

## **REVISED AGENDA**

### **COMMITTEE OF THE WHOLE**



**Thursday, January 21, 2021**

**9:15 a.m.**

**Via Zoom Meeting**

**9 James Street, Parry Sound, Ontario**

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To ensure the practice of proper social distancing measures, and to help prevent the spread of COVID-19 in the community, Council Meetings will be held electronically in accordance with section 238 of the Municipal Act, 2001. All Meetings will be recorded, and posted on the Township website for members of the public to view.

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#### **➤ (Add-on)**

**9:15 a.m. SCOTT AITCHISON, MP PARRY SOUND—MUSKOKA**

**9:45 a.m. PLANNING AND BUILDING (O) (C)**

**1. Site Alteration By-law – Planscape Inc. – Rian Allen presentation**

Pages: 1-33

**2. Land Supply Study - Affordable Housing Update**

Pages: 34-38

**3. Site Plan Development Application – SP01-21 (Osfolk)**

Pages: 39-67

**4. Closed Meeting**

**NOW THEREFORE BE IT RESOLVED** that the Planning and Building Committee move into a CLOSED MEETING at \_\_\_\_\_ a.m./p.m., pursuant to Section 239(2)(f) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, to deal with advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Classification:      Closed (C) - Closed to the Public      Open (O) - Open to the Public

**Please note, the timing of matters listed above are approximate and the order in which they are discussed is subject to change.**

i) **Manitou Inn Site Alteration Update**

5. **Open Meeting**

**NOW THEREFORE BE IT RESOLVED** that the Planning and Building Committee move out of a CLOSED MEETING at \_\_\_\_\_ a.m./p.m.



6. **Phil Harding, Mayor for the Township of Muskoka Lakes. Muskoka River Water Management Plan**

Pages: 141-146



7. **Building Permit Summary**

Pages: 147-148

10:30 a.m. **ENVIRONMENT (O)**

1. **Georgian Bay Forever-Diversion 2.0 Project-Seabins**

Pages: 68-80

10:45 a.m. **FINANCE AND ADMINISTRATION (O) (C)**

1. **2021 Budget Update**

Pages: 81-82

2. **2021 Priorities Lists**

Pages: 83-95

3. **Closed Meeting**

**NOW THEREFORE BE IT RESOLVED** that the Finance and Administration Committee move into a CLOSED MEETING at \_\_\_\_\_ a.m./p.m., pursuant to Section 239(a) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, to deal with security of the property of the municipality or local board.

i) **Security of Municipal Property**

4. **Open Meeting**

**NOW THEREFORE BE IT RESOLVED** that the Finance and Administration Committee move out of a CLOSED MEETING at \_\_\_\_\_ a.m./p.m.

Classification:      Closed (C) - Closed to the Public      Open (O) - Open to the Public

**Please note, the timing of matters listed above are approximate and the order in which they are discussed is subject to change.**

**5. Legal Update**

**11:45 a.m. STRATEGIC (O)**

**1. Strategic Plan**

Pages: 96-138

**12:15 p.m. PUBLIC WORKS (O)**

**1. Operational Services Update**

Pages: 139-140

**12:30 p.m. LUNCH**

**1:00 p.m. THE ARCHIPELAGO AREA PLANNING BOARD (O)**

**1:30 p.m. HUMAN RESOURCES (C)**

**1. Closed Meeting**

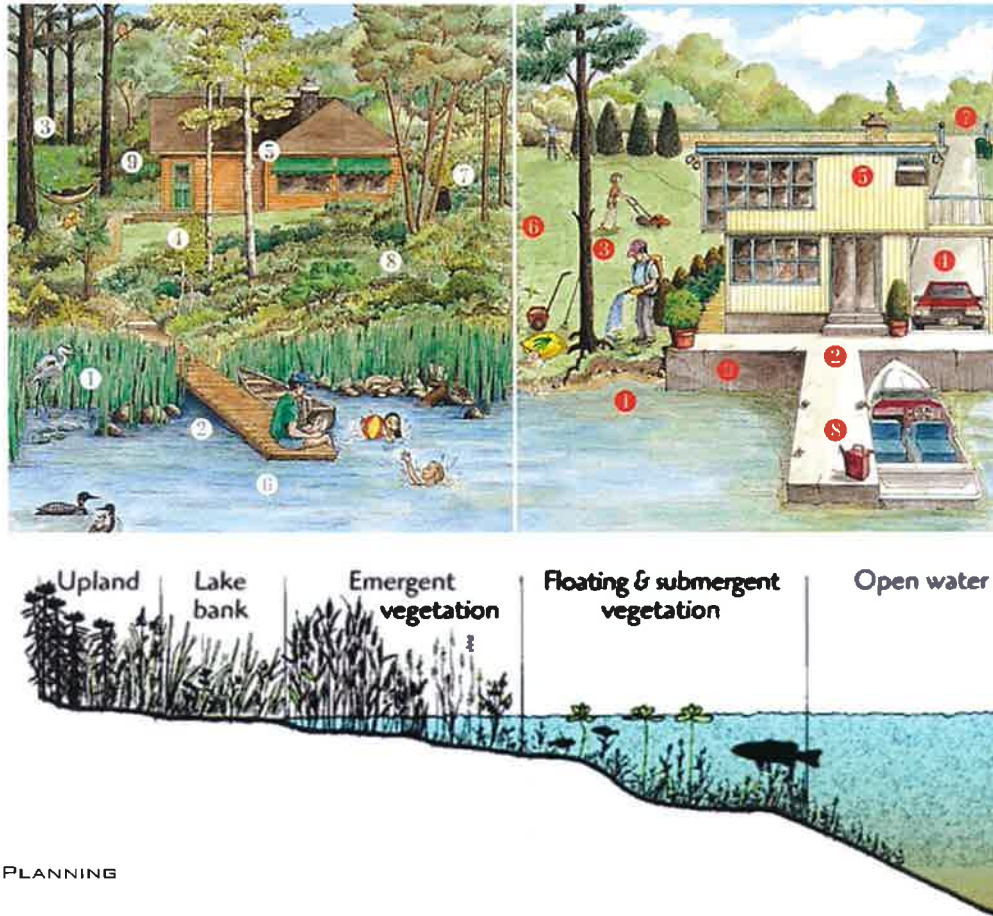
**NOW THEREFORE BE IT RESOLVED** that the Human Resources Committee move into a CLOSED MEETING at \_\_\_\_\_ a.m./p.m., pursuant to Section 239(2)(b) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, to deal with personal matters about an identifiable individual, including municipal or local board employees.

**i) Human Resource Matters**

**2. Open Meeting**

**NOW THEREFORE BE IT RESOLVED** that the Human Resources Committee move out of a CLOSED MEETING at \_\_\_\_\_ a.m./p.m.

# Regulation of Site Alteration





# Municipal Act

Section 142 of the Municipal Act, 2001, S.O. 2001, c.25,

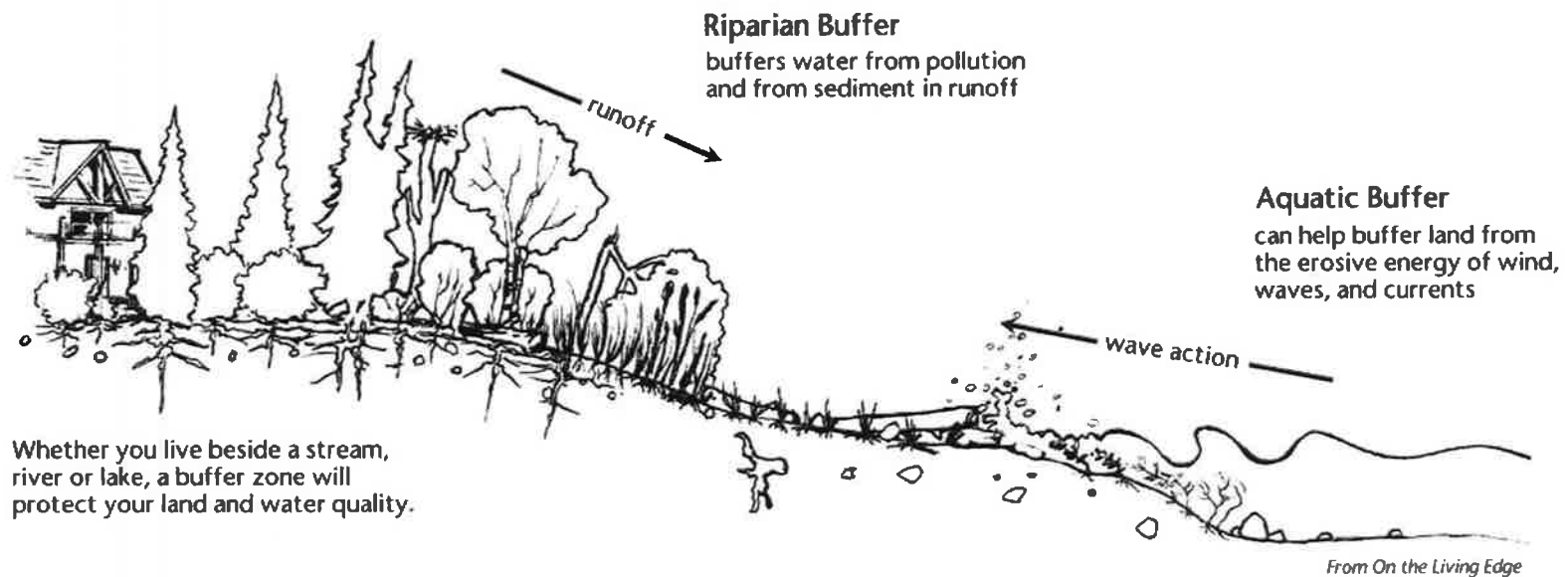
*Authorizes a Municipality to pass by-laws to prohibit, regulate or require a Permit for, and impose conditions upon, the placing or dumping of Fill, removal of Topsoil or alteration of the grade of land.*



# Why Regulate Site Alteration?

## Environmental Protection

- Wildlife and fish habitat ('ribbon of life')
- Water quality (runoff, erosion and sedimentation)



# Why Regulate Site Alteration?

## Aesthetics

- Scenic views
- Natural shorelines
- Waterfront and roadside character





# Many Details to Consider in a Site Alteration By-law

Locations

Regulations

Permits

Exemptions

Enforcement





## Examples of GOOD Shoreline Site Alteration





## Examples of BAD Shoreline Site Alteration





## Examples of VERY BAD Shoreline Site Alteration





## Not all site alteration is unattractive



# Locations and Areas to Regulate

What locations should the Site Alteration By-law apply to?

- All waterbodies or select waterbodies
- Select zones (Environmentally Sensitive – ES, ES1, ES2 zones)
- Select roadsides (scenic corridors)

Which lands should be regulated within the identified locations?

- All lands located within a specific distance of a waterbody (i.e. 60m (200ft))
- All lands located within a specific distance of a roadside (i.e. 30m (100ft))
- All lands located within a certain zone (i.e. ES, ES1, ES2 zones)

# Regulations

What restrictions should apply to the regulated areas?

- Prohibit all site alteration (filling, grading, excavation, blasting)?
- Prohibit major site alteration?
  - What is considered to be major alteration?
- Prohibit construction of retaining walls?

# Exemptions

Site alteration is acceptable in some cases. Should certain types of site alteration be permitted in the regulated areas? If so, what exemptions should be provided?

- Locations where a building permit is issued + 10 feet from the exterior
- Locations identified on an approved Site Plan Agreement
- Driveway up to 15 feet in width
- Stairs, ramps, and pathways to access the shoreline
- Locations where a Site Alteration Permit has been issued
- Works undertaken by the Township, Province, and Federal government
- Waterfront patios (less than 20 sq m, 215 sq ft)
- Minor alteration (less than 1m<sup>3</sup> of fill or excavation) in certain locations

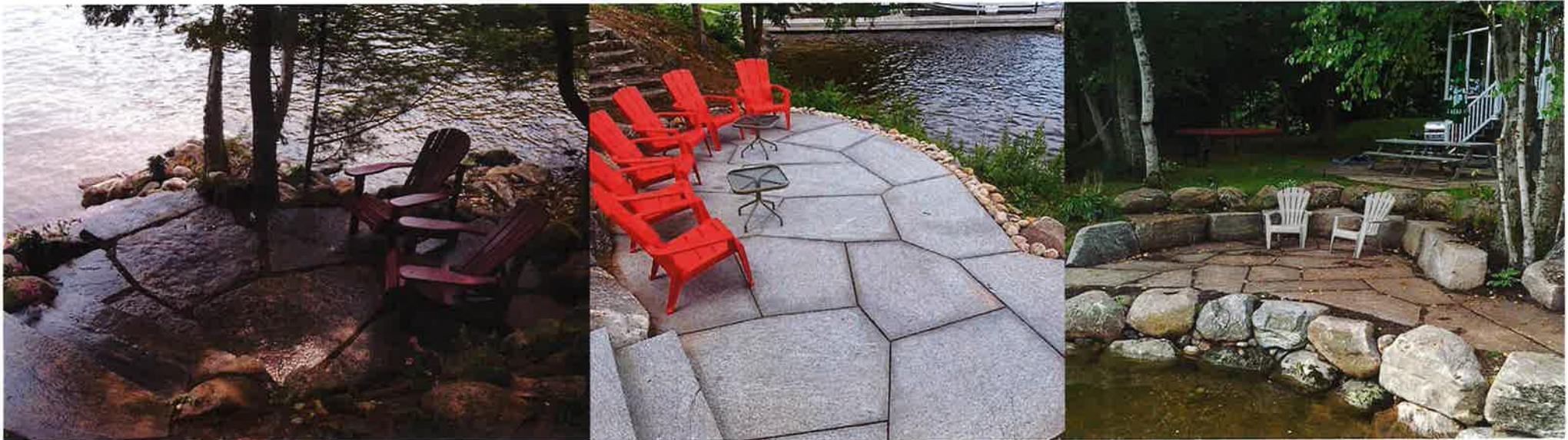


# Waterfront Patios

Many waterfront owners want a sitting/fire pit area near the shoreline. Many of the site alteration compliance issues in other municipalities are related to the construction of patio areas and landscaping at the shoreline.

Should site alteration for a patio be exempt?

-Are there any restrictions that should be considered (e.g. maximum size, minimum setback from the shoreline, permeable materials, no tree removal)?



# Permits

A Site Alteration By-law should include a permitting system that enable the municipality to issue permits to allow site alteration in locations and zone deemed appropriate.

Does the Township want to create a permitting system?

- Must set up an application process (forms, fees, reviews, permits)

In what locations and zones should be permits be issued?

- Should a permit be issued in the ES zones?

- Should a permit be issued within a certain distance from the shoreline?

Should the issuance permits be delegated to staff or require Council?

Should the permit system allow an appeal of a denied permit to Council?

# Enforcement

Municipalities have an obligation to enforce the by-laws they pass.

A Site Alteration By-law must consider enforcement requirements (staffing, budget, legal, and other resources).

Enforcement is challenging in large geographic areas with low population densities and remote/water access properties.

A dedicated By-law Officer can assist with enforcement and prosecution, but it is unrealistic to expect find all violations.

In most municipalities enforcement typically occurs on a complaint basis.

- Can create conflict between neighbours
- Can result in inconsistent outcomes if violations are not reported



# Enforcement

A system is needed to receive and track complaints from the public

- Web site reporting
- Dedicated phone number/hotline
- After-hours answering service
- Staff follow up

Collection of evidence is an important part of enforcement and prosecution activities – air photos, witnesses, video, photographs, etc.

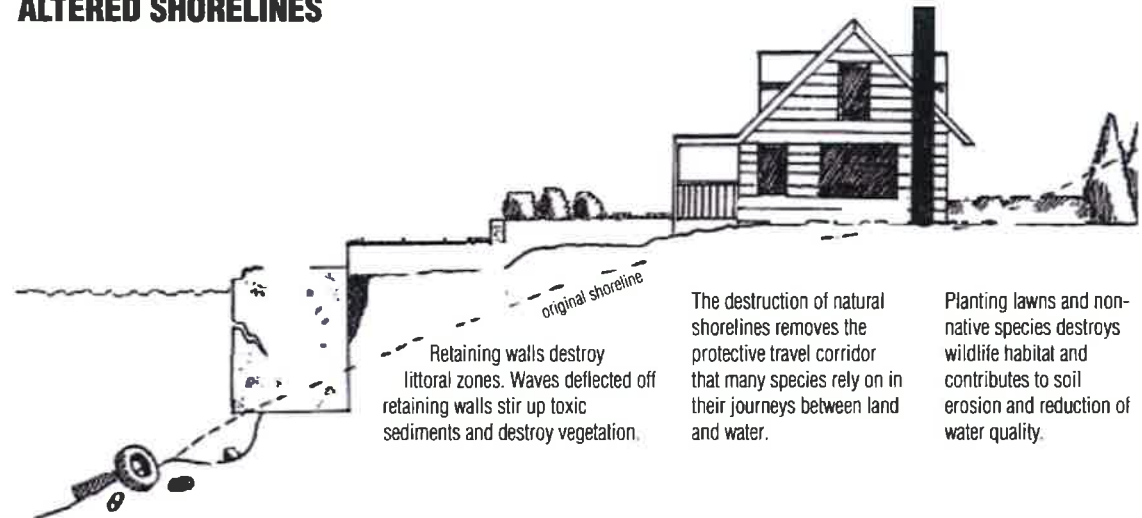
- Sufficient evidence is required to lay a charge and key to successful decision
- Anonymous complaints cannot be accepted. The complainant must be prepared to give evidence if prosecution occurs.

The costs awarded by the Courts for successful persecution are typically limited to a few \$1000's

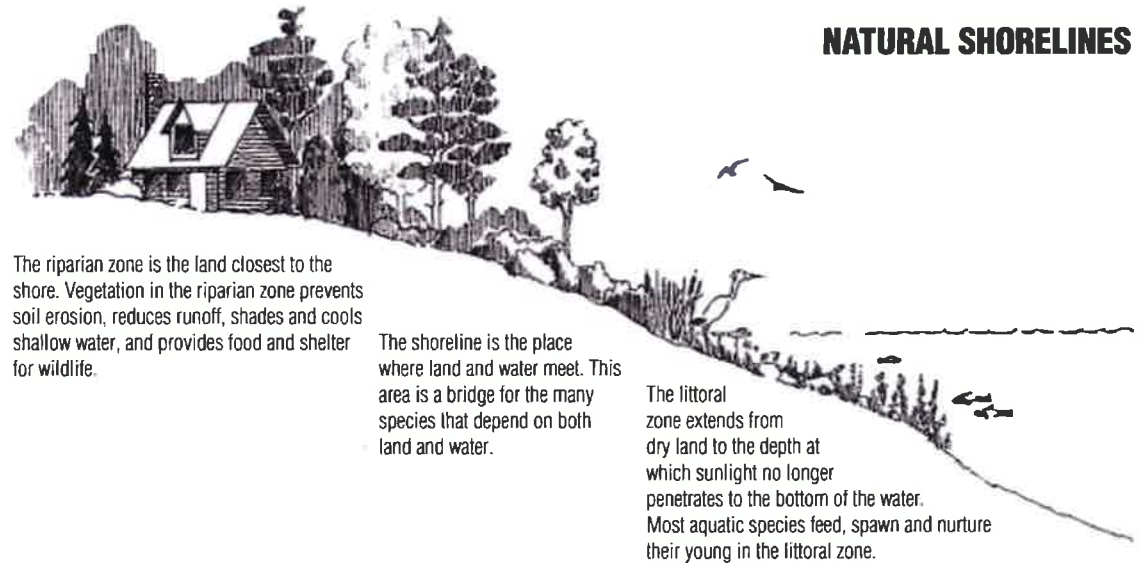
- Site alteration is not a criminal or indictable offence

# Questions?

## ALTERED SHORELINES



## NATURAL SHORELINES



**THE CORPORATION OF  
THE TOWNSHIP OF THE ARCHIPELAGO  
BY-LAW NO. 2020-XX**

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A By-law to regulate and prohibit modifications to the landscape on properties within the boundaries of the Township of Archipelago.

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**WHEREAS** Section 142 of the *Municipal Act, 2001*, S.O. 2001 c. 25, permits the enactment of a By-law by the Council of The Corporation of the Township of the Archipelago to prohibit the placing or dumping of fill, the removal of topsoil, and the alteration of the grade of any property in the Township of the Archipelago;

**AND WHEREAS**, an order to discontinue and work orders are authorized under Section 444 and 445 of the *Municipal Act 2001*, S.O. 2001 c. 25 where a contravention of a by-law has occurred;

**AND WHEREAS**, the Council of The Corporation of the Township of the Archipelago may require that a permit be obtained for the placing or positioning of fill, the removal of topsoil, and the alteration of the grade of land in the Township of the Archipelago and prescribe the fees for the permit and the circumstances under which a permit may be issued and the conditions to such a permit;

**AND WHEREAS**, the Council of The Corporation of the Township of the Archipelago deems it desirable in the public interest to implement such a By-law for the purpose of:

- Protecting lake health and water quality by preventing erosion and sedimentation of the lakes and rivers in the Township,
- Preventing extensive topographical changes of properties in waterfront areas,
- Preventing site alteration in areas with scenic significance,
- Protecting roadside vistas and views,
- Protecting and preventing site alteration in or surrounding areas containing cultural and/or natural heritage features,
- Sustaining a healthy natural environment, and
- Protecting aesthetically pleasing views.

**NOW THEREFORE**, the Council of The Corporation of the Township of the Archipelago enacts as follows:

**1. DEFINITIONS**

In the By-law:

- (a) "Alteration" or "Site Alteration" means a change in elevation from existing grade or finished grade resulting from:

- i. the placing or dumping of fill,
  - ii. the removal of topsoil,
  - iii. placing, dumping, removal, or blasting of rock, or
  - iv. any other action that alters the grade of land including the altering in any way of a natural drainage course on a Site.
- (b) "Applicant " means the owner or a person to whom written authorization from the owner of the property has been obtained.
- (c) "Council" means the Council of the Township.
- (d) "Designated Officer" means a person designated by the Township under Section 11;
- (e) "Director" means of the Manager of Development & Environmental Services for the Township or his or her designate provided such designate is an officer appointed under this By-law;
- (f) "Drainage" means the movement of water to a place of disposal, whether by way of the natural characteristics of the ground surface or by artificial means;
- (g) "Dumping" and "Dump" means the depositing of fill in a location other than where the fill was obtained or the movement and depositing of fill from one location on a property to another location on the same property;
- (h) "Erosion" means the detachment and movement of soil, sediment or rock fragments by water, wind, ice or gravity;
- (i) "Fill" means any type of material capable of being removed from or deposited on lands, such as soil, stone, sod, turf, concrete, wood, stumps, rock, and asphalt either individually or in combination excluding construction material which are incorporated into a building or structure within 6 months of deposit on the lands and excluding installed paving materials.
- (j) "Grade" means the elevation of the ground surface and shall be more particularly defined as follows:
  - i. "Existing Grade" means the elevation of the existing ground surface of the lands upon which dumping and/or placing of fill, altering of the grade, removing of topsoil, or blasting of rock is proposed and of abutting ground surface up to three metres wide surrounding such lands, except that where such activity has occurred in contravention of this By-law, existing grading shall mean the ground surface of such lands as it existed prior to the said activity;
  - ii. "Finished Grade" means the approved elevation of ground surface of lands upon which fill has been placed or dumped, the grade altered or topsoil removed, in accordance with this By-law;

- (k) "Natural Drainage Course" means a valley or elongated depression created by naturally flowing water that varies in size and may be dry or contain intermittent, ephemeral, or perennial running water, including a lake, river, stream, creek, spring, ravine, swamp and gulch with well-defined banks and a bed that gives direction to a water source, but excludes roadside ditches, drainage ditches and irrigation works;
- (l) "Officer" means an individual appointed by the Township to enforce the provisions of this by-law, and includes a municipal by-law enforcement officer;
- (m) "Owner" means the person(s) registered on the title of the land, that is the site, in the Registry Office or Land Titles Office as the owner of such land;
- (n) "Permit" means a permit issued pursuant to this by-law;
- (o) "Person" means a company, corporation, partnership, individual or a person as defined in subsection 29(1) of the *Interpretation Act*, R.S.O. 1990, c.1-11 as amended;
- (p) "Placing or Place" means the distribution of fill on lands to establish a finished grade, and includes soil stripping;
- (q) "Professional" means a professional engineer, who is licensed to practice in the province of Ontario, and who is retained to advise on the prevention of adverse effects from erosion and sedimentation from and at a site;
- (r) "Proposed Grade" means the proposed elevation of ground surface of land upon which fill is proposed to be placed or dumped, the grade altered, topsoil or rock removed;
- (s) "Rock Blasting" means to break up or dislodge various rock material to form or open up land through various means such as, but not limited to, explosives or hydraulics;
- (t) "Sedimentation Control Plan" means a plan to control erosion and sedimentation prepared and implemented to comply with this By-law;
- (u) "Site" means the lands which are the subject of an application for a permit and where the alteration will occur, or has occurred if the soil has not yet been stabilized so as to prevent erosion and sedimentation;
- (v) "Soil" means material commonly known as earth, topsoil, loam, subsoil, clay, sand or gravel;
- (w) "Township" and "Township of the Archipelago" means The Corporation of the Township of the Archipelago;

- (x) "Vegetation" means any woody plant, or contiguous cluster of plants including trees, shrubs, and hedgerows;
- (y) "Zoning By-law" means the By-law regulating land use as provided for under the Planning Act within the Township.

## **2. LAND SUBJECT TO THIS BY-LAW**

This by-law applies to the following lands within the Township:

- (a) All lands located within 60 metres (approximately 197 feet) of the Optimal Summer Water Level (OSWL) of a lake or river;
- (b) All lands zoned Natural State (NS), Natural State Conservation (NSC), Environmental Sensitive (ES), Environmental Sensitive One (ES1) and Environmental Sensitive Two (ES2) and their respective required setbacks as specified in the Township of Archipelago Comprehensive Zoning By-law, as amended;
- (c) All lands located within 45 metres (approximately 148 feet) of the TransCanada Highway 400 MTO right of way; and
- (d) All lands located within 20 metres (approximately 66 feet) of a lot line abutting a Township roads.

## **3. PROHIBITIONS**

Subject to Section 3 of this By-law:

- (a) No person shall cause or permit any site alteration within 60 metres (approximately 197 feet) of the Optimal Summer Water Level (OSWL) of a lake or river unless a Permit has been obtained from the Township;
- (b) No person shall cause or permit any site alteration within an area zoned Natural State (NS), Natural State Conservation (NSC), Environmental Sensitive (ES), Environmental Sensitive One (ES1) and Environmental Sensitive Two (ES2) and their respective setbacks in the Township of the Archipelago Comprehensive Zoning By-law unless a Permit has been obtained from the Township;
- (c) No person shall cause or permit any site alteration within 45 metres (approximately 148 feet) of the TransCanada Highway 400 Ministry of Transportation right of way unless a Permit has been obtained from the Township;
- (d) No person shall cause or permit any site alteration within 20 metres (approximately 66 feet) of a lot line abutting a Township road.

- (e) No person shall fail to comply with an Order issued under this By-law;
- (f) No person shall pull down or deface an Order posted under this By-law;
- (g) No person shall fail to produce or post a permit as required by this By-law;
- (h) No person shall obstruct or interfere with an Officer, or any person or agent authorized by an Officer, in the discharge of his or her duties under this By-law. Such action shall be considered a violation of this By-law.

