

REVISED AGENDA

COMMITTEE OF THE WHOLE



Thursday, February 18, 2021

9:15 a.m.

Via Zoom Meeting

9 James Street, Parry Sound, Ontario

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.

➤ **(Add-on)**

9:15 a.m. **FINANCE AND ADMINISTRATION (O)**

1. 2021 Budget Discussions

➤ **Pages: 264-275**

2. 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

3. Open Meeting

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

4. Requested Amendments to the Municipal Elections Act

➤ **Pages: 276-285**

5. 2021 Priorities List

Pages: 1-12

➤ **Pages: 286-287**

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.

6. Policy on the Creation and Support of Community Recreational Facilities

Pages: 13-16

7. Legal Update



8. Council Voting and Discussion Procedure - Update



9. Industrial Park Tower - Discussion



**10. The Federation of Northern Ontario Municipalities (FONOM).
Insurance rate increase data**

Pages: 288-292



11. 2021 Council Meeting Schedule

Pages: 293

10:30 a.m. PLANNING AND BUILDING (O)

**1. Zoning By-law Amendment-Remove Holding 'H' Symbol
(Lane/Chupa) Application No. Z02-21**

Pages: 17-28

2. Zoning By-law Amendment Application No. Z01-21 (Briggs)

Pages: 29-40

3. Zoning By-law Amendment Application No. Z03-21 (McLennan)

Pages: 41-238

**4. Zoning By-law Amendment Application No. Z04-21
(Healey Lake Property Owners Association)**

Pages: 239-253

5. Building Permit Summary

Pages: 254-256



6. 2021 Budget Discussions

Pages: 294-295



7. OPA No. 68 and ZBLA No. Z02-20 (Gates) - Update

11:45 a.m. ENVIRONMENT (O)



1. 2021 Budget Discussions

Pages: 296

12:00 p.m. PUBLIC WORKS (O)

1. Operational Services Update

Pages: 257-263



2. 2021 Budget Discussions

Pages: 297-304

12:30 p.m. LUNCH

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

ADMINISTRATION	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
2021 PRIORITY LIST	COVID-19 Team: Direct Administrative, Policy, Office Space Changes	Maintain safety of staff and continuity of operations	1 (R&S)	Ongoing	Ongoing
	Finalize & Implement 2020 Pay Equity/Compensation Review	Complete additional assessment due to staff requests	1	January	Near Completion
	Hire CFO/Treasurer (new position)	Advertise, interview, hire and onboard	1 (N)	April	Position Advertised
	Implement Organizational Adjustments due to Retirement	Implement necessary changes to ensure business continuity	1 (N)	February	In Progress
	Finalize Council's Strategic Plan & Implement	Prepare plan to implement Council's Strategic Directions	1 (N)	June	In Progress
	Acquire Additional Office Space	Finalize negotiations and lease agreement	1 (N)	January	Feb Start
	Develop a New Performance Management Program	Replace existing staff evaluation program	1 (N)	April	Feb Start
	Review Current Pay for Performance Plan	Review-modify; status/quo/eliminate?	1 (N)	April	Feb Start
	Conduct an Organizational Review	Assess current situation & future needs	1 (N)	December	April Start
	Finalize Nursing Station Lease Agreement with WPSHC	Complete negotiations and enter into agreement with WPSHC	1	June	In Progress
	Development of Policies & Employment Agreement for Seasonal Staff	New short-term/seasonal agreement required	1 (N&R)	April	In Progress
	Develop a New Progressive Discipline Policy and Provide Training	Policy upgrade required; Manager/Supervisor training required	1 (U)	June	In Progress
	CP Rail Invoice	Negotiate final invoice re: North Shore Rd.	1	June	In Progress
	Onboarding new staff - Operations Administrative Assistant; CFO/Treasurer; other?	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 MNR staff towards a purchase of crown land, which we currently hold an LUP	1	Dec	Working with MNR 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	
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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)	By-law Program: • By-law Updates - Noise • Enforcement Contract Renewal & Needs Assessment	review and re-establish Noise bylaw. Enforcement Contract expires April (review and renewal needed).	3 & 1	Q2 2021	to be initiated
	Emergency Management: • Agreements with Municipalities • Training	Emergency management program and activities prescribed by EMO and active throughout year.	1(R&S)	ongoing	underway
	Phone System Upgrade	Completion of new hardware installation, software upgrade and user training	1(M&BC)	February	underway
	Website Redesign/Update (4th year of contract)	4th year of contract includes a review and refresh.	1(M&BC)	March	underway
	IT resource needs	identify extent of resources needs and implementation possibilities	1(M&BC)	By end 2021	to be initiated
	Office computer replacement	replacement of PCs for staff	1(M&BC)	By end 2021	underway
ADDITIONAL PROJECTS	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
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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)	Phragmites Education & Advocacy	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.
	Community Safety and Well Being Plan	Develop and Implement a community safety Plan with relevant agencies.	1 (R, S)	July, 2021	Preliminary training and discussions with regional municipalities.
	Shawanaga Island IPCA	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.
	Seabins (Collects floating debris in water)	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					

