'm retiring, I expect to shift to a more casual schedule and share my special skill set to help others, where needed. Personally, I look specially look forward to refocussing my time with my family that has been most supportive all these years."

The Bluewater Recycling Association was established in 1989 to promote, foster and apply the concept of environmentally conscious resource management within the membership, recognizing that municipal organizations are important contributors to the provision of environmental programs and services that better society's quality of life. It has promoted the reduction, reuse, recycling, and recovery of "waste" generated in Ontario educated and encouraged institutions, industries, businesses and individuals in the community to develop efficient methods of resource management.

Its 20 member municipalities in the counties of Huron, Perth, Lambton and Middlesex have won several awards for their waste diversion initiatives over the years. It employs over 80 employees, with a fleet of 43 trucks, and a state of the art material recovery facility based in Huron Park, Ontario.

**Francis Veilleux** | President

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**Bluewater Recycling Association**

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# Municipality of North Perth

In Our Hands Capital Campaign Municipal Ask



STRATFORD GENERAL HOSPITAL  
*Foundation* 



# Huron Perth Healthcare Alliance - Stratford General Hospital

- Accredited with Exemplary Standing as a proud member of the Huron Perth & Area Ontario Health Team
- Acute & Continuing Care Hospital
- Huron Perth District Stroke Centre – Accredited with Distinction in Stroke Services
- Training site for the Schulich School of Medicine & Dentistry at Western University and a number of high school and post-secondary institutions



STRATFORD GENERAL HOSPITAL  
*Foundation* 



# Exceptional Care Provided by Exceptional People

In the 2023/2024 fiscal year:

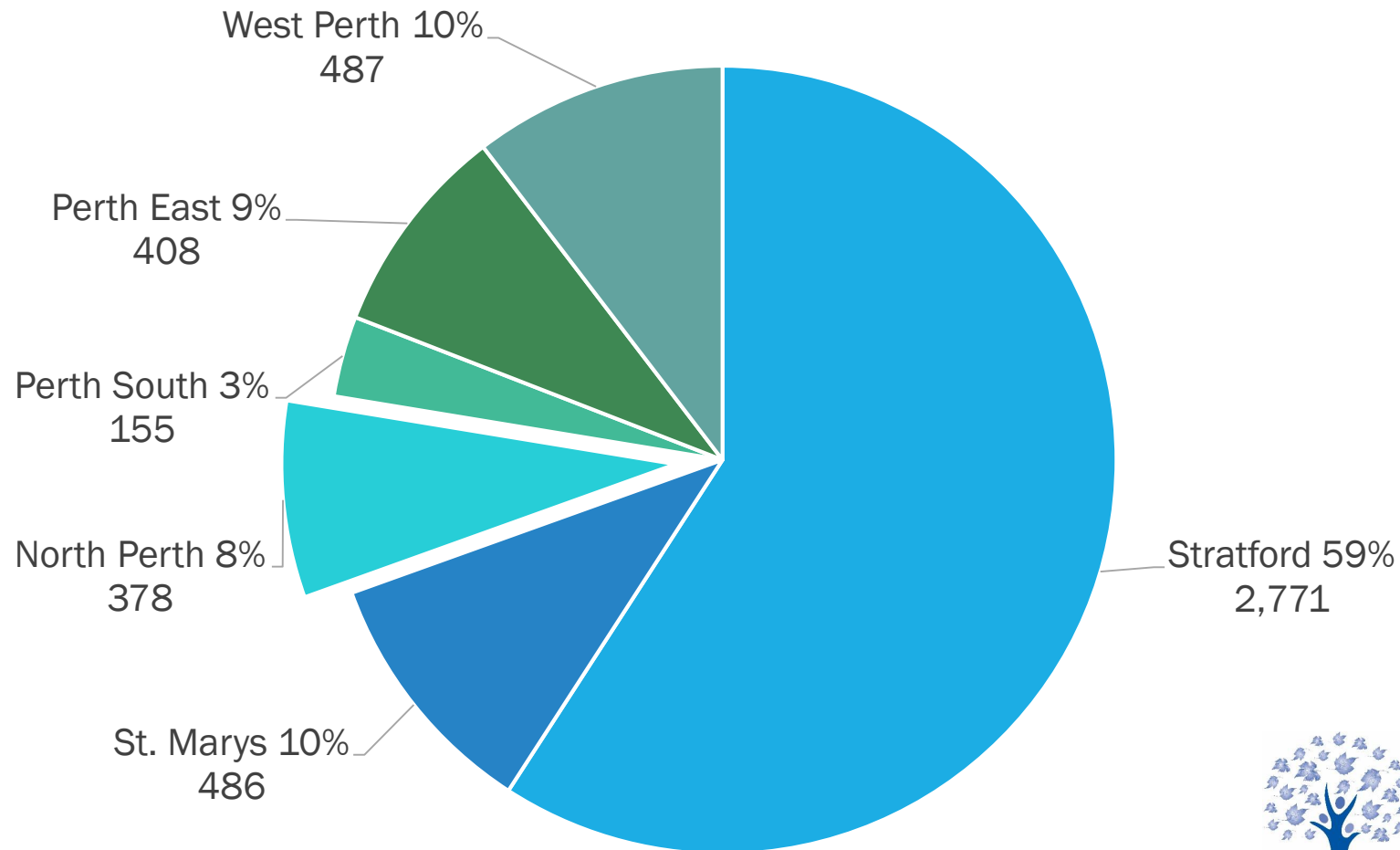
- 1,049 babies were delivered
- 149 babies were cared for in the Special Care Nursery
- 474 children received care on the Pediatric Unit
- 34,763 patients were seen in the Emergency Department
- 9,253 outpatient (day) surgeries and 2,073 inpatient surgeries were performed
- 81,013 imaging exams were performed
- 804,370 lab tests were performed



STRATFORD GENERAL HOSPITAL  
*Foundation* 



# Inpatient Care Received by North Perth Residents



\*Number of Inpatients

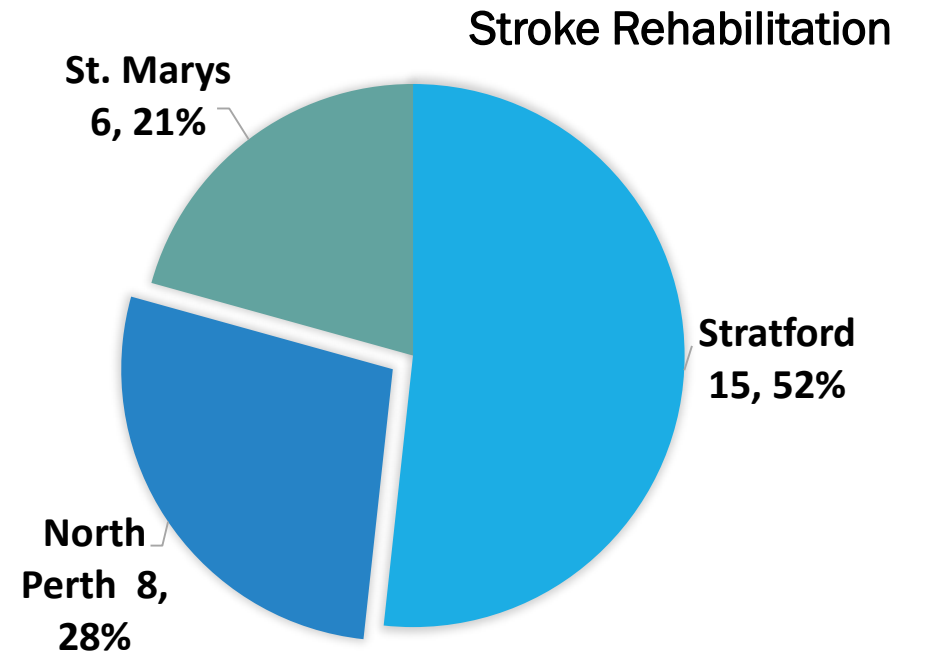
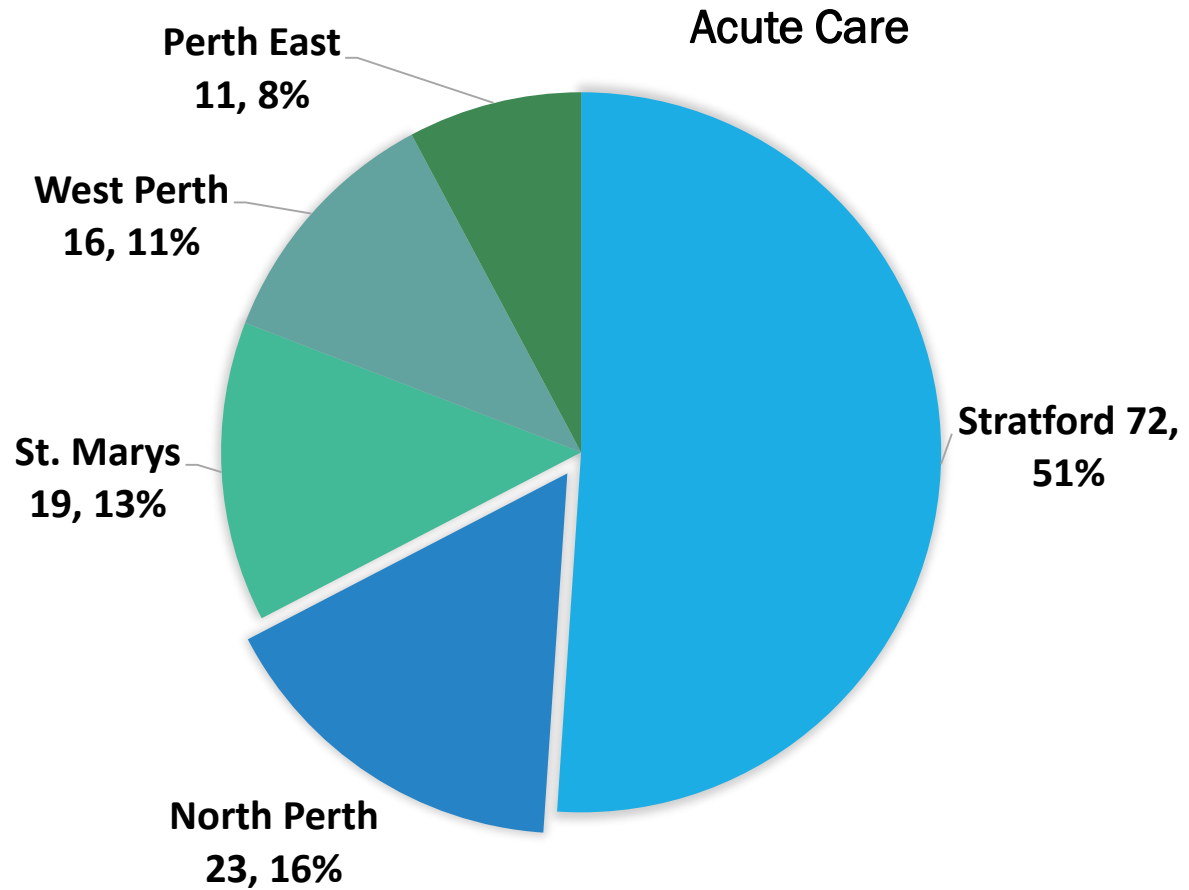