#### **4. EXEMPTIONS FROM APPLICATION OF BY-LAW**

The provisions of this By-law do not apply to:

- (a) activities or works undertaken by the Township or a local board of the Township;
- (b) activities and works undertaken by the Federal Government of Canada and the Province of Ontario, including related boards, agencies, and ministries;
- (c) the placing or dumping of fill, removal of topsoil, blasting of rock, or alteration of the grade of land undertaken by a transmitter or distributor, as those terms are defined in Section 2 of the *Electricity Act, 1998*, for the purpose of constructing and maintaining a transmission system or a distribution system, as those terms are defined in that section;
- (d) the placing or dumping of fill, removal of topsoil, blasting of rock, or alteration of the grade of land undertaken on land described in a license for a pit or quarry or a permit for wayside pit or wayside quarry issued under the *Aggregate Resource Act*;
- (e) the placing or dumping of fill, removal of topsoil, blasting of rock, or alteration of the grade of land undertaken on land in order to lawfully establish and operate or enlarge any pit or quarry on land;
  - i. that has not been designated under the *Aggregate Resources Act* or a predecessor of that Act, and
  - ii. on which a pit or quarry is a permitted land use under By-law passed under section 34 of the *Planning Act*;
- (f) the placing or dumping of fill, removal of topsoil, blasting of rock, or alteration of the grade of land undertaken as an incidental part of drain construction under the *Drainage Act* or the *Tile Drainage Act*; and the removal of topsoil as incidental part of a normal agricultural practice including such removal as an incidental part of sod farming, greenhouse operation and nurseries for horticultural products, but not the removal of topsoil for sale, exchange or other disposition;



- (g) the placing or dumping of fill for the purpose of one temporary access road no wider than 4.5m (approximately 15 feet) on properties only accessible by water;
- (h) the placing or dumping of fill, removal of topsoil, blasting of rock or alteration of grade necessary for the installation of a septic system approved and for which a permit has been issued under the *Ontario Building Code Act*;
- (i) the placing or dumping of fill, removal of topsoil, blasting of rock or alteration of grade necessary for the installation of a foundation for a structure approved under the *Ontario Building Code Act* and a building permit has been issued by the Township, provided that any blasting of rock is less than 345 cubic metres (450 cubic yards);
- (j) the placing or dumping of fill, removal of topsoil, blasting of rock or alteration of grade in accordance with an approved Site Plan Agreement;
- (k) The placing or dumping of fill, removal of topsoil, blasting of rock or alteration of grade in accordance with a Permit issued by the Township.

## **5. APPLICATION REQUIREMENTS**

A Person who wishes to obtain a Permit shall submit to the Director an application that:

- (a) Is a complete Application containing the required information as set out in Schedule "A";
- (b) Is accompanied by the prescribed fees payable to the Township in accordance with the applicable Fees By-law, as amended;
- (c) Includes any report, study or assessment required by the Township or external agency e.g. sedimentation control plan, stormwater management plan, archeological report, vegetation analysis, environmental impact assessment, site evaluation report, geotechnical report, hydrogeological report, or any other report, study or assessment deemed necessary by the Township or external agency.
- (d) Any report, study or assessment shall be completed to the satisfaction of the Township or external agency.

## **6. RENEWAL OR TRANSFER**

- (a) A Permit may be transferred or renewed upon application to the Township, if the owner is in compliance with the existing Permit. A permit may be renewed a maximum of two (2) times. A transferred Permit expires on the date that the existing Permit was due to expire. A renewed Permit expires one year after the expiry date of the previous Permit.

- (b) A Person who wishes to renew or transfer a Permit shall, at least 30 days before the expiry of the Permit, submit to a designed Officer a new application that complies with all of the requirements set out in Section 5, including the associated reports, studies, and assessments.

## **7. ISSUANCE OF PERMIT**

The Director shall issue a Permit to allow site alteration (e.g. placing or dumping of fill, removal of topsoil, blasting of rock or alteration of grade) where:

- (a) the Director is satisfied that the application is complete, in accordance with this By-law and Schedules;
- (b) the Applicant has demonstrated to the satisfaction of the Director that the proposed placing or dumping of fill, altering of the grade or removing of topsoil, will not result in:
- i. erosion;
  - ii. blockage of a natural or manmade watercourse;
  - iii. siltation of a natural or manmade watercourse;
  - iv. contamination of a natural or manmade watercourse;
  - v. any disruption or impact of both warm and cold watercourses;
  - vi. flooding or ponding;
  - vii. a detrimental effect on any vegetation that has been designated for preservation;
  - viii. a detrimental effect on the natural environment;
  - ix. a detrimental impact on wildlife and their habitat, including fish habitat;
  - x. contravening the intent of the by-law as expressed in the recitals.

## **8. CONDITIONS TO PERMIT**

- (a) The following are deemed to be conditions of every Permit:
- i. A permit expires one calendar year from the date of issuance ;
  - ii. The Applicant must ensure that the recommendations from any study, report, or assessment referred in the Permit is implemented;
  - iii. The Owner shall give the Township five (5) business days advance notice prior to the commencement of site alteration; and
  - iv. Once the permitted works are complete, the owner shall notify the Township.
- (b) The Director may attach such other conditions to a Permit that in the opinion of the Director, are reasonably required to protect the public and the natural environment from adverse effects associated with erosion and sedimentation from or at the site.
- (c) No person shall make a material change or cause a material change to be made to a plan, specification, document or other information on the basis of which a permit was issued without notifying, filing details with and obtaining the authorization of the Director.

## **9. EXPIRY OR REVOCATION OF PERMIT**

- (a) The Township may revoke any Permit at any time if:
  - i. the application contains false or misleading information, or
  - ii. the prohibitions of Section 3 of this Bylaw are breached.
- (b) A Permit expires one calendar year from the date of issuance.
- (c) When a Permit expires or is revoked, the Owner shall immediately cease all site alteration, and shall immediately rehabilitate and stabilize the site so as to prevent adverse effects from erosion and sedimentation from or at the site. If the Owner has registered a site plan agreement, a subdivision agreement, or a developmental agreement that includes the site alteration as a condition or requirement, rehabilitation and stabilization shall take place in accordance with that agreement.

## **10. REVIEW OF DECISIONS OF DIRECTOR**

An Applicant for a Permit under this By-law may request a review by Council:

- (a) Within ten (10) days after a refusal by the Director; or
- (b) Within thirty (30) days after the complete application is received by the Township and the Director fails to make a decision; or
- (c) Within thirty (30) days after the issuance of the permit if the applicant is not satisfied with the conditions of a permit.

## **11. DESIGNATION OF OFFICERS**

In addition to the Township's Municipal By-law Enforcement Officers, who are deemed to be designated as Officers for the purposes of enforcing this By-law, the individuals employed by the Township and filling the positions set out in Schedule "B" are hereby designated as Officers pursuant to the provisions of this By-law and the Clerk is authorized to issue Certificates of Designation to these individuals.

## **12. INSPECTION BY AN OFFICER**

During daylight hours, an Officer, may enter and inspect any land to which this By-law applies.

## **13. INSPECTION POWERS OF THE OFFICER**

For the purposes of an inspection under Section 12, an officer may,

- (a) require the production for inspection of documents or things, including drawings or specifications, that may be relevant to the property or any part thereof;
- (b) inspect and remove documents or things relevant to the property or part thereof for the purpose of making copies or extracts;
- (c) require information from any person concerning a matter related to a property or part thereof;
- (d) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection; and
- (e) order the Owner of the property to take and supply at the owner's expense such tests and samples as are specified in the Order.

#### **14. OBSTRUCTION OF AN OFFICER**

Any person who obstructs an officer in carrying out an inspection under this By-law is guilty of an offence.

#### **15. ORDERS**

- (a) Where an Officer is satisfied that a person has contravened any provision of this By-law, the Officer may make an Order requiring the person to discontinue the activity and shall set out the particulars of the contravention. The Order shall set out the information contained in Schedule "C".
- (b) Where the Officer is satisfied that a person has contravened any provisions of this By-law, the Officer may make an Order requiring the person to restore the original grade, rehabilitate the land or to plant or replant trees or other vegetation in such a manner and within such a period as the Officer considers appropriate.
- (c) The Order shall be served on the Owner of the property and such other persons affected by it as the Officer determines and a copy of the order may be posted on the property.
- (d) When the service of the Order is made by mail, the Order shall be deemed to have been served on the fifth day after the order has been mailed.
- (e) The Order may be registered in the applicable Land Registry Office and, upon such registration, any person acquiring any interest in the land subsequent to the registration of the Order shall be deemed to have been served with the Order on the day on which the Order was served under subsection (c) and, when the requirements of the Order have been satisfied, the Clerk of the municipality shall forthwith register in the proper land registry office a certificate

that such requirements have been satisfied, which shall operate as a discharge of the Order.

- (f) A person to whom an Order under this section has been directed may request a review by Council by filing a written request with the Director within 30 days after the date of the order. Council may confirm, alter, or revoke the Order.
- (g) If a person fails to comply to an Order, the Township may carry out the work, enter the property for that purpose and recover the cost with interest in accordance with Section 446 of the *Municipal Act, 2001*.

## **16. PENALTY**

- (a) Any Person who contravenes this By-law is guilty of an offence.
- (b) Any Person who contravenes an Order is guilty of an offence.
- (c) Every contravention of this By-law is hereby designated as a continuing offence.
- (d) Any Person who is convicted of an offence under this By-law is liable:
- (e) On first conviction, to a fine of not more than \$10,000.00; and on any subsequent conviction(s), to a fine of not more than \$25,000.00 for each subsequent conviction.
- (f) Where the Person convicted is a corporation, the maximum fines are \$50,000.00 for a first conviction and \$100,000.00 for any subsequent conviction(s).

## **17. OTHER APPROVALS**

The issuance of a Permit under this By-law does not excuse the Owner from complying with other applicable federal, provincial and municipal By-laws.

## **18. CONFLICT WITH OTHER BY-LAWS**

Nothing in this By-law shall exempt any person from complying with the requirement of any By-law in force or from obtaining any license, permission, permit, authority or approval required under any By-law or legislation.

## **19. ADMINISTRATION**

- (a) Schedules "A", "B" and "C" shall form part of this By-law.
- (b) If any section or sections of this By-law or parts thereof are found by any Court to be illegal or beyond the power of the Council to enact, such Section or Sections or parts thereof shall be deemed to be severable and all other

Sections or parts of this By-law shall be deemed to be separate and independent there from and continue in full force and effect unless and until similarly found illegal.

(c) The short title of this By-law is the "Site Alteration By-law"

**READ A FIRST, SECOND AND THIRD TIME and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2020.**

                     **'Original Signed'**  
**Mayor**

                     **'Original Signed'**  
**Deputy Clerk**

## **Schedule "A"**

### **Information Required for Application**

1. Name, address, mailing address, number, email address, and telephone of all registered owners
2. Signature or authorization of all registered owners
3. Name, mailing address, email address, and telephone number of person(s) or company retained to perform the work
4. Municipal address of property
5. Legal description of property
6. A plan containing but not limited to:
  - i. A general description of the history and use of the property
  - ii. A key map of the property showing the location of the property within the Township of the Archipelago
  - iii. A written statement explaining the scope proposed site alteration, including the intent and purpose of for the works
  - iv. A detailed site plan drawing of the property showing the property boundaries, buildings, structures, fences, access roads, hydro lines, utility lines, watercourses, vegetation types, railways, , wetlands , areas of exposed bedrock , and topography
  - v. A detailed site plan drawing showing the location and extent of proposed areas of site alteration including blasting, filling, grading, removal of topsoil, and tree removal
  - vi. An elevation drawing showing the existing grades and the proposed grades
  - vii. A written statement as to where fill or blasted material is to be deposited on site or off site
  - viii. Details of dates the proposed work will occur

### **For Design and Maintenance of Erosion and Sedimentation Control Measures**

#### **1. Pre-Construction Information**

The Pre-Construction Information shall include the following descriptive information with respect to the pre-construction state of the Site:

- (a) A to scale site plan drawing and key map
- (b) Drainage information, including:
  - i. existing stormwater drainage;
  - ii. natural drainage channels;
  - ii. natural drainage channels located within 30 metres of the property boundaries;
- (c) Location and type of existing vegetative cover;
- (d) Description of the historic, current and any proposed future land use of the property.

#### **2. Sediment Control Plan**

The Sedimentation Control Plan shall include the following information relating to the proposed Site Alteration:



- (a) A detailed description of the location and dimensions of all proposed site alteration activities.
- (b) A sequencing plan, setting out;
  - i. timing of construction activities;
  - ii. sequencing of installation and removal of all control measures; and measures taken to minimize exposed areas.
- (c) The location and dimensions of all temporary soil or material stockpiles;
- (d) The location of all erosion and sedimentation control measures to be installed..

## **Ministry of Environment, Conservation, and Parks (MOECP) Best Management Practices**

The Ministry of Environment, Conservation and Parks, Best Practice Manual may also be used in conjunction with the aforementioned design and maintenance of erosion and sedimentation control measures to ensure adequate performance for any and all site alterations.

### **Schedule "B" Appointment of Officers**

Council may appoint from time to time by resolution, persons it deems qualified and necessary to act as officers to administer and enforce the provisions of this By-law, to issue Permits under this By-law and to impose conditions to such Permits.

- a) Manager of Development & Environmental Services;
- b) Planner
- c) All Municipal Law Enforcement Officers

**Schedule "C"**

**ORDER**

**TOWNSHIP OF THE ARCHIPELAGO**

Under the authority of Section XX of By-law XXXXXXX

**YOU ARE HEREBY DIRECTED AND ORDERED TO**

Cease and desist from any and all works associated with the alteration of a site on those lands comprising;

MUNICIPAL ADDRESS / LEGAL DESCRIPTION OF THE PROPERTY:

---

LOT: \_\_\_\_\_ CONCESSION: \_\_\_\_\_ MUNICIPALITY: \_\_\_\_\_

OWNER / INDIVIDUAL RESPONSIBLE FOR SITE ALTERATION:

DESCRIPTION OF INFRACTION:

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Date of Inspection: \_\_\_\_\_

Effective Order Date: \_\_\_\_\_ TO \_\_\_\_\_

Signature of Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Pursuant to By-law (2014-XX) Section 10, where the person to whom the Order is directed has been served in accordance with this By-law is not satisfied with the terms of the Order, the person may request a review by Council by filing a written request by personal service or certified mail to the Director within 30 days after the date of the Order.

Township of the Archipelago 9 James St, Parry Sound, ON P2A 1T4

Copy to: By-law Enforcement, Planning, Clerks

# **The Township of The Archipelago**

## **Information Report to Committee**

**Report No.:** PLANNING-01-2021      **Date:** January 21, 2021

**Originator:** Cale Henderson, MCIP RPP  
Manager of Development & Environmental Services

**Subject:** Land Supply Study – Affordable Housing: Update

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### **EXECUTIVE SUMMARY**

Council for the Township of The Archipelago, in the consideration of OPA No. 68 and ZBLA No. Z02-20 (GATES, Richard), requested staff to provide an update and additional information on a land supply study and affordable housing, per Sections 19 and 6.7 of the Official Plan (See Appendix A)

### **AFFORDABLE HOUSING**

Affordable housing is a broad term which encompasses a range of housing types. It includes both low-cost market housing for homeowners and renters, and non-market housing available at subsidized rates. Providing affordable housing in a community means that families and individuals, of all income levels and lifestyles, can find suitable and adequate places to live without spending a disproportionate percentage of their income on housing.

Affordable housing is housing for people in need. People in need of affordable housing are diverse and represent a broad spectrum of households along the housing continuum – from renters and homeowners to those in need of supportive, transitional and social housing. Households, in housing need, can include seniors and young families, low and moderate-income workers, people with special needs, and the homeless.

In accordance with the Provincial Policy Statement and Section 6.7 of the Official Plan for the Township of The Archipelago, affordable means housing for which the purchase price is at least 10% below the average purchase price of a resale unit in the Parry Sound District, or housing for which the purchase price results in annual accommodation costs that do not exceed 30% of gross annual household income for the 60<sup>th</sup> percentile of household incomes in Parry Sound District, whichever is the least expensive. Per the Provincial Policy Statement Housing Tables, 2018, provided by the Ministry of Municipal Affairs, the 60<sup>th</sup> percentile household income, affordable housing price for the District of Parry Sound is **\$275,600**.

With respect to rental housing, affordable means a unit for which the rent is at or below the average market rent of a unit in the Parry Sound District or, a unit for which the rent does not exceed 30% of gross annual household income for the 60<sup>th</sup> percentile of household incomes in Parry Sound District, whichever is the least expensive. The Provincial Policy Statement Housing Table, 2018, provided by the Ministry of Municipal Affairs, illustrates the 60<sup>th</sup> percentile household income, affordable rent equates to \$860/month.

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## **LAND SUPPLY**

In February 2020, Township staff provided the Committee with a background report discussing options for designating strategic policy areas, to facilitate additional affordable housing opportunities. In summary, the report discussed the following options for consideration when designating strategic policy areas:

1. Municipal Initiated Official Plan Amendment
2. Developer/land owner initiated Official Plan Amendment
3. Ad Hoc Planning Act Application Decision
4. Resolution of Council

At the time, in the absence of a developer/land owner-initiated Official Plan Amendment, staff recommended moving forward with a Municipal-initiated, township wide Official Plan Amendment. However, in order to establish a rationale and basis for such a designation, a land supply study, per Section 19 of the Official Plan, was recommended to be completed.

Section 1.1.2 of the Provincial Policy Statement states:

*'Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 20 years. However, where an alternate time period has been established for specific areas of the Province as a result of a provincial planning exercise or a provincial plan, that time frame may be used for municipalities within the area.'*

*Within settlement areas, sufficient land shall be made available through intensification and redevelopment and, if necessary, designated growth areas.*

*Nothing in policy 1.1.2 limits the planning for infrastructure and public service facilities beyond a 20-year time horizon.'*

Section 19 of the Official Plan states:

*'Prior to revising the Plan, Council will undertake a study in order to determine whether sufficient land is available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 20 years, including whether sufficient*

*land is available in Pointe au Baril Station to serve as the focus of growth and development for the Township of The Archipelago.*

*The study will also determine whether there is a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses.'*

Council directed staff to investigate opportunities to coordinate a land supply study, including a review of affordable housing opportunities throughout the Township of The Archipelago, including the West Parry Sound region, with our Municipal partners.

Staff reached out to counterparts in the West Parry Sound region to determine interest or the ability to complete such a study at a regional level. Based on preliminary discussions; however, it does not appear as though there are any opportunities to coordinate a regional study at this time. Should Council wish to proceed, the study would have to be completed independently and not at a regional scale.

As Council is aware, at the end of 2020, a private Official Plan Amendment was initiated for the creation of 4 new lots (OPA No. 68). As outlined in a February 2020 staff report, a privately initiated Official Plan Amendment would be site specific and as a result, it would not necessarily require a Township-wide land supply study for consideration of a site specific application. Further, the onus is on the applicants to provide the basis and the rationale for the policy amendment.

Should Council wish to proceed with a Township-wide land supply study, it may be premature to further consider OPA No. 68, until such time as the study has been completed.

### **STRATEGIC POLICY AREAS – PRELIMINARY REVIEW**

As Council may recall, the Township's recent Official Plan Review was completed with the approval of Official Plan Amendment No. 61. The Ministry of Municipal Affairs modified Section 6.7 of the Official Plan to read as follows:

- 6.7 *Council is supportive of private initiatives respecting the provision of affordable housing to meet local demand and supports a goal of 10% of new permanent residential dwelling units being affordable. For purposes of this policy, affordable means housing for which the purchase price is at least 10% below the average purchase price of a resale unit in Parry Sound District, or housing for which the purchase price results in annual accommodation costs which do not exceed 30% of gross annual household income for the 60<sup>th</sup> percentile of household incomes in Parry Sound District, whichever is the least expensive. For rental housing, affordable means a unit for which the rent is at or below the average market rent of a unit in Parry Sound District, or a unit for which the rent does not exceed 30%*



*of gross annual household income for the 60<sup>th</sup> percentile of household incomes in Parry Sound District, whichever is the least expensive.*

*In order to support the creation of affordable housing, the municipality may consider the designation of one or more strategic policy areas in the Township, where appropriate, in order to enable the creation of a limited number of residential lots by consent. Such area or areas would be conducive to the creation of affordable housing, strictly limited in scale, and without water frontage.*

*The municipality will monitor new dwelling units and the conversion from seasonal dwellings to permanent dwellings in the Township up until the time of the five-year review of the official plan, at which point its policies affecting the supply of land, range of housing types, and densities will be re-evaluated to determine if changes are needed in order to meet the target.*

In an effort to provide some additional context, with respect to Strategic Policy Areas, a preliminary review of lands within The Archipelago was conducted. Below is a summary of land tenure within the Township of The Archipelago (Source : Schedule 'A' of the Official Plan):

<b>Township of The Archipelago: Land Tenure Summary</b>		
<b>Islands</b>	<b>Size</b>	<b>Percentage</b>
Patented (private)	2762 ha (6,826 ac)	35%
Crown	5098 ha (12,597 ac)	65%
<b>Mainland</b>		
Patented (private)	5,071 ha (12,530 ac)	10%
Crown	45,994 ha (113,650 ac)	90%
<b>Combined (Islands &amp; Mainland)</b>		
Patented (private)	19,356 ha (47,830 ac)	13%
Crown	126,247 ha (311,963 ac)	87%
<b>Total</b>	<b>145,603 ha (359,793 ac)</b>	<b>100%</b>

Staff conducted a preliminary review of the patented lands, applying general criteria (land size, access, location) to determine existing and potential locations within the Township that are currently identified as a settlement or special policy area or that may have potential to be identified as Strategic Policy Areas for rural, non-waterfront, development potential. It must be highlighted, that this is a very preliminary review, and there are many, potentially unique constraints to development that, can only be determined on an individual basis. Additional research would be needed.

Neighbourhood	Approx. Number of with potential for additional lot creation	Approx. Total Land Area	Additional Comments
Pointe au Baril Station	8	70 ha (173 ac)	Currently Identified as a Settlement Area, policies exist to encourage and guide rural development.
Skerryvore	3	37 ha (91 ha)	Special Policy area, restrictive development policies and no new rural lots permitted. However, multiple Township owned lots and lots with Holding (H) Provision exist with ability for development.
Woods Bay ( including Western edge of Healey Lake Neighbourhood)	13	208.5 ha (515 ac)	No new rural lots currently permitted.
Healey Lake	15	160 ha (395 ac)	No new rural lots currently permitted.
Blackstone & Crane Lake	31	525 ha (1297 ac)	No new rural lots currently permitted.

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### **FINANCIAL IMPLICATIONS**


Should Council to complete a Land Supply Analysis for the Township, costs for consulting services will be incurred.

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Respectfully Submitted,



Cale Henderson, MCIP RPP  
Manager of Development & Environmental Services



John Fior  
CAO



**TO:** Chair Frost and Members of the Planning & Building Committee

**FROM:** Cale Henderson, MCIP, RPP  
Manager of Development & Environmental Services

**DATE:** January 21, 2021

**RE:** OSFOLK, Adrienne & Anton  
Site Plan Development Agreement  
Blackstone Lake Neighbourhood

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### **BACKGROUND**

The subject property, being Part Lot 16, Concession 11, Parts 1-3 and 10 on Plan PSR-1730, Part 3 on Plan 42R-6906 and Part 1 on Plan 42R-20767, in the geographic Township of Conger (Blackstone Lake Neighbourhood) is currently vacant and the owners wish to develop it. Blackstone Lake is under site plan control, and as such, a site plan development application must be submitted and an agreement registered on title.

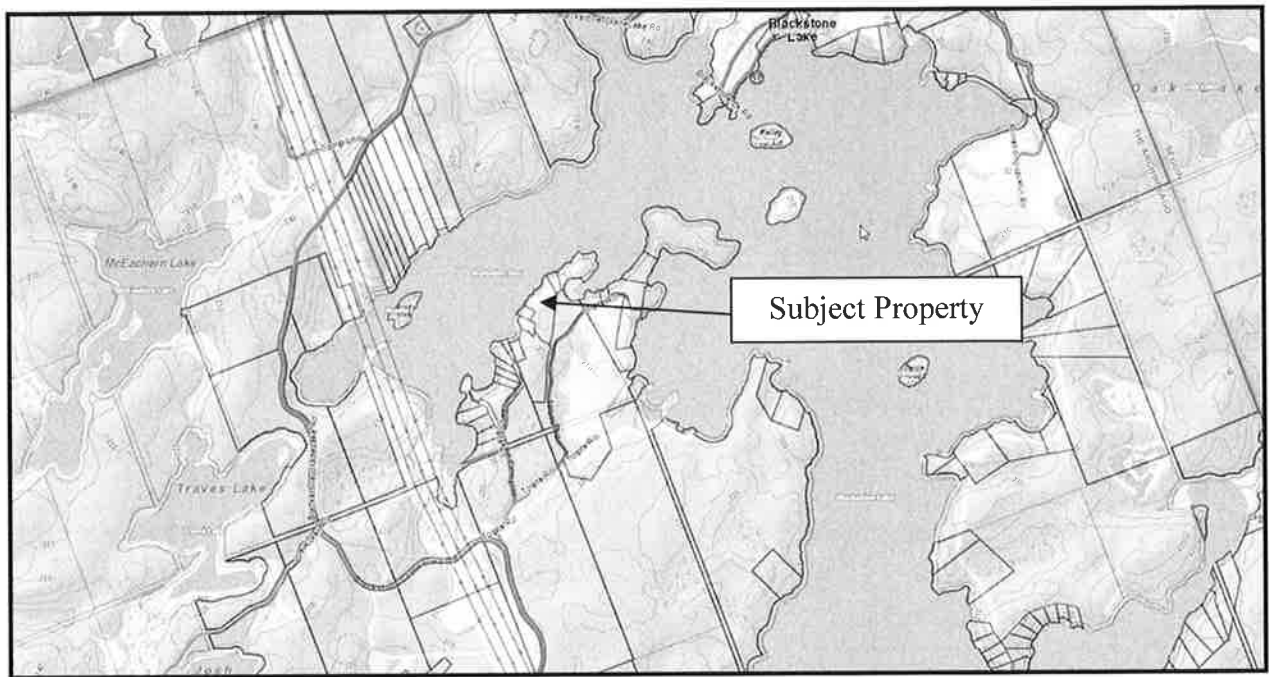
A draft copy of the Site Plan Development Agreement is attached as Appendix A.

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### **PLANNING INFORMATION**

Ward:	5
Official Plan Neighbourhood:	Blackstone Lake
Zoning:	Inland Lakes Residential (IR)
Lot Area:	2.04 hectares (5.04 acres)
Frontage:	+/- 160 metres (525 feet)
Access:	Tolpt's Road (Private)

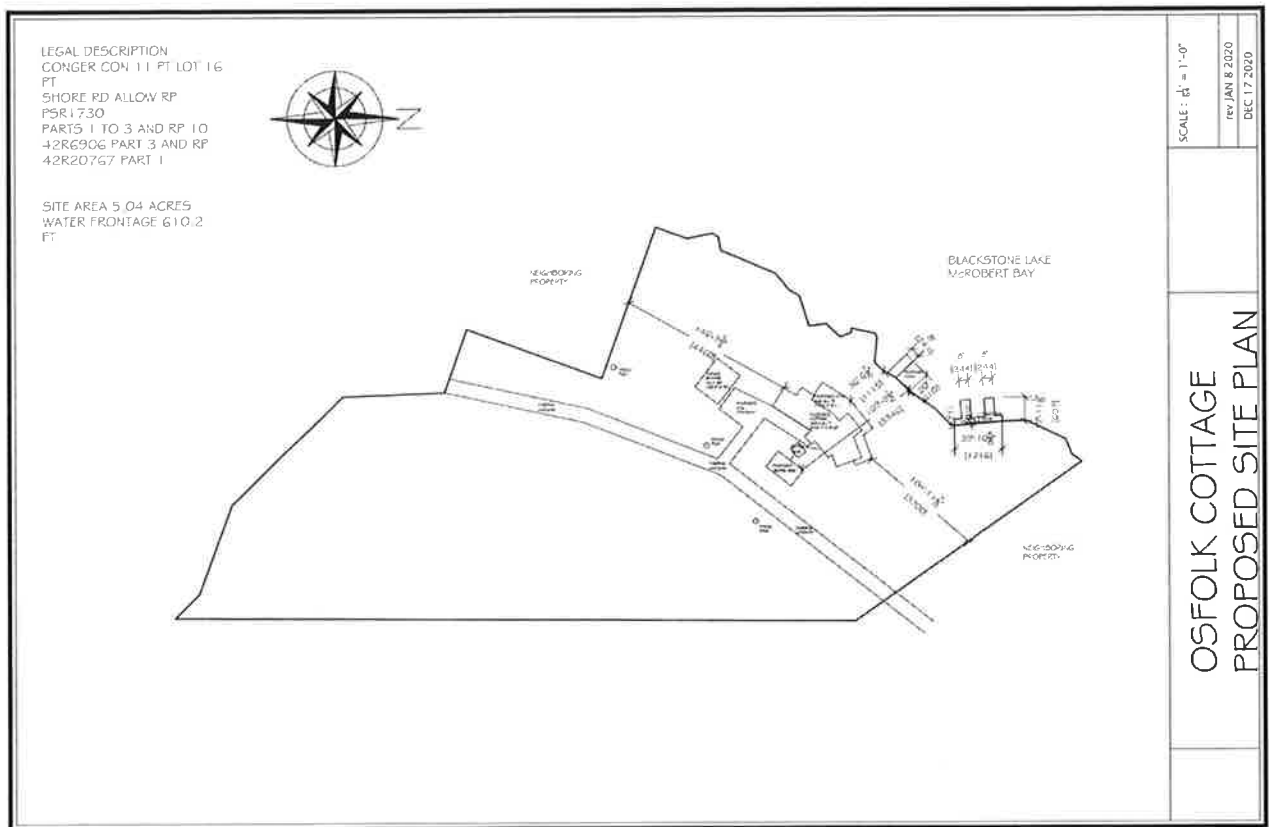
## **LOCATION MAP**



## **POLICY REVIEW**

The proposal complies with Comprehensive Zoning By-law No. A2000-07, as amended. The proposed location of the development is appropriately setback from the water and appears to be well screened. The draft agreement requires the owners to maintain vegetation on the property and minimize the alteration of the lands, beyond what is necessary for the proposed development (i.e. dwelling, accessory buildings, driveway, septic and access to the water).