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)	Phragmites Control	Spraying of identified areas	2 (E)	Q2-3 2021	Weed management company contacted. They will apply once locations are given.
	Development of a facilities plan for Pointe au Baril, including cenotaph relocation	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
	Installation of weigh scale at Site 9 Landfill	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
	Review Holiday Cove Marina fees, payment structure, penalty enforcement and update website for 2021 season	Ensure that Holiday Cove is not undercutting local marinas	1 (R,U)	Q1 2021	To be initiated
	Review PAB Wharf transient and commercial dockage fees, payment structure and penalty enforcement for 2021 season. Modify by-law to include all launches/docks	Bring fees and rates in line with current markets, add clarity to by-law	1 (R,U)	Q1 2021	To be initiated
	Update Waste by-law, review existing policies and refresh website	Improve clarity, simplify and update cost structure and penalties, advertise	2 (E,R)	Q2 2021	To be initiated
	Dock replacements at Kapikog, Fox Back and Pine Bay	Existing docks reached or reaching end-of-life, some have blue foam	3 (S,U)	Q2 2021	Pending budget approval
	Flare Disposal	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					

POLICY ON THE CREATION AND SUPPORT OF COMMUNITY RECREATIONAL FACILITIES**BASIS OF THE POLICY****OFFICIAL PLAN**

Section 5.10 (Public Services) the Official Plan states that "Because of the nature of the Municipality, a limited number of services will be required to provide adequately for the ratepayers".

In addition, it is further stated that "Given the recreational nature of the Township, the existing level of services has proven to be satisfactory and few major extensions are likely to be required..... The type and nature of development expected in the Township will generally not demand increased public services and associated costs except in the Pointe au Baril Station Neighbourhood, where certain services may be provided in conformity with the Community Improvement Policies of this Plan."

INTENT OF THIS POLICY

Recognizing that the Official Plan allows for some "extension" (addition) to the recreational services provided, this policy recognizes that the Township has a limited responsibility to provide recreational opportunities to communities throughout the Township. It also recognizes that some cottage and/or community Associations and local not-for-profits (NFP) serving the community may identify the need for community recreational facilities in their area. The Township is willing to support these initiatives if, and only if, at least a part of the facility, located on land owned by the association or NFP, is open to all residents of the community throughout the year.

SUPPORT TO BE PROVIDED

The Township will support a community recreational initiative only if it is satisfied that there is a need for the service and that the service will be able to sustain itself without any use of Township resources. This can include one or more of the following three types of support:

- 1) The provision of an annual grant to an Association or NFP in recognition of their allowing some public use of their property and facilities. This grant is to be area rated. If any of the property is used for private or commercial purposes the Township will consider reducing the grant or requiring additional action to make the grant consistent with the intention of this policy regarding public use of the facility. Any grant will be used to decrease obligations to the Township. There will be no direct payment to the Association or NFP.
- 2) The provision of a grant to decrease obligations to the Township which are related to improvements to the facility or that part of the facility used for public purposes. These grants are to be area rated.
- 3) When there is to be a campaign to raise funds for construction of a facility to be used for public purposes, the Township, after it has determined that the project is of benefit to the Township and complies with relevant federal and provincial tax laws, may create a committee composed of representatives of the Township and the Association. The purpose of this committee will be to accept donations to the project, issue tax receipts for the donations and disperse the funds directly to persons providing the intended services to the project, after approval by the Association and the Township. Once a tax receipt has been issued to a donor, there will be no refund of donations even if the project does not proceed and the Township shall have full decision making power over how these "orphan" donations will be used.

APPROVAL OF GRANTS AND FACILITY SUPPORT

All grants and facility support programs must be approved by Council and, wherever possible, be included in the budget before implementation. A grant application must be submitted to Council for approval annually. All eligible entities must also make a deputation to Council at the beginning of each new term of Council to provide information on how they support the community. Prior to approving any initiative Council must be comfortable with the long term viability of the initiative and the financial stability of the organization being supported.

DEFINITION OF A COMMUNITY RECREATIONAL FACILITY

A Community Recreational Facility must be on property owned by an Association or NFP and can be:

- a building, outbuilding or deck used for meetings, regattas and other community events
- an outdoor sports facilities
- a community dock for short-term docking
- a parking lot, or
- other structures deemed appropriate.