STRATFORD GENERAL HOSPITAL  
*Foundation* 





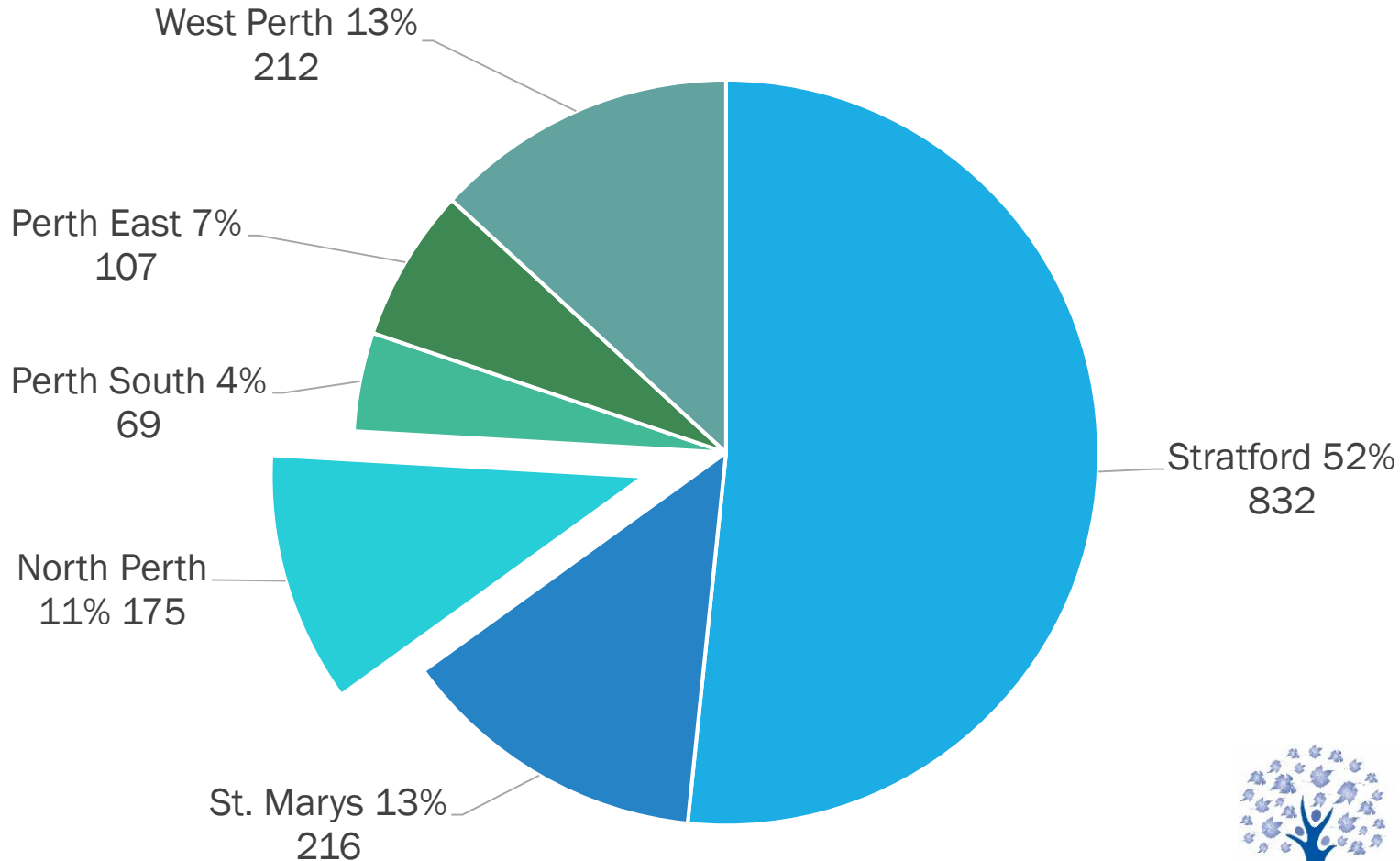
# Stroke Care Received by North Perth Residents