On the following page, is a copy of the site plan illustrating the proposed development on the subject property.



Additional information, including floor plans, elevations, renderings, etc. have been included with the application and are attached as Appendix B.

### **RECOMMENDATIONS**

It is recommended that Council approves the proposed development and enters into the attached site plan development agreement to be registered on title to the lands.

Respectfully submitted,

  
Cale Henderson, MCIP, RPP  
Manager of Development & Environmental Services

**Appendix A**  
**Site Plan Development Agreement**

**THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO**

**SITE PLAN DEVELOPMENT AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**B E T W E E N:**

**OSFOLK, Adrienne  
OSFOLK, Anton**

(hereinafter called the "OWNERS")

- and -

**THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO**

(hereinafter called the "TOWNSHIP")

**WHEREAS** the OWNERS are the owners of the subject lands in the Township of The Archipelago, in the District of Parry Sound, more particularly described in Schedule "A" attached hereto;

**AND WHEREAS** the OWNERS have applied to the TOWNSHIP to permit development on the OWNERS' lands;

**AND WHEREAS**, pursuant to Section 41 of the Planning Act, R.S.O. 1990, c. P.13, as amended (the "Planning Act"), the Council of the TOWNSHIP, by By-law No. 83-47P, has designated the said lands as being within a site plan control area;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that, in consideration of the sum of Two Dollars (\$2.00) now paid by each of the parties to the other (the receipt whereof is hereby acknowledged), and other good and valuable consideration, the parties agree as follows:

**SECTION 1: LANDS SUBJECT TO THE AGREEMENT**

- 1.1 The lands to be bound by this Agreement (hereinafter referred to as "the subject lands"), are described in Schedule "A" hereto.

**SECTION 2: COMPONENTS OF THE AGREEMENT**

- 2.1 The text, consisting of Sections 1 through 8, and the following Schedules, which are annexed hereto, constitute the components of this Agreement:

Schedule "A"- Legal Description of the Lands

Schedule "B"- Site Plan

Schedule "C"- Location Plan

### **SECTION 3: REGISTRATION OF THE AGREEMENT**

- 3.1 The OWNERS agree that all documents required herein shall be submitted in a form suitable to the TOWNSHIP and suitable for registration.
- 3.2 The Agreement shall be registered on title to the subject lands as provided for by Section 41(10) of the Planning Act, by the Township, at the expense of the OWNERS.

### **SECTION 4: ISSUANCE OF BUILDING PERMITS**

- 4.1 The OWNERS agree to not request the Chief Building Official to issue a building permit to carry out the development until the Agreement has been registered on title to the subject lands and a registered copy of same has been provided to the TOWNSHIP.
- 4.2 It is agreed that if the OWNERS fail to apply for a building permit or permits to implement this Agreement within two (2) years after registration, then the TOWNSHIP, at its option, has the right to terminate the Agreement and require that a new Site Plan Agreement be submitted for approval and execution.

### **SECTION 5: PROVISIONS**

- 5.1 The OWNERS agree to develop the subject lands in accordance with the Site Plan being Schedule "B" attached hereto, and agree that no work will be performed on the subject lands except in conformity with all provisions of this Agreement.
- 5.2 The OWNERS agree to maintain the existing tree coverage and vegetation on the subject property, with the exception of the removal of vegetation within the development envelopes for the purposes of:
  - the construction and maintenance of the main dwelling and any additional accessory structures to be constructed in the future;
  - the construction and maintenance of the driveway;
  - the construction and maintenance of a septic field; and
  - the construction of paths and walkways to access the water.
- 5.3 The OWNERS agree that grading, or removal of soils, rock structures, placement of fill or soil, or any other site alteration will be minimized.
- 5.4 The OWNERS further agree to provide for the grading of change in elevation or contour of the land and the disposal of storm, surface and waste water from the land and from any buildings or structures thereon as shown on Schedule "B" and will ensure that the natural drainage is not altered in any way that will cause damage to any adjacent lands, or waterbody. The installation of storm water management works and the final grading of the subject lands, including any and all necessary ditching, culverts and construction mitigation measures will be provided by the OWNERS.
- 5.5 The OWNERS further agree that external lighting facilities on the subject lands and buildings will be designed and constructed so as to avoid, wherever possible, the illumination of adjacent properties and waterways.
- 5.6 The OWNERS further agree to provide and maintain appropriate construction mitigation measures during any development activity, to ensure that there are no adverse environmental impacts.



#### **SECTION 6: OTHER REQUIREMENTS**

- 6.1 The OWNERS agree that nothing in this Agreement shall relieve him or her from complying with all other applicable agreements, by-laws, laws or regulations of the TOWNSHIP or any other laws, regulations or policies established by any other level of government. Nothing in this Agreement shall prohibit the TOWNSHIP or its Chief Building Official from instituting or pursuing prosecutions in respect of any violations of the said by-laws, laws or regulations.

#### **SECTION 7: BINDING PARTIES, ALTERATION, AMENDMENT, EFFECT, PENALTY**

- 7.1 This Agreement may only be amended or varied by a written document executed by the parties hereto and registered against the title to the subject lands.
- 7.2 This Agreement shall enure to the benefit of and be binding upon the respective successors and assigns of each of the parties hereto.
- 7.3 The OWNERS acknowledge that the Agreement is entered into under the provisions of Section 41(10) of the Planning Act, and that the expenses of the TOWNSHIP arising out of the enforcement of this Agreement may, in addition to any other remedy the Township may have at law, be recovered as taxes under Section 427 of the Municipal Act, 2001, S.O. 2001, c.25 as amended.
- 7.4 The Agreement shall come into effect on the date of execution by the TOWNSHIP.

**SECTION 8: NOTICE**

- 8.1 Any notice, required to be given pursuant to the terms hereto, shall be in writing and mailed or delivered to the other at the following addresses:

OWNERS' NAMES AND ADDRESS: OSFOLK, Adrienne and Anton

TOWNSHIP:

Clerk  
Township of The Archipelago  
9 James Street  
Parry Sound, ON P2A 1T4

IN WITNESS WHEREOF the OWNERS and the TOWNSHIP have caused their corporate seals to be affixed over the signatures of their respective signing officers.

SIGNED, SEALED AND DELIVERED  
In the presence of:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Adrienne Osfolk

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Anton Osfolk

THE CORPORATION OF THE  
TOWNSHIP OF THE ARCHIPELAGO

\_\_\_\_\_  
Reeve  
Bert Liverance

\_\_\_\_\_  
Clerk  
Maryann Weaver

**SCHEDULE "A"**

**LEGAL DESCRIPTION OF THE LANDS**

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Part Lot 16, Concession 11, Parts 1-3 and 10 on Plan PSR-1730, Part 3 on Plan 42R-6906 and Part 1 on Plan 42R-20767, in the geographic Township of Conger

PIN No. 52191 – 0294

[illegible]





**Appendix B**  
**Application, Drawings and Sketches**



9 James Street  
Parry Sound, Ontario  
P2A 1T4  
Phone: 705-746-4243  
Fax: 705-746-7301  
web: www.thearchipelago.on.ca

Print Form

**Development Application**  
for Lands Subject to Site Plan Control  
under Section 41 of the Planning Act  
R.S.O. 1990, c.P. 13, as amended

**OFFICE USE ONLY**

Date Received \_\_\_\_\_ Complete Application ☐ Yes ☐ No Application No. \_\_\_\_\_  
Date Accepted \_\_\_\_\_ Applicable Fee Paid ☐ Yes ☐ No

**1. Applicant / Agent Information**

Name of Applicant / Agent

Beyond Custom Contracting Inc / Owner & Operator Daniel Lesperance

Address

419 Drinkwater Drive

City Orillia

Province / State ON

Postal / Zip Code L3V6T7

Home Phone No. 705-529-6354 Business Phone No. 705-529-6354 email dan@beyondcustomcontrac

**2. Owner(s) Information**

Name of Owner(s)

Adrienne & Anton Osfolk

Address

City Dundas

Province / State ON

Postal / Zip Code \_\_\_\_\_

Home Phone No. \_\_\_\_\_

Business Phone No. \_\_\_\_\_

email \_\_\_\_\_

Please advise to whom all communication should be directed. ☒ Owner ☒ Applicant / Agent

**3. Purpose of the Application** (check appropriate box)

☒ construction of new building(s) ☐ addition to existing building(s) ☐ convert use of existing building(s)

☐ enlarge existing waterlot and/or docking facilities ☒ construct new docking facilities

☐ establish new use Other \_\_\_\_\_

Describe the nature and purpose of the proposed development.

Please see Appendix A attached for further details

**4. Location of the Subject Land** (please provide a copy of the Transfer/Deed of Land)

Assessment Roll Number 4905-09000304302 Lot 16 Concession 11 Island No. - \_\_\_\_\_

Registered Plan of Subdivision No. (if any) Plan No. M - \_\_\_\_\_ Lot No. \_\_\_\_\_

Reference Plan No. (if any) Plan No. 42R-6906 Part No. 3

Parcel No. 1730 Other Description Also 42R-20767 Part No. 1

**5. Service Information** (check appropriate box)**Access**

- ☐ Provincial Highway    ☒ Municipal road, maintained all year    ☐ Municipal road, maintained seasonally  
☒ Other public road    ☐ Right-of-way    ☐ Water Access (see below)

If access to the subject land is by private road, or if by "other public road" or "right-of-way", indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or all year.

If access to the subject land is by water, describe the parking and docking facilities and the approximate distance of these facilities from the subject land and the nearest public road.

The subject property is accessed off of a private road which then connects to Tolpt's Road which is maintained all year.

**6. Land Use and Zoning**

What is the existing zoning of the subject land?  
In Land Lake Residential (IR)

What are the existing uses on the subject land? What date was the use established?  
Vacant land

What are the proposed uses on the subject land? What date are the uses proposed to commence?  
Seasonal/Recreational Residential

**7. Development Information** (complete all applicable sections & attach Site Plan as required under Section 10)

Dimensions of Subject Property:    Depth (metres) \_\_\_\_\_    Frontage (metres) 186    Area (hectares) 2.03

**BUILDINGS ON SUBJECT LAND (not including uncovered decks)**

BUILDING TYPE	LIST ALL EXISTING BUILDINGS (not including uncovered decks)				LIST ALL PROPOSED BUILDINGS/ADDITIONS			
	# of Bedrooms/ # of Seats	# Storeys / Height	Ground Floor Area (m <sup>2</sup> )	Total Floor Area (m <sup>2</sup> )	# of Bedrooms/ # of Seats	# Storeys / Height	Ground Floor Area (m <sup>2</sup> )	Total Floor Area (m <sup>2</sup> )
New family cottage					4	1	192.7	192.7
Future garage					0	2	66.9	66.9
<b>TOTALS</b>					4		259.6	259.6

7. **Development Information** (cont'd)**STRUCTURES ON SUBJECT LAND (including decks, tennis courts etc.)**

STRUCTURE TYPE	LIST ALL <u>EXISTING</u> STRUCTURES (including decks, tennis courts etc.)				LIST ALL <u>PROPOSED</u> STRUCTURES			
	Structure Attached/ Detached	Height	Ground Floor Area (m <sup>2</sup> )	Total Floor Area (m <sup>2</sup> )	Structure Attached/ Detached	Height	Ground Floor Area (m <sup>2</sup> )	Total Floor Area (m <sup>2</sup> )
Deck on new cottage	Attached			78.5				
<b>TOTALS</b>				78.5				

**BUILDINGS AND STRUCTURES ON ADJACENT CROWN LAKE BED (including docks and boathouses)**

BUILDING/ STRUCTURE TYPE	LIST ALL <u>EXISTING</u> BUILDINGS/STRUCTURES						LIST ALL <u>PROPOSED</u> BUILDINGS / STRUCTURES					
	# Boat Slips	# Storeys / Height	Width in metres	Length in metres	Ground Floor Area (m <sup>2</sup> )	Total Floor Area (m <sup>2</sup> )	# Boat Slips	# Storeys / Height	Width in metres	Length in metres	Ground Floor Area (m <sup>2</sup> )	Total Floor Area (m <sup>2</sup> )
1 future dock									2.5	6.1		15.2
1 new dock									2.5	12.1		41
<b>TOTALS</b>									5	18.2		56.2

8. **Current Applications**

Is the land currently the subject of an application for an Official Plan amendment, Zoning By-law amendment, Minor Variance, Consent or approval of a Plan of Subdivision or Condominium?

☐ Yes      ☒ No      ☐ Unknown

If YES and if known, specify the appropriate file number and status of the application(s).

**9. Other Information**

Is there any other information that you think may be useful to the Township in reviewing the application? If so, explain below or attach a separate page.

Please see Appendix A attached for further explanation, site plan and building plans and family history.

**10. Plans** (to assist in the preparation of plans, please refer to the attached sample sketch)Location Plan

Every application shall be accompanied by a location plan, drawn to an appropriate scale, properly dimensioned and showing thereon:

- the boundaries of the parcel of land that is the subject of the application, the part of the parcel that is the subject of the application, the location of all adjacent properties and/or islands, transportation routes, etc.;
- the distance between the subject land and the nearest Township lot line or landmark, such as a railway crossing or bridge;
- existing and proposed uses on the subject land (e.g. residential, agricultural, cottage, commercial etc.);
- existing uses of all lands within 120 metres (400 feet) of the subject land.

Site Plan

Every application shall be accompanied by a site plan, drawn to an appropriate scale, properly dimensioned and showing thereon:

- the boundaries and dimensions of the subject land and the part that is the subject of this application;
- the boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land;
- the location and dimensions of existing and proposed buildings and structures and their distances from lot lines;
- the approximate location of all natural and artificial features on the subject land and adjacent lands that, in the opinion of the applicant, may affect the application, such as railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks, landscaped open spaces, planting strips, parking areas, loading areas, driveways and walkways;
- the existing uses on adjacent lands;
- the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a publicly travelled road, a private road or a right-of-way;
- if access to the subject land is by water only, the location of the parking and boat docking facilities used;
- the location and nature of any easement affecting the subject land.

**Additional information, including architectural drawings and elevations, shall be furnished by the applicant at the request of the Township.**

**11. Affidavit or Sworn Declaration**

Dated at the TOWN OF PARRY SOUND this 18 day of DEC, 2020

I, Daniel Leperand of the \_\_\_\_\_ in the

County/District/Regional Municipality of \_\_\_\_\_ solemnly declare that all the statements contained in this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the **CANADA EVIDENCE ACT.**

DECLARED BEFORE ME at the TOWN of PARRY SOUND

in the DISTRICT of PARRY SOUND this 18 day of DECEMBER, 2020.



A Commissioner of Oaths



Signature of Owner or authorized Applicant / Agent

Cal Henderson, a Commissioner,  
etc., District of Parry Sound, for  
The Archipelago Area Planning Board  
and The Township of The Archipelago

**12. Authorizations****Authorization of Owner(s) for Agent to Make the Application**

If the applicant is not the owner of the land that is the subject of this application, authorization for the agent to make this application, as set out below, must be given. Alternatively, written authorization can be provided on a separate form and submitted with this application. Authorization must be provided by all registered owners of the subject property.

I/We, Anton + Adrienne Osfolk, am/are the owner(s) of the land that is the subject of this application and I/we authorize Dan Lesperance of Beyond Custom Contracting Inc. to make this application on my/our behalf.

Date 17 Dec 2020 Signature of Owner [Signature]  
 Date Dec 17 2020 Signature of Owner A. Osfolk  
 Date \_\_\_\_\_ Signature of Owner \_\_\_\_\_  
 Date \_\_\_\_\_ Signature of Owner \_\_\_\_\_

**Authorization of Owner(s) for Agent to Provide Personal Information**

If the applicant is not the owner of the land that is the subject of this application, authorization for the agent to provide personal information, as set out below, must be given. Alternatively, written authorization can be provided on a separate form and submitted with this application. Authorization must be given by all registered owners of the subject property.

I/We, Anton + Adrienne Osfolk, am/are the owner(s) of the land that is the subject of this application and for the purposes of the *Freedom of Information and Protection of Privacy Act*, I/we authorize Dan Lesperance as my/our agent for this application, to provide any of my/our personal information that will be included in this application or collected during the process of the application.

Date 17 Dec 2020 Signature of Owner [Signature]  
 Date Dec 17 2020 Signature of Owner A. Osfolk  
 Date \_\_\_\_\_ Signature of Owner \_\_\_\_\_  
 Date \_\_\_\_\_ Signature of Owner \_\_\_\_\_

**13. Consent of the Owner(s) to the Use and Disclosure of Personal Information**

All registered owners of the subject property must provide their consent concerning the disclosure of personal information, as set out below.

I/We, Anton + Adrienne Osfolk, am/are the owner(s) of the land that is the subject of this application and for the purposes of the *Freedom of Information and Protection of Privacy Act*, I/we authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the *Planning Act* for the purposes of processing this application.

Date 17 Dec 2020 Signature of Owner [Signature]  
 Date Dec 17, 2020 Signature of Owner A. Osfolk  
 Date \_\_\_\_\_ Signature of Owner \_\_\_\_\_  
 Date \_\_\_\_\_ Signature of Owner \_\_\_\_\_



## **Appendix A**

### **Purpose of the Application (Section 3) & Other information (Section 9)**

#### **Introduction**

Your Worship and members of Counsel. Thank you for taking the time to read over this application. My name is Dan Lesperance, Owner of Beyond Custom Contracting Inc. and applicant for the Osfolk family. Attached is hopefully all the information you will need in order to make a fair review and consideration for the Site Plan Control. We have attached all the necessary documents such as Site Plan, Building Plans, a summarization of the company, history of ownership for the property, and legal transfer of ownership documents. We respectfully thank you again for your time and consideration.

#### **Introduction**

The Osfolk family have enjoyed over 50 years together on Blackstone lake. Katja & Lou Osfolk originally bought a property in 1968 with dreams of one day creating a family home where friends and family could gather to enjoy the wonders of Blackstone including the clean lake surrounded by the incredible backdrop provided by the natural rock and mature trees.

Their dream came to life over many years of hard work (and many years without modern conveniences) and included expansions and improvements as their family grew.

As the family grew, they recognized the importance of keeping family together and purchased a second parcel of land to accommodate a growing family in hopes that a second family home could one day be constructed while maintaining the natural beauty of Blackstone Lake they have long enjoyed.

Anton, youngest son of Katja & Lou, along with his wife Adrienne, have purchased the second parcel and wish to construct a family home near to the original Osfolk family cottage in order to continue to make memories and enjoy the outdoors and with a multigenerational family and keep strong ties to the existing family cottage, still occupied by the Osfolk family.

Adrienne and Anton want to maintain the natural rugged landscape of Blackstone and continue to act as stewards of the lake, taking care to not negatively impact the land or the lake as they build a new family dwelling to be enjoyed by their children and generations to come.

The Osfolk family have a strong desire to maintain their residence at Blackstone for many generations to come.

### **Who we are?**

Beyond Custom Contracting Inc. is a family based custom home company operated out of Orillia Ontario. Beyond Custom Contracting Inc. has been the desired general contractor of choice by many homeowners seeking reliable, experienced professionals for new homes or renovation endeavours.

Beyond Custom Contracting Inc in cooperation with Linwood Homes is providing the Osfolk's with complete designs including new home, kitchens and interior design. We have the skill sets, resources and professional capabilities to turn their project into reality. We build our homes and products as though it was our own home using creativity, excellence and timely completion.

### **Mission & Timeline**

Beyond Custom Contracting Inc. is hopeful to receive appropriate approvals from the governing body to build the proposed family cottage. Keeping the aesthetic appeal and consideration for the natural beauty of Blackstone Lake will be the utmost importance.

In combination with Linwood Homes, Beyond Custom Contracting Inc. will have the excavation, blasting and package completed and delivered prior to March 15<sup>th</sup> in order to comply with half load restrictions and to prevent any damage to adjoining roads in the township. This also allows for minimum disruption for when cottagers return to enjoy the tranquility of Blackstone. The completion of the project is anticipated to occur by October 2021 for the Osfolk's to enjoy the fall and holiday seasons.

**Conclusion:**

By utilizing a *"Family oriented. Handcrafted quality. Thoughtful planning & design."* Beyond Custom Contracting Inc. with its subsidiaries look forward to the opportunity to work with the Township of The Archipelago again; to provide the Osfolk Family with a cottage that fit their current lifestyle and adapts to their future needs. Our plan will allow them to achieve the mission, return a product they can be proud of their investment, and who will recommend people to invest and develop in your township as well as recommend Beyond Custom Contracting Inc. as the desired contractor of future custom homes.

On behalf of Anton, Adrienne, Ellery and Nyla Osfolk, we appreciate this opportunity to present to Counsel. We look forward to working with you soon and if you have any questions please do not hesitate to contact any one of us anytime.

Respectfully,

A handwritten signature in black ink, appearing to read 'DML', with a long horizontal flourish extending to the right.

Daniel M.R. Lespérance

Owner & President

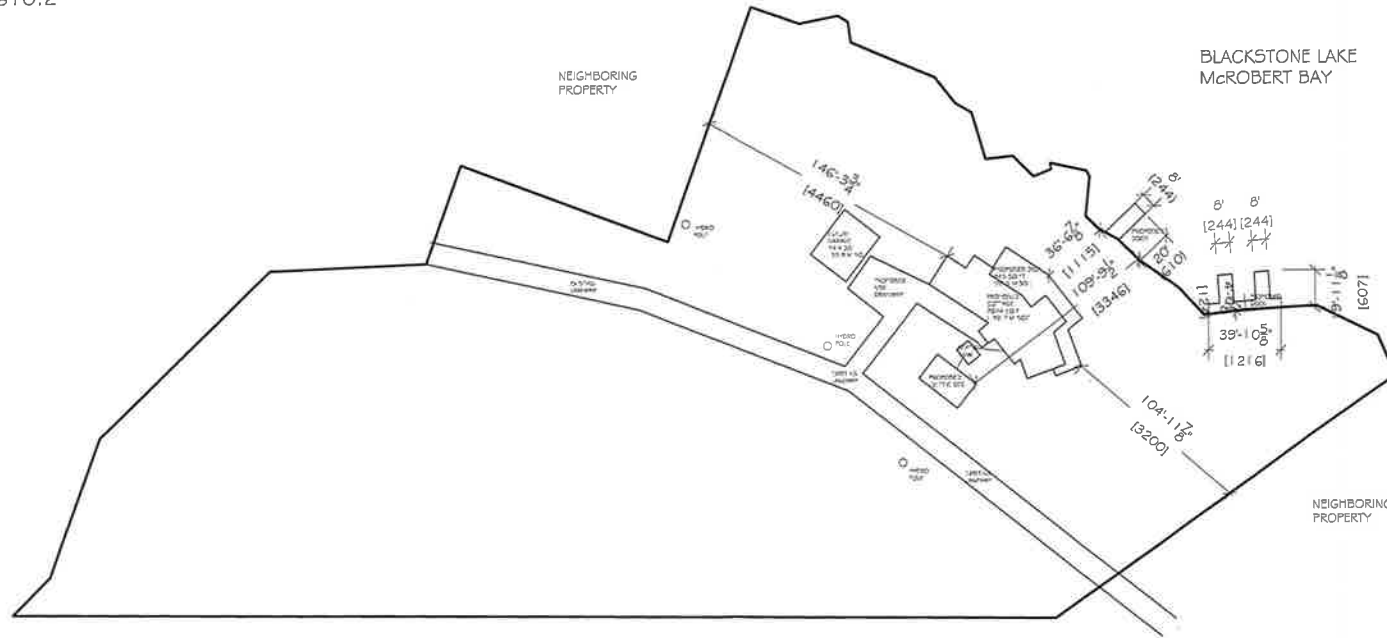
Beyond Custom Contracting Inc.

Dan@beyondcustomcontracting.ca

705-529-6354

LEGAL DESCRIPTION  
 CONGER CON 111 PT LOT 16  
 PT  
 SHORE RD ALLOW RP  
 PSR1730  
 PARTS 1 TO 3 AND RP 10  
 42R6906 PART 3 AND RP  
 42R20767 PART 1

SITE AREA 5.04 ACRES  
 WATER FRONTAGE 610.2  
 FT



SCALE: 1/4" = 1'-0"

rev JAN 8 2020

DEC 17 2020

# OSFOLK COTTAGE PROPOSED SITE PLAN



**NOTE:**  
WINDOW GLAZING IS DUAL PANE, LOW-E ARGON UNLESS OTHERWISE NOTED IN SCHEDULE.

LOW-E ARGON PROVIDES AN EFFECTIVE BARRIER AGAINST THE EFFECTS OF THE OUTSIDE AIR AND INCREASES THE R-VALUE OF THE UNIT (REDUCES HEAT LOSS).



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PLANS APPROVED FOR MANUFACTURE

DATE \_\_\_\_\_

Proposed:



The contractor shall be responsible for the design and verification of the design and the design shall be approved by the owner and the contractor.