ADMINISTRATIVE PROCEDURES

1. In the initial year of this policy members of Council and staff shall meet with each organization being supported to establish what services the organization will provide in exchange for the grant. A similar process will be followed where an additional organization requests a new grant. Recommendations will be forwarded to Council for approval.
2. In each subsequent year every organization may apply for a grant. The application for a grant must be submitted to the Treasurer of the Township. A delegation to Council may be appropriate. Any changes in services to the public must be approved by Council and the grant must be approved annually by Council. The amount of the grant is at the sole discretion of Council.
3. The payment of each grant shall be accompanied by a letter outlining how the grant has decreased the Association or NFP's obligations to the Township and the services to be provided in exchange for the grant.
4. The payment of taxes is the responsibility of the taxpayer and all balances owing must be paid by the taxpayer by their due date.



9 James Street, Parry Sound, Ontario P2A 1T4
Telephone: (705) 746-4243 Fax: (705) 746-7301

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

FROM: Cale Henderson, Manager of Development & Environmental Services

DATE: February 18, 2021

RE: Remove Holding (H) Provision
Parts 39 & 40 on Plan PSR-1364, being Parcels 19775 and 13701 PSSS,
located in Part of Lot 33, Concession 9, in the geographic Township of
Shawanaga

OWNERS: LANE, Jeremy & CHUPA, Lisa

PROPOSAL:

The purpose the proposed zoning by-law amendment is to remove the Holding (H) Provision from the subject lands and permit them to be used residentially. The effect of the removal of the Holding (H) Provision would be to permit the lands to be developed, as the lands have merged with the adjacent lands, being Parts 41 and 42 on Plan PSR-1364 (39 Tamarack Drive).

A copy of the application is attached as Appendix A.