\*Number of Discharges



# MRI Exams Received by North Perth Residents

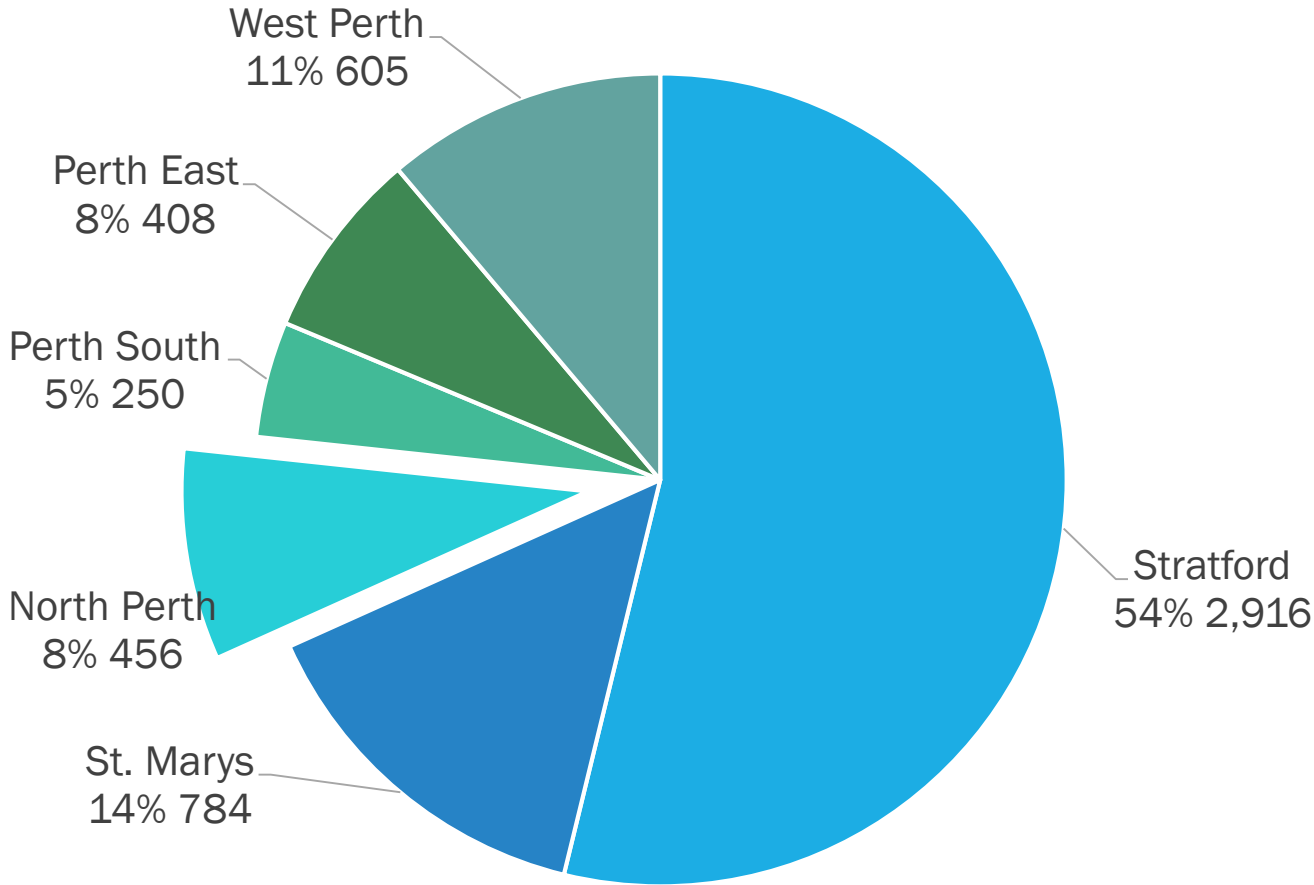


\*Number of Exams





# Outpatient Surgical Care Received by North Perth Residents



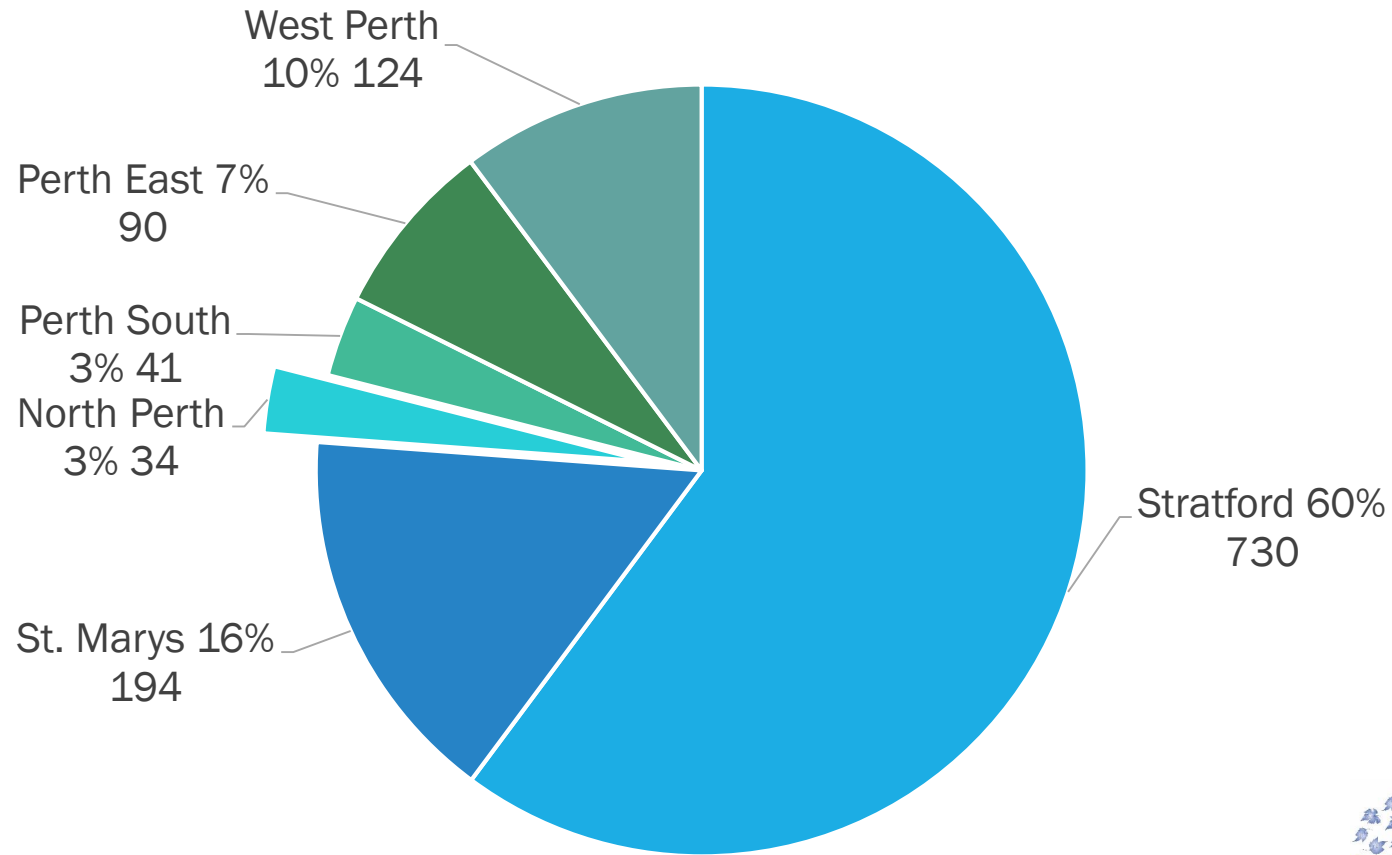
\*Number of Outpatients



STRATFORD GENERAL HOSPITAL  
*Foundation* 



# Cancer Care Received by North Perth Residents



\*Number of Patient Visits

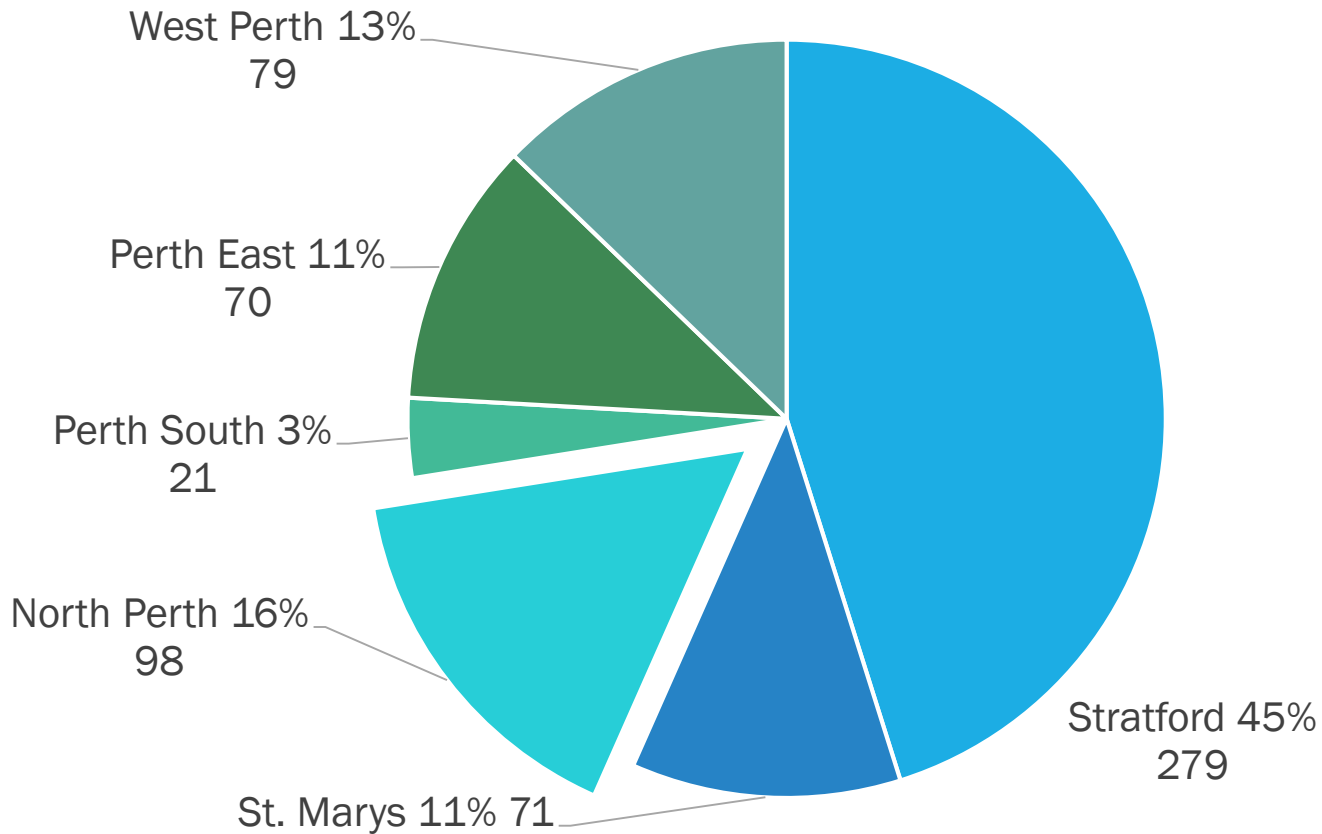


STRATFORD GENERAL HOSPITAL  
*Foundation* 

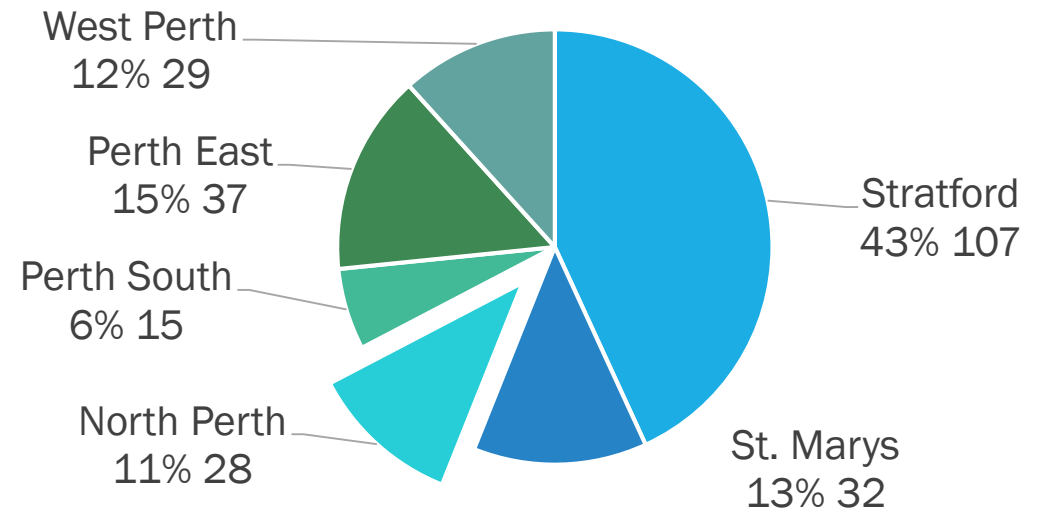


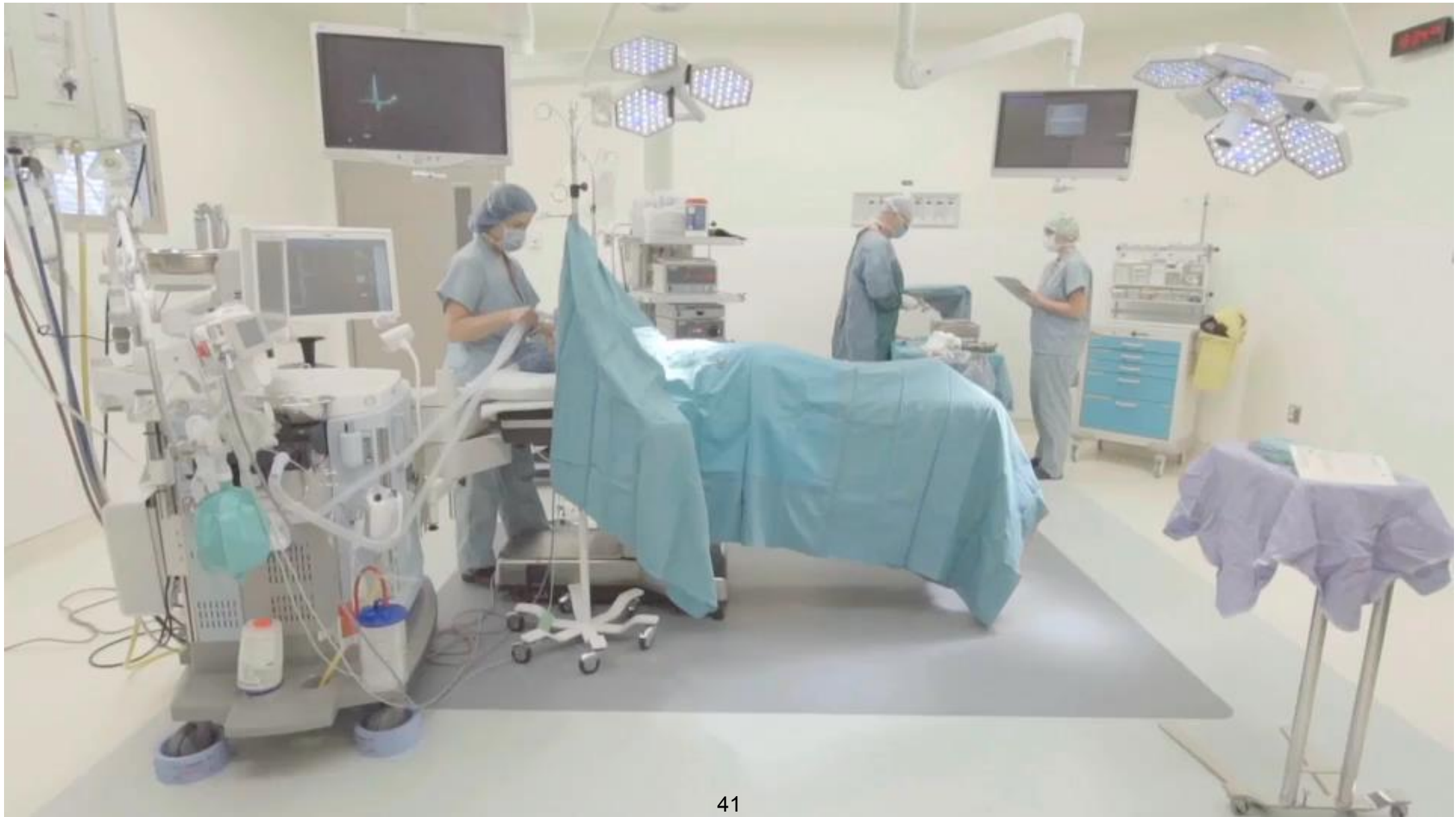
# Maternal Child Care Received by North Perth Residents

## OBSTETRICAL INPATIENTS



## PEDIATRIC INPATIENTS







# Our Future is In Your Hands



We rely on the generosity of community members to help keep the latest tools and technologies in the hands of the healthcare professionals at the Huron Perth Healthcare Alliance – Stratford General Hospital so that they can continue to provide exceptional care.



# Investment Priorities: In Our Hands Capital Campaign

## Campaign Goal: \$30 Million

<b>\$15 Million</b>	<b>\$8.5 Million</b>	<b>\$4 Million</b>
New Cancer Care & Medical Clinic with co-located pharmacy	New & Replacement Medical Equipment	Lab Improvements
<b>\$1 Million</b>	<b>\$1 Million</b>	<b>\$0.5 Million</b>
Transformation Initiatives (Such as Mental Health Technology)	Staff Training & Education	Redevelopment of Communication Stations in Patient Care Units



# Donations Received from North Perth Residents



From July 22, 2019 to July 22, 2024

395

Gifts were made to the Stratford General Hospital Foundation by North residents totaling:

\$124,166.35



STRATFORD GENERAL HOSPITAL  
*Foundation* 



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Thank You for your time and attention.

Today, we ask the **Municipality of North Perth to invest \$200,000** in support of the **Stratford General Hospital Foundation's In Our Hands Capital Campaign.**






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# THANK YOU!

Any questions? Comments?



STRATFORD GENERAL HOSPITAL  
*Foundation* 



# Without You, We Have Nothing



STRATFORD GENERAL HOSPITAL  
*Foundation* 

**Every piece of patient care equipment is at our hospital because donors cared.**

"We think of our Huron Perth Healthcare Alliance (HPHA) - Stratford General Hospital like an insurance policy. We know we need the policy, but we hope we never need to use it! Life has been good to our family and the Stratford General Hospital Foundation's In Our Hands Capital Campaign is the perfect way for us to give back to the community while ensuring we can receive the best quality care close to home, if ever needed. This has also been an opportunity for us to teach our grandchildren about giving and helping others."

*~ Richard & Maxine Cook & Family*



# Bridging the Funding Gap

While our partner, the Province of Ontario, pays for certain aspects of healthcare, it does not cover the cost of purchasing new and replacement medical equipment and technology that keep us on the leading edge of care. And when it comes to projects like building our new Cancer & Medical Care Clinic, with co-located Pharmacy, only a small percentage is funded.

Because of this funding gap we rely on the generosity of community members, like the Cook Family, to help keep the latest tools and technologies in the hands of the healthcare professionals at HPHA - Stratford General Hospital so that they can continue to provide exceptional care.

Our \$30 Million In Our Hands Capital Campaign, our most ambitious campaign to date, represents a collective effort to build a healthier future for our community. Key investment priorities include:

<b>\$15 Million</b>	<b>\$8.5 Million</b>	<b>\$4 Million</b>
New Cancer & Medical Care Clinic with co-located Pharmacy	New & Replacement Medical Equipment	Lab Improvements
<b>\$1 Million</b>	<b>\$1 Million</b>	<b>\$0.5 Million</b>
Transformation Initiatives (Such as Mental Health Technology)	Staff Training & Education	Redevelopment of Communication Stations in Patient Care Units



Paul Roulston & Rick Orr

“The In Our Hands Capital Campaign is about providing the highest level of care possible here for the people of Stratford and area. It helps with the recruitment and retention of healthcare professionals as people want to work in the best environment possible.”