Every notation followed by "N.I.C." indicates that the item is "Not included in Compact"

GRANT ST
CH
BON HILL RD
RD
CARROLL ST
RD
ROAD
WY - F-101
RD
NORTHMAN X, 2000
PALM SPRING
PETTERBROUGH
GARDEN
DRAW MCFARLANE
MOORE
TODD RD
SALISH
CUSTOMER
OPPOLK
MONTANA SPRING

Page  
of 3

# SCHEDULES

## 24F-E Dfir Glulam Beam Schedule

Tag	Width	Depth	Length(ft)	Qty	Notes
B 001	5 1/2	18 1/2	19	1	
B 002	5 1/2	12	16	1	
B 003	5 1/2	18 1/2	19	1	
B 004	5 1/2	12	13	1	
B 005	5 1/2	12	9	1	
B 101	5 1/2	16 1/2	16	1	11'-6 1/4" Top of Beam
B 102	5 1/2	21	24	1	9'-0 3/4" Top of Beam
B 201	5 1/2	13 1/2	13	1	Lintel 208

ALL BEAMS TO BE NOTED FOR LUGS AND END BRACKETS

## #1 & Btr FOHC KDHT S4S Dfir Beam Schedule

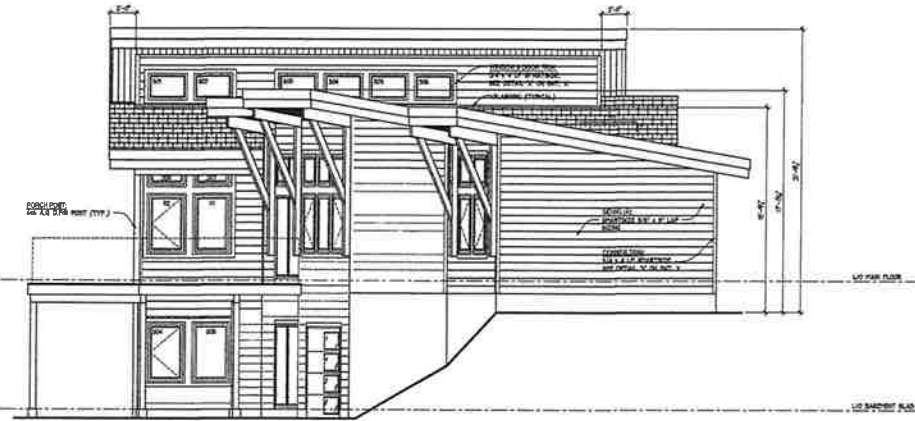
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DF 002	6	12	11	1	
DF 003	6	12	16	1	
DF 004	6	12	16	1	
DF 005	6	12	16	1	
DF 006	6	12	14	1	
DF 007	6	12	14	1	
DF 008	6	12	9	1	
DF 009	6	12	13	1	
DF 010	6	12	13	1	
DF 101	6	10	8	1	
DF 102	6	10	5	1	
DF 103	6	10	8	1	
DF 104	6	10	11	1	
DF 105	6	10	9	1	

ALL BEAMS TO BE NOTED FOR LUGS AND END BRACKETS

## #1 & Btr FOHC KDHT S4S Dfir Post Schedule

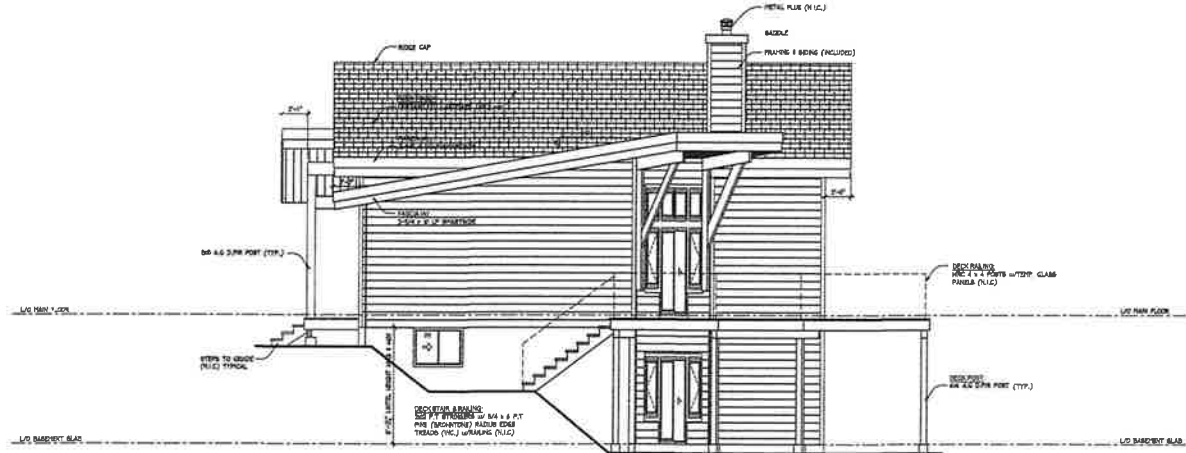
Tag	Width	Depth	Length(ft)	Qty	Notes
FP 001	6	6	9	12	
FP 101	6	8	12	1	
FP 102	6	8	10	1	
FP 103	6	6	9	1	

ALL POSTS TO BE NOTED FOR LUGS AND END BRACKETS



RIGHT ELEVATION

NOTE:  
WINDOW GLAZING IS DUALPANE, LOW E ARGON UNLESS OTHERWISE NOTED IN SCHEDULE.  
LOW E ARGON PROVIDES AN EFFECTIVE BARRIER AGAINST THE EFFECTS OF THE OUTSIDE AIR AND INCREASES THE R-VALUE OF THE UNIT (REDUCES HEAT LOSS).



LEFT ELEVATION

PLANS APPROVED FOR MANUFACTURE

DATE: \_\_\_\_\_  
CUSTOMER SIGNATURE: \_\_\_\_\_  
BUILDING DEPARTMENT: \_\_\_\_\_

**LINWOOD**  
CUSTOM HOMES

Drawings subject to change without notice. All dimensions are in feet and inches. All dimensions are to the center of the member unless otherwise noted. All materials are to be of the highest quality and meet or exceed all applicable codes and standards.

Every notation followed by "N.E.C." indicates that the item is "Not Included in Contract".

Drawn by: \_\_\_\_\_  
Scale: \_\_\_\_\_  
Checked by: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_  
Project: \_\_\_\_\_  
Location: \_\_\_\_\_  
Notes: \_\_\_\_\_  
Revised: \_\_\_\_\_  
By: \_\_\_\_\_  
Date: \_\_\_\_\_

Revision Number: \_\_\_\_\_  
Version: 1

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Scale: 5/8" = 1'-0"



# MAIN FLOOR PLAN

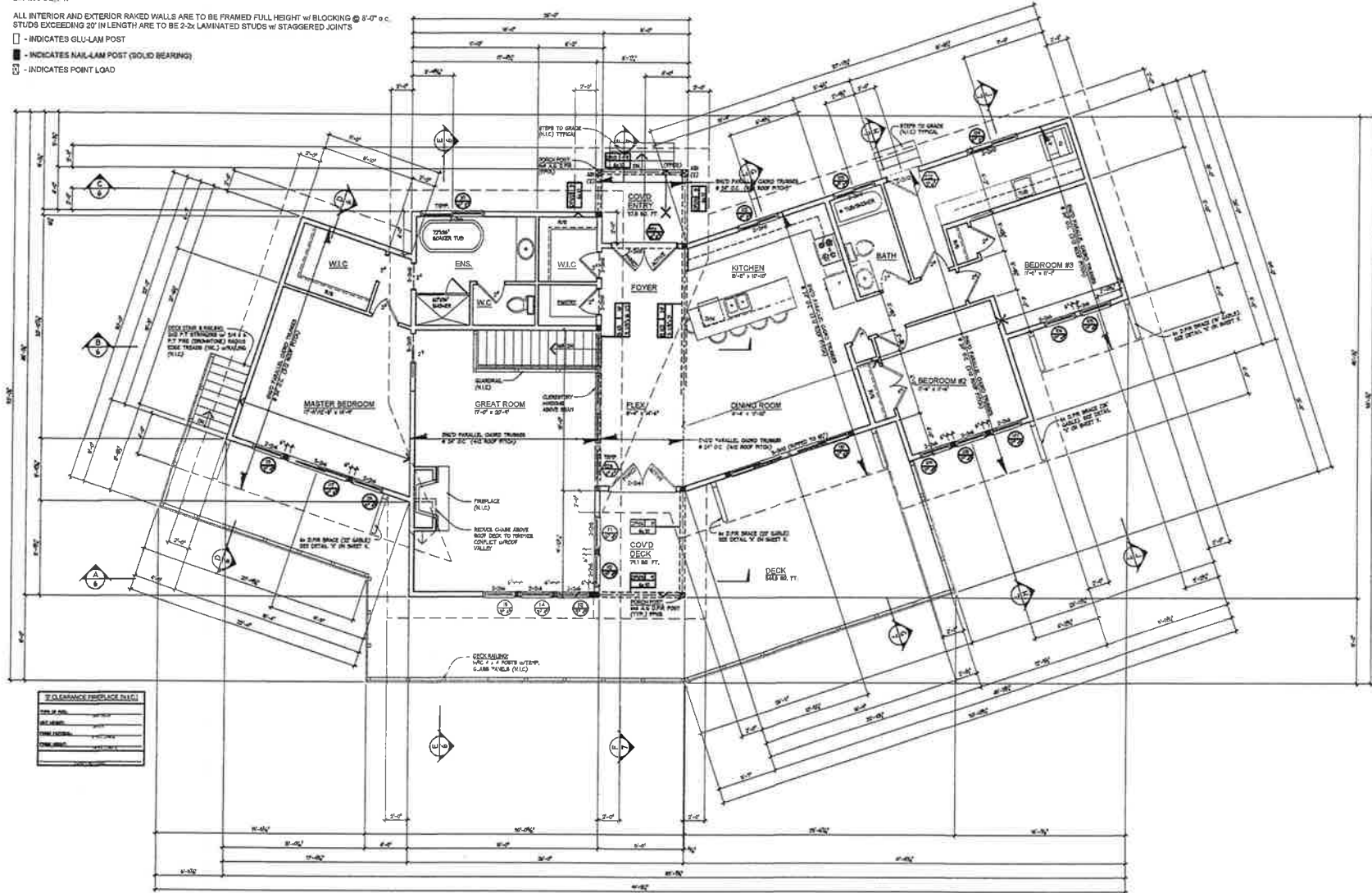
2074.30 SQ. FT.

ALL INTERIOR AND EXTERIOR RAKED WALLS ARE TO BE FRAMED FULL HEIGHT W/ BLOCKING @ 8'-0" o.c.  
STUDS EXCEEDING 20' IN LENGTH ARE TO BE 2-2x LAMINATED STUDS W/ STAGGERED JOINTS

□ - INDICATES GLU-LAM POST

■ - INDICATES NAIL-LAM POST (SOLID BEARING)

⊙ - INDICATES POINT LOAD



TO CLEARANCE FIREPLACE (N.I.C.)
TO CLEARANCE FIREPLACE (N.I.C.)
TO CLEARANCE FIREPLACE (N.I.C.)
TO CLEARANCE FIREPLACE (N.I.C.)
TO CLEARANCE FIREPLACE (N.I.C.)



<p>Every notation follows by N.I.C. indicates that the item is not included in Contract</p> <p>OWNER: [blank]</p> <p>DATE: [blank]</p> <p>PROJECT: [blank]</p> <p>DESIGN: [blank]</p> <p>CONTRACT: [blank]</p> <p>REVISION: [blank]</p> <p>DATE: [blank]</p> <p>BY: [blank]</p> <p>FOR: [blank]</p> <p>DATE: [blank]</p> <p>BY: [blank]</p> <p>FOR: [blank]</p> <p>DATE: [blank]</p> <p>BY: [blank]</p> <p>FOR: [blank]</p>
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602

## 103

 - INDICATES POINT LOAD



**ALINWOOD**  
CUSTOM HOMES

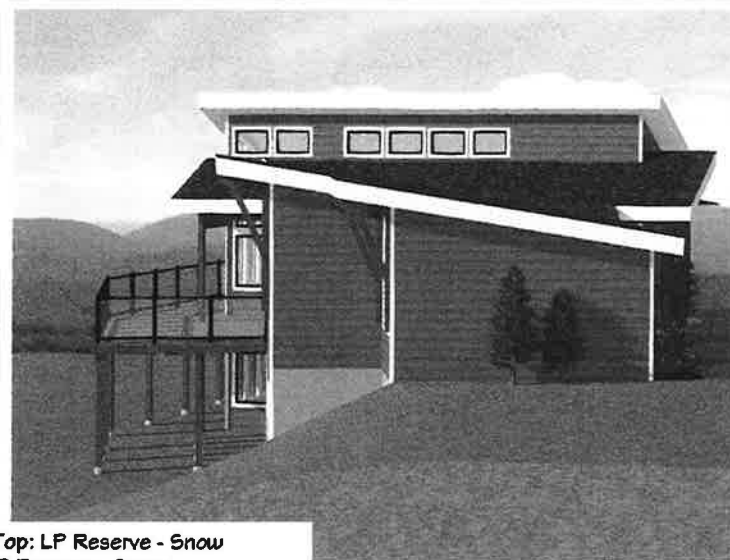
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ORANGE ST  
ST  
BOX NUMBER  
CITY  
STATE ZIP CODE  
EQUID  
 $\frac{1}{2} \text{ } = \text{ } f - 2^{\circ}$   
DATE  
NOVEMBER X, XXXX  
SALES OFFICE  
BOSTON MASSACHUSETTS  
IN-CHARGE  
GRASS HEPARLANE  
MODELS  
MODIFIED  
BALANCE  
CUSTOMER  
DEPT.  
WYOMING MASON

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	DATE
	1 of 8

# OPTION 4



Horizontal Siding: LP Reserve - Pacific Blue  
 Fascia Bottom: LP Reserve - Snow  
 Trims Corner: LP Reserve - Snow  
 Windows: Black

Fascia Top: LP Reserve - Snow  
 Soffit: LP Reserve - Snow  
 Trims Window/Door: LP Reserve - Snow  
 Roofing: CertainTeed - Pewter



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HOUSE MODEL: MOD, SALISH



Date: Nov. 27 2020

Drawn By: AC

EVERY NOTATION  
 BOLDLINE BY "N.C." INDICATES THAT THE ITEM IS NOT INCLUDED IN CONTRACT

PURCHASE AGREEMENT

Page # 11

CUSTOMER:

Osfolk

Tel: 705-662-7000  
 Cell: 705-761-1881  
 Fax: 705-662-4999  
 Toll Free: 1-800-361-1324  
 Email: c.mcfarlane@linwoodhomes.com  
 www.linwoodhomes.com

Sales & Design Consultant

Craig  
 McFarlane

LINWOOD HOMES LTD. 2090 Hathaway Drive Young's Point, Ontario Canada K0L 3G0

64

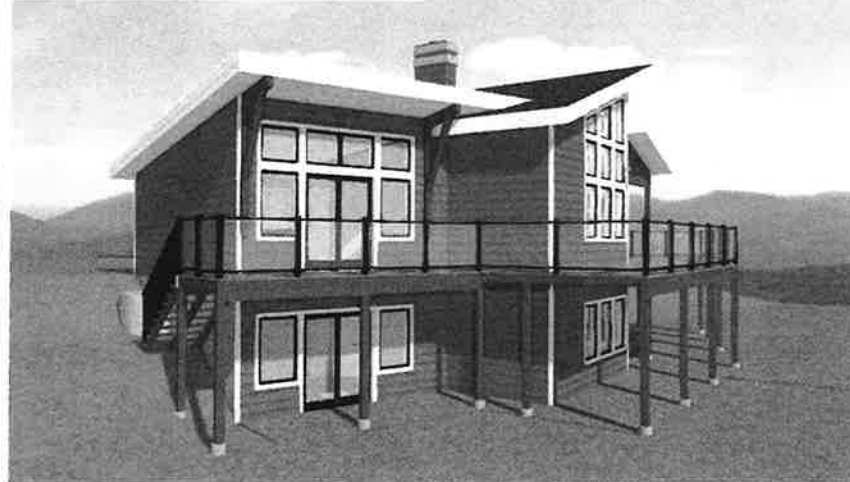
# OPTION 4



Horizontal Siding: LP Reserve - Pacific Blue  
Fascia Bottom: LP Reserve - Snow  
Trims Corner: LP Reserve - Snow  
Windows: Black



Fascia Top: LP Reserve - Snow  
Soffit: LP Reserve - Snow  
Trims Window/Door: LP Reserve - Snow  
Roofing: CertainTeed - Pewter



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HOUSE MODEL: MOD. SALISH

CUSTOMER:  
**Ostfolk**

let: 705-652-7000  
cell: 705-761-1881  
faxline: 705-652-8999  
toll free: 1-800-361-3241  
email: cmcfarlane@linwoodhomes.com  
www.linwoodhomes.com

Sales & Design Consultant  
**Craig  
McFarlane**

**LINWOOD**  
CUSTOM HOMES

Date:  
Nov. 27 2020

Drawn By:  
AC

EVERY NOTATION  
FOLLOWED BY "ALL" -  
INDICATES THAT THE ITEM  
IS NOT INCLUDED IN  
CONTRACT

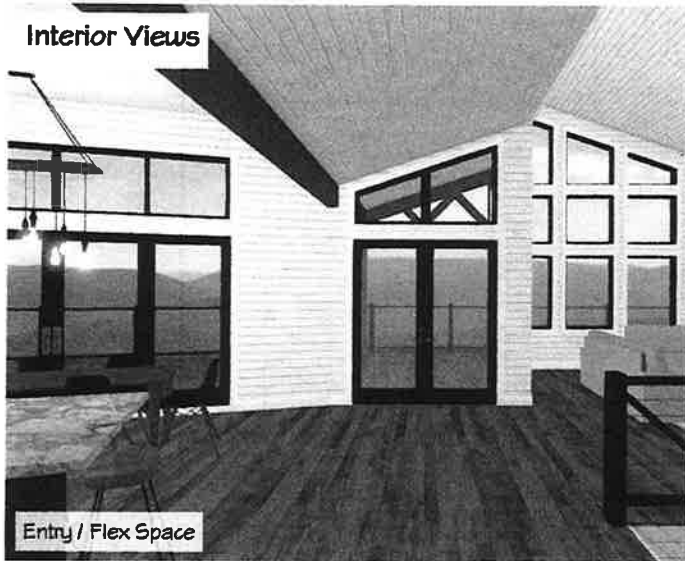
PURCHASE  
AGREEMENT

Page # 12

LINWOOD HOMES LTD. 2090 Netherway Drive Young's Point, Ontario Canada K0L 3G0

55

# Interior Views



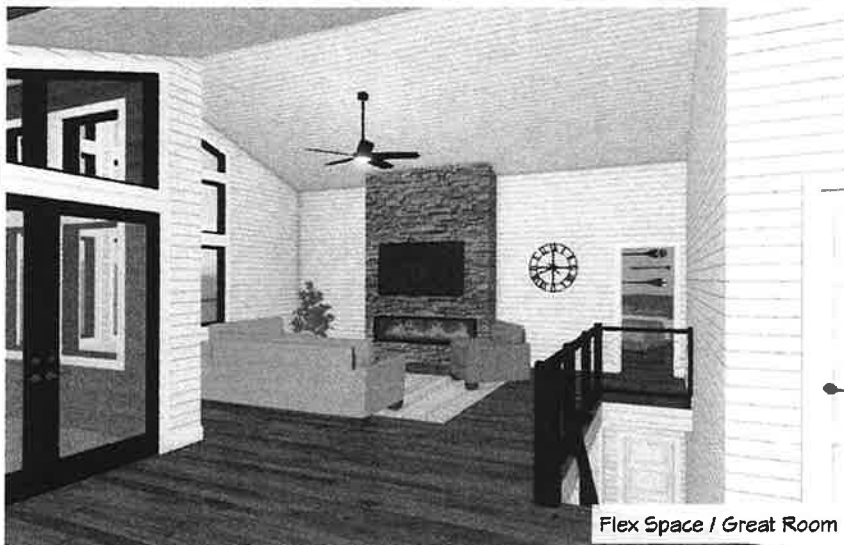
Entry / Flex Space



Kitchen / Dining



Dining / Kitchen



Flex Space / Great Room

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HOUSE MODEL: MOD. SALISH

CUSTOMER:  
**Osfolk**

tel: 705-652-7000  
cell: 705-761-1881  
fax: 705-652-8989  
toll free: 1-800-361-3241  
email: cml@linwoodhomes.com  
www.linwoodhomes.com

Sales & Design Consultant  
**Craig McFarlane**

**LINWOOD**  
CUSTOM HOMES

Date:  
Dec. 10 2020

Drawn By:  
AC

EVERY NOTATION  
FOLLOWING BY "B" IS  
INDICATED THAT THE ITEM  
IS NOT INCLUDED IN  
CONTRACT

PURCHASE  
AGREEMENT

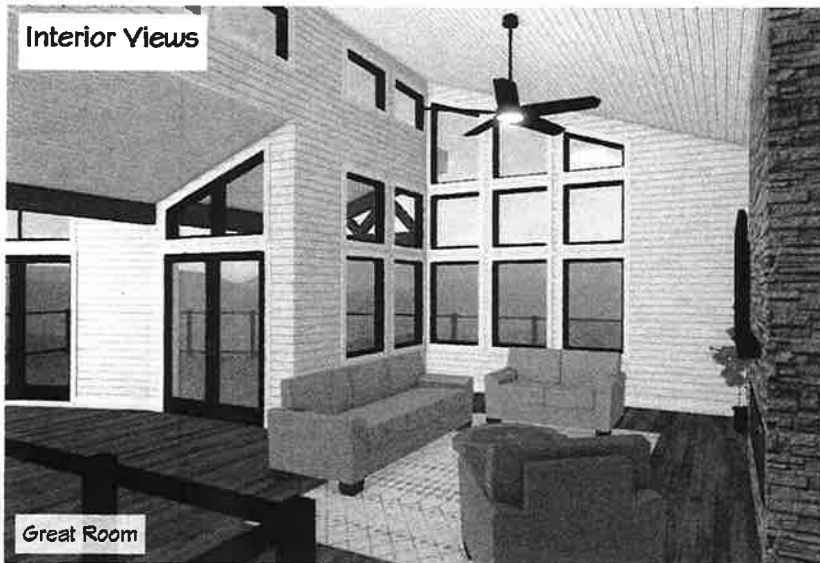
Page # 15

LINWOOD HOMES LTD. 2060 Netherway Drive Young's Point, Ontario Canada K0L 3G0

66



# Interior Views



Great Room



Great Room



Master Bedroom



Basement Family Room

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HOUSE MODEL: MOD. SALISH

CUSTOMER:

Osfolk

tel: 705-652-7000

cell: 705-761-1881

fax: 705-652-8999

toll free: 1-800-361-3241

email: c.mcfarlane@linwoodhomes.com

www.linwoodhomes.com

Sales & Design Consultant

Craig

McFarlane

**LINWOOD**  
CUSTOM HOMES

Date:  
Dec. 10.2020

Drawn By:  
AC

EVERY NOTATION  
FOLLOWED BY "P.C." INDICATES THAT THE ITEM IS NOT INCLUDED IN CONTRACT

PURCHASE  
AGREEMENT

Page # 16

LINWOOD HOMES LTD. 2000 Nantaway Drive Young's Point, Ontario Canada K0L 3G0

# **The Township of The Archipelago**

## **Information Report to Committee**

**Report No.:** ENVIRONMENT- 01-2021

**Date:** January 21, 2021

**Originator:** Cale Henderson, MCIP RPP  
Manager of Development & Environmental Services

**Subject:** Seabins

---

### **EXECUTIVE SUMMARY**

Seabins is a floating trash collection system, which helps to collect floating debris and waste in the waters. A Seabin catches an estimated 1.4 tons of floating debris per year (depending on weather and debris volumes) including micro-plastics down to 2 mm small.

Council for the Township of The Archipelago passed a resolution in February of 2020 to support the Georgian Bay Forever's application to install Seabins in the waters of Georgian Bay. Multiple Seabins have been installed throughout Georgian Bay, including some in the Township of The Archipelago.

Currently, the Township of The Archipelago has the opportunity to participate in Georgian Bay Forever's Diversion 2.0 Project, which is funded in part by Environment and Climate Change Canada (ECCC), and install up to 2 Seabins on municipal infrastructure.

In order to participate in the program, the Township must commit to the following:

- 1) A \$3,200 (per Seabin) investment in the diversion technology. This investment will be directed back into the Diversion 2.0 project and be used to either purchase an additional Seabin(s) to be deployed in another area, or to advance our robust public education activities.
- 2) A commitment to install, maintain and cover the ongoing hydro costs and upkeep of each Seabin.
- 3) Commitment to emptying the Seabin daily and utilizing the daily protocol app which staff will be trained on. Data is required to be uploaded for tracking and characterization purposes and activities.
- 4) Assist GBF, as needed, in activities associated with the "deep dive waste characterization" protocols. These activities will happen twice-yearly and are anticipated to be Spring and Fall.



- 5) At the end of the Project, the Seabin will become the property of the Township, unless decided otherwise.

### **FINANCIAL IMPLICATIONS**

A total investment of \$6400, plus installation costs, is required for two seabins.

### **RECOMMENDATION**

It is recommended that the Township commit to the program, invest \$6400 and install Seabins at the Pointe au Baril Wharf and Holiday Cove Marina for the 2021 season.

---

Respectfully Submitted,



Cale Henderson, MCIP RPP  
Manager of Development & Environmental Services

# GEORGIAN BAY FOREVER



Protecting your water.

Township of the Archipelago  
Attn: Reeve Liverance and Council  
9 James St,  
Parry Sound, ON P2A 1T4

## **Re: Diversion 2.0 – Seabin Technology**

Dear Reeve Liverance,

Thank you for expressing your interest in Georgian Bay Forever's **Diversion 2.0 Project** and more specifically, the Seabin technology that we will be deploying throughout coastal towns located on Georgian Bay. Seabins, along with, gutter bins and trash traps, will be used in the project to mitigate plastic pollution from entering Georgian Bay at different point sources.

As you are aware, this project is being funded in part by ECCC, our donors and municipal partners like you, due to plastic pollution in Georgian Bay. Plastic pollution has shown to have negative impacts on aquatic habitat and organisms. Its estimated that 10 million kilograms of plastic enters the Great Lakes yearly. In addition to removing plastic pollution, this project will also identify major types of plastic pollution as factual data to drive policies and education.

As you have expressed interest in obtaining one (1) Seabin for the Township of the Archipelago, I would like to include some information on the commitment GBF would be looking for from the Township.

As discussed, Georgian Bay Forever will be looking for a commitment on the following:

- 1) A \$3,200 investment in the diversion technology. This investment will be directed back into the Diversion 2.0 project and used to either purchase an additional Seabin(s) to be deployed in another area or to advance our robust public education activities.
- 2) A commitment to install, maintain and cover the ongoing hydro costs and upkeep of each Seabin.
- 3) Commitment to emptying the Seabin daily and utilizing the daily protocol app which your staff will be trained on. We require the data to be uploaded for tracking and characterization purposes and activities.
- 4) Assist GBF, as needed, in activities associated with the "deep dive waste characterization" protocols. These activities will happen twice-yearly and are anticipated to be Spring and Fall.
- 5) At the end of the Project, the Seabin will become the property of the Township, unless decided otherwise.

# GEORGIAN BAY FOREVER



Protecting your water.

Please note, that data collected from participation in this project has the potential to be part of a larger, more regional initiative working to track plastic pollution reductions in the Great Lakes.

In turn, Georgian Bay Forever, agrees to:

- 1) Cover the remaining cost of the Seabin.
- 2) Provide training to your staff on both daily and "deep-dive" protocols.
- 3) Promote the Township of the Archipelago's investment in Seabins and its participation in Georgian Bay Forever's Diversion 2.0 Project widely.

Thank you again for your interest in reducing plastic pollution in our water and we look forward to working alongside you in this critical project. If you have any questions please contact me or Amber Gordon at 905-880-4945 ext 3.

Sincerely,

Nicole Dimond  
Project Coordinator  
[nicole.dimond@gbf.org](mailto:nicole.dimond@gbf.org)  
905-880-4945 ext 5

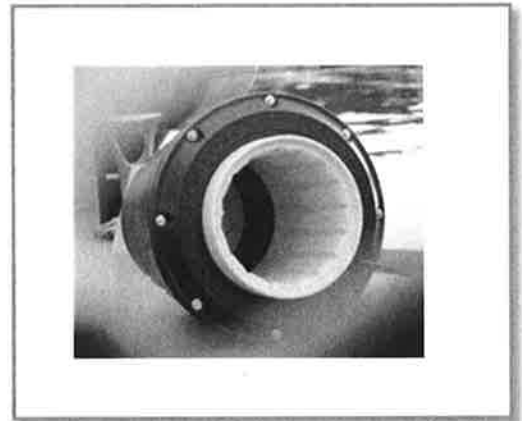
# GEORGIAN BAY FOREVER



Protecting your water.

## Seabin V5

- **The Seabin V5 catches an estimated 1.4 tons of floating debris per year (depending on weather and debris volumes) including microplastics down to 2 mm small.**
- The international award winning Seabin V5 unit is a “trash skimmer” designed to be installed in the water of Marinas, Yacht Clubs, Ports and any water body with a calm environment and suitable services available.
- The unit acts as a floating garbage bin skimming the surface of the water by pumping water into the device. The Seabin V5 can intercept floating debris, macro and micro plastics. By acting as a trash skimmer, the Seabin V5 is also able to clean the water from contaminated organic material.
- The Seabin V5 is easily equipped with oil absorbent pads able to absorb petroleum-based surface oils and detergent predominant in most marinas around the world.
- The catch bag has a capacity of 20kg and can be changed multiple times per day, if necessary.
- The Seabin V5 range in glassy conditions is a 50 meter radius but in windy or tidal conditions the V5 Seabin relies on its strategic positioning for the wind and current to bring the marine litter to its location.
- The Seabin is estimated to last in freshwater for 10 + years, with filter bag replacement approximately every three years. Cleaning the filter should be done at least once per 6-8 weeks.
- There are 860 bins worldwide and combined total weight of captured garbage is over 1 million kgs.
- There are only 160 currently in Canada, however, this project would be the first to install the units in Georgian Bay/northern Ontario.
- There is a robust educational component that will accompany the installation of the units that will target the public, tourists and schools.