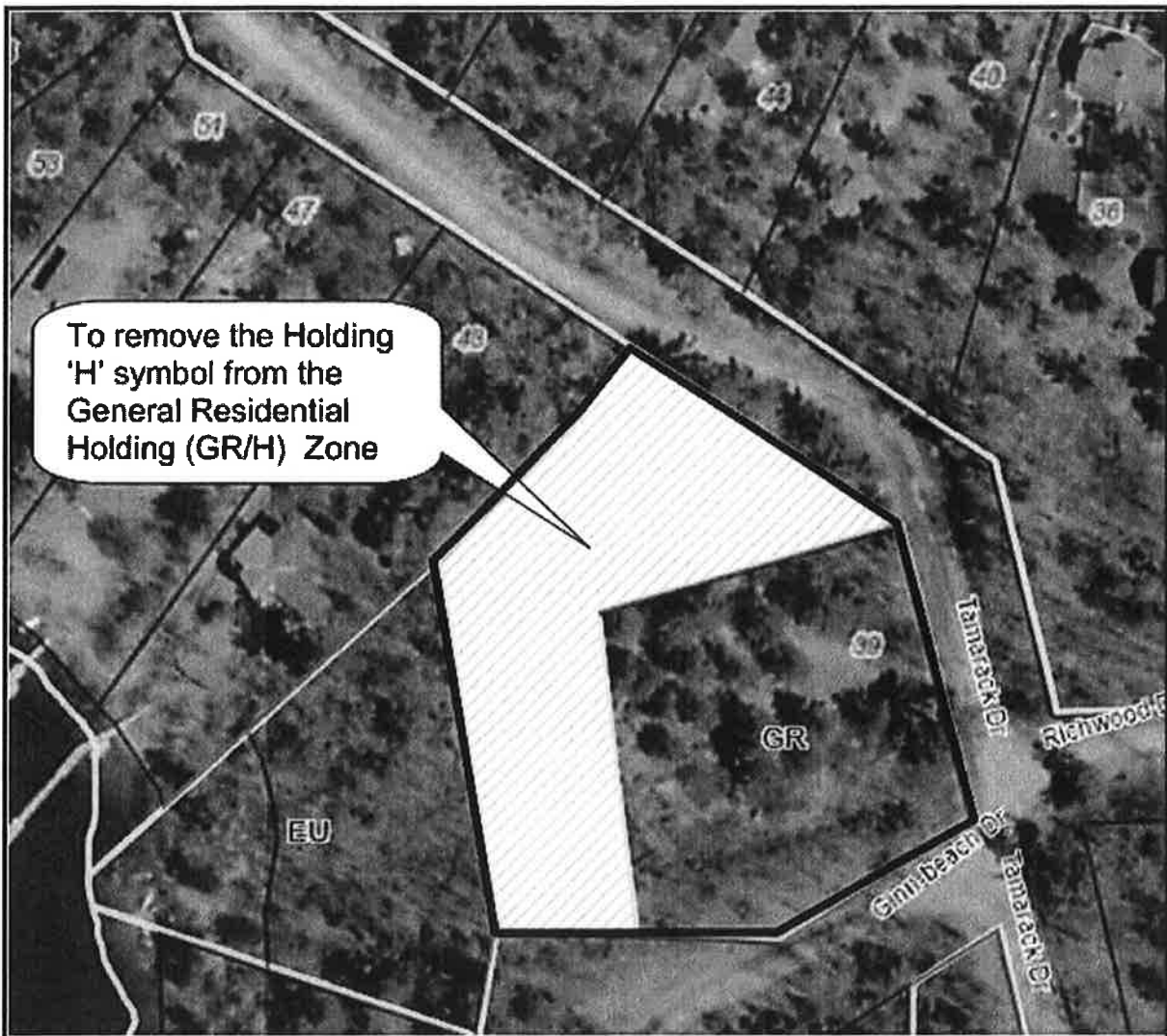
PLANNING INFORMATION

Official Plan Neighbourhood:	Skerryvore
By-law No. A2000-07:	General Residential/Holding (GR-H) & General Residential (GR)
Existing Use:	Vacant
Property Size:	Total: 0.83 ha (2.04 ac) Portion zoned GR-H: 0.4 ha (0.98 ac) Portion zoned GR: 0.43 ha (1.06 ac)
Frontage:	Total: 110 metres +/- (360 feet)

BACKGROUND:

The subject property is located in the Skerryvore Neighbourhood, which was the subject of a series of Reference Plans that the owner "checkerboarded" prior to the province implementing subdivision control. As a result, many of the lots have serious constraints with respect to development. The owners purchased two separate lots and have merged them on title with their existing lands, which itself was originally two lots.

SITE MAP:



PLANNING ANALYSIS:

Section 9 of the Official Plan designates the Skerryvore Neighbourhood as a Special Policy Area and provides additional policy direction on the development of Skerryvore. Because the subject property is a backlot with a holding provision, the following policies apply:

'9.2 Skerryvore is the only area in the Township outside Pointe au Baril Station where there are a number of lots that do not have frontage on the water. Many of the lots in Skerryvore that do not have direct frontage are small in size, have poor physical conditions and have not been developed. Council may enact holding by-laws restricting development of these backlots until it has been demonstrated that the lot is suitable for on-site sewage disposal, has a potable water supply and is generally suitable for development.'

9.3 Many of the constraints to development for the backlots in Skerryvore result from the small size of the lots, often less than one acre. Where lots have merged because of common ownership, this Plan will not permit a reseparation of such parcels.

9.4 A number of backlots in Skerryvore have serious constraints to development including rough, rocky terrain, steep slopes or wetlands that are environmentally sensitive. These lands may be considered unsuitable for development until a site evaluation report is completed demonstrating that the lot(s) is(are) capable of being developed with services without adversely impacting the environment. These lands will be placed in a holding zone until the site evaluation report is prepared to the satisfaction of Council.'

In accordance with the above policies, as the lands are being added to the adjacent lands, which have already been determine to be appropriate for development, the removal of the holding provision is in conformity with the above policies.

COMMENTS RECEIVED:

The proposed zoning by-law amendment application was circulated to every owner of land in the area where the subject land is located, as per the requirements of the Planning Act, R.S.O. 1990, c.P.13, as amended, and associated regulations. Any comments received on or before February 19th, 2021 will be made available to Council.

RECOMMENDATION

It is recommended that Council pass a by-law to remove the holding provision from the subject lands, enabling it to be developed and used residentially in conjunction with the adjacent lands, which have been merged on title.

Respectfully submitted,



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

APPENDIX 'A'
Application



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

Print Form

Application for Amendment to the Comprehensive Zoning By-law

under Section 34 of the Planning Act, R.S.O. 1990, c.P. 13, as amended

OFFICE USE ONLY

Date Received December 21, 2000 Complete Application ☐ Yes ☐ No Application No. ZOA-21
Date Accepted _____ Applicable Fee Paid ☐ Yes ☐ No

1. Applicant / Agent Information

Name of Applicant / Agent

Lisa Chupa & Jeremy Lane
Address _____

City _____ Province / State _____ Postal / Zip Code _____

Home Phone No. _____ Business Phone No. _____

2. Owner(s) Information

Name of Owner(s)

Same as above

Address _____

City _____ Province / State _____ Postal / Zip Code _____

Home Phone No. _____ Business Phone No. _____ email _____

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

If known, please provide the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land.