~ Paul Roulston, In Our Hands Capital Campaign Co-chair

“What people don’t realize is that the government pays for some of the bricks and mortar and operations. They don’t pay for any of the equipment in the building, so all the beds, the MRI, the CT Scanner, none of that is funded by the government. It’s all paid for by you and me and our generous community.”

~ Rick Orr, In Our Hands Capital Campaign Co-chair



# Cancer Can Affect Anyone

"Cancer can affect anyone. It doesn't care who you are or what you think; whether you're rich or poor, male or female, whether you take care of yourself or not," says Dr. Janis MacNaughton, an Internal Medicine Specialist at the HPHA - Stratford General Hospital site.



*Dr. Janis MacNaughton*

"Our current Chemotherapy space is very crowded. We don't have adequate rooms to discuss things where others can't overhear it. There's no privacy or confidentiality," notes Dr. MacNaughton. "And the confined space is a very difficult environment in which to work. Typically our chairs are filled with reclining patients...and there are pumps, IVs and monitors to constantly work around. At times, it's so crowded that staff are forced to ask patient support persons to temporarily leave - a decision that's made reluctantly, but out of necessity. Not only are numbers of patients steadily growing, but so is the complexity of treatment regimens."

## Cancer & Medical Care Clinic with Co-Located Pharmacy

The New Cancer & Medical Care Clinic will be bright with natural light and increased space to care for more patients close to home.

### Clinic Highlights:

- Additional patient consult and treatment space with upgraded chairs and beds.
- Interior renovation of 16,000+ square feet of the fourth floor of the West Building.
- Improved medication compounding facilities.
- New mechanical and electrical systems.
- Enhanced security, data and Wi-Fi systems.
- A new negative pressure room to provide care for high risk patients.
- Expanded support service areas including new staff break and change rooms.
- Replacement of windows along with exterior building repairs including new roofing.



# In Memory of Jack & Teresa Van Nes, a Transformational Donation supports the Cancer Care & Medical Clinic

Jack and Teresa Van Nes were local farmers who cared about their community. They actively supported many local organizations focused on building a better future for everyone. They understood the importance of giving, especially to their local hospital, knowing there was no government funding for new and replacement medical equipment. Jack and Teresa wanted to invest in the healthcare system, strengthening it not only for themselves but for the entire community.



## Exceptional Care Provided by Exceptional People

In addition to the 2,099 chemotherapy visits that occurred in the 2023-2024 fiscal year, the following care was provided at HPHA - Stratford General Hospital:

- 34,763 patients were cared for in the Emergency Department
- 804,370 Lab tests were performed
- 9,253 Outpatient (day) surgeries and 2,073 Inpatient surgeries were performed
- 1,049 babies were delivered
- 149 babies were treated in the Maternal Child Special Care Nursery
- 474 children received care on the Maternal Child Pediatric Unit
- 849 patients were treated on the Critical Care Unit
- 610 patients were cared for on the Mental Health Unit
- 29,953 X-rays and 16,526 CT scans were completed
- 20,549 Ultrasounds, 3,289 Nuclear Medicine and 1,530 Echocardiograms were performed
- 4,691 MRI scans were performed
- 4,475 Mammography exams were completed
- 3,360 Dialysis visits occurred



# 40+ Years of Community Generosity



Incorporated in 1983, the Stratford General Hospital Foundation is governed by a volunteer board of directors. The Foundation, through the support of our community, has raised millions of dollars to purchase equipment and enhance facilities at the HPHA - Stratford General Hospital, touching the lives of countless patients and their families.

**\$85 Million**

Invested since inception

**<6%**

Annual operating costs

## Recent Investments - Donor Dollars Making a Difference!



### Neonatal Ventilation x2

The Hamilton C1 Neonatal Ventilation unit supports our tiniest patients. When a baby is born with breathing difficulties, they may require mild intermittent positive pressure (NIPPV) support to help them start breathing on their own, to a more aggressive support that offers constant positive pressure into the lungs (CPAP), to a ventilator that breathes for them. This unit allows a seamless transition to all three phases while keeping the same head gear and circuitry. This saves valuable time when a baby's condition worsens and timely airway support is crucial.



### Centrella Bed x7

A bed is a safe place of healing and our patients' "home" while in hospital. The fact that every inpatient requires one means they are one of the most used pieces of equipment. Upgraded beds are made of specially constructed surface materials, so they are easy to keep clean. Designed to regulate a patient's temperature and wick away moisture, they lessen the chance of painful bed sores. Touch screen technology can move patients into various positions. This improves comfort and assists patients when getting out of bed. It's also a plus for care providers, reducing the incidence of back injuries and helping during the examination and treatment of patients.



### Portable Ultrasound Unit x5

Philips EPIQ Elite ultrasound features an exceptional level of clinical performance, workflow, and advanced intelligence to meet the challenges of today's most demanding practices. The EPIQ Elite platform brings ultimate solutions to ultrasound, with clinically tailored tools designed to elevate diagnostic confidence to new levels. An incredible increase in resolution and sensitivity aids in much earlier diagnosis, therefore increasing the chance for better patient outcomes. The portability of these machines enables effortless scanning and easy transitions from patient care unit to unit and exam to exam.



# Our Future is In Your Hands

Your investment helps guarantee the highest quality of care, close to home, both now and for future generations.

You may consider:

- Making a one-time gift that will put your support and generosity to immediate use
- Pledging your gift over a period of time, for example two to five years
- Making a personal gift, or one on behalf of a business or corporation
- Recognizing the Stratford General Hospital Foundation in your will or estate
- Planning and hosting a fundraising event, with proceeds supporting the Foundation

We are dedicated to working closely with our Major Gift Donors to identify a recognition journey that is personal and meaningful. We offer recognition options based on the following donor giving levels:

Transformational Gift Society	\$1,000,000 +
Visionary Society	\$500,000 - \$999,999
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Major Benefactors	\$100,000 - \$199,999
Benefactors	\$50,000 - \$99,999
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**Every donation makes a difference and will bring us closer to reaching our \$30 Million In Our Hands Capital Campaign goal.**



On behalf of our patients and healthcare professionals, we wish to express our sincere gratitude for your consideration of support.

## We're Here to Lend a Hand

Together, we have the power to transform lives and make a lasting impact on the health and well-being of our community. We are here to support you in your donor journey. Please reach out.

519-272-8210 extension 2626

[sgh.foundation@hpha.ca](mailto:sgh.foundation@hpha.ca)

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(West Building Annex - Corner of John & West Gore St.)

[www.sghfoundation.org](http://www.sghfoundation.org) / [www.inourhands.ca](http://www.inourhands.ca)



STRATFORD GENERAL HOSPITAL  
*Foundation* 





## COUNCIL REPORT

**From:** Jeff Newell, Manager of Facilities; Samantha French, Procurement Officer  
**Date:** Monday, September-16-24  
**Subject:** Award Request for Proposal NP-033-24P - Consulting Services for EMCC Facility Renovation Design.

### Background:

The Municipality of North Perth issued a Request for Proposal seeking proposals from qualified Architectural/Engineering firms (Consultant) to provide services, including preliminary design, detailed drawings, and contract administration for renovations to the Elma Memorial Community Centre (EMCC) located at 251 Main St. Atwood, ON.

The rejuvenation intends to include new entrance, washrooms, office space and Storage.

The RFP closed on Friday, August 23, 2024, with the following submissions being received:

Vendor	City/Province
AXIA Design Associates Inc.	Toronto, Ontario
Green PI Inc	Mississauga ON, ON
John MacDonald Architect	Kitchener, Ontario
Tessier Design Consultants	Newmarket, ON
2MK Architects	Mississauga, Ontario
Barry Bryan Associates	Whitby, Ontario
G architects	Toronto, Ontario
McCallum Sather Architects Inc.	Hamilton, Ontario
TBT Engineering Limited	Thunder Bay, Ontario

### Comments:

The Request for Proposal (RFP) outlines a scope of work divided into three distinct phases:

1. Section A: Detailed Design and Consultation
  - o This phase involves information gathering and consulting with stakeholders to finalize the project specifications and estimate construction cost.
2. Section B: Construction and Tender Administration

This document is available in alternate formats, upon request.



- This phase covers preparing construction drawings and specifications and the administration of the tender process to select contractors.
- 3. Section C: Contract Administration & Project Management
  - This phase includes overseeing the execution of contracts and managing the overall project to ensure it stays on track.

Important Note: Section C is designated as an optional component and was included due to the potential efficiencies of having the same vendor who completed the detail design also oversee the contract administration & project management. . The execution of Section C will only be executed if Council approves the capital works to renovate the facility. Such proposal will be brought forward at a later date.

Evaluations were conducted separately by 3 municipal staff from the Facilities Department(s), based on the following criteria:

- Company Overview
- Proponent Methodology
- Work Schedule & Project Timelines
- Proposal Pricing

Following the conclusion of the evaluation process it was unanimously determined that AXIA Design Associates Inc. submission was the top Proposal with a high score of 72.50 out of 100.

All bid submission received were over current estimated project budget, varying greatly. It is the lowest compliant bid with the highest score that is being suggested for award.

**Financial Implications:** *(Include amounts and funding source)*

2024 Capital Budget Source for this project is # 5422-24-010 FAC - Atw EMCC Fac Rejuvenation drawing with an approved total budget of \$70,000.

The highest scoring proposal for the project exceeds the current approved 2024 budget by 15%, or \$10,725. Section A: Detailed Design and Consultation, with a proposed cost of \$75,600.00 and Section B: Construction and Tender Administration, with a proposed cost of \$5,125.00.

Additionally, Section C: Contract Administration & Project Management is projected to cost \$29,625.

**Recommendation:**

THAT: The Council of the Municipality of North Perth Award Request for Proposal **NP-033-24P - Consulting Services for EMCC Facility Renovation Design for Section A and Section B** to **AXIA Design Associates Inc.**, of Toronto, ON in the amount up to **\$80,725.00** excluding taxes. And further; THAT **Section C**, in the amount of **\$29,625.00** excluding taxes, be approved, contingent upon Council's approval of the EMCC Construction Works.

**Reference Material Attached:**

N/A

**Corporate Strategic Plan:**

The information and responses provided in this report are consistent with and in keeping with the Municipality's approved Vision, Mission, and Strategic Plan.

**Report Prepared by:** Jeff Newell, Manager of Facilities; Samantha French, Procurement Officer

**Reviewed by: Jeff Newell, Manager of Facilities**

**Kriss Snell, CAO**

**Wednesday, September-11-24**

Jeff Newell, Manager of Facilities; Samantha French, Procurement Officer



## COUNCIL REPORT

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**From:** Lyndon Kowch – Manager of Operations  
**Date:** Monday, September-16-24  
**Subject:** Traffic Bylaw Amendment for Speed Reductions on Line 88 and Line 87

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### Background:

Speeds have been monitored in 2023 and 2024 on Line 87 east and west of Highway 23 in the urbanized area of Listowel. Speed counts have shown that the average speed of traffic is high in both sections and a recommendation to reduce the speed limits in these sections is being brought forward to Council.

Additionally, construction on Line 88 from Wellington County Highway 9 to Wallaceville has concluded for 2024 with paving anticipated for summer 2025. A section of Line 88 east of Wallaceville has been recommended by the Engineer to have a reduced speed in the section that includes the river valley east of the Hamlet.