# FLOATING TRASH COLLECTOR SEABIN



## YOUR NEEDS



BEFORE

- › Eliminate all trash accumulation points
- › Restore the overall cleanliness of water
- › Ensure permanent cleaning - 24/7
- › Enhance your environmental sustainability effort
- › Grow public and boaters awareness on the issue of plastics & debris water pollution

## OUR SOLUTION



AFTER

- › A floating trash collector
- › Easy handling and maintenance : 1 person only
- › Collect all debris and micro debris, up to 2mm : plastic particles, cigarette butts, food wrappers, seaweed etc.

## ADVANTAGES



- › Constant and autonomous cleaning
- › Easy to use, easy maintenance
- › A marketing, communication and awareness tool





# TYPES OF SEABINS

FLOATING DOCKS	FIXED DOCKS	
FLOATING SEABIN	MOBILE SEABIN	FIXED SEABIN
		

## REQUIRED SITE CONDITIONS

1. Staff to maintain Seabin on a daily basis
2. Recommended distance to a power outlet: 20ft (6 m)
3. Voltage: 110V/220V
4. Freeboard range: 12.6" to 32.3" (320 to 800 mm)
5. Maximum water current speed: < 1,5 knots
6. Maximum wave height: < 1ft (0.3 m)
7. Minimum 4.4 ft (1.34 m) of draught on the lowest astronomical tide
8. Vertical docks for **fixed Seabin**

2019 07

W Products & Solutions reserves  
the right to change any  
specification without prior notice

W Products & Solutions  
St Eustache, QC J7R 6C9  
Tel. +1 450-491-6505  
g.peers@wps-america.com  
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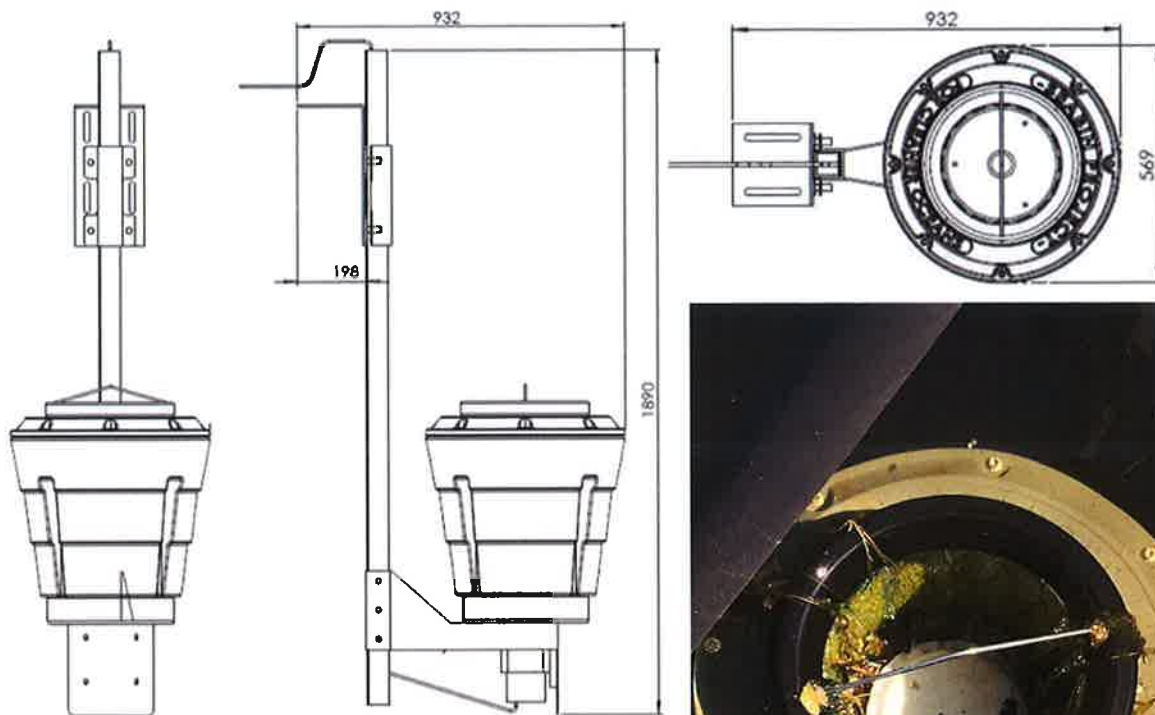


WPS

## FLOATING SEABIN







## TECHNICAL SPECIFICATIONS

- Power 110V / 220V (500 watts)
- Pump: 6,600 gallons / hour (25,000 L / hour)
- Sturdy HDPE construction
- Marine grade stainless bracket
- Capture micro plastics up to 2mm
- Catch bag's capacity: 44 lbs (20 kg)
- Weight with bracket: 126 lbs (57 kgs)
- Electrical cable: 20 ft (6 m)



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WPS

Product

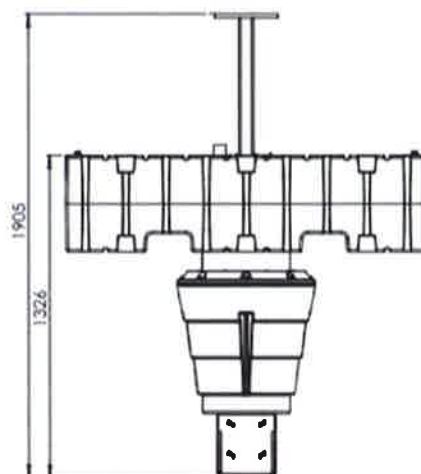
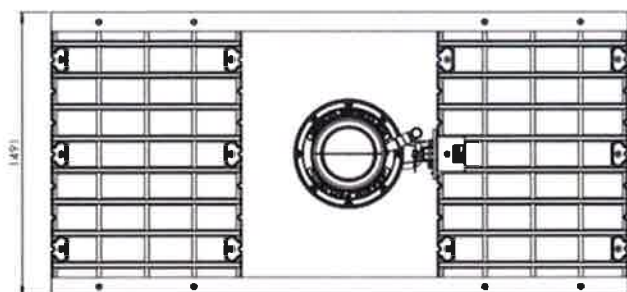
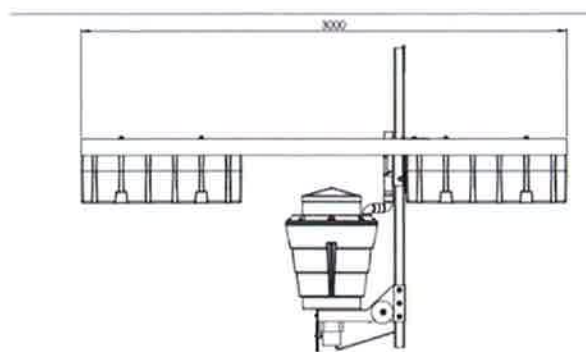
## MOBILE SEABIN



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www.wps-america.com



WPS



## TECHNICAL SPECIFICATIONS

- HDPE modular dock WAP 3.3' x 4.9' (1 x 1.5 m)
- 2 aluminum beams
- 2 cleats
- Corrosion isolation
- Easy for maintenance
- Easy to move
- Easy to moor
- Easy maintenance thanks to the WAP platform

2019 07

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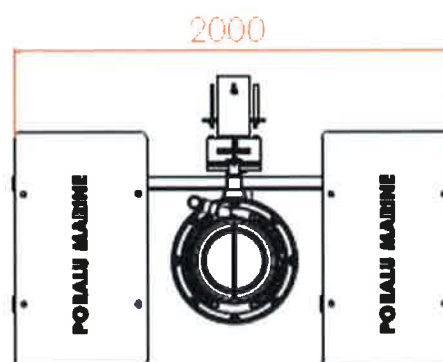
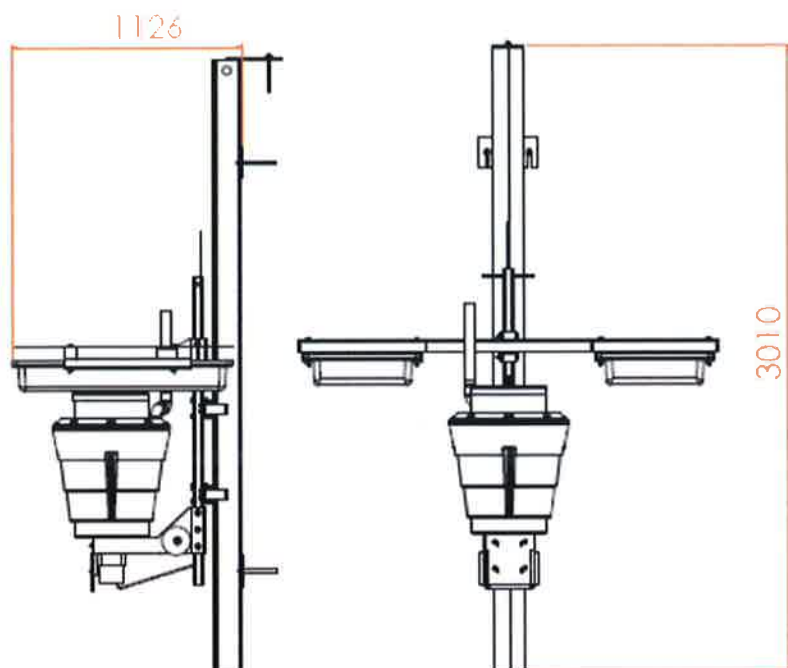


WPS



## FIXED SEABIN





## TECHNICAL SPECIFICATIONS

- Standard accessory strictly for fixed docks. For any other specifics, ask your distributor.
- Aluminum H beam 5.11" (140 mm)
- Chemical sealing
- Corrosion isolation
- Easy for maintenance
- Easy to move
- Easy to moor
- Lifting handle maintenance & dismantling

2019 07

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WPS

# **The Township of The Archipelago**

## **Information Report to Council**

**Report No.:** FIN-2021-01

**Date:** January 21, 2021

**Originator:** Wendy Hawes, Treasurer


**Subject:** 2021 Budget Update

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The 2021 budget process is progressing towards the presentation of a draft budget to Council in March. Department Managers will be meeting with their respective Chairs and Vice Chairs at the end of this month and the beginning of next and then discussions will be held with the Finance Committee.

The Budget timetable is attached for your information.

Respectfully Submitted,

  
\_\_\_\_\_  
Wendy Hawes, Treasurer

Attach.

## BUDGET TIMETABLE FOR THE YEAR 2021

October/November	Department heads start working on their budget estimates including any estimated revenues and grants. Service levels should be maintained with the goals and objectives that were previously established. Cost of Living increase is to be set by Council (currently 1% for 2020) Managers to maintain all working papers supporting your estimates.
------------------	---

November/December	Department heads to meet with CAO and Treasurer to review existing/proposed budgets. 2020 - 2022 Project List for Council
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last week of January first week of February	Department heads meet with their Committees. The Committees must keep in mind any policies that have been approved by council.
--	---

February	Finance Committee will meet to go over the draft budget document and draft tax rates that have been prepared by the Treasurer.
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March	Draft Budget to Council
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April	Budget by-law will be put before Council once non-controllable levies are received to approve the expenditures and tax rates for the current year.
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# **Township of The Archipelago**

## **Information Report to Council**

Report No.: CAO-2021-02  
Originator: John B. Fior, CAO  
Subject: 2021 Priorities Lists

Date: January 21, 2021

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### **BACKGROUND**

Attached to this report are the 2021 Priorities List prepared by the Senior Leadership Team for each of our municipal departments. The lists include each department's work program for this year as well as a list of additional projects which may be undertaken over the next few years.

The Priority List includes items and projects which are ongoing and/or have to be undertaken during the current year and are therefore listed as a priority (1). This is a list of work that is above and beyond, and does not include, any regular day to day activities. The Additional Projects section are items that are planned for the future.

The Manager of each department has assigned a proposed priority to the Additional Projects.

I would ask that Council review the Additional Project list and provide any feedback that you may have on the list and the assigned priority at our February meeting.

I have also asked that our leadership team ensure that they are setting realistic goals due the ongoing impact of the continuing COVID-19 pandemic on our operations. Each Manager will review the list on a monthly basis to ensure that they are progressing toward their targets. The pandemic could lead to further changes in our priorities for this year. We will revisit the plans in June to ensure that we are on target to meet our 2021 goals and/or to make any necessary changes.

In reviewing these lists Council should consider the following:

- Are there any additional projects that Council would like to have considered (added to the list)?
- Are there any projects on the list that Council would like to have advanced and/or completed prior to the end of this Council's term that would require a change(s) in priority?

## **CONCLUSION**

The Additional Projects list and assigned priority will be discussed at our meeting in February to finalize our 2021 work program.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "John B. Fior", is written over a horizontal line.

John B. Fior  
Chief Administrative Officer

Attach.

ADMINISTRATION	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST	<b>COVID-19 Team: Direct Administrative, Policy, Office Space Changes</b>	Maintain safety of staff and continuity of operations	1 (R&S)	Ongoing	Ongoing
	<b>Finalize &amp; Implement 2020 Pay Equity/Compensation Review</b>	Complete additional assessment due to staff requests	1	January	Near Completion
	<b>Hire CFO/Treasurer (new position)</b>	Advertise, interview, hire and onboard	1 (N)	April	Position Advertised
	<b>Implement Organizational Adjustments due to Retirement</b>	Implement necessary changes to ensure business continuity	1 (N)	February	In Progress
	<b>Finalize Council's Strategic Plan &amp; Implement</b>	Prepare plan to implement Council's Strategic Directions	1 (N)	June	In Progress
	<b>Acquire Additional Office Space</b>	Finalize negotiations and lease agreement	1 (N)	January	Feb Start
	<b>Develop a New Performance Management Program</b>	Replace existing staff evaluation program	1 (N)	April	Feb Start
	<b>Review Current Pay for Performance Plan</b>	Review-modify; status/quo/eliminate?	1 (N)	April	Feb Start
	<b>Conduct an Organizational Review</b>	Assess current situation & future needs	1 (N)	December	April Start
	<b>Finalize Nursing Station Lease Agreement with WPSHC</b>	Complete negotiations and enter into agreement with WPSHC	1	June	In Progress
	<b>Development of Policies &amp; Employment Agreement for Seasonal Staff</b>	New short-term/seasonal agreement required	1 (N&R)	April	In Progress
	<b>Develop a New Progressive Discipline Policy and Provide Training</b>	Policy upgrade required; Manager/Supervisor training required	1 (U)	June	In Progress
	<b>CP Rail Invoice</b>	Negotiate final invoice re: North Shore Rd.	1	June	In Progress
	<b>Onboarding new staff - Operations Administrative Assistant; CFO/Treasurer; other?</b>	Ensure appropriate onboarding (welcome; introduction to our Township; training)	1 (N)		

ADMINISTRATION	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
ADDITIONAL PROJECTS	Review Sick Time / Personal Days Policy	Gap can exist prior to short-term disability	2 (N)	2021/22	
	Review Benefit Plan with all staff (subject to Plan provider availability)	Educate staff on existing program - health benefits; short and long-term disability	2 (N)	2021/22	
	Respect in the Workplace Training for Staff and Council (when possible)	Training to be provided on a regular basis	3 (R)	2022/23	
	Human Resources Policy Review	Review all policies; modify as needed		2022	
	Develop Welcome Package for New Residents	Provide an educational information package for new residents (municipal information; wells; septic, etc.)	3 (N)	2022	
	Indigenous Cultural Training	Access training for Council & staff	3 (N)	2022/23	
ECONOMIC DEVELOPMENT	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST	WPS Connectivity Initiative	Improve connectivity in the TOA & area	1		Ongoing
	WPS Economic Development Collaborative	Various initiatives	1		Ongoing
	WPS Wellness & Pool Centre Project	Awaiting funding approval	1		Ongoing
ADDITIONAL PROJECTS	Business Retention and Expansion Program	Access funding for study to assist existing Businesses	2 (N)	2022	
R = Regulatory, S = Safety, E = Environmental, C = Cost Saving, U = Upgrade, M = Repair/Maintenance, N = New Initiative					

CLERK	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST	COVID-19 Team: Emergency Information Officer (EIO)	Effectively communicate covid-19 related information to our ratepayers, staff and Member of Council	1 (R)	Ongoing	In Progress
	Cemetery By-law	Update current by-law	1 (N)	Sept	Not Started
	OFMEM Audit	Continuing to work towards compliance, as per OFMEM Report.	1 (R)	Dec	In Progress
		1. Update/Negotiate Fire Related Service Agreements with the Town of Parry Sound	1 (R)	April	Sent draft fire inspection service agreement to Town of PS in March 2020. Followed up recently, still awaiting reply
		2. Secure agreements for approval of fire safety plans and fire investigations with another municipality	1 (R)	Dec	Initial discussions with Town of PS in March 2020
		3. Update Fire Prevention Policy	1 (R)	Dec	In Progress
	Purchase of Georgian Cliffs Memorial Cemetery lands	Working with MNRF staff towards a purchase of crown land, which we currently hold an LUP	1	Dec	Working with MNRF Staff
	Council 101 Sessions	Presentations to Council as required	1	Ongoing / As required	
	Accessibility Ontarians Disability Act (AODA)	Review Municipal Accessibility Plan to ensure compliance	1 (R)	April	
	Election 2022	Begin preparation for 2022 election. Review policies, notices, forms, procedures etc.	1 (R)	Fall 2021- Dec 2023	Not Started
	Community Safety and Well Being Plan	Work together with WPS municipalities to create a joint Community Safety and Well Being Plan.	1 (R)	July 1st	Met with area Fire Chiefs on January 8th. Next meeting will include Jeremy McDonald to assist
ADDITIONAL PROJECTS	Purchase and Implement a Records Management Software System	Research Records Management Software	(U)		
	Update Records Retention By-law	Update current by-law	(N)		
	Communications Audit & Strategy		(N)		
	Election 2022	Conduct and manage successful election	1 (R)	Fall 2021- Dec 2023	Scheduled to start in Fall 2021
	Council Connectivity and Paperless Agendas Initiative	Purchase laptops, phones and necessary software. Draft electronic device personal use policy	(N)		
R = Regulatory, S = Safety, E = Environmental, C = Cost Saving, U = Upgrade, M = Repair/Maintenance, N = New Initiative					

FINANCE	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST	COVID-19 Team: Implement Required Budgetary Changes, Cost Tracking etc.		1 - R		Ongoing
	Update Fees & Charges By-law		1 (N)	2021	Ongoing
	Onboard Treasurer		1 (N)	2021	April
	Create/Update Donation Policies: • General (update) • Henvey Inlet (new) • Recreational Facilities (new)		1 (U)	2021	Ongoing
	Development of an Annual Work List Calendar		1 (N)	2021	Ongoing
	Asset Management Plan update • Develop Financial Policies: Reserves, Debt Management • Develop a Long-Term Financial Plan • Merge Budget to Asset Management Plan to Reserves		1 (R)	2021 -2022	Ongoing
	AMP it Up Levels of Service	O. Reg. 588/17 requirements	1 (R)	by July 1, 2021	
ADDITIONAL PROJECTS	Asset Management Plan: Phase 2	O. Reg. 588/17 requirements	3 (R)	by July 1, 2023	
	Asset Management Plan: Phase 3	O. Reg. 588/17 requirements	4 (R)	by July 1, 2024	
	Create Database for Sources of Funding for Projects/Purchases		5 (N)	2023	
	Review Health Benefits Plan - Presentation to Staff		2 (N)	2021/22	
	Review Insurance Policy - Presentation to Council		2 (N)	2022	
	Develop a User Fee Policy		2 (N)	2022	
R = Regulatory, S = Safety, E = Environmental, C = Cost Saving, U = Upgrade, M = Repair/Maintenance, N = New Initiative					

CORPORATE SERVICES	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST	COVID-19 Team: Community Emergency Management Coordinator (CEMC)	Ongoing meetings and coordination with 7 area CEMCs and OPP. Includes community involvement, activities and response - external focus. Internally, debrief and communication with SMT and staff.	1 (R&S)	ongoing	regular activities daily to weekly briefings. Regular work tasks.
	Connectivity (The Archipelago & Area)	interests and activities associated with improving connectivity for all areas within the township.	1	ongoing	almost full time
	• Program, Policy, Research	independent or consultant activities on various needs per connectivity interests	1	June	being developed
	• Tower Builds	completion of tasks relating to new infrastructure and services in PauB	1	April	underway
	• Infrastructure Management	identify and implement proper regards for tower assets.	1	May	being developed
	Council Chambers Modernization	equip chambers with new equipment - TVs, stands	5	2021/2022	to be initiated
	WPSGN: • Operating Structure & Agreements • Hire Intern (GBBR)	Regular Operational Activities and new initiatives: • review of member agreements & engagement • act on NOHFC approval to hire intern	1	Q3 2021	hire paused due to COVID



CORPORATE SERVICES	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST (cont'd)	<b>By-law Program:</b> • <b>By-law Updates - Noise</b> • <b>Enforcement Contract Renewal &amp; Needs Assessment</b>	review and re-establish Noise bylaw. Enforcement Contract expires April (review and renewal needed).	3 & 1	Q2 2021	to be initiated
	<b>Emergency Management:</b> • <b>Agreements with Municipalities</b> • <b>Training</b>	Emergency management program and activities prescribed by EMO and active throughout year.	1(R&S)	ongoing	underway
	<b>Phone System Upgrade</b>	Completion of new hardware installation, software upgrade and user training	1(M&BC)	February	underway
	<b>Website Redesign/Update (4th year of contract)</b>	4th year of contract includes a review and refresh.	1(M&BC)	March	underway
	<b>IT resource needs</b>	identify extent of resources needs and implementation possibilities	1(M&BC)	By end 2021	to be initiated
	<b>Office computer replacement</b>	replacement of PCs for staff	1(M&BC)	By end 2021	underway
<b>ADDITIONAL PROJECTS</b>	Complete acquisition of lands on Hwy-69 PauB	former EMS property site to be transferred to ToA via Nursing Station agreement	5	2021/2022	To be initiated
	Municipal Lands List/Inventory	inventory for various projects - no-pinned properties such as road allowances and abandoned road beds	3	2021/2022	To be initiated
	WPSGN - Long term strategic plan	visioning exercise and strategy session	4	2022/2023	Scope and resources to be developed
	Ratepayer welcome package	Information to every new property owner.	5	2021/2022	Scope and resources to be developed
R = Regulatory, S = Safety, E = Environmental, C = Cost Saving, U = Upgrade, M = Repair/Maintenance, N = New Initiative, BC = Business Continuity					

DEVELOPMENT & ENVIRONMENTAL SERVICES	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST	COVID-19	Monitor and address ongoing pandemic.	1 (S)	Ongoing	Ongoing
	Comprehensive Zoning By-law Review & Update.	In accordance with requirements of Planning Act, review update to ensure continued conformity with Official Plan and changes to Provincial Policy. In addition, review and update to ensure it continues to reflect and meet needs of Community, Council and Township.	1 (R, E)	Spring 2022	Public Engagement Completed, Onboarding new consultant and preparing draft by-law for Council.
	Site Alteration By-law Development	Council directed staff to develop a Site Alteration under Section 142 of the Municipal Act.	1(N, E)	End of 2021	Information presentation and draft By-law prepared for preliminary input and review of Committee.
	Georgian Bay Biosphere Partnership	Current agreement expires on December 31, 2021. Need to review and renew partnership agreement and obtain Council support.	1(E)	End of 2021	Not started.
	Septic System Education and Monitoring	Improve and expand education and monitoring of septic systems in our community.	1(E)	Ongoing	Continue and expand with Septic Education and monitoring. Obtain legal input and present additional options to Council.
	Unencapsulated Foam Use in Docks (delegation etc.)	Prohibit the use of unencapsulated dock foam.	1(E)	Ongoing	Continue to educate and support the prohibition of unencapsulated dock foam and MPP Millers private members Bill.
	Integrated Community Energy & Climate Action Plan (ICECAP)	Develop a regional climate action plan, to fulfill Township committee as part of the Partners for Climate Change program with Federation of Canadian Municipalities (FCM)	1(E)	End of 2021	Milestone 1 completed (corporate and community emissions inventory). Complete Milestone 2 (set emission reduction targets) and Milestone 3 (develop local action plan).

DEVELOPMENT & ENVIRONMENTAL SERVICES	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST (cont'd)	<b>Phragmites Education &amp; Advocacy</b>	Work towards the eradication of Invasive Phragmites from our community.	1(E)	Ongoing	Continue to liaise and support other agencies with public education & outreach. In addition, continue to advocate to local and provincial governments to mitigate and eradicate phragmites from our community.
	<b>Community Safety and Well Being Plan</b>	Develop and Implement a community safety Plan with relevant agencies.	1 (R, S)	July, 2021	Preliminary training and discussions with regional municipalities.
	<b>Shawanaga Island IPCA</b>	Continue to support and participate Shawanaga First Nation in the development of a Indigenous Protected Conservation Area on Shawanaga Island.	2 (E, R)	Ongoing	Attending regular meetings and provide administrative support.
	<b>Seabins (Collects floating debris in water)</b>	Purchase and install Seabins at appropriate municipal location(s), train staff & implement monitoring program with GBF.	2(E)	Summer 2021	Working to obtaining Council support to purchase Seabins.
ADDITIONAL PROJECTS	Land Supply Analysis	Fulfill requirements of province to ensure Archipelago maintains sufficient land for growth.	2 (R)	2022-2023	Preliminary Review and review opportunities to complete as a regional initiative completed.
	Woods Bay Neighbourhood Study	Fulfill requirements of province and complete additional studies within Woods Bay Neighbourhood.	2 (R)	2023-2024	Not started
	Create Homeowner Welcome Package	Work to create information package for new homeowners.	4 (N)	2022	Not started
	Site Plan Control Update By-law	Review and Update Site Plan Control By-law to ensure it is relevant and appropriate for community.	4 (N)	2022	Not started
	Update Planning Fee By-law	Ensure planning fees continue	5 (C)	2022	Not started
	Planning Board Structure in WPS	Review the framework of Planning Board within the West Parry Sound Region	5 (N, C)	2022	Not started
	Develop Policy for Working Remotely	Update Policy for working remotely	4 (S)	2022	Not started
R = Regulatory, S = Safety, E = Environmental, C = Cost Saving, U = Upgrade, M = Repair/Maintenance, N = New Initiative					

9.