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

Assessment Roll Number 4905- 180-001-17700-0000 Lot 33 Concession 9 Island No. 1

Registered Plan of Subdivision No. (if any) 17500 Plan No. PSR 1364 Lot No. 1

Reference Plan No. (if any) Plan No. 42R Part No. 39 + 40

Parcel No. 19775 + 13701 Other Description _____

Dimensions of Subject Property:

Depth (metres) 1 Frontage (metres) 1 Hectares .4

4. Purpose of Application

What is the existing zoning of the subject land?

GR/H

What is the nature and extent of the rezoning being requested?

Remove Holding

4. Purpose of Application (cont'd)

What are the reasons for the proposed rezoning?

5. Land Use

What is the existing Official Plan designation(s), if any, of the subject land?

Residential

How does this application conform to the policies of the Township's Official Plan?

Allow the lands to be used residentially.Is the application consistent with the Provincial Policy Statements issued under subsection 34(1) of the Planning Act? ☒ Yes ☐ No

Is the subject property within an area of land designated under any Provincial plan or plans?

☒ Yes ☐ No

If yes, does the application conform to or not conflict with the applicable Provincial plan or plans?

☒ Yes ☐ No

What are the existing uses of the subject land?

Vacant

How long have the existing uses of the subject land continued?

N/A

What are the proposed uses of the subject land?

Seasonal Cottage**6. History of Land**

When was the subject land acquired by the current owner?

Oct. 2013, July 2015⁻⁷⁶⁰⁰, June 2019⁻⁷⁷⁰⁰

Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?

If YES and if known, provide the application number and the decision made on the application.

205-12

Has the subject land ever been the subject of an application under Section 34 of the Planning Act?

☐ Yes ☐ No ☐ Unknown

Has the subject land ever been the subject of a Minister's Zoning Order? If known, please provide the Ontario Regulation number of the Zoning Order.

☐ Yes ☐ No ☐ Unknown Ontario Regulation Number _____

7. 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.

Water (proposed)

- ☒ Privately owned and operated individual well ☐ Privately owned and operated communal well
☐ Lake ☐ Other Means _____

Sewage Disposal (check appropriate box) (proposed) Currently with Adams Bro.

- ☒ Privately owned and operated individual septic system ☐ Privy
☐ Privately owned and operated communal septic system ☐ Other Means _____

Please provide a copy of the building permit or certificate of approval for the existing septic system on the property, if applicable. *on file - Adams Bro.*

Pursuant to the Planning Act, if the requested amendment would permit development on a privately owned and operated individual or communal septic system and more than 4500 litres of effluent would be produced per day as a result of the development being completed, the applicant may be requested to provide the Township with a servicing options report and a hydrogeological report.

8. Buildings and Structures (on or proposed for the subject land)

EXISTING - List all existing buildings and structures					DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	Date of Construction	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)	Front	Rear	Side	Side
<i>Seasonal Cottage</i>								

PROPOSED - List all proposed buildings and structures				PROPOSED DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)	Front	Rear	Side	Side
<i>Seasonal Cottage</i>	<i>1 1/2</i>		<i>130m²</i>				

9. 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 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.

10. Other Information

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

The purchase of two additional lots (7700 + 7600) has created a lot of approximately two acres. Plans to build on approximately half of that land and with the intention to keep half natural and conserved for the habitat of birds and other animals.

11. Affidavit or Sworn Declaration

Dated at the City of Hamilton this 21 day of December, 2020

I, Jeremy Lane, Lisa Chup of the _____ in the

County/District/Regional Municipality of _____ do 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 _____ of _____

in the _____ of _____ this _____ day of _____, 20____.

video
A Commissioner of Oaths

Jeremy Lane
Signature of Owner or authorized Applicant / Agent

L. Chup

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, _____, am/are the owner(s) of the land that is the subject of this application and I/we authorize _____ to make this application on my/our behalf.

Date _____ Signature of Owner _____

Date _____ Signature of Owner _____

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, _____, 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 _____ 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 _____ Signature of Owner _____

Date _____ Signature of Owner _____

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, Lisa Chupa & Jeremy Lane, 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 December 21, 2020 Signature of Owner [Signature]

Date December 21, 2020 Signature of Owner [Signature]

Date _____ Signature of Owner _____

Date _____ Signature of Owner _____

APPENDIX 'B'
By-law No. A2094-21

**THE CORPORATION OF
THE TOWNSHIP OF THE ARCHIPELAGO
BY-LAW NO. A2094-21**

To amend Zoning By-law No. A2000-07 by removing the Holding 'H'
Symbol from Parts 39 and 40 on Plan PSR-1364, being Parcels
19775 and 13701 PSSS, located in Part of Lot 33, Concession 9, in
the geographic Township of Shawanaga (LANE/CHUPA)