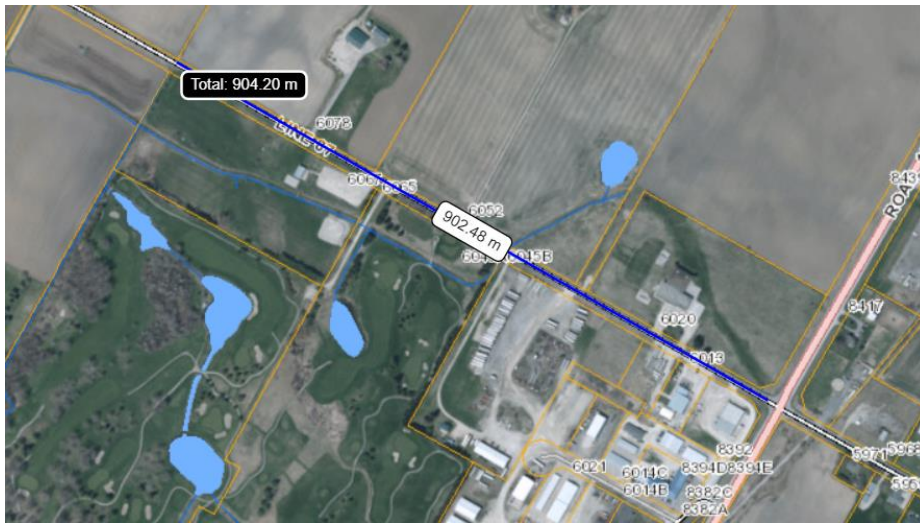
### Comments:

For the purposes of this report the three sections of roadway will be addressed separately as shown on the following maps:

For Sections 1 and 2 on Line 87 the measured speed for 85% of the traffic (a standard measurement for monitoring speed) was between 91km/h and 95 km/h. Given the increase in traffic on these segments (over 1000 vehicles per day) and the 85<sup>th</sup> percentile speed, it is recommended to reduce the speed to 60km/h in these sections. It should be noted that these sections do have several commercial and residential driveways and include Optimist Park, which has a designated community safety zone along its frontage.

For Section 3 on Line 88 the reconstruction of the road base is complete and the section from the top of the hill down through the river valley that enters into Wallaceville has been redesigned with a new structure and road profile. The recommendation from the Engineer was to reduce the speed to 60km/h given the new design.

The following maps show the sections and the distances that the speed reductions are recommended. If approved, these amendments will be reflected in Traffic Bylaw 47-PW-2000.



**Section 1:** Line 87 from Highway 23 west to the westerly limit of Optimist Park, a point 904 metres from Highway 23.



**Section 2:** Line 87 from Highway 23 east to the easterly border of Listowel Farm Supply, a point 602 metres from Highway 23.



**Section 3:** Line 88 from the 50km/h speed limit sign to a point 639 meters east of that sign.

**Financial Implications:** *(Include amounts and funding source)*

Sign posts and signage required to implement these reductions are incorporated in the existing operational budgets for sign maintenance.

**Recommendation:**

THAT:

The Council of the Municipality of North Perth Amend Traffic Bylaw 47-PW-2000 to reflect speed reductions as listed in this report on Line 87 and on Line 88.

**Reference Material Attached:**

[Click here to enter text.](#)

**Corporate Strategic Plan:**

The information and responses provided in this report are consistent with and in keeping with the Municipality's approved Vision, Mission, and Strategic Plan.

**Report Prepared by:** Lyndon Kowch – Manager of Operations

**Reviewed by: Kriss Snell, CAO**  
**Thursday, September-12-24**

Lyndon Kowch – Manager of Operations

**APPLICATION FOR CONSENT**

**To:** Mayor Todd Kasenberg & Municipality of North Perth Council  
**Prepared by:** Nathan Garland, Planner  
**Date:** September 16<sup>th</sup>, 2024  
**File:** B38-24  
**Owner:** Matthew and Amy Klumpenhauer  
**Location:** Legally described as Lot 51 and 52, Concession 5, Wallace Ward, in the Municipality of North Perth. The property is located on the north side of Perth Line 88, southeast of Perth Road 178 and is municipally known 6792 Perth Line 88

**Attachments:** Report Photo  
Severance Sketch  
Site Photos

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**Recommendation**

THAT the municipality of North Perth recommends that the Perth County Land Division Committee, or its designate, approve Consent Application B38-24; and

THAT the Municipality of North Perth Council forward the conditions listed in the staff report dated September 16<sup>th</sup>, 2024, affecting the property legally described as Lot 51 and 52, Concession 5, Wallace Ward in the Municipality of North Perth (6792 Perth Line 88).

**Recommended North Perth Conditions:**

- 1) That confirmation be received from the Municipality of North Perth that all taxes have been paid in full;
- 2) That confirmation be received from the Municipality of North Perth that all financial requirements have been met (if any);
- 3) That confirmation be received from the Municipality of North Perth that the apportionment schedule for municipal drains in this area be reviewed, and updated to the satisfaction of the Municipality of North Perth in accordance with Section 65.1 of the Drainage Act R.S.O. to show that the applicant will be responsible for all costs associated with this re-apportionment;
- 4) That confirmation be received from the Municipality of North Perth that an amendment to the Municipality of North Perth implementing Zoning By-law has been adopted to zone

the proposed retained lot to permit only a dwelling and accessory uses, buildings and structures and to zone the severed farm lot to prohibit any new permanent residential dwellings;

- 5) That confirmation be received from the Municipality of North Perth that both the severed and retained lots have been assigned a municipal address and that each lot contain a municipal address sign with the costs of any new signage required be borne by the applicants;
- 6) That confirmation be received from the Municipality of North Perth that the existing Barn on the subject retained lot has been removed or converted to storage to the satisfaction of North Perth;
- 7) That the Municipality of North Perth has provided a clearing letter stating that all municipal requirements have been addressed.

#### Perth County Conditions

- 8) That confirmation be received from a solicitor that the Certificate of the Official will be scanned and attached to the electronic registration of the Transfer;
- 9) That an undertaking be received from a solicitor stating that the severed farm parcel be sold to the proposed buyers (CRC Holsteins Ltd.) as the existing farm dwelling is surplus to their needs;
- 10) That the Land Division Committee be provided with a description that is consistent with the application and equal to that required for registration of a deed/transfer or other conveyance of interest in land under the provision of the Registry Act or Land Titles Act (2 copies of Registered Reference Plan required and an electronic file containing the digital plotting of the description under the provision of the Registry Act or Land Titles Act, including the textual description of file format, map standards used, scale, and location information such as lot, concession and municipality in a georeferenced Autocad.dwg format).

Alternatively, the Committee be provided with an Order pursuant to Section 150 of the Land Titles Act, R.S.O. 1990 or Section 80 of the Land Registry Act, R.S.O. 1990 issued by a Land Registrar exempting the transfer from the requirement that a reference plan be deposited.

If it has been determined that the subject property is a whole lot on an original Township Plan of Survey and an Exemption Order cannot be provided by a Land Registrar, satisfactory proof of same shall be provided by a Solicitor, with confirmation stating the reason why an Exemption Order cannot be provided.

- 11) That confirmation be received that the property owner has entered into an agreement

with the County of Perth to prohibit any new permanent residential dwellings, on the severed lands.

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## **Background**

<b>Perth County Official Plan</b>	Agriculture and Natural Resources/Environment
<b>North Perth Zoning By-law</b>	Agriculture (A) and Natural Resources Environment – Zone Two (NRE2)
<b>Surrounding Uses</b>	Surrounding land uses are agricultural (barns and cropped land) and Natural Resources/Environment with Kurtzville to the southwest

## **Proposal**

	<u>Retained Lot</u>	<u>Severed Lot</u>
Area	1.15 ha (2.84 ac)	40.17 ha (99.26 ac)
Frontage	63.4 m (205.7 ft)	441.38 m (1112 ft)

The subject application is proposing to sever lands that will result in a farm consolidation with a neighbouring farm operation. The application proposes to retain a lot that will be approximately 1.15 ha (2.84 ac) in area with an approximate lot frontage of 62.7 m. The lands contain an existing dwelling, shed, barn, private septic and private water. The severed lands will be approximately 40.17 ha (99.26 ac) in area with an approximate frontage of 441 m on Perth Line 88 and are vacant.

## **Application Review**

### **2020 Provincial Policy Statement**

The Provincial Policy Statement, 2020 (“PPS”) allows for surplus farm residential lot creation in agricultural areas through the provisions of Section 2.3.4.1 c). These policies can be found below:

#### **Section 2.3.4.1 Lot Creation and Lots Adjustments**

c) a *residence surplus to a farming operation* as a result of farm consolidation, provided that:

1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and



2. the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective.

The owner intends to sell the severed farm land to a neighbouring farmer who lives and resides across the road and to the west and therefore the farm house is surplus to the farmer's needs.

### Perth County Official Plan

The lands to be severed are designated Agriculture according to the Perth County Official Plan. The Agriculture designation intends to ensure prime agricultural lands in Perth County are protected and preserved for the production of food, fibre and fuel, to provide agriculture with an area free from conflicting or incompatible land uses and to prevent the break-up of farms into smaller holdings for non-farm use. The designation is also intended to make a strong municipal commitment to agriculture as a predominant land use activity in Perth County and a major economic importance to the County. The direction from the Provincial Policy Statement on surplus farm dwelling severances is implemented by policies in the Perth County Official Plan. Section 5.6.3.1 of the Perth County Official Plan, as amended by Official Plan Amendment #189, outlines the requirements for surplus farm dwelling severances in the County. These requirements include:

- a) It is demonstrated that the dwelling is surplus to the needs of a consolidated farm operation.
- b) The surplus farm dwelling must be habitable and it is the intention to use the residence.
- c) The residence must be a minimum of ten years old on the date of the application for consent, or immediately replaced a dwelling which was originally built a minimum of 10 years ago.
- d) The new residential lot shall be limited to a minimum size and does not include any more prime agricultural land than what is required for the residential use, accessory uses and accommodation of appropriate sewage and water services.
- e) The minimum distance separation provisions of MDS I must be satisfied from any livestock facilities on the retained farm property to the surplus residence;
- f) Lots created through this policy shall not permit livestock operations.
- g) An amendment to the local implementing Zoning By-Law shall be required to regulate the permitted residential and accessory uses on the surplus dwelling lot.
- h) An amendment to the implementing Zoning By-Law is required for the retained farm lot to prohibit any new permanent residential dwellings. Further, an agreement for such prohibition of any new permanent residential dwellings shall be registered on the property title of the remnant farm property as a condition of the consent.

## Zoning By-law

The subject lands are currently zoned Agriculture (A) and Natural Resources/Environment – Zone Two (NRE2). To satisfy the conditions of consent, the retained lands will be rezoned to recognize the permitted residential and accessory uses while the severed lands will be rezoned to prohibit residential development for the purpose of protecting the existing cropland. No changes to the Natural Resources/Environment Zone Two are being proposed.

## Agency Comments

Bell Canada, Bluewater Recycling Association and Hydro One indicated that they have no comments regarding the subject application.

## Public Consultation

Public notice was provided to the neighbouring property owners on August 16<sup>th</sup>, 2024, in accordance with the requirements of the Planning Act. At the time of writing this report, no comments or concerns had been received from the public.

## Planning Analysis

The subject application proposes to sever lands and consolidate with an existing farming operation (CRC Holsteins Ltd.) where the residence is surplus to the future owners needs. The future owner of the farm lands resides at 6819 Perth Line 88, which contains a habitable residence.

Policies in the Provincial Policy Statement and County of Perth Official Plan both support the severance of surplus farm dwellings as a result of farm business consolidation. The surplus farm severance allows for the retention of rural housing while allowing the farm business to consolidate the farm land as part of their agricultural land holdings.