OPERATIONAL SERVICES	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST	COVID-19	Implement Changes to Operations; Facilitate Structural Changes; Policy Development	1 (R&S)	Ongoing	Policy implemented
	Skerryvore road resurfacing	Resurfacing of 11.7km from Shebeshekong Rd to Shawanaga Landing	1 (M)	Q2 2021	Tender prepared and issued
	LED light replacement program	Convert lights to LED's at James Street and the main hall of the Community Centre	1 (U,E,C,N)	Q1/Q2 2021	Pending budget approval
	Flood mitigation on South Shore Road	Raising existing and installing new sea wall	2 (E,N,U)	Q2 2021	Pending govt. funding. \$100k requested (max available)
	Installation of HRV at the Community Centre	System will efficiently ventilate the building	2 (E,S,U,N)	Q2 2021	Pending govt. funding. \$85k requested
	Speed enforcement program across The Archipelago	Increased traffic in 2020 caused increased concern for road safety due to speeding	3 (S)	Q2/Q3 2021	Pending budget approval
	Main Street Funding at Pointe au Baril	Installation of new banners, signage, picnic tables and community info board.	2 (N)	May-21	Hardware purchased, to be installed in the coming summer season.
	PAB Lighthouse electrical upgrade	Electrical system needs to be upgraded per ESA	1 (R,S,U)	Jul-21	Quote obtained for electrical
	Nursing Station / EMS Base Improvements	Deficiency items to be reviewed with tenant(s) and any remedial actions to be agreed upon	3 (M)	By end 2021	Some items being addressed
	Nursing Station / EMS Signage	Signage to be visible from both land and water	3 (N)	Q3 2021	EMS Stakeholders contacted and awaiting feedback after follow-up contact

OPERATIONAL SERVICES	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST (cont'd)	<b>Phragmites Control</b>	Spraying of identified areas	2 (E)	Q2-3 2021	Weed management company contacted. They will apply once locations are given.
	<b>Development of a facilities plan for Pointe au Baril, including cenotaph relocation</b>	The area surrounding the Community Centre and the rink has the potential to be developed, including putting a roof over the rink and relocating the cenotaph	4 (N)	2021/2022	Ideas previously discussed, need to revisit with all stakeholders and finalise project scope
	<b>Installation of weigh scale at Site 9 Landfill</b>	Selection of, and installation of a fixed weigh scale for more accurate recording and accounting purposes	2 (N)	Q2 2021	Pending budget approval. Preliminary quotes obtained from vendors
	<b>Review Holiday Cove Marina fees, payment structure, penalty enforcement and update website for 2021 season</b>	Ensure that Holiday Cove is not undercutting local marinas	1 (R,U)	Q1 2021	To be initiated
	<b>Review PAB Wharf transient and commercial dockage fees, payment structure and penalty enforcement for 2021 season. Modify by-law to include all launches/docks</b>	Bring fees and rates in line with current markets, add clarity to by-law	1 (R,U)	Q1 2021	To be initiated
	<b>Update Waste by-law, review existing policies and refresh website</b>	Improve clarity, simplify and update cost structure and penalties, advertise	2 (E,R)	Q2 2021	To be initiated
	<b>Dock replacements at Kapikog, Fox Back and Pine Bay</b>	Existing docks reached or reaching end-of-life, some have blue foam	3 (S,U)	Q2 2021	Pending budget approval
	<b>Flare Disposal</b>	Implement and promote a means of safely disposing of expired flares	2 (E,S,N)	Q2 2021	Some work carried out 2020, Covid-19 caused some confusion

OPERATIONAL SERVICES	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST (cont'd)	Turnaround on Aga-Ming Road	Turnaround will allow works vehicles to maintain the seasonal road without having to reverse back onto Joe Koran Rd.	2 (N)	Q1 2021	To be initiated
	Holiday Cove Upgrades	Review washroom facility, resurface access road and create additional parking	2 (E,N,U,M)	Q2 2021	Pending budget approval
ADDITIONAL PROJECTS	Develop a Municipal Facilities Maintenance Program	Create a PM program for municipal fixed assets. While doing this assess existing condition	2 (N,S)	2021/2022	Resources to be identified
	Site 9 Landfill - Long term strategic plan	In light of Covid, assess more recent usage, life expectancy and future needs	1 (R,E,M,U)	2021	Scope and resources to be developed
	Develop a Solid Waste Management plan	Review of current policies and align with industry standard, considering the pending blue box transition	2 (R,E,N)	2021/2022	To be initiated
	Boat speed and wake survey for Arch North	Assess extent of issue with stakeholders and formulate agreed upon approach	3 (S,E,N)	2021/2022	Initial survey prepared and local stakeholders being informed
	Develop a fleet management plan	Part of asset management, develop a replacement plan for water and land based rolling stock	4 (M,U)	2022	Existing fleet in relatively good shape
	Bayfield Boathouses	Review land tenure/building maintenance compliance of units along 529A	5 (N)	2021/2022	Work in conjunction with other departments and local associations
	Develop a Municipal Facilities List	Create a folder with details of all municipal fixed assets, including photos, locational surveys, addresses, legal description, building description and details	3 (N)	2021/2022	Scope and resources to be finalized

OPERATIONAL SERVICES	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
ADDITIONAL PROJECTS (cont'd)	PAB Lighthouse and Range Tower purchase	Finalise contracts to take over assets from DFO	3 (N)	By end 2021	
	PAB Lighthouse water system upgrade	A new safe drinking water system needs to be installed if lighthouse will be fully occupied again	4 (S,N)	2021-2023	Water system to be installed prior to the lighthouse being fully occupied again (bottled water can be used in meantime)
	Review municipal buildings for energy and environmental efficiencies	Assess latest technologies and how they may fit with municipal buildings to reduce GHGs and boost renewable energy usage	3 (E,C)	2021-2022	
	Explore Options for addressing the wayward docks issue	Formulate policies on management of wayward docks (i.e. removal from waterways/islands and disposal)	4 (E,N)	Q4 2021	Data needed on extent of the issue. GBF taking lead in collecting the data
R = Regulatory, S = Safety, E = Environmental, C = Cost Saving, U = Upgrade, M = Repair/Maintenance, N = New Initiative					



# **Township of The Archipelago**

## **Recommendation Report to Council**

Report No.: CAO-2021-01  
Originator: John B. Fior, CAO  
Subject: Strategic Plan

Date: January 21, 2021

---

### **RECOMMENDATION**

That staff be directed to review and finalize the draft Strategic Plan Background document and prepare an outline for the Strategic Plan for presentation to Council in February.

---

### **INTRODUCTION/BACKGROUND**

The Township of The Archipelago has developed one Strategic Plan (June 1996). This Plan is not a typical strategic plan as it was developed in response to discussions related to several restructuring initiatives of the time.

In 2018, Council initiated discussions regarding the development of a Vision, Mission Statement and Strategic Principles. These Strategic Principles along with a draft background report (attached) were completed and introduced to our Associations at the Deerhorn Conference held in October of 2019.

The **Vision** is:

*'The Township of The Archipelago will ensure the continued guardianship of the health and wellbeing of the Georgian Bay shoreline and its watershed areas.'*

The **Mission** statement is:

*'The mission of the Township of The Archipelago is to preserve the unique and high quality of the natural environment which leads to a recreational experience that is both relaxing and aesthetically appealing to property owners and visitors who use the area, and is designed to make both property owners and visitors realize that they share equally in the responsibility of attaining this mission.'*

The following 6 **Strategic Principles** were developed:

- Protect & Preserve
- Good Neighbours
- Communication
- Invasive Species
- Responsible Waste Disposal
- Cost Effective Service
- Shared Values

Council also conducted a Strengths, Weaknesses, Opportunities and Threats Analysis (SWOT Analysis) which is included in the Background Report.

The Vision, Mission and Strategic Principles were presented at the Deerhorn Conference. One additional principle was raised at the conference and added to the list – Communications.

At their meeting of January 17, 2020 Council passed a resolution which approved the revised Strategic Principles list including Communications as its own principle.

---

## **NEXT STEPS/OPTIONS**

### **1. Preparation of the Strategic Plan**

- Review and complete the Background document for Council's approval – Senior Leadership Team (March)
- Prepare an outline for the Strategic Plan for Council's review and discussion – Senior Leadership Team (March/April)
- Prepare draft Plan based on our strategic directions (April-June)

### **2. Preparation of an Implementation Plan**

Once the Strategic Plan is finalized, staff will prepare an implementation plan for Council's consideration which shall include the following:

- Strategic Plan term
- Frequency of review and updates
- Strategic Plan reporting
- Future Strategic Plan process:
  - role of consultants to facilitate reviews
  - role/involvement of the public
  - role of council and staff

---

### **FINANCIAL IMPLICATIONS**

None at this time. There may be costs, associated with the use of a consultant/facilitator, for future reviews.

---

### **SUMMARY/CONCLUSION**

It is recommended that Council direct staff to review and finalize the draft Strategic Plan Background document and prepare an outline for the Strategic Plan for presentation to Council in February.

Respectfully Submitted,



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John B. Fior  
Chief Administrative Officer

Attach.



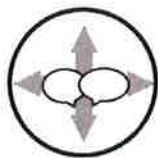
The Corporation of  
**The Township of The Archipelago**

9 James Street, Parry Sound, Ontario P2A 1T4  
Phone: 705-746-4243 • Fax: 705-746-7301

**Deerhorn Conference Follow-up – Strategic Update**

**Feb 2020**

Thank you everyone for coming to the Deerhorn Conference. We appreciated your comments and suggestions, and we listened. We have updated our Strategic Principles based on your input and added 'Communications' as a principle. We heard loudly and clearly that it is important for the Township of the Archipelago (TOA) to maintain our independence in order to advance our mission and vision and shared vision with our neighbors. You stated that you rely on your elected officials to speak up and proactively advocate on your behalf.



The Communications principle encompasses up, down and horizontal communications with key stakeholders including the federal and provincial governments, neighboring municipalities, First Nations, GBBR, GBF, GBLT, GBA, Great Lakes Mayors, cottage associations, businesses, ratepayers, families and visitors. We have engaged a communications consultant to assist us with the completion of a communications audit and strategy. We are working on a plan to enable the development of affordable internet communications within the TOA.

In addition to adding Communications as a principle, we have been actively working on the other principles as discussed below.

**VISION**

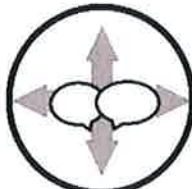
The Township of The Archipelago will ensure the continued guardianship of the health and wellbeing of the Georgian Bay shoreline and its watershed areas.



Protect & Preserve



Good Neighbours



Communication



Invasive Species

**MISSION**

The mission of Township of The Archipelago is to preserve the unique and high quality of the natural environment which leads to a recreational experience that is both relaxing and aesthetically appealing to property owners and visitors who use the area, and is designed to make both property owners and visitors realize that they share equally in the responsibility of attaining this mission.



Responsible Waste Disposal



Cost Effective Service



Shared Values

**Protect and Preserve** – We are working with area partners to set and achieve targets for greenhouse gas reduction as part of an area wide community energy and climate action plan. We continue to work with various organizations in an effort to reduce litter and the introduction of micro plastics (including dock foam) into Georgian Bay.

**Good Neighbors** – We attended a delegation with the province to inform them how we are collaborating with other municipalities in the West Parry Sound District. We are actively supporting the social services in the West Parry Sound District including the hospital, library and others. The Municipal Information Systems Association has stated that the TOA's collaboration with neighboring municipalities to achieve common objectives is unprecedented.

**Invasive Species** – We took the Parliamentary Assistant to the Minister of Transportation and our MPP, Norm Miller on a tour with GBF to see a remediated phragmites stand in the TOA. In collaboration with the Great Lakes Mayors we passed a resolution to the US Army Corp of Engineers to look at mitigation measures regarding the Asian Carp issue.

**Responsible Waste Disposal** – We are exploring new equipment that improves compaction and transportation of transfer station waste. We are updating our procedures to align with producer blue box responsibility. We are a leader in handling waste in a proper manner to enable high levels of recycling. We are collaborating with area municipal partners on waste initiatives.

**Cost Effective Service** – We are collaborating with other municipalities and organizations to continue to develop and maintain an award-winning Geographic Information System Network that is used for a variety of purposes including planning and emergency response. We are implementing a more customer friendly alternative method of tax payment. We are utilizing provincial grants to develop and implement a digital strategy and other modernization initiatives for the TOA.

**Shared Values** – We met with the province and communicated our desire for continued political independence and our adversity to amalgamation. This position was reinforced at the Deerhorn Conference where we received applause when this was stated.



Reeve Bert Liverance and Council  
Township of The Archipelago

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# **Township of The Archipelago**

## **2020 and Beyond**



## **Strategic Plan Review Background Document**



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## Terms of Reference | Strategic Plan Review

The purpose of this strategic plan is to review and update the 1996 Township of The Archipelago's A Strategy for Our Future and assess if the vision that established the Township and the 1996 strategic plan outline is still appropriate for the Township of The Archipelago (the Township) today and the future. This includes reviewing the Township's current operations and assets and a consultation with key stakeholders and other organizations that share our vision.

The catalyst for this Strategic Plan Review is to ensure that the Township continues to serve our community in a proactive and responsible manner that respects the Township's primary strategic imperative as outlined in our unique Official Plan, namely, the environment.

Lastly, this document will lay out a strategy for the Township to ensure the continued health and well-being of the eastern Georgian Bay shoreline and its watershed areas within the Georgian Bay Biosphere Reserve (GBBR), a UNESCO designated biosphere. It will provide background for the consultation process and drive community input.

### Vision

The Township will ensure the continued guardianship of the health and well-being of the Georgian Bay shoreline and its watershed areas.

### Mission

The mission of Township of The Archipelago is to preserve the unique and high quality of the natural environment which leads to a recreational experience that is both relaxing and aesthetically appealing to property owners and visitors who use the area, and is designed to make both property owners and visitors realize that they share equally in the responsibility of attaining this mission.



## Executive Summary

The strategy, stated in the Township of The Archipelago's A Strategy for Our Future and published in June 1996, still holds true in 2020 and in our view, well into the future. Considering past efforts of others to amalgamate with the Township, it is not surprising that the strategic plan was clear in its view of future state.

*"The strategy is not about takeovers, land grabs or building up municipal assessment bases. Rather it focuses on ensuring the continued health and well-being of the Georgian Bay shoreline and its watershed areas. The Archipelago strongly believes that this protection is only possible through the continuation of a strong, financially secure, independent municipality."*

The mandate of most municipalities in Ontario is to deliver services to its community. The Township of The Archipelago is unique in recognizing and asserting the environment as its key strategic imperative while efficiently providing services to its community, both North and South.

This is clearly outlined in our Official Plan (OP) and depicted in our strategic principles.



Add  
Communication

## Township of The Archipelago's Strategic Principles

### Protect and Preserve

*Protect and Preserve* includes two of the original strategic objectives from the 1996 Strategic Plan:

- Maintain the current fabric of the Township in terms of land uses and development, with the focus on the environment and responsible planning.
- Build upon and expand the Township's philosophy that is centred upon the continued preservation and protection of the Georgian Bay shoreline and watershed areas.



*Add Communication*

### Good Neighbours

Develop solutions in partnership with neighbouring municipalities that are mindful of the collective interests of these municipalities and the philosophy of The Archipelago.

### Invasive Species

Work together with the Georgian Bay Biosphere Reserve and Georgian Bay Forever to prevent and remove non-native species and protect the natural flora and fauna.

### Responsible Waste Removal

Provide taxpayers with responsible and sustainable waste removal, reduction of waste and increased diversion.

### Cost-Effective Service

Continue to remain economically viable and capable of providing services to meet the needs of the Township's taxpayers.

### Shared Values

Maintain the Township's political independence and the right to plan based on its shared philosophy and values.



These strategic principles influence and shape the decision making of the Township's Council and staff to fulfil our strategy and ensure the continued health and well-being of the Georgian Bay shoreline and its watershed areas while delivering cost-effective services to our community. There is no other place in the world like Georgian Bay or the Township and it is our responsibility to protect it.



## Background for Strategic Plan Review

### The Township of The Archipelago: An Overview

#### Fresh Water Archipelago

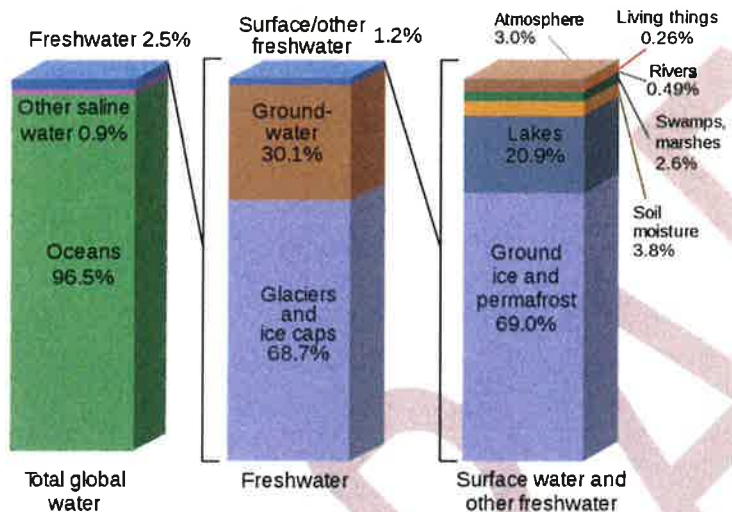
Freshwater accounts for only 2.5% of the world's water, and less than 0.01% of it is surface

water in lakes, swamps and rivers. The Great Lakes contains 21% of the world's fresh water by volume <sup>1</sup>. The Township is part of Eastern Georgian Bay, the world's largest freshwater archipelago in the world and is rich with coastal areas and dynamic wetlands that provide a variety of significant and critical habitat for fish, turtles, birds and other aquatic organisms.

The Township is also part of the Georgian Bay Biosphere Reserve (GBBR). The GBBR is a globally important region designated by the United Nations Education, Scientific and Cultural

Organization (UNESCO) in 2004. The GBBR is one of eighteen biosphere reserves in Canada and 868 biosphere reserves globally.

#### Where is Earth's Water?



#### Brief History

##### NATURAL HISTORY

The Archipelago Township is not only part of the largest freshwater archipelago, it is also part of the Canadian Shield. Known for it the exposed bedrock of pink granite and thin layer of soil, the area produces hardy and stubborn trees that cling to the rocks, such as the iconic windswept jack pine. The southern part of the Township is also where the Canadian Shield and the St. Lawrence Lowlands merge to create a unique ecosystem.

##### FIRST NATIONS

The Anishinaabe and Haudenosaunee were the original inhabitants of this region. They were a migratory people, as the thin soil of the region made an agricultural way of life impossible. Our



First Nations' neighbours hunted, fished and traded for survival. The waterways were their highways.

### EUROPEAN EXPLORERS

In 1632, Samuel de Champlain navigated along the eastern shore of Georgian Bay. His party came across a large group of Odawa picking blueberries, which are abundant in the open bedrock landscape of the French River Delta.<sup>2</sup> While Champlain was not the first European to come to the area, his arrival sparked division among the First Nations occupying the Upper Great Lakes.

### LUMBER INDUSTRY

In 1857, William M. Gibson was given cutting rights to a 50-square-mile tract, built a water mill along the Seguin River, and began harvesting pine. By this time there was an expansion of homesteading in the United States and logging was occurring in Michigan to build houses. As the American pine supply began to dwindle, there was interest in wood from this side of Lake Huron and Georgian Bay. By the 1860s, pine logging was in high gear after the Beatty family took over the Gibson's mill and built one that was bigger and better.<sup>3</sup>

### COMMERCIAL FISHING

Commercial fishermen in the 1800s and early 1900s lived a hard life. In order to remain competitive and earn their living, they adapted and innovated, creating more and more efficient tools of their trade. As the industry boomed in the late 1800s, remote seasonal fishing villages bloomed across the Bay, including those on the Bustard and Mink Islands.<sup>4</sup>

### MINING

From 1897 until 1899, the Parry Sound area experienced a copper mining boom. The remnants of the copper mining boom are still evident as evidenced by a copper pit in Spider Bay.

### RECREATIONAL GETAWAY

In the late 1800s, cottagers discovered the eastern shore of Georgian Bay. The transition from commercial operations to recreational use began. At first the area was accessible only by water during the relatively calm summer weather. Then, as trains began to run across the country in the late 1800s, more people began to discover the appeal of Northern Ontario.



The construction of the King's Highway in the late 1930s and the Highway 400 expansion in the 1970s opened the remote landscape to the entire country.

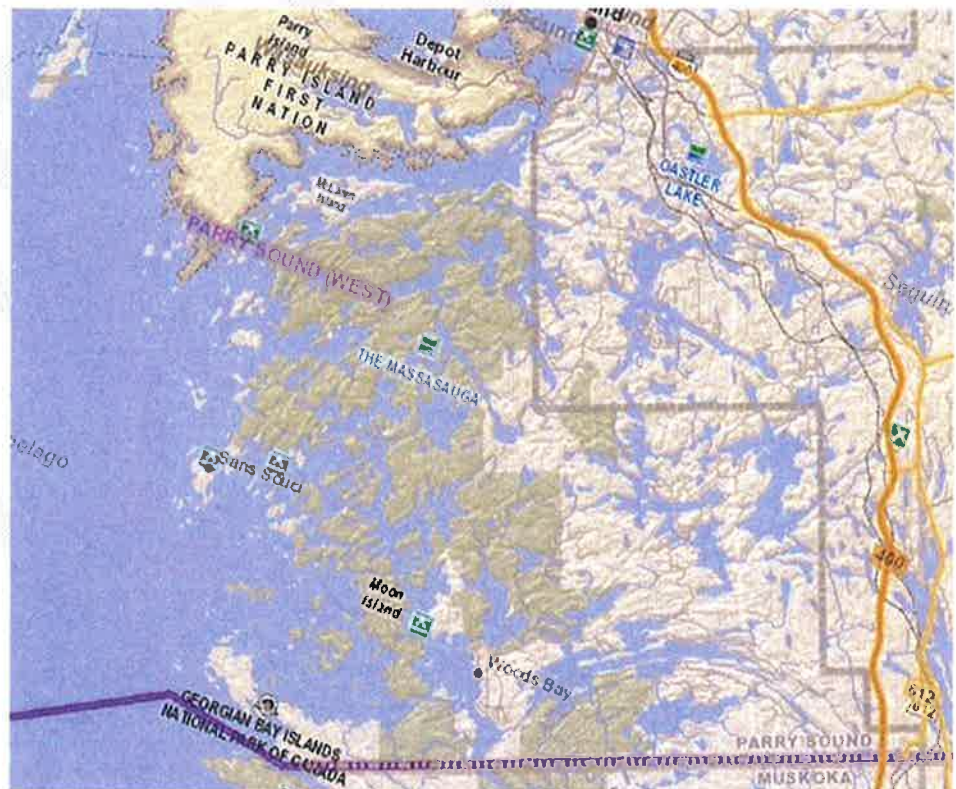
Today, recreational activities are the economic engine of The Archipelago, bringing in over a million visitors to the eastern shore of Georgian Bay every year.

### Current State

The Township of The Archipelago is an effective and efficient township which, unlike most townships who are focussed on service and growth/development, is focussed on service and the protection of the environment which is the basis for the Township's survival. The Township works closely with neighbouring jurisdictions to support growth within the adjacent communities.

The Township was created almost forty years ago by the Premier Bill Davis Government as an efficient and effective way to protect and manage the eastern shore of Georgian Bay. The Township has successfully implemented this mandate ever since. The Township of The Archipelago was created pursuant to *The District of Parry Sound Local Government Act* as a result of the Province's policy to extend, consolidate and strengthen local governments in the District of Parry Sound. The Township emerged from four previously unorganized townships on the east coast of Georgian Bay having a similar recreational land use character.

The Township of The Archipelago is a water-based, seasonally oriented Township consisting of several thousand islands in Georgian Bay and several inland freshwater lakes, primarily used for recreational purposes. Except for Pointe au Baril Station, Skerryvore and certain sections of the inland lakes and very limited



parts of mainland Georgian Bay, access to and movement within the Township is by water.



The impetus for creating the Township of The Archipelago originated from a strong desire by its inhabitants and the Province to preserve its high-quality recreational character and the natural environment.

The Township is a semi-wilderness region with a significant Crown land base; approximately 87% of the Township is comprised of Crown Land, Conservation Reserves and Provincial Parks.

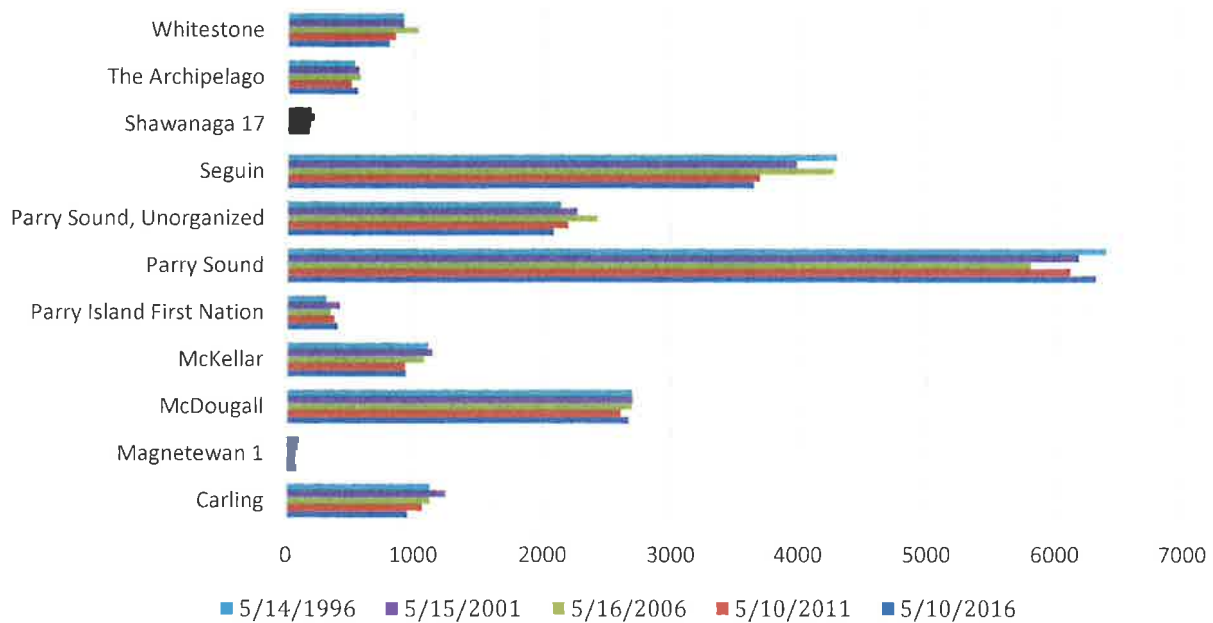
Since its inception, the Township has operated with a clear mandate, namely, the preservation of the Georgian Bay shoreline and related watershed areas. All of its initiatives, in particular, the areas of land use planning and the environment, operate within a comprehensive guideline of controlling growth and limiting development.

The Township of The Archipelago is part of the Georgian Bay Biosphere Reserve (GBBR). The GBBR is a globally important region designated by the United Nations Education, Scientific and Cultural Organization (UNESCO) in 2004. Eastern Georgian Bay is the world's largest freshwater archipelago, or group of islands, that is rich with coastal areas and dynamic wetlands that provide a variety of significant and critical habitat for fish, turtles, birds and other aquatic organisms.

### **Predominately Seasonal Residents and Visitors**

Another unique aspect of the Township of The Archipelago is its population. During the summer season, the Township's population swells from 531 permanent residents to over 13,000 visitors and seasonal residents from all over the world. The Massasauga Provincial Park, located inside the southern portion of The Archipelago, also brings around 40,000 visitors a year to the area.

The Archipelago is a destination for eco-tourists from all over the world who enjoy visiting the Provincial parks located within the Township's boundaries, including the Sturgeon Bay Provincial Park and the Massasauga Provincial Park, as well as extensive Provincial conservation areas. Eco-tourists enjoy canoeing, kayaking, sailing, boating and camping.

West Parry Sound District Population<sup>5</sup>





## TOWNSHIP: A Municipal Government

The Township of The Archipelago, like all municipal governments in the Province of Ontario, is a subdivision of the Province. While the Township has autonomy, the Province could overturn the by-laws.<sup>6</sup> The Township must obtain approval of its Official Plan from the Province of Ontario. The Province has provided the Township with specific guidance on its responsibilities and behaviour through the *Municipal Act 2001* and the *Municipal Conflict of Interest Act*.

### Municipal Act – 2001<sup>7</sup>

The *Municipal Act 2001* sets out rules for 443 of the 444 Ontario municipalities (the *City of Toronto Act* applies to the City of Toronto) and recognizes them as a responsible and accountable level of government. The Act also gives municipalities broad powers to pass by-laws and govern within their jurisdiction. The Act also outlines requirements for municipalities including practices and procedures, accountability and transparency, and finance.

### Municipal Conflict of Interest Act<sup>7</sup>

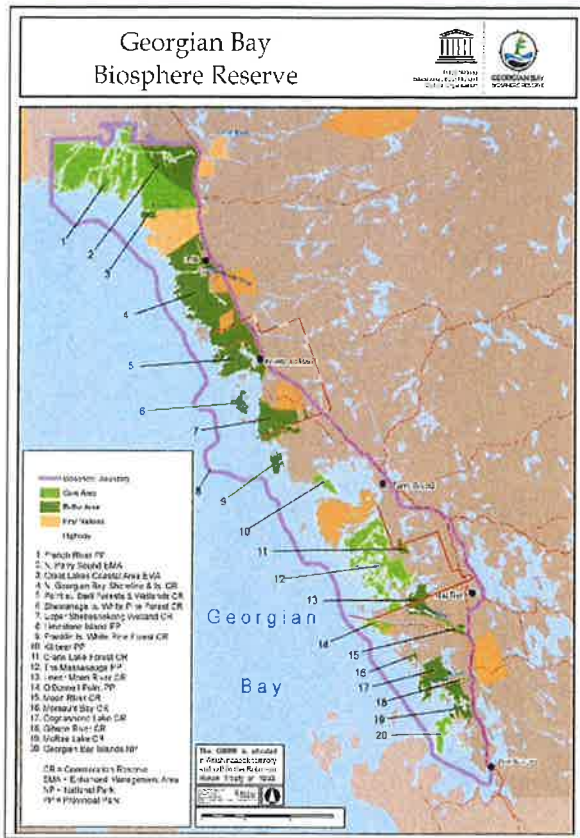
The *Municipal Conflict of Interest Act* sets out ethical rules for municipal councils and local board members if they have certain financial interests in a matter presented before their council or local board meeting.