WHEREAS Section 36(1) of the Planning Act, R.S.O. 1990, c. P.13, as amended, authorizes the Council of a local municipality to, in a by-law passed under Section 34 of the Planning Act, by the use of the holding symbol "H" in conjunction with any use designation, specify the use to which lands, buildings or structures may be put at such time in the future as the holding symbol is removed by amendment to the by-law;

AND WHEREAS the Council of the Corporation of the Township of The Archipelago passed By-law No. A2000-07 on the 22nd day of June, 2007, pursuant to Section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended, which by-law designated Parts 39 and 40 on Plan PSR-1364, being Parcels 19775 and 13701 PSSS, located in Part of Lot 33, Concession 9, in the geographic Township of Shawanaga, to the General Residential Holding (GR-H) Zone;

AND WHEREAS Council deems it appropriate to remove the Holding symbol from the lands described as Parts 39 and 40 on Plan PSR-1364, to permit the proposed development of the property as the lots have merged with Parts 41 and 42 on Plan PSR-1364 (39 Tamarack Drive);

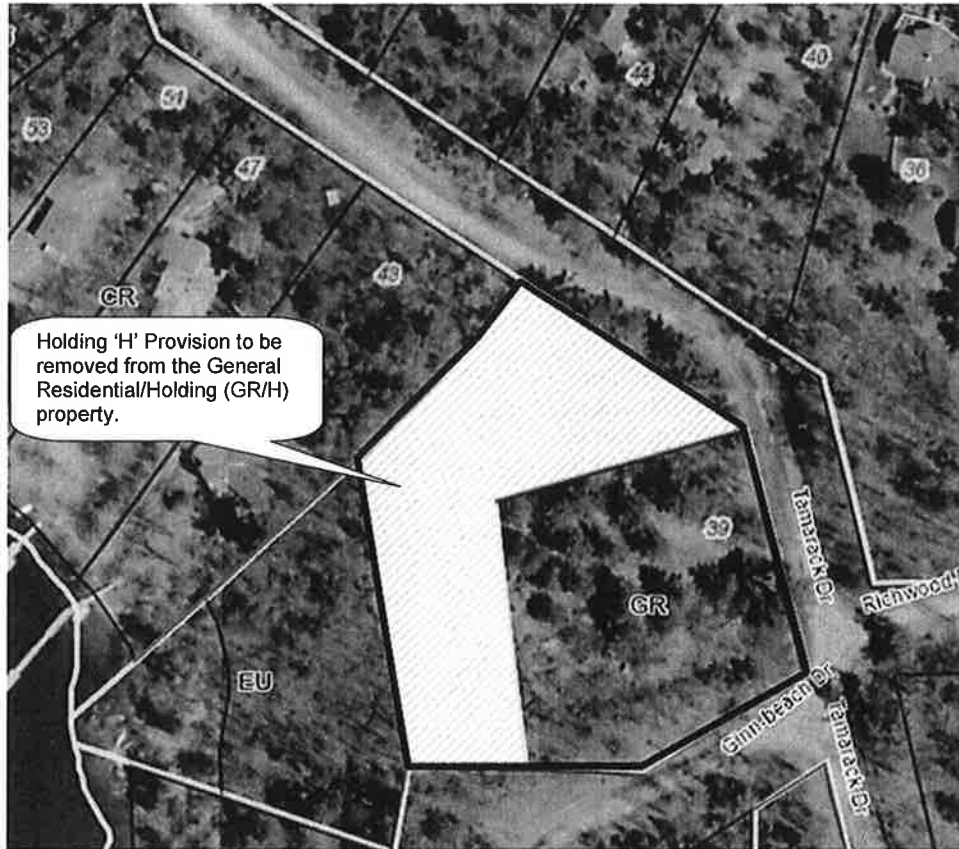
NOW THEREFORE BE IT ENACTED as a By-law of the Council of the Corporation of the Township of The Archipelago as follows:

1. Schedule 'A', (Harrison) of By-law No. A2000-07, is hereby further amended by removing the 'H' symbol from the lands described as Parts 39 and 40 on Plan PSR-1364, being Parcels 19775 and 13701 PSSS, located in Part of Lot 33, Concession 9, in the geographic Township of Shawanaga, as shown by hatching on a copy of part of Schedule 'A', (Harrison) attached to this By-law as Schedule '1'.
2. This By-law shall take effect and come into force in accordance with Section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended.

READ and FINALLY PASSED in OPEN COUNCIL this 19th day of February, 2021.