The dwelling located on the lands to be retained is greater than 10 years old and is considered habitable. No impacts on the MDS I would occur as the dwelling exists and the barn will be required to have a change of use to limit to non-livestock storage. The residential property will be serviced via private well and private septic.

A condition has been added to the severance conditions which requires the owners to file and complete an undertaking that the lands to be severed will be sold to CRC Holsteins Ltd. Staff have also receive a copy of the agreement of purchase by the future owners and have recommend that the lawyers provide a firm undertaking that the conclusion of sale will occur.

Staff have also recommended that a condition be placed on the property that the existing barn be removed or a change of use for the barn to limit use for non-livestock storage.

Planning staff are of the opinion that the submitted severance sketch conforms with the surplus farm dwelling policies contained in the County of Perth Official Plan.

Both the retained lands and severed agricultural lands will be required to be rezoned to permit a residential dwelling and accessory structure on an undersized agricultural parcel and to prohibit residential buildings to be constructed.

In light of the foregoing, staff are of the opinion that the application is consistent with the Provincial Policy Statement (2020) and conforms with the surplus farm dwelling severance policies in the County of Perth Official Plan. As such, staff recommend that North Perth Council recommend to the Perth County Land Division Committee or its delegate that the application for severance be supported subject to the list of conditions.

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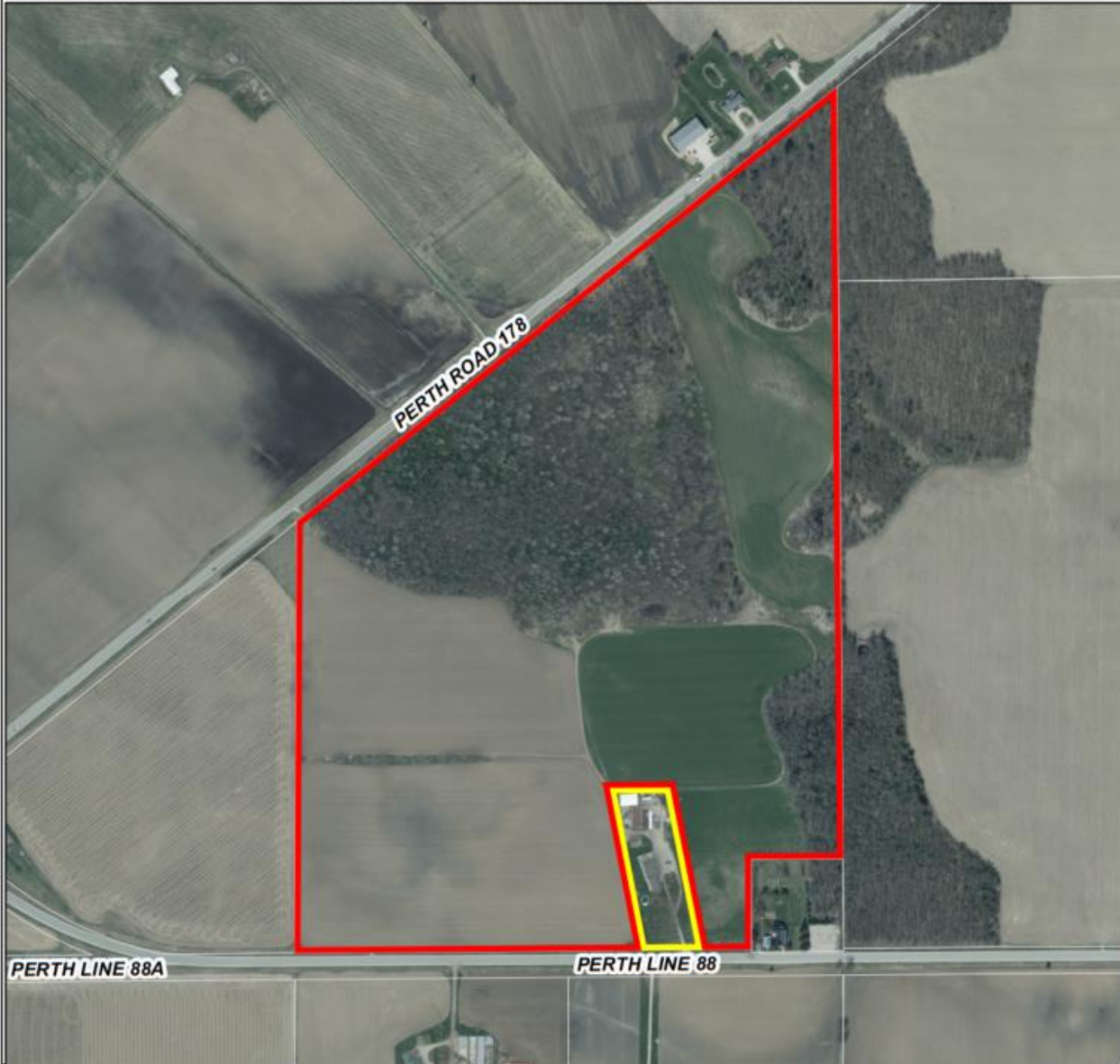
Authored by:

Nathan Garland  
Planner

Approved submission by:

Andrea Hächler  
Director of Planning

MUNICIPALITY OF NORTH PERTH  
 Pt Lots 52 & 52, Conc 5, Wallace Ward (6972 Line 88)  
 Application for Consent B38/2024  
 by Amy & Matt Klumpenhauer



<p><b>Perth County</b>          Cultivating Opportunity</p> <p>PHOTO DATE: 2020          August 07, 2024</p>	<p> TO BE SEVERED</p> <p> TO BE RETAINED</p>	<p>Meters          0 90 180</p> <p>Feet          0 190 380</p> 
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\\perthcounty.local\data\documents\Planning Land Use Admin\2-Working\010 Severance\2024\B38-24 - Klumpenhauer - 6792 Line 88 - SFD - NPG\B38-24 - KLUMPENHOWER REPORT PHOTO.mxd

Figure 1 - Report Photo







Figure 3 - Photo looking East from Perth Line 88a



Figure 4 - Photo looking North from Perth Line 88

**APPLICATION FOR CONSENT**

**To:** Mayor Todd Kasenberg & Municipality of North Perth Council  
**Prepared by:** Nathan Garland, Planner  
**Date:** September 16<sup>th</sup>, 2024  
**File:** B32-24  
**Owner:** Doug and Brenda Brisbin  
**Agent:** Evan and Kailey Fallis  
**Location:** Legally described as Lot 16, Concession 7, Wallace Ward, in the Municipality of North Perth. The property is located on the north side of Line 89, and is municipally known as 5536 Line 89

**Attachments:** Report Photo  
Severance Sketch  
Site Photos

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**Recommendation**

THAT the municipality of North Perth recommends that the Perth County Land Division Committee, or its designate, approve Consent Application B32-24; and

THAT the Municipality of North Perth Council forward the conditions listed in the staff report dated September 16<sup>th</sup>, 2024, affecting the property legally described as Lot 16, Concession 7, Wallace Ward in the Municipality of North Perth (5536 Line 89).

**Recommended North Perth Conditions:**

- 1) That confirmation be received from the Municipality of North Perth that all taxes have been paid in full;
- 2) That confirmation be received from the Municipality of North Perth that all financial requirements have been met (if any);
- 3) That confirmation be received from the Municipality of North Perth that the apportionment schedule for municipal drains in this area be reviewed, and updated to the satisfaction of the Municipality of North Perth in accordance with Section 65.1 of the Drainage Act R.S.O. to show that the applicant will be responsible for all costs associated with this re-apportionment;
- 4) That confirmation be received from the Municipality of North Perth that an amendment to the Municipality of North Perth implementing Zoning By-law has been adopted to zone

the proposed severed lot to permit only a dwelling and accessory uses, buildings and structures and to zone the retained farm lot to prohibit any new permanent residential dwellings;

- 5) That confirmation be received from the Municipality of North Perth that both the severed and retained lots have been assigned a municipal address and that each lot contain a municipal address sign with the costs of any new signage required be borne by the applicants;
- 6) That the Municipality of North Perth has provided a clearing letter stating that all municipal requirements have been addressed.

#### Perth County Conditions

- 7) That confirmation be received from a solicitor that the Certificate of the Official will be scanned and attached to the electronic registration of the Transfer;
- 8) That the Land Division Committee be provided with a description that is consistent with the application and equal to that required for registration of a deed/transfer or other conveyance of interest in land under the provision of the Registry Act or Land Titles Act (2 copies of Registered Reference Plan required and an electronic file containing the digital plotting of the description under the provision of the Registry Act or Land Titles Act, including the textual description of file format, map standards used, scale, and location information such as lot, concession and municipality in a georeferenced Autocad.dwg format).

Alternatively, the Committee be provided with an Order pursuant to Section 150 of the Land Titles Act, R.S.O. 1990 or Section 80 of the Land Registry Act, R.S.O. 1990 issued by a Land Registrar exempting the transfer from the requirement that a reference plan be deposited.

If it has been determined that the subject property is a whole lot on an original Township Plan of Survey and an Exemption Order cannot be provided by a Land Registrar, satisfactory proof of same shall be provided by a Solicitor, with confirmation stating the reason why an Exemption Order cannot be provided.

- 9) That confirmation be received that the property owner has entered into an agreement with the County of Perth to prohibit any new permanent residential dwellings, on the retained lands.
-



## **Background**

<b>Perth County Official Plan</b>	Agriculture, Primary or Secondary Aggregate Resources, and Natural Resources/Environment
<b>North Perth Zoning By-law</b>	Agricultural Zone (A), Agriculture-Two (A-2) and Natural Resources Environment – Zone Two
<b>Surrounding Uses</b>	Surrounding land uses are agricultural (barns and cropped land) and Natural Resources/Environment

## **Proposal**

	<u>Retained Lot</u>	<u>Severed Lot</u>
Area	0.76 ha (1.9 ac)	39.5 ha (97.6 ac)
Frontage	89.8m (294.9 ft)	214.3 m (703.15 ft)

The subject application is for consent to sever a surplus farm dwelling residence that will result in a farm consolidation. The applicants are requesting to sever a lot with an area of approximately 0.76 ha (1.9 ac) with an approximate lot frontage of 89.8 m on Line 89. The land contains an existing dwelling, detached drive shed, septic, and well. The retained lands will be approximately 39.5 ha (97.6 ac) in area with a frontage of 214.3 m on Line 89.

## **Application Review**

### **2020 Provincial Policy Statement**

The Provincial Policy Statement, 2020 (“PPS”) allows for surplus farm residential lot creation in agricultural areas through the provisions of Section 2.3.4.1 c). These policies can be found below:

#### **Section 2.3.4.1 Lot Creation and Lots Adjustments**

c) a *residence surplus to a farming operation* as a result of farm consolidation, provided that:

1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and
2. the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective.

The applicant has provided a sketch that includes only the lands that are needed to accommodate the residential use. The lands to be severed include the existing residential dwelling, detached drive shed, septic, and well.

The proposed severed area is approximately 850 m from the area identified as aggregate potential.