## Official Plan | Commitment to Managing the Natural Environment

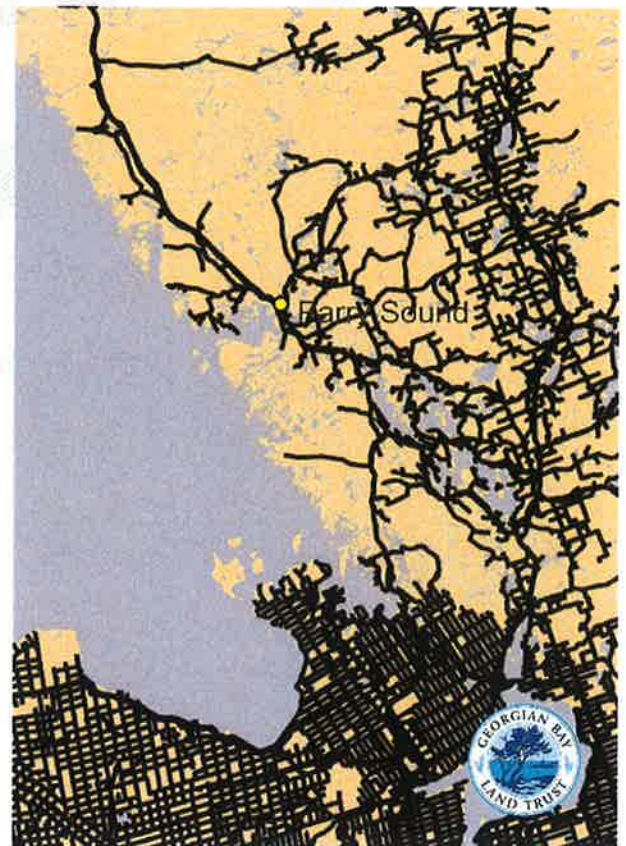
The essence of the Township of The Archipelago is derived from its natural environment. Most of the lands and islands that make up The Archipelago are generally undeveloped. The scenic beauty of the natural landscape generates a high level of appeal to all who visit the area.

The local economy of the Township results primarily from the recreational base of the area. The economic strategy for the future of The Archipelago depends on the preservation of this recreational base. The Township's Official Plan strongly supports the preservation of this natural environment:

*"The general goal of the Official Plan of The Archipelago is to preserve the unique and high quality of the natural environment which leads to a recreation experience which is both relaxing and aesthetically appealing to property owners and visitors who use the area, and is designed to make both property owners and visitors realize that they share equally in the responsibility of attaining this goal".*



The Township of The Archipelago is situated in the middle of the Georgian Bay Biosphere Reserve, as shown by the area surrounded in red on the map to the left.<sup>7</sup>



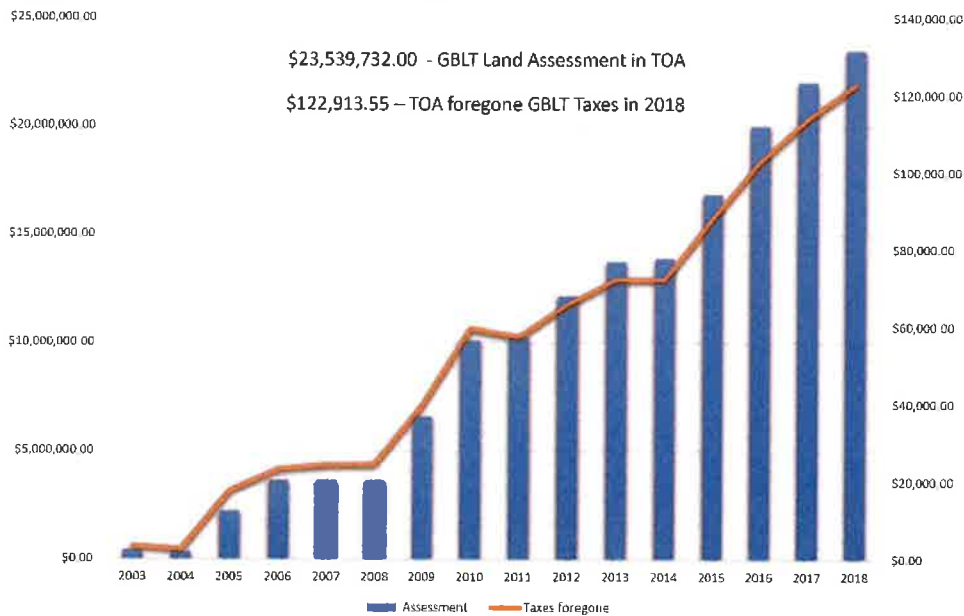
As a water-based community, The Township of The Archipelago has very few roads, as shown on the map to the right. Minimal roads help protect species such as reptiles and amphibians from death by vehicles and controls development pressures.

## Land Trusts and Conservation

It is noteworthy that 87% of the Township's lands are comprised of Crown land, Conservation Reserves and Provincial Parks. Individuals throughout the Township have placed over \$23.5 million of assessed lands into conservation status to further protect the natural environment and balance development pressures.<sup>8</sup>

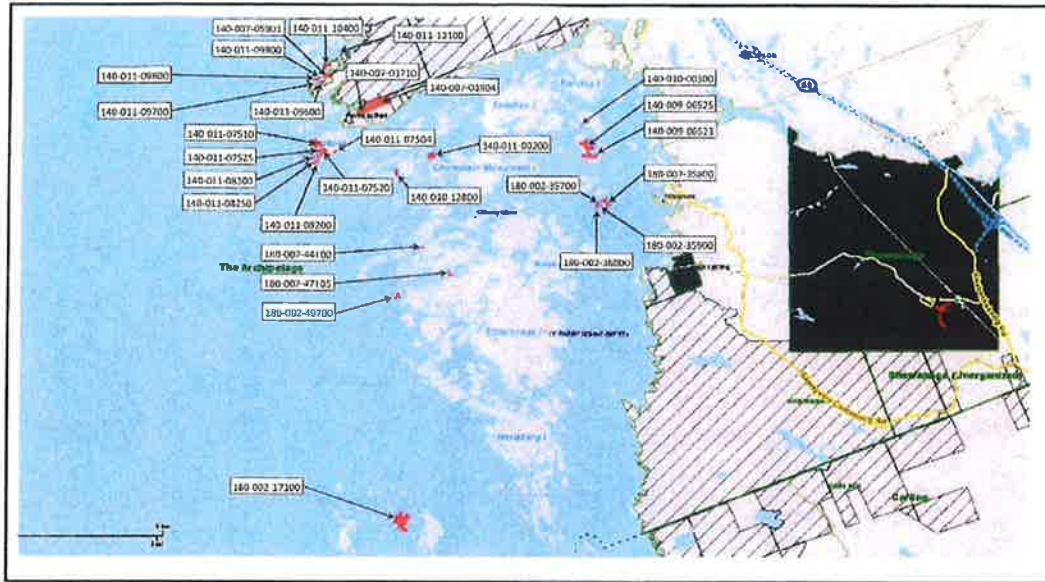





### Georgian Bay Land Trust & TOA





**KEY MAP - HARRISON & SHAWANAGA PROPERTIES**



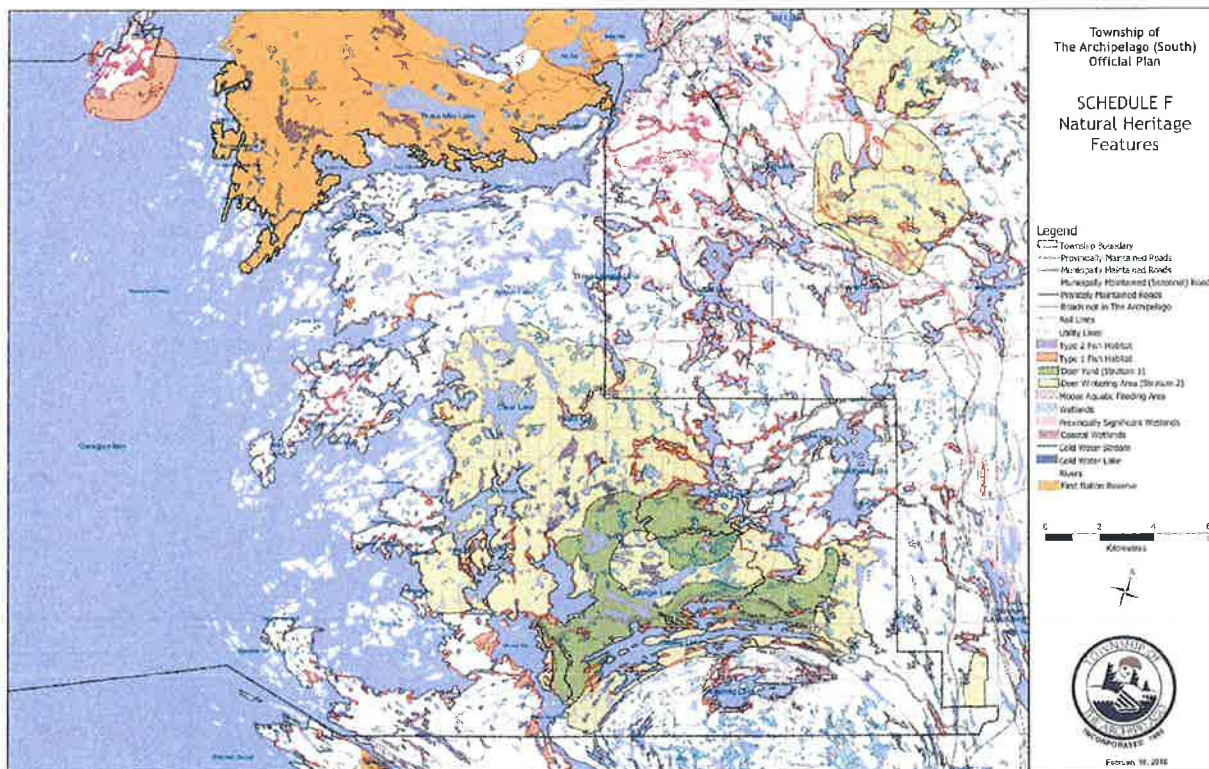
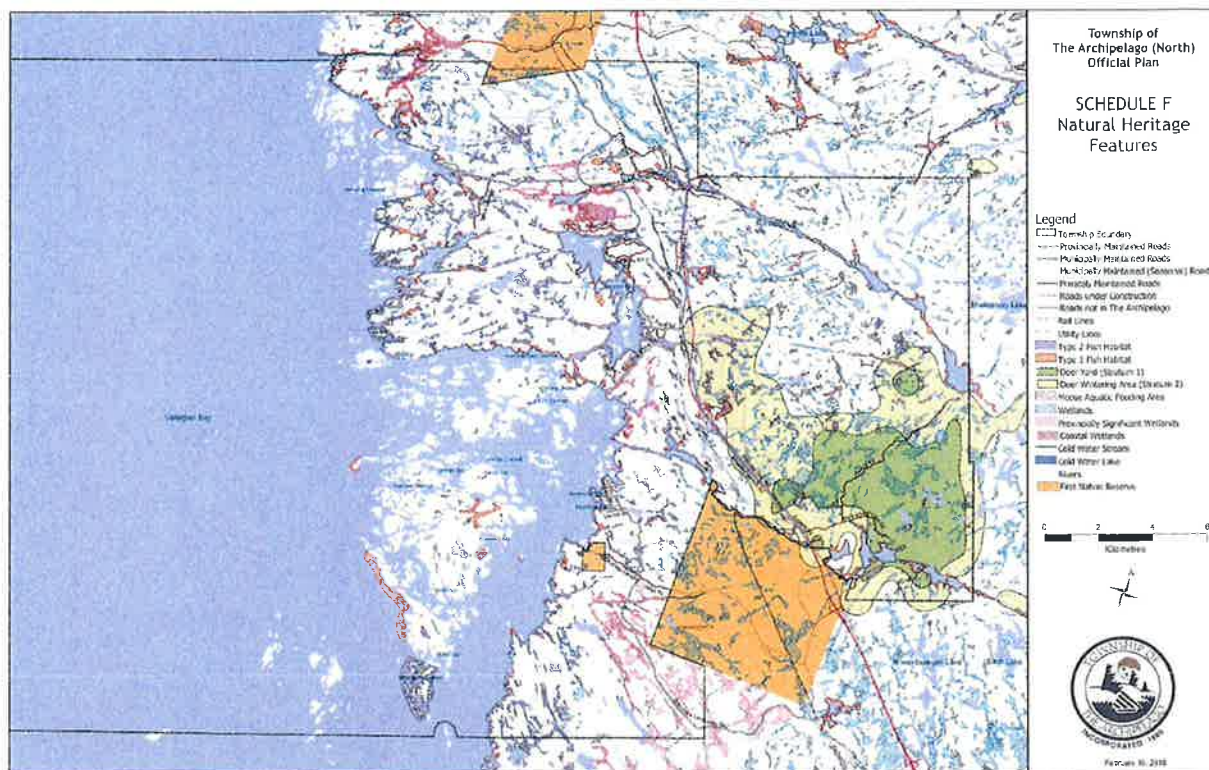




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 Created by jeroelobbenk 2006 April 10



TOWNSHIP OF THE ARCHIPELAGO | RICH IN NATURAL HERITAGE FEATURES



## Limited Services Required

Because of the character of the Township of The Archipelago, a limited number of services are required to provide for the taxpayer's needs. The type and location of development expected in the Township generally will not demand increased public services and associated costs.

One of the key municipal services provided by The Archipelago is land use planning. The Township has its own Planning Committee and Planning Administrator. It was the first Township within the District of Parry Sound that was delegated the authority to grant its own consents. **(note: The Archipelago Area Planning Board and Professional Planner)**

*info  
isn't  
current*

All water supplies and sewage disposal systems are privately owned. Adequate facilities are provided by the private sector to install and maintain these private systems. The Township provides inspection services for all new and expanding systems.

The Township is responsible for the maintenance and operation of waste disposal sites within its boundaries.

The Township supports watercraft as the primary mode of transportation. However, the Township also maintains 71.2 km of roads, some of which are only seasonally maintained.

**(Note: Check Data)**

The fire protection services that are available are provided on a volunteer basis by the local ratepayers' associations. The Township has arrangements with the Ministry of Natural Resources to ensure fire protection services for the undeveloped areas.

There are several services provided by government agencies other than the Township. However, the Township pays for these services through costs which are apportioned.

## Key Municipal Facts

### DEMOGRAPHICS

Peak population:	13,000 plus (+)
Permanent population:	531 (based on 2016 census)
Total households:	3,334 (based on MPAC data)
Permanent households:	275
Seasonal households:	3,059

*} again.  
check  
stats.*





## TOWNSHIP ASSETS

The Township maintains modest mainland assets as outlined in its Official Plan. Settlement areas are staging points for services to the coastal, offshore neighbourhoods that include many residents of the Township.

Assets within the Township include:

- ☉ approximately 80.45 kilometres of private roads
- ☉ approximately 82.7 kilometres of Township roads
- ☉ 3 bridges and structural culverts
- ☉ 1 community centre (Pointe au Baril Community Centre)
- ☉ 1 library (Pointe au Baril Public Library)
- ☉ 1 medical nursing station and ambulance/paramedic facility (Pointe au Baril Nursing Station)
- ☉ 1 cemetery (Georgian Cliffs Memorial Park – Pointe au Baril Station)
- ☉ 1 public works office / garage
- ☉ 1 marina (Holiday Cove Marina)
- ☉ 1 public wharf and harbour (Pointe au Baril Station)
- ☉ Boat launches (Crane Lake Boat Launch, Bayfield Boat Launch, Pine Bay Landing, Township Boat Launch, Kapikog Lake Boat Launch, Pointe au Baril Boat Ramp, Naiscoot Public Launch, Pine Bay Landing, Fox Back Road.
- ☉ 8 Waste Transfer Stations – Bayfield Transfer Station, Healey Lake Transfer Station, Sheep Head Transfer Station, Pointe au Baril Transfer Site, Devils Elbow Transfer Station, Woods Bay Transfer Station, Skerryvore Transfer Station, Crane Lake Transfer Station.
- ☉ 1 Landfill Site (Site 9).





## Ratepayers and Community Associations

Ratepayer Associations played a significant role in the conceptualization and formation of the Township of The Archipelago. Some Associations date back to 1908, and today maintain proactive community voices and are strong, organized advocates for the protection of the environment.

The Archipelago is also unique in the level of communication it has with its constituents. Ratepayer Associations throughout The Archipelago provide timely up and down communication. Many of the Township's Councillors started their community leadership by volunteering with Associations.

Active Ratepayer Associations include:

- ☉ Bayfield Nares Islanders' Association
- ☉ Blackstone Lake Cottager's Association
- ☉ Crane Lake Association
- ☉ Georgian Bay Association
- ☉ Healey Lake Property Owners
- ☉ Kapikog Lake Cottagers Association
- ☉ Manitou Association
- ☉ Pointe au Baril Islanders' Association
- ☉ San Souci and Copperhead Association
- ☉ Skerryvore Ratepayers' Association
- ☉ Shawanaga Islanders Association – does this exist?
- ☉ South Channel Association
- ☉ Three Legged Lake Cottagers' Association (should be included)
- ☉ Woods Bay Community Association.

*- I don't believe this Association is active. Not to be confirmed.*

Members of these Ratepayers Associations are also actively involved in organizations that protect Georgian Bay.



## Community Activism to Protect the Natural Environment

The citizens within the Township of The Archipelago are very proactive through a variety of organizations to help ensure the continued health and well-being of the Georgian Bay shoreline and its watershed areas. Below are the organizations that provide a leading role in protecting Georgian Bay. As well, there are others that also make significant contributions.



### GEORGIAN BAY BIOSPHERE RESERVE<sup>7</sup>

Established in 1998, the Georgian Bay Biosphere Reserve (GBBR) is a non-profit registered Canadian charity governed by a Board of Directors. In 2004, its grassroots nomination document was accepted by UNESCO as it met strict criteria for designation as a world biosphere reserve. The GBBR's mission is to create more resilient ecosystems and sustainable communities within eastern Georgian Bay. The goal at GBBR is to help inform, educate, facilitate and provide leadership where it is needed. The GBBR takes a balanced perspective to understand the "big picture" of activities that support conservation and sustainability in the region.



**100**  
ANNIVERSARY  
1916-2016

### GEORGIAN BAY ASSOCIATION<sup>9</sup>

Founded in 1916, the Georgian Bay Association (GBA) is more than just a group of like-minded individuals. In fact, as a not-for-profit umbrella advocacy organization, the GBA represents the combined voice of 19 Community Associations comprised of over 3,000 families along the eastern and northern shores of Georgian Bay, with communications and publications reaching around 18,000 individuals.

### GEORGIAN BAY LAND TRUST<sup>8</sup>



Founded in 1991, the Georgian Bay Land Trust (GBLT) acts to protect wilderness lands and species along the eastern shore of Georgian Bay and the North Channel and its near watershed through strategic conservation planning, land securement, stewardship, research and education. The eastern Georgian Bay and North Channel is an area where islands, shores and inland watersheds are connected and strengthened by a network of protected natural lands and habitats, where native species thrive and people interact with the natural world.

### GEORGIAN BAY FOREVER<sup>9</sup>

**GEORGIAN BAY  
FOREVER**



*Protecting your water*

Founded in 1995, Georgian Bay Forever (GBF) is a charity dedicated to scientific research and public education on Georgian Bay's aquatic ecosystem. The GBF's mission is to protect, enhance, and restore the aquatic ecosystem of Georgian Bay by funding accredited research on water levels, water quality and ecosystems; by educating the public and governments on issues regarding the environmental protection, conservation, safety and preservation of the water and the natural features of the Georgian Bay area; and by enhancing the public's appreciation for their environment.

## How Do We Live by Our Guiding Principles?

### PROTECT AND PRESERVE

The Archipelago utilizes the Georgian Bay Biosphere Reserve as its primary environmental consultant, service provider and educator.

The Archipelago forgives over \$100,000 a year in taxes in support of the Georgian Bay Land Trust's commitment to protecting and preserving the natural state of the land.

The Archipelago's Official Plan and Zoning By-law limits the number of dwellings in addition to ensuring that lot sizes minimize the impact on the natural surroundings.

The Township and GBBR's Research and Action Plan includes water quality testing, blue-green algae research and a micro-plastic action plan, etc.

Land Use Planning Board/Services and Septic Inspections are provided for unincorporated townships to the North.

Ratepayer education programs on topics such as septic systems, invasive species, planning, etc.

Community Action Days addressing pollution and waste – offshore and onshore.

By law Enforcement/Fire Safety Inspection resources provided to the community.



### GOOD NEIGHBOURS

Formed municipal partnerships and demonstrated municipal leadership:

- ☉ Arts and cultural activities at Community Centres such as Arts on the Bay;
- ☉ Donations to Museum, Library, Hospital, Leisure Centre, etc.;
- ☉ Funding of social services boards (DSSAB);
- ☉ Funding of West Parry Sound District institutions: Library, Museum, EMS Services Board, OPP Committee, Leisure Centre, etc.;
- ☉ The Municipal Information Systems Association (MISA) recognized the West Parry Sound Geographic Network (WPSGN) GIS Portal by furthering not just the Archipelago's strategic objectives using information technology but also assisting most municipalities in the West Parry Sound District. Recipients representing the Archipelago were the Manager Corporate Services and GIS Data Management Specialist.



## Invasive Species

The Archipelago utilizes the Georgian Bay Biosphere Reserve as its primary environmental consultant, service provider and educator.

The Archipelago works with Georgian Bay Forever and the Georgian Bay Biosphere Reserve to prevent and remove non-native species and protect the natural flora and fauna.

Significant financial support of phragmites eradication is budgeted for this year and intended for subsequent years.



## Cost-Effective Services

The Township of The Archipelago demonstrates fiscal discipline in the provision of cost-effective services. Where possible, the Township contracts services from external organizations like the Georgian Bay Biosphere Reserve and Georgian Bay Forever for scientific and environmental support.



Our collaboration with other municipalities within the Parry Sound District provides a cost-effective base of services. They include but are not limited to:

- 1) The West Parry Sound Pool & Wellness Centre Project includes seven West Parry Sound (WPS) municipalities, and the Shawanaga and Wasauksing First Nations.
- 2) Fire Protection & Service Agreements (Town of Parry Sound and Seguin Township).
- 3) Mutual Aid Agreements (all seven WPS Municipalities).
- 4) Joint Emergency Plan EMO (all seven WPS Municipalities).
- 5) West Parry Sound Geography Network (WPSGN) - Geomatics Services and Shared GIS Technician (all seven Municipalities) and managed by the Township.
- 6) Shared GIS Technician Intern (Town of Parry Sound).
- 7) Economic Development Office and Shared Economic Development Officer (six of seven WPS Municipalities).
- 8) Clerks Networking Group consists of seven WPS Municipalities with focus on (Elections/Purchasing/Special Projects).
- 9) West Parry Sound Joint Election Compliance Audit Committee (six of seven WPS Municipalities).
- 10) Shared By-law Enforcement Services.
- 11) Harmonized Planning Initiative.
- 12) Collaboration with the Town of Parry Sound and West Parry Sound Health Centre to locate health facilities in Pointe au Baril, i.e. Pointe au Baril Nursing Station,



- 13) Co-location and rental of facilities to West Parry Sound Health Centre and West Parry Sound EMS Services – Ambulance Station Pointe au Baril.
- 14) 911 Primary PSAP Services (All 7 WPS Municipalities).

### Responsible Waste Removal

The Township of The Archipelago provides taxpayers with responsible and sustainable waste removal as well effective management of the recycling program and educating taxpayers to reduce waste and increase waste diversion. The Township employs a high standard of management that has extended the lifespan of its landfill site far beyond initial expectancy. This is consistent with the Official Plan's focus on the environment and operational sustainability for the long term.



Examples include:

- Accessible and staffed transfer stations (operated to a high standard within the West Parry Sound District);
- Large Item Pick-up Days to ensure proper disposal for offshore neighbourhoods;
- A single-use battery diversion program to responsibly divert hundreds of kilograms of single-use batteries.

### Shared Values

The independent Township of The Archipelago is respected for its consistent values and communication with stakeholders in the community:

- Recognizes and financially supports community associations and centres such as the Ojibway Club, San Souci Community Centre and the Pointe au Baril Community Centre;
- Provides supply chain infrastructure for water-based communities such as community dock and marina facilities;
- Contributes to cultural and educational facilities such as community museums, libraries and wellness centres in West Parry Sound District.



Township Councillors communicate regularly with cottage associations, the GBBR, the GBA and its neighbours in the West Parry Sound District to reinforce the Archipelago's duty to consult with the community it serves.



## Review the Strategy

Council is in the process of testing the Township's historical strategies and applying current realities while seeking consultation and validation. The current 'Vision' and 'Mission Statement' is as follows.

### Vision

The Township of The Archipelago will ensure the continued guardianship of the health and well-being of the Georgian Bay shoreline and its watershed areas.

### Mission Statement

The mission of the Township of The Archipelago is to preserve the unique and high quality of the natural environment which leads to a recreational experience that is both relaxing and aesthetically appealing to property owners and visitors who use the area, and is designed to make both property owners and visitors realize that they share equally in the responsibility of attaining this mission.

### The Stakeholders<sup>12</sup>

Stakeholders were initially defined in the 1996 Georgian Bay Area Foundation document "Vision 2020: A New Paradigm for Eastern and Northern Georgian Bay". The Township of The Archipelago has updated and recognized five main groups of key stakeholders who are vitally interested in the future of Eastern Georgian Bay:

- 1) The First Nations, people of Canada and Ontario who cherish this natural resource as exemplified in the works of The Group of Seven.
- 2) The non-property-owning users, such as those who use National and Provincial Parks, campers, visiting yachtsmen, canoeists, kayakers and hunting and fishing lodge visitors.
- 3) The seasonal and permanent property-owning residents.
- 4) The various commercial operations that derive their living within the area.
- 5) The First Nation communities with whom we share much of the shoreline.  
(duplication --- see #1 above)

All key stakeholders must work closely together in their common interest for a better future.





## Strategic Plan | Current State

All municipalities face political challenges moving forward that include local changes and/or Provincial or Federal policies. In addition, equally difficult challenges are expected as a result of environmental and climate, social, demographic, technological and economic changes.

For example, we can look at political changes in the following way:

Local – Municipal staff in the West Parry Sound District actively work together to reduce redundant efforts.

Provincial - The Province has undertaken to significantly reduce Provincial deficit. This may include reducing transfers to other entities, including municipalities and 'not for profits' to get the Provincial house in order.

Federal – The Federal Government is taking over responsibilities that the Province is relinquishing.

The Township has prepared a draft "Strengths, Weaknesses, Opportunities and Threats" analysis for the Strategic Plan Review in the next section.

## Strength, Weaknesses, Opportunities and Threats (SWOT)

### Internal to our Community Strategies | Those We Can Influence

#### STRENGTHS

1. Common Community Understanding & Philosophy
2. Rich cultural & geographic history
3. Purpose built Municipality 1980
4. Focus on the Environment
5. Strong Land Use Planning
6. Healthy Assessment Base
7. Well Organized | Well Run | Efficient Municipal Operations
8. Uniform Land Use
9. Strong relationships with GB Stakeholders:
10. First Nations, GBBR, rate payer associations, etc...

#### OPPORTUNITIES

1. First Nation land claims
2. First Nation shared values
3. Continue Good Neighbour policies with First Nations
4. Continue to enhance support & relations to/with unorganized Townships to the North
5. Strengthen cooperative West Parry Sound District initiatives
6. Funding for Eco Stewardship
7. Establish partnership with Provincial Parks.