BERT LIVERANCE, REEVE

MARYANN WEAVER, CLERK



THIS IS SCHEDULE '1' TO BY-LAW NO. A2094-21

TOWNSHIP OF THE ARCHIPELAGO

PASSED THIS 19th DAY OF FEBRUARY, 2021

BERT LIVERANCE, REEVE

MARYANN WEAVER, CLERK



9 James Street, Parry Sound, Ontario P2A 1T4
Telephone: (705) 746-4243 Fax: (705) 746-7301

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

FROM: Cale Henderson, Manager of Development & Environmental Services

DATE: February 18, 2021

RE: Preliminary Report
Zoning By-law Amendment No. Z01-21
Part of Island D30, being Part 1 on Plan PSR-243
Designated as Parcel 7992 PSNS
in front of the geographic Township of Harrison

OWNER: BRIGGS, Paul

PROPOSAL:

The purpose and effect of the proposed Zoning By-law Amendment is to rezone the subject property from the existing "Private Club (PC)" Zone to the 'Coastal Island Residential (CR)' Zone, reflecting the current residential use on the property and facilitating the owner's interest in constructing a sleeping cabin.

The application is attached as Appendix A.

PLANNING INFORMATION

Official Plan Neighbourhood:	Bayfield-Nares
Existing Zone:	Private Club (PC)
Existing Use:	Residential
Property Size:	0.53 ha (1.3 acres)
Frontage:	+/- 120 metres (390 feet)

BACKGROUND:

The subject property is located in the Bayfield-Nares Neighbourhood and is currently zoned Private Club (PC). A version of the current zoning has existed on the subject since the original Zoning By-law for the Township of The Archipelago in 1983. The property was recently purchased by the current owner in 2019, and the owner has been using the subject property as a residential cottage. The owner approached the Township to construct an accessory sleeping cabin; however, sleeping cabins are only permitted on residential properties.

Section 4 of the Official Plan sets out the Objectives necessary to fulfill the above-noted goal and includes, among others:

- "1. Respecting, maintaining and improving the natural environment of the region, and of the UNESCO Biosphere Reserve, of which the Township is a part.*
- 2. Responding appropriately to the inevitable social and economic changes that will affect the demand for recreation in its many forms while maintaining a status quo philosophy in regard to the character of the present land use base;*
- 4. Protect and Preserve the water quality of the area;*
- 5. Ensuring the compatibility of land and water usage;*

This Goal and these Objectives enforce an "environment first" and "status quo" philosophy that has been the foundation of The Archipelago since its inception.

Within Schedule C – Glossary of the Official Plan, Private Club is defined as:

'Private Club: means one or more of the recreational land uses which existed in the Township on January 1, 1980, having in excess of two owners, containing three or more self-contained cottages, a main lodge, common or shared outbuildings and facilities.'

Section 6.17 of the Official Plan states:

'It was the policy of the Township that existing commercial operations be zoned for the commercial use specifically in existing on a property at the time of the formation of the Township on January 1, 1980'

'Lands currently zoned in a commercial zoning category where the commercial use has been abandoned shall have the commercial zoning category removed and replaced with the appropriate residential zoning.'

Although a private club would not necessarily be considered a 'commercial use', the Official Plan recognizes the similarities between the uses and the above policy is still applicable and is supportive of removing the current 'Private Club (PC)' zoning and reflect the current residential use of the property.

As the proposal will not result in any additional or increased development, rather it will result in a decrease in potential development, no environmental studies or additional information has been requested.

3. COMPREHENSIVE ZONING BY-LAW No. A2000-07:

The subject property is zoned 'Private Club (PC)'. Per Section 15 - Private Club, the general use provisions within this zone are outlined below:

'15.1 General Use Provisions:

15.1.1 Permitted Uses

Main Uses:

The following uses for members of the private club and guests:

- A retail store
- A dining hall
- A lodge
- A private recreational facility
- A private club recreational facility
- Boat docking, buildings or structures for boat storage, boat and watercraft rentals and sales, or fuel sales.

Accessory Uses:

Buildings, structures and uses accessory to a Main Use including but not limited to the following:

- One single detached dwelling or one dwelling unit in a non-residential building that is occupied by the owner or employee of one of the main permitted uses.'

The owner has proposed to zone the subject property 'Coastal/Island Residential (CR)'. Per Section 6.1 of the Zoning By-law, the general use provisions within this zone are outlined below:

'6.1 General Use Provisions:

6.1.1 Permitted Uses

- Residential use.