### Perth County Official Plan

The lands to be severed are designated Agriculture according to the Perth County Official Plan. The Agriculture designation intends to ensure prime agricultural lands in Perth County are protected and preserved for the production of food, fibre and fuel, to provide agriculture with an area free from conflicting or incompatible land uses and to prevent the break-up of farms into smaller holdings for non-farm use. The designation is also intended to make a strong municipal commitment to agriculture as a predominant land use activity in Perth County and a major economic importance to the County. The direction from the Provincial Policy Statement on surplus farm dwelling severances is implemented by policies in the Perth County Official Plan. Section 5.6.3.1 of the Perth County Official Plan, as amended by Official Plan Amendment #189, outlines the requirements for surplus farm dwelling severances in the County. These requirements include:

- a) It is demonstrated that the dwelling is surplus to the needs of a consolidated farm operation.
- b) The surplus farm dwelling must be habitable and it is the intention to use the residence.
- c) The residence must be a minimum of ten years old on the date of the application for consent, or immediately replaced a dwelling which was originally built a minimum of 10 years ago.
- d) The new residential lot shall be limited to a minimum size and does not include any more prime agricultural land than what is required for the residential use, accessory uses and accommodation of appropriate sewage and water services.
- e) The minimum distance separation provisions of MDS I must be satisfied from any livestock facilities on the retained farm property to the surplus residence;
- f) Lots created through this policy shall not permit livestock operations.
- g) An amendment to the local implementing Zoning By-Law shall be required to regulate the permitted residential and accessory uses on the surplus dwelling lot.
- h) An amendment to the implementing Zoning By-Law is required for the retained farm lot to prohibit any new permanent residential dwellings. Further, an agreement for such prohibition of any new permanent residential dwellings shall be registered on the property title of the remnant farm property as a condition of the consent.

## Zoning By-law

The subject lands are currently zoned Agricultural Zone (A), Special Agricultural Zone (A-2), and Natural Resources/Environment Zone Two (NRE-2). To satisfy the conditions of consent, the severed lands will be rezoned to recognize the permitted residential and accessory uses while the retained portion will be rezoned to prohibit residential development for the purpose of protecting the existing cropland. No changes to the Natural Resources/Environment Zone Two or Special Agricultural Zone would be required.

## **Agency Comments**

Bell Canada and Hydro One provided comments that they received the application and have no comments.

## **Public Consultation**

Public notice was provided to the neighbouring property owners on August 8<sup>th</sup>, 2024, in accordance with the requirements of the Planning Act. At the time of writing this report, no comments or concerns had been received from the public.

## **Planning Analysis**

The subject application proposes to sever a residential lot that is considered surplus to the farm operation's needs. The owners Doug and Brenda Brisbin own another farm located at 8944 Road 152 which contains a habitable farm residence. The dwelling located on the lands to be severed is greater than 10 years old and is considered habitable.

The severed lands will have an area of approximately 0.76 ha (1.9 ac) and an approximate lot frontage of 89.89 m on Line 89. The lands contain an existing dwelling, detached drive shed, septic, and well. The retained lands will be approximately 39.5 ha (97.6 ac) with frontage of 214.32 m on Line 89. There are no buildings or structures located on the proposed retained lands as the barn shown on the aerial photos has been removed.

In light of the foregoing, staff are supportive of the proposed severance and are of the opinion that the application is consistent with the residence surplus to a farming operation as a result of farm consolidation policy (Section 2.3.4.1c) within the Provincial Policy Statement (2020) and conforms with the surplus farm dwelling requirements of Section 5.6.3.1 of the County of Perth Official Plan.

The proposed severance is located approximately 850 m from the area shown as potential aggregate, therefore no impacts to the aggregate are anticipated due to the separation distance.

Planning staff are of the opinion that the submitted severance sketch conforms with the surplus farm dwelling policies contained in the County of Perth Official Plan.

Both the severed surplus farm dwelling lands and retained farm lands will be required to be rezoned to permit a residential dwelling and accessory structure on an undersized agricultural parcel; and on the retained farm lands to prohibit residential buildings to be constructed.

In light of the foregoing, staff are of the opinion that the application is consistent with the Provincial Policy Statement (2020) and conforms with the surplus farm dwelling severance policies in the County of Perth Official Plan. As such, staff recommend that North Perth Council recommend to the Perth County Land Division Committee or its delegate that the application for severance be supported subject to the list of conditions.

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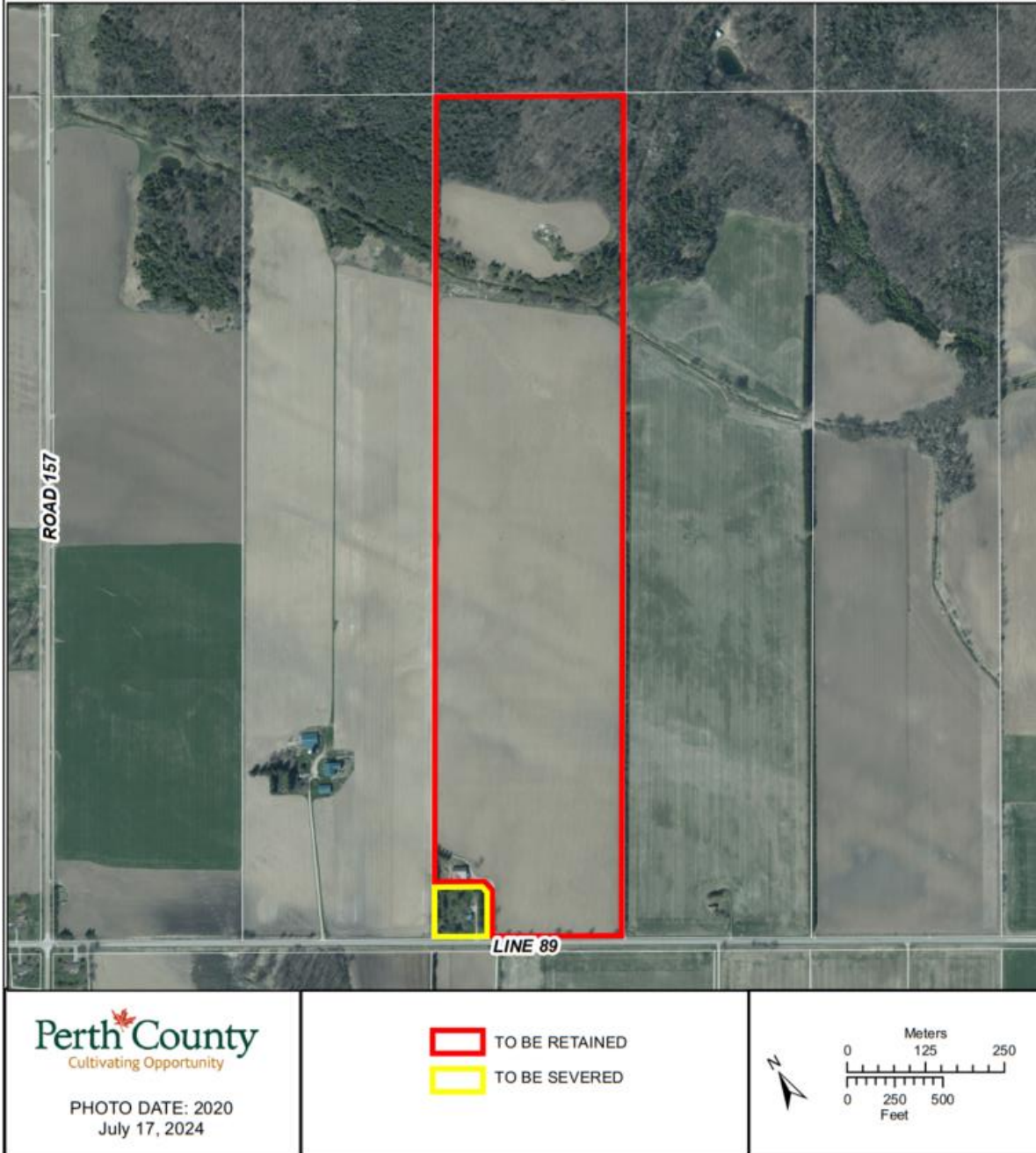
Authored by:

Nathan Garland  
Planner

Approved submission by:

Andrea Hächler  
Director of Planning

MUNICIPALITY OF NORTH PERTH  
Lot 16, Con 7, Wallace Ward (5536 Line 89)  
Application for Consent B32/2024  
by Brisbin, Doug & Brenda



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Figure 1 - Report Photo

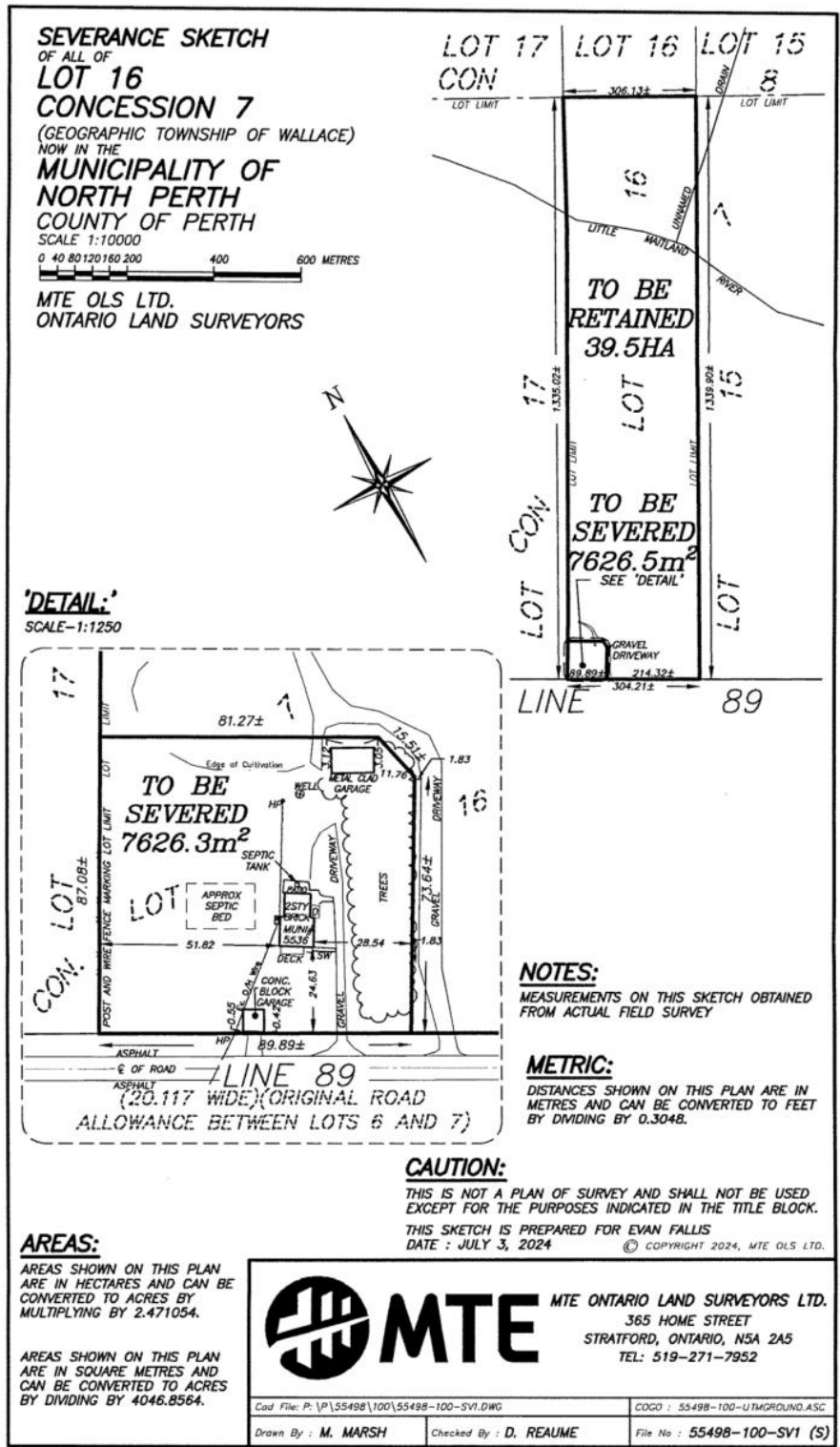


Figure 2 - Severance Sketch





Figure 3 - Photo looking North from Line 89



## COUNCIL REPORT

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**From:** Sarah Carter, Acting Clerk/Legislative Services Supervisor  
**Date:** Monday, September-16-24  
**Subject:** 2025 Council Meeting Schedule

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### Background:

The purpose of this report is to seek Council's approval of the 2025 Council meeting schedule. Approving an annual meeting schedule supports the legislative process for Council meetings and provides accountability and transparency to the public.