#### WEAKNESSES

1. Physically Divided Municipality
2. Small Population Base
3. Do not control entire Shoreline
4. Pressure for Growth
5. Affordable housing for Work Force, families, seniors, etc.
6. TOWNSHIP owns minimal mainland property.
7. Limited affordable land in mainland settlement areas.

#### THREATS

1. Climate Change
2. Water Quality
3. Invasive Species
4. Provincial Budget Cutbacks
5. Development Pressure
6. Highway 400 Expansion

### External to our Community Strategies | Outside of our Control

*water levels.*



## Strengths

The Township of The Archipelago is blessed with a great number of strengths which combine to make it one of the key municipalities and a leader within the West Parry Sound District. Some of these strengths (not listed in any priority order) are listed below:

### COMMON UNDERSTANDING AND PHILOSOPHY

It is well recognized that there is a common understanding of why the Township exists which prevails throughout the Township of The Archipelago. Members of Council, community interests and taxpayers are all committed to preserving and protecting Georgian Bay and its watershed areas. That strength and commitment made it possible for the Georgian Bay Biosphere Reserve to be recognized as a unique environmental location. It has also protected this area from the over-development and environmental degradation experienced in southern Georgian Bay.

### STRONG LAND USE PLANNING

The Archipelago was the first municipality in the District of Parry Sound to hire professional planning staff. It was also the first municipality in the District of Parry Sound to be given consent granting authority by the Province of Ontario.

### HEALTHY ASSESSMENT BASE

The Township of The Archipelago, because of its size and the seasonal use that occurs, enjoys a healthy assessment base. The Township's current assessment base is the second largest in the West Parry Sound District.

### WELL ORGANIZED, WELL RUN AND EFFICIENT MUNICIPAL OPERATIONS

The Archipelago prides itself on being well-run and administered at both the elected and staff levels. The Township also enjoys strong connections and communications with well-organized and long-established ratepayers' associations who also communicate well with one another.

### FOCUS ON THE ENVIRONMENT

The Township of The Archipelago has an excellent landfill facility with good capacity to meet its future needs. The current recycling programs have been over a decade in operation. The Township is also participating in a pilot project with the Ministry of the Environment and Energy where it is inspecting and approving existing, new and expanded septic systems. Since its inception, The Archipelago has also introduced water-quality testing throughout its borders.



## UNIFORM LAND USE

The predominant land use in the area is by seasonal residents. Consequently, there is no industrial development and commercial uses are directed at meeting the needs of seasonal residents in the Township. The overall focus of the Township's land use policies is on preserving the status quo as opposed to new development.

## Weaknesses

Several challenges have been identified by The Archipelago. These weaknesses must be recognized and understood before they can be effectively addressed for the strategy is to be successful.

### PHYSICALLY DIVIDED MUNICIPALITY

The Township of The Archipelago is divided into two separate areas: the northern and the southern portions of the Township. The Town of Parry Sound, Carling Township and small parts of McDougall Township and Seguin Township separate the north and south portions of the Township with a mix of very different urban and rural mainland communities. Despite common philosophies and extensive collaboration between these municipalities, the physical separation encourages uninformed proposals that advocate for a single-tier West Parry Sound municipal entity.

### SMALL POPULATION BASE

The Township of The Archipelago is one of the largest geographic municipalities in the District of Parry Sound. However, it has a small population. This leads uninformed observers to assume that the Township's capacity is only reflected by population. As a result, the Township must continue efforts to communicate its uniqueness, its efficiency in delivering services and the considerable talent base that exists in its community.

### ABILITY TO EXPAND SHORELINE

Given its current size and physical division, the Township of The Archipelago has actively pursued collaboration with other parties to realize its prime mandate of preserving all the northern Georgian Bay shoreline and adjacent areas. It takes considerable effort and resources to do so.

There are some who would like to see the Township expand its boundaries to include all the shoreline and related watershed areas from the Severn River to McGregor Bay, including unincorporated municipalities to the north of the Township.



### DEMAND FOR INCREASING SERVICES

The vast majority of the Township's taxpayers are pleased with the current level of services provided. However, some residents, both permanent and seasonal, are interested in more roads, improved garbage collection and other services provided by the more traditional urban municipalities.

### PRESSURE FOR GROWTH

As technology improves and lifestyles and working conditions change, the Township will experience pressures and conflicts related to increased boating activity, increased building activity, and general interest in changing from the status quo as land costs rise and the value of properties in the Township increases.

It is important to note that it is now not unusual for seasonal residents to extend living seasons to almost 8 months. This results in an increased demand for services to sustain longer residency, which in turn re-defines seasonal employment. This presents a challenge for workers, families and elderly to find affordable housing in mainland staging communities.

## Opportunities

### FIRST NATION SHARED VALUES

We share a love of Georgian Bay and a mutual sense of guardianship, a core value of our First Nations neighbours.

### FIRST NATION LAND CLAIMS

The First Nation land claims in the area could provide an opportunity for the Township to collaborate on conservancy and protection of the environment.

### FURTHER GOVERNMENT COOPERATION AND 'GOOD NEIGHBOUR' POLICY

These include:

- Enhance Support & Relationships with unincorporated municipalities to the north
- Build on 'Good Neighbour' Policy
- Leadership in West Parry Sound District
- Senior Level Government Funding for Ecosystem.





### UNINCORPORATED TOWNSHIPS TO THE NORTH

The unincorporated townships on the eastern Georgian Bay coast physically resemble The Township of The Archipelago and are experiencing developmental pressures per the 2020 Vision Document. Some advocate that these townships to the north could become part of the Township of The Archipelago.

Some residents in these areas may have concerns about potential tax increases and regulations that would result from becoming part of an incorporated Township. Today, the Township of The Archipelago provides a Planning Board and performs septic inspections services for these unincorporated municipalities. This demonstrates some of the benefits of living in an incorporated Township.

(Note: these townships prefer “unincorporated” as opposed to “unorganized”)

### CREATE BETTER PARTNERSHIP WITH PROVINCIAL PARKS & CONSERVATION AREAS

The Township creates greater value to taxpayers through collaboration with organizations like the Georgian Bay Biosphere. The Township can apply this collaboration model to relationships with Provincial Park Management and Conservation Area Management.

Today, the Township assists both of these agencies with information and resource support on various activities. For example, the Township interacts with Provincial Parks in reporting and acting on intermittent issues like land misuse, by-law issues, and fire response. An opportunity exists to fully partner in the fight against invasive species and specifically, phragmites.

The Township has little interaction with conservation authorities in our region, unlike in the southern part of the Province where conservation authorities assist in land use, building, flood plain mapping and water management. In the Parry Sound District, the North Bay - Mattawa Conservation Authority does septic inspections for all of the West Parry Sound District with the exception of the Township of The Archipelago. This Conservation Authority does not provide services to the Archipelago, but, it is in the interest of the community to build a relationship with the North Bay - Mattawa Conservation Authority and to align critical issues such as fire ratings, the fight against phragmites and land monitoring.

### INCREASE CAPACITY OF COMMUNITIES AND LOCAL BUSINESSES

The Township of The Archipelago's taxpayers are significant users of private sector companies and facilities in the West Parry Sound District. Consumers and businesses in the Township spend hundreds of thousands of dollars for goods and services in the District. Accordingly, our Township supports economic development in the West Parry District and support programs.

They include:

- Regional economic development collaboration - West Parry Sound Economic Development Office (WPSEDO),
- Township champions and administers the West Parry Sound GIS Network (WPSGN);





- Information/data hub for West Parry Sound municipalities
- Equal benefit to all community group interests, public sector and the business community.

Additionally, the various community groups widely regard the WPSGN as an entity often required to help with their data needs and resultant community projects (e.g. Active Transportation resources or data analysis for the WPS Smart initiative).

Our "Open Data Portal" and the "West Parry Sound Business Directory" are resources to support and increase capacities for communities and local businesses.

Finally, Township's web-mapping portal and the staff resources of the WPSGN and Township can be leveraged by these groups/initiatives directly or indirectly through our community partners, namely GBBR's interests, WPS Smart or the EcDev.

The Township of The Archipelago has secured a communications tower in Parry Sound to facilitate better internet and cellular data capabilities in both the North and South Township neighbourhoods. The Township recognizes that high speed internet is a barrier to education, economic growth and thriving businesses in our community.

## Threats

### PROVINCIAL CUTBACKS

The financial reductions in municipal grants provide an incentive for municipalities to think about new and more cost-effective ways of providing municipal services. However, the financial health of The Archipelago could make it susceptible to other municipalities who do not share its philosophy but would enjoy its tax base to further mainland interests and ignore environmental and offshore coastal community needs.

### CLIMATE CHANGE

Climate change is causing significant and far-reaching impacts on the Great Lakes and the Great Lakes region. In recent years, our planet has experienced some of the warmest temperatures ever recorded, record-breaking weather extremes, powerful storms, increased tragic flooding from rising sea levels and associated storm surges, huge wildfires and continued melting of glaciers and polar sea ice. The accelerating pattern of changes in the earth's climate is affecting the Great Lakes.<sup>13</sup>

### ENVIRONMENT|WATER QUALITY

Maintaining the water quality of Georgian Bay takes on special urgency as it is one of the most beautiful bodies of water in Canada, one of the most complex freshwater ecosystems in the



world and is an extremely highly valued recreational and tourism destination. Parts of Georgian Bay are already quite stressed and this requires ongoing vigilance so that we can catch even small changes in water conditions and address them promptly.

Microbial contaminants such as bacteria, parasites and viruses, along with sewage and grey water, toxic chemicals such as pesticides, fertilizers, other agricultural run-off, and industrial effluents, can all have a substantial negative effect on water quality, and often it doesn't take long for these negative effects to appear.

Apart from the obvious impact on water safety in terms of drinking water, bathing, swimming, and tourism appeal, poor water quality can also lead to nuisance and toxic algal blooms and cause mass die-offs of fish, other water creatures and birds. The highly sensitive food web can also be altered by such foreign substances, leading to the elimination of some species and the rise of others which are not always beneficial or desirable.<sup>14</sup>

#### INVASIVE SPECIES | PRESERVATION OF ECOSYSTEM

More than 180 non-native aquatic species such as plants, animals, fish and microorganisms have entered the Great Lakes to date, and the impact of many of these introduced species can be catastrophic for native ecosystems. When the spread of a non-native species risks damage to the environment, human economy or human health, they are called invasive. Invasive species can alter the food web, affect the cycling of essential nutrients or even remove these nutrients from the food web altogether, dramatically altering or even destroying water quality. They can also change or destroy coastal habitat.<sup>15</sup>

## Communicating the Strategic Review

### Deerhorn Conference

Scheduled for October 5<sup>th</sup> and key elements of the strategic plan will be presented and reviewed in a consultative and interactive session with key stakeholders within and outside our community.



### Reeve Presentations | Cottage Association AGMs

Under 'Communicating the Strategy' reference, our Reeve and Councillors communicated the 'Six Guiding Principles' of the Township and lobbied participation at the Deerhorn Conference. In addition, regular Councillor communication with ratepayer associations, including West Parry Sound Mayor/Reeve meetings, other boards, commissions, shared services, lobbying Provincial government ministries and working with environmental partners, has contributed to the strategic review process.

### Township Engagement of Senior Levels of Government

The Township will engage its Provincial and Federal Representatives and all political parties and their staff. A deputation to the Province occurred in August 2019 at the Association of Municipalities of Ontario (AMO) annual conference. Our guiding principles were reviewed with positive reception.

### Next Steps

The Township's current plan is the following:

- ④ Finalize Strategic Plan;
- ④ Communicate the final report to all key stakeholders;
- ④ Council will vote to adopt.

A finalized Strategic Plan for Township of The Archipelago will be the basis for the existing management plan review including:

- ④ Operational Plan;
- ④ Strategic Communication Plan;
- ④ Strategic Asset Management Plan.

The Strategic Plan must be updated after a minimum of two (2) Council Terms.

Operational plans are to be reviewed annually by Council and CAO.



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# **The Township of The Archipelago**

## **Information Report to Council**

**Report No.:** Operational Services 2020-006

**Date:** 21<sup>st</sup> January 2021

**Originator:** Greg Mariotti, Manager of Operational Services

**Subject:** Operational Services Update

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### **Winter Control Activities**

Staff had a busy Christmas with freeze/thaw cycles requiring ongoing sand treatment of municipal roads. Roadside brushing underway. Operational Services is finalizing another plowing agreement with the owners of Hangdog Marina at Bayfield Harbour. They would plow the 850m of municipal road at the end of Highway 529A. This agreement would allow for more efficient use of resources managing winter control events in other areas of the Township.

The radar speed measuring device has been installed on Healey Lake Road at the transfer station, in anticipation of increased traffic activity during the winter months due to Covid-19.

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### **Pointe au Baril Facilities Upgrades**

New vinyl tile flooring is being laid at the Wharf lighthouse building. Original flooring was painted, which had started to peel this season. The vinyl tile will be resistant to moisture and have a more user friendly appearance. Staff has been freshening up the Community Centre, stripping and waxing floors, redecorating walls and repairing some damaged drywall from previous water infiltration. The skating rink will be operational as soon as weather permits, following Provincial Covid-19 guidelines and the library is still open for curbside pick-up and drop-off. The new propane powered furnace at the Community Centre is operational.

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### **Presentation at OGRA Conference**

Staff reached out to the organizers of the OGRA annual conference with a request to present the good news story as to how the Skerryvore Road culvert replacement project brought multiple stakeholders together to make the project an environmental and financial success. OGRA is interested and discussions have taken place together with GBB. The representative from OGRA also believes the story would make for a great article in their quarterly publication, 'Milestones'.

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### **Lions Club Recycling Depots**

The President of the MacTier Lions Club approached staff for a request to set up a “bottle and can drive” depot shed, like the one shown in the picture. They would be set up at the Healey Lake and Woods Bay transfer stations as a pilot.



The agreed expectation during the pilot is that any collection, recycling and maintenance activities associated with the “bottle and can drive” will be the sole responsibility of the Lions Club with no additional resources required of staff.

Staff is recommending this partnership with the intent to expand this service to the other transfer stations and possibly Holiday Cove Marina, should the pilot be successful. This partnership would not only provide a good source of revenue for the Lions Club, it would be a self-sustaining endeavour that would divert heavy glass recyclables out of our blue box program.

Also, diversion of glass and aluminum away from the blue box will become more critical after the blue box transition.

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### **COVID-19 Resilience Infrastructure Funding**

A grant has been submitted under the “Covid-19 Resilience Infrastructure Stream” of the Investing in Canada Infrastructure Program. The grant application is requesting \$100k (the maximum amount allowable for The Archipelago), to install a sea wall along South Shore Road at critical points to mitigate flooding. Completion of this project is contingent on receiving the above mentioned funding.

---

Respectfully Submitted,

  
Greg Mariotti  
Manager of Operational Services

I concur with this report,

  
John B. Fior  
Chief Administrative Officer





P.O. Box 129, 1 Bailey Street, Port Carling, Ontario, P0B 1J0  
Website: [www.muskokalakes.ca](http://www.muskokalakes.ca)  
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December 9, 2020

Mayor Carol Moffatt, Township of Algonquin Highlands

Reeve Bert Liverance, Township of the Archipelago

Mayor Graydon Smith, Town of Bracebridge

Mayor Peter Koetsier Township of Georgian Bay

Mayor Paul Kelly, Town of Gravenhurst

Mayor Karin Terziano, Town of Huntsville

Mayor Terry Glover, Township of Lake of Bays

President Erin Hadaway, Moon River Metis

Chief Barron King, Moose Deer Point First Nation

District Chair John Klinck, District of Muskoka

Chief Philip Franks, Wahta Mohawks

Dear Municipal Leaders impacted by the Muskoka River Water Management Plan,

As you are all well aware, since the creation and implementation of the Muskoka River Water Management Plan (MRWMP), our lakes and rivers have experienced flooding far more frequently than under the prior water management plan. Based on my review of the MRWMP, my understanding is that in some instances, not only have spring high water levels been "raised", but equally if not more important, winter draw down levels have also been raised (more water is being kept in the system). As a case in point, the winter draw down level of Lake Muskoka (the largest lake basin across the watershed), is almost 8" higher than the water level in the previous plan. Similarly, the spring water level is over 3" higher than in the previous plan. The difference between the low of the old plan and the high of the MRWMP is just under 1 foot! Without needing a PHD in hydrology, it strikes me that this could be one of the single largest factors contributing to the flooding of our shoreline communities. Combine this planned increase in total volume of water in the system with impacts of climate change and one can easily conclude that flooding will occur more and more frequently unless changes to the operating parameters of the plan occur.

The devastation caused in 2019 across our watershed highlighted this problem, however staff and elected officials at the MNR continue to ignore repeated requests to review and address the situation.

For those of you who attended the recent MRWMP Communications Committee Zoom meeting last week, I am sure you will agree that this committee is more about a show or appearance of doing something, versus actually making changes.

The Muskoka Watershed Advisory Group (commissioned through the Premier and the Minister of Environment, Conservation and Parks (MECP)) has made a number of recommendations to address our entire watershed. That group identified the immediate need to update the Muskoka River Water Management Plan. Between the Township of Muskoka Lakes and the District of Muskoka, no less than 8 resolutions have been passed requesting that the Province identify limitations within our watershed (for moving water faster through the system), as well as evaluating options for changes to the plan, in order to mitigate flooding across our watershed.

In a teleconference meeting with the Premier, Minister Yakabuski (MNRF), Minister Yurek (MECP) and our MPP Norm Miller on November 24<sup>th</sup>, 2020, I once again raised these issues about our watershed, along with a specific request to begin the process of immediately amending the MRWMP to accommodate climate change and protect the residents. For those of you on the Communications Committee call last week, clearly the messages I raised with the Ministers and the Premier were not passed onto MNRF staff. It even appeared that Minister Yakabuski felt his job was done just by setting up this meeting and as such left the meeting after the introductions.

My observation is that when the Premier is aware and involved with issues, solutions are sought in order to move things forward. However, when Ministers are left to their own devices, they and their various ministerial bureaucracies often get in the way and the very real concerns of those affected locally are ignored. Recognizing this, I have drafted the attached letter to the Premier, copying Ministers Yakabuski, Yurek and Clark, highlighting our issues and requesting specific action. If this letter contained ALL of our signatures, it would demonstrate our combined belief about the causes and significance of this issue, as well as the impact on our various communities. If you are in support, all I ask is that you, or anyone from your administrative staff forward a copy of your digital signature to my attention so the attached letter can be sent. Again, assuming you agree then I will endeavour to send the letter by the middle of next week (or sooner) but I need your electronic signature first.

At this point I am hoping our joint letter will be enough to move things along at Queens Park. Should this approach not at least start the process, then a more public display of our dissatisfaction with this lack of interest may be appropriate. Hopefully we don't have to get to this point – but stay tuned.

I am happy to discuss this with any of you at any point and am also hopeful that we can all support one another on this matter.

Have a great day and I look forward to your support with your electronic signature for our joint correspondence.

Best Regards,



Phil Harding  
Mayor Township of Muskoka Lakes  
[pharding@muskokalakes.ca](mailto:pharding@muskokalakes.ca)

December 9, 2020

Dear Premier Ford, Minister Yakabuski and Minister Yurek.

Cc. Minister Clark,  
MPP Miller

Firstly, I want to thank you for taking the time out of your busy schedules on November 24<sup>th</sup> to once again discuss the Muskoka River Water Management Plan (MRWMP) and flooding in Muskoka. As I'm sure that you can appreciate, shoreline residents across Muskoka are very concerned about their permanent and seasonal homes and the continued risk of ongoing floods. I was encouraged at the end of our discussion when the Premier suggested that the Province should begin the process of addressing the MRWMP.

You may recall during our discussion, that I referenced the pre consultation process on the current MRWMP (pre 2006), where the public raised significant concerns about the potential of flooding. It was further noted that despite those considerable fears, the plan was approved and implemented without revision. With water at the top of, or above, the "new" Normal Operating Zone for at least 7 of the last 10 years, significant erosion and flooding damage has occurred on shoreline properties. In fact, on December 1<sup>st</sup> of this year, Lake Muskoka was almost 3" higher than any other December in the last decade. Clearly the plan is broken and needs to be re-evaluated.

You will also recall from our conversation that based on the results of a recent survey of infrastructure on the lakes completed by the District of Muskoka, it has now been determined that when water levels are at the top of the current Normal Operating Zone on Lake Muskoka (or 225.74M), 85% of the properties (Docks/ Boathouses) were only 6" above this level. With only 6" between the top of docks with glass calm water, it is clear that damage can and will be caused by any minor amount of wind or waves, let alone boat wakes.

During our meeting of November 24<sup>th</sup>, Premier Ford encouraged me to raise my concerns about the MRWMP at the December 3<sup>rd</sup> Communications Committee meeting in an effort to put some cards on the table and start a dialogue. Unfortunately, Minister Yakabuski had to leave this meeting shortly after the introductions and long before the conversation really started. When offered the opportunity to ask questions, on several occasions I raised the community's issues with the current water levels, the MRWMP, spring flooding as well as suggestions on how to mitigate flooding. Unfortunately, MNRF staff politely ignored my comments and continued to only focus on how to improve the dissemination of water level information.

It should also be noted that during the December 3<sup>rd</sup> Communications Meeting, all elected officials reiterated that while we are appreciative of increased communication, ultimately the solutions to flooding issues across the Muskoka Watershed must be found by dealing with the obvious problem, the MRWMP. Municipal stakeholders left that meeting thankful that the MNRF took the initiative to start a dialogue but were disappointed that the discussion was limited to how water level information will be disseminated, rather than how the issues could be addressed.

Again, I would remind all that under the MECP, the Muskoka Watershed Advisory Group have submitted a report to Minister Yurek, in which they too have recommended evaluation and updates to the MRWMP. This follows from the countless municipal council resolutions addressing the need for updates to the MRWMP passed by municipalities across the Muskoka watershed. So why is an update or re-evaluation of the MRWMP so difficult to start? We need your help.

On the 24<sup>th</sup> of November Minister Yakabuski made it clear that to change the MRWMP, we need to be very specific in our asks to the Ministry. To that end and in addition to the various council resolutions, we as a collective group affected by the MRWMP across the watershed, are today making a formal request to immediately start the process of updating the MRWMP. In addition, below please find some very specific short-term requests to help mitigate or eliminate flooding for the spring of 2021.

Within the next 60 days;

- 1) An evaluation and report of the water levels (winter low and spring high) on a lake by lake basis contained in the MRWMP, as compared to prior water management plans (pre 2006);
- 2) An evaluation of, and consideration for, greater winter drawdowns to accommodate climate change;
- 3) An evaluation of, and consideration for, a 2-week delay in raising spring water levels (April 1<sup>st</sup> to April 15<sup>th</sup>);
- 4) An evaluation of, and consideration for, moving the target operating line of each lake to a point  $\frac{1}{2}$  way between the bottom of the Normal Operating Zone and the Target Operating Line for winter 2021 operations;
- 5) An evaluation of, and consideration for, moving the Top of the Normal Operating Zone to a point  $\frac{1}{2}$  way between the current Target Operation Line and the Top of the Normal Operation Zone for winter 2021 operations;
- 6) An evaluation of, and consideration for, moving the High-Water Zone to the top of the Current Normal Operating Zone for winter 2021 operations;
- 7) The establishment an MRWMP Update Working Group comprised of;
  - a. three municipal elected officials from across the watershed,
  - b. a member from the Muskoka Watershed Advisory Group,
  - c. two members from hydro production facilities,
  - d. a member from the District of Muskoka,
  - e. staff members from the MNRF, the MECP and Municipal Affairs and Housing;

Within the next 180 days;

- 1) Identification of choke points across the watershed; and
- 2) Provide options for removal of choke points across the watershed;

We thank you for your time and attention to this most urgent and sensitive of matters. It is our sincere hope that together we can remove the bureaucratic hurdles involved with traditional

updates and amendments to watershed plans. In doing so, we want to begin to affect some change and protection for the environment as well as shoreline property owners across the Muskoka watershed. We look forward to starting this process immediately and will make ourselves available at your convenience to move this process along.

Thank you,

Phil Harding  
Mayor, Township of Muskoka Lakes

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Mayor Carol Moffatt, Township of Algonquin  
Highlands  
[cmoffatt@algonquinhighlands.ca](mailto:cmoffatt@algonquinhighlands.ca)

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Reeve Bert Liverance, Township of the  
Archipelago  
[bert@colishcreations.com](mailto:bert@colishcreations.com)

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Mayor Graydon Smith, Town of Bracebridge  
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Mayor Peter Koetsier Township of Georgian  
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Mayor Paul Kelly, Town of Gravenhurst  
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Mayor Karin Terziano, Town of Huntsville  
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Mayor Terry Glover, Township of Lake of  
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Mayor Phil Harding, Township of Muskoka  
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Chief Philip Franks, Wahta Mohawks  
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District Chair John Klink, District of Muskoka  
[John.klinck@muskoka.on.ca](mailto:John.klinck@muskoka.on.ca)



**Permit Comparison Summary**

Issued For Period DEC 1,2020 To DEC 31,2020

Name	Type	Number	Property
LEBRUN, PIERRE	-DOCK	2020-0212	100 FOX BACK RD
NASCIMENTO, ANDREW	-LIVING ADDITION	2020-0213	92 SOUTH CRANE LA RD
KEITH, GAREY S	-DEMOLITION	2020-0214	23 A65 ISLAND
KEITH, GAREY S	-SEASONAL DWELLING	2020-0215	23 A65 ISLAND
WINTERBOTTOM, TOM	-GARAGE/STORAGE BUILDING	2020-0216	50 WOOD'S BAY LANE
FURNISS, KIMBERLY	-DECK	2020-0217	1 B201 ISLAND

**Permit Comparison Summary**

Issued For Period DEC 1,2020 To DEC 31,2020

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
-DECK	0	0.00	0.00	1	451.00	41,000.00
-DEMOLITION	0	0.00	0.00	1	50.00	0.00
-DOCK	0	0.00	0.00	1	50.00	50,000.00
-GARAGE/STORAGE BUILDING	1	712.00	64,800.00	1	1,100.00	100,000.00
-LIVING ADDITION	1	211.00	19,200.00	1	871.00	79,200.00
-SEASONAL DWELLING	0	0.00	0.00	1	4,950.00	450,000.00
-SEWAGE CLASS 4	1	500.00	20,000.00	0	0.00	0.00

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	3	6
Total Dwelling Units Created	0	1
Total Permit Value	104,000.00	720,200.00
Total Permit Fees	1,423.00	7,472.00
Total Compliance Letters Issued	1	0
Total Compliance Letter Fees	0.00	0.00

## BUILDING PERMIT SUMMARY (comparison 2019 to 2020)

### 2019

Month	Total No.	Value	Fees	Permit Area (Sq. Feet)
JAN	9	1,167,965.00	13,741.00	7,710
FEB	7	385,850.00	4,177.00	2,203
MAR	3	185,520.00	1,705.00	584
APR	14	505,600.00	5,008.00	4,604
MAY	40	1,445,845.00	18,740.00	12,960
JUN	30	2,666,890.00	31,747.00	13,280
JUL	35	3,078,400.00	36,075.00	13,128
AUG	24	2,817,480.00	32,222.00	15,769
SEP	31	2,243,490.00	27,726.00	20,027
OCT	27	2,812,175.00	31,668.00	19,626
NOV	6	170,000.00	2,325.00	240
DEC	3	104,000.00	1,423.00	1,120
<b>TOTALS</b>	<b>229</b>	<b>\$17,583,215.00</b>	<b>\$206,557.00</b>	<b>111,251</b>

### 2020

Month	Total No.	Value	Fees	Permit Area (Sq. Feet)
JAN	4	75,800.00	493.00	516
FEB	5	107,800.00	497.00	500
MAR	6	1,520,500.00	17,179.00	7,533
APR	2	0.00	100.00	2,205
MAY	31	1,609,435.00	18,775.00	11,474
JUN	45	2,878,990.00	34,353.00	21,165
JUL	25	1,509,925.00	17,832.00	12,136
AUG	31	1,550,910.00	18,753.00	11,899
SEP	28	2,164,320.00	27,222.00	10,651
OCT	15	568,296.00	7,674.00	5,775
NOV	19	1,779,160.00	20,120.00	9,044
DEC	6	720,200.00	7,472.00	4,900
<b>TOTALS</b>	<b>217</b>	<b>\$14,485,336.00</b>	<b>\$170,470.00</b>	<b>97,798</b>