### Comments:

Pursuant to the Municipality of North Perth Procedure By-law, prior to the first meeting in each calendar year, Council shall establish a schedule of all Regular Council Meeting dates for said calendar year. The schedule shall include the date, time and location of the meetings and shall be posted on the municipal website at the beginning of each year.

In addition, the following principles outlined in the Procedure By-law guide the development of the proposed meeting schedule:

1. Regular meetings of Council shall be held at 7:00 p.m. on the first and third Monday of each month.
2. When a Regular Council meeting is to be scheduled on a statutory holiday, the meeting will be held on the next available Monday.

Meeting dates have been adjusted so as not to conflict with conference opportunities from external organizations such as Rural Ontario Municipal Association (ROMA), and the Association of Municipalities of Ontario (AMO).

Following the above noted principles, in 2024 there were six Council meetings held on consecutive weeks and one instance of a three-week break in between Council meetings. Consecutive meetings make reporting deadlines difficult to achieve for staff who may receive a request for additional information to be provided at the next Council meeting. Additionally, a three-week break between Council meetings has the potential to impact municipal operations if staff need to wait for Council approval.

This document is available in alternate formats, upon request.



Having noted these concerns, two options for the 2025 Council Meeting Schedule have been prepared for Council's consideration.

**Option 1**

- Follows the principles established in the Municipality of North Perth Procedure By-law 106-2023
- The following meeting dates are scheduled for consecutive weeks
  - January 27<sup>th</sup> and February 3<sup>rd</sup>
  - February 24<sup>th</sup> and March 3<sup>rd</sup>
  - April 28<sup>th</sup> and May 5<sup>th</sup>
  - May 26<sup>th</sup> and June 2<sup>nd</sup>
  - September 8<sup>th</sup> and September 15<sup>th</sup>
- There are no breaks longer than 2 weeks between Council Meetings

**Option 2**

- Does not follow the principles established under section 4.3 a) and b) of the Municipality of North Perth Procedure By-law 106-2023
- There would be no meetings scheduled for consecutive weeks
- There are no breaks longer than 2 weeks between Council Meetings

Legislative Services Staff have been continually monitoring the functionality of the recently adopted Procedure By-law, 106-2023 and will be bringing back a report to a future meeting with some suggested amendments. Should Council wish to proceed with Option 2 for the 2025 Meeting Schedule, an amendment to section 4 of the by-law will be included in that report for Council's consideration.

**Financial Implications:** *(Include amounts and funding source)*

N/A

**Recommendation:**

THAT: The Council of the Municipality of North Perth authorizes a variance from sections 4.3 a) and b) of the Procedure By-law and approves 2025 Council Meeting Schedule – Option 2.

**Reference Material Attached:**

2025 Council Meeting Schedule – Option 1  
2025 Council Meeting Schedule – Option 2

**Corporate Strategic Plan:**

This document is available in alternate formats, upon request.

The information and responses provided in this report are consistent with and in keeping with the Municipality's approved Vision, Mission, and Strategic Plan.

**Report Prepared by:** Sarah Carter, Acting Clerk/Legislative Services Supervisor

**Reviewed by: Kriss Snell, CAO**

**Thursday, September-12-24**

Sarah Carter, Acting Clerk/Legislative Services Supervisor

# 2025

## COUNCIL MEETING CALENDAR



### January

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### February

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

### March

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### April

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

### May

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### June

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### July

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### September

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

### October

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### November

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
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### December

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

All Council Meeting commence at 7:00 p.m. in the North Perth Council Chambers unless otherwise stated

Regular Council Meeting

Statutory Holiday (Office Closed)

Conference

## 2025 DRAFT COUNCIL SCHEDULE - OPTION 1

### JANUARY

Monday, January 6	Council Meeting
January 19 - 23	Rural Ontario Municipal Association (ROMA)
Monday, January 27, 2022	Council Meeting

### FEBRUARY

Monday, February 3	Council Meeting
Monday, February 17	Family Day
Monday, February 24	Council Meeting

### MARCH

Monday, March 3	Council Meeting
Monday, March 17	Council Meeting
March 30 - Apr 2	Good Roads Conference

### APRIL

Monday, April 7	Council Meeting
Monday, April 21	Easter Monday
Monday, April 28	Council Meeting

### MAY

April 30 - May 2	OSUM Conference
Monday, May 5	Council Meeting
Monday May 19	Victoria Day
Monday, May 26	Council Meeting

### JUNE

Monday, June 2	Council Meeting
Monday, June 16	Council Meeting

### JULY

Monday, July 7	Council Meeting
Monday, July 21	Council Meeting

### AUGUST

Monday August 4	Civic Holiday
Monday, August 11	Council Meeting
August 17 - 20	AMO Conference
Monday August 25	Council Meeting

## SEPTEMBER

Monday, September 1	Labour Day
Monday, September 8	Council Meeting
Monday, September 15	Council Meeting

## OCTOBER

Monday, October 6	Council Meeting
Monday, October 13	Thanksgiving
Monday, October 20	Council Meeting

## NOVEMBER

Monday, November 3	Council Meeting
Monday, November 17	Council Meeting

## DECEMBER

Monday, December 1	Council Meeting
Monday, December 15	Council Meeting

All Council Meetings commence at 7:00 p.m. unless otherwise stated.

# 2025

## COUNCIL MEETING CALENDAR



### January

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### February

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23	24	25	26	27	28	

### March

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30	31					

### April

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20	21	22	23	24	25	26
27	28	29	30			

### May

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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
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### June

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22	23	24	25	26	27	28
29	30					

### July

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### August

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### September

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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

### October

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12	13	14	15	16	17	18
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### November

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23	24	25	26	27	28	29
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### December

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21	22	23	24	25	26	27
28	29	30	31			

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Regular Council Meeting

Statutory Holiday (Office Closed)

Conference

## 2025 DRAFT COUNCIL SCHEDULE - OPTION 2

### JANUARY

Monday, January 6	Council Meeting
January 19 - 23	Rural Ontario Municipal Association (ROMA)
Monday, January 27, 2022	Council Meeting

### FEBRUARY

Monday, February 10	Council Meeting
Monday, February 17	Family Day
Monday, February 24	Council Meeting

### MARCH

Monday, March 10	Council Meeting
Monday, March 24	Council Meeting
March 30 - Apr 2	Good Roads Conference

### APRIL

Monday, April 7	Council Meeting
Monday, April 21	Easter Monday
Monday, April 28	Council Meeting

### MAY

April 30 - May 2	OSUM Conference
Monday, May 12	Council Meeting
Monday May 19	Victoria Day
Monday, May 26	Council Meeting

### JUNE

Monday, June 9	Council Meeting
Monday, June 23	Council Meeting

### JULY

Monday, July 7	Council Meeting
Monday, July 21	Council Meeting

### AUGUST

Monday August 4	Civic Holiday
Monday, August 11	Council Meeting
August 17 - 20	AMO Conference
Monday August 25	Council Meeting

### SEPTEMBER

Monday, September 1	Labour Day
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Monday, September 8	Council Meeting
Monday, September 22	Council Meeting

### OCTOBER

Monday, October 6	Council Meeting
Monday, October 13	Thanksgiving
Monday, October 20	Council Meeting

### NOVEMBER

Monday, November 3	Council Meeting
Monday, November 17	Council Meeting

### DECEMBER

Monday, December 1	Council Meeting
Monday, December 15	Council Meeting

All Council Meetings commence at 7:00 p.m. unless otherwise stated.



**THE MUNICIPALITY OF NORTH PERTH**  
**BY-LAW NO. 51-2024**  
**MAPLEVIEW BRANCH OF DRAIN NO. 59**

**A By-law to provide for a Drainage Works in  
The Municipality of North Perth in the County of Perth**

**WHEREAS** the requisite number of owners have petitioned the Council of the Municipality of North Perth in the County of Perth in accordance with the provisions of Section 4 of the Drainage Act, R.S.O. 1990 and amendments thereto requesting that the following lands and roads be drained by a drainage works:

Serving the following Lots and Concessions in the Municipality of North Perth, Wallace Ward, County of Perth:  
Lot 1 Concession 13

**AND WHEREAS** the Council of the Municipality of North Perth in the County of Perth has procured a report by Spriet Associates and the Report is attached hereto as Schedule 'A' and forms part of this By-law;

**AND WHEREAS** the estimated total cost of constructing the drainage works in the Municipality of North Perth is \$18,900.

**AND WHEREAS** the Council is of the opinion that the drainage of the area is desirable;

**NOW THEREFORE**, the Council of the Municipality of North Perth pursuant to The Drainage Act, enacts as follows:

1. The report dated June 10, 2024 attached hereto is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith.
2. The Municipality of North Perth may borrow on the credit of the Corporation the amount of \$18,900.00 being the amount necessary for construction of the drainage works.
3. All assessments of \$10.00 or less are payable within 30 days of the date of billing (as per the Municipal Drain Collection Policy).
4. The Finance and Development Coordinator is authorized to bill out actual cost as apportioned by the engineer's assessment schedule.
5. This By-law comes into force on the passing thereof and may be cited as the "Mapleview Branch of Drain No. 59"

**FIRST READING** this 15<sup>th</sup> day of July, 2024.

**SECOND READING** this 15<sup>th</sup> day of July, 2024

**PROVISIONALLY ADOPTED** this 15<sup>th</sup> day of July, 2024.

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**DEPUTY MAYOR DOUG KELLUM**

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**ACTING CLERK SARAH CARTER**

**THIRD READING:** this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_, 2024.

**ENACTED** this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

**THE MUNICIPALITY OF NORTH PERTH**

**BY-LAW NO. 82-2024**

**A By-law to Amend the Municipality of North Perth  
By-law No. 47-PW-2000  
The "Traffic By-law"**

**THEREFORE THE COUNCIL OF THE MUNICIPALITY OF NORTH PERTH ENACTS  
AS FOLLOWS:**

1. Add the following:

a)

**SCHEDULE "E"  
SPEED ZONES ON STREETS, AVENUES AND PARK AREAS IN THE  
MUNICIPALITY OF NORTH PERTH**

LOCATION	SPEED LIMIT
Line 87 From Road 164 (Hwy 23) to the westerly limit of Wallace Optimist Park (904m from Hwy 23)	60 km/h
Line 87 From Road 164 (Hwy 23) to the Easterly Border of Listowel Farm Supply (602m from Hwy 23)	60 km/h
Line 88 From the 50 km/h speed limit sign to a point 639 meters east of that sign.	60 km/h

2. This By-law shall come into force and effect on the date of its final passing

**PASSED** 16<sup>th</sup> day of September, 2024.

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Todd Kasenberg, MAYOR

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Sarah Carter, Acting Clerk

**THE MUNICIPALITY OF NORTH PERTH**

**BY-LAW NO. 81-2024**

**BEING A BY-LAW TO CONFIRM GENERALLY PREVIOUS ACTIONS  
OF THE COUNCIL OF THE MUNICIPALITY OF NORTH PERTH**

**NOW THEREFORE** the Council of the Municipality of North Perth enacts as follows:

1. The actions of the Council of the Municipality of North Perth at its meeting on September 16, 2024, be confirmed.
2. Execution by the Mayor and the Clerk of all Deeds, Instruments, and other Documents necessary to give effect to any such Resolution, Motion or other action and the affixing of the Corporate Seal, to any such Deed, Instruments, or other Documents is hereby authorized and confirmed.
3. This By-law shall come into force and takes effect on the date of its passing.

**PASSED** this 16<sup>th</sup> day of September, 2024.

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**MAYOR TODD KASENBERG**

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**ACTING CLERK SARAH CARTER**