Accessory Uses:

- Accessory uses.
- Bed and Breakfast;
- Home occupation

6.1.2 Permitted Buildings and Structures

- A single, detached dwelling
- Accessory Residential structures and buildings'

NEXT STEPS

If Council deems it appropriate to consider the application, it must formally receive the application and direct staff to complete a full review, circulate notice to the surrounding neighbourhood, and schedule at least one public meeting.

Respectfully submitted,



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

Appendix A Application

Good Morning Jane,

Further to your email, I would like to respond as follows:

- The only existing building on the property is the current cottage (100m²)
- The proposed sleeping cabin and sauna have not yet been designed but I have enclosed some approximate sizes in the adjusted site diagram.
- I have adjusted the siting to the lot line for the cottage as I had previously interpreted this as being to the shoreline for some reason.
- The current high water makes it difficult for me to accurately document the existing set backs. I have listed them as indicative of the current distance from the current high water lines.

The purpose for the zoning change is to allow for the future construction of a sleeping cabin and sauna as the current zoning of a private club does not allow this. This zoning is more in keeping with the surrounding plan. Additionally, any of the advantages of being zoned a private club are useless since the property is only 1.3 hectares.

Please let me know if you have any questions.

Paul Briggs



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

Print Form

Application for Amendment to the Comprehensive Zoning By-law

under Section 34 of the Planning Act, R.S.O. 1990, c.P. 13, as amended

OFFICE USE ONLY		
Date Received <u>December 7/20</u>	Complete Application <input type="checkbox"/> Yes <input type="checkbox"/> No	Application No. <u>201-21</u>
Date Accepted _____	Applicable Fee Paid <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

1. Applicant / Agent Information

Name of Applicant / Agent

Paul Briggs

Address _____

City _____ Province / State _____ Postal / Zip Code _____

Home Phone No _____ Business Phone No _____ email _____

2. Owner(s) Information

Name of Owner(s)

(as above) Paul Briggs

Address _____

City WIS Province / State _____ Postal / Zip Code 11

Home Phone No _____ Business Phone No _____ email _____

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

If known, please provide the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land.

nk.

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

Assessment Roll Number 4905- 140-011-15402 Lot _____ Concession _____ Island No. A Island D 30

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

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

Parcel No. _____ Other Description Harrison Island D3 PT PCL 3

Dimensions of Subject Property:

Depth (metres) _____ Frontage (metres) 1140 ft. Hectares 0.53 irregular
348 m.

4. Purpose of Application

What is the existing zoning of the subject land?

Private Club (PC)

What is the nature and extent of the rezoning being requested?

Change zoning to Coastal/Island Residential (CR)

4. Purpose of Application (cont'd)

What are the reasons for the proposed rezoning?

to permit future construction of a sleeping cabin
and/or Sauna.

5. Land Use

What is the existing Official Plan designation(s), if any, of the subject land?

Private Club.

How does this application conform to the policies of the Township's Official Plan?

Is the application consistent with the Provincial Policy Statements issued under subsection 3(1) of the Planning Act? ☐ Yes ☐ No

Is the subject property within an area of land designated under any Provincial plan or plans?

☐ Yes ☐ No

If yes, does the application conform to or not conflict with the applicable Provincial plan or plans?

☐ Yes ☐ No

What are the existing uses of the subject land?

Cottage Seasonal Use.

How long have the existing uses of the subject land continued?

What are the proposed uses of the subject land?

Seasonal cottage with addition of sleeping cabin ± Sauna.

6. History of Land

When was the subject land acquired by the current owner?

January 17, 2019.

Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?

If YES and if known, provide the application number and the decision made on the application.

Has the subject land ever been the subject of an application under Section 34 of the Planning Act?

☐ Yes ☐ No ☐ Unknown

Has the subject land ever been the subject of a Minister's Zoning Order? If known, please provide the Ontario Regulation number of the Zoning Order.

☐ Yes ☐ No ☐ Unknown Ontario Regulation Number _____

7. 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.

Parking at Thompson Marine.

Docking at one of two sites attached to the property

Water

- ☐ Privately owned and operated individual well ☐ Privately owned and operated communal well
☒ Lake ☐ Other Means _____

Sewage Disposal (check appropriate box)

- ☒ Privately owned and operated individual septic system ☐ Privy
☐ Privately owned and operated communal septic system ☐ Other Means _____

Please provide a copy of the building permit or certificate of approval for the existing septic system on the property, if applicable.

Pursuant to the Planning Act, if the requested amendment would permit development on a privately owned and operated individual or communal septic system and more than 4500 litres of effluent would be produced per day as a result of the development being completed, the applicant may be requested to provide the Township with a servicing options report and a hydrogeological report.

8. Buildings and Structures (on or proposed for the subject land)

EXISTING - List all existing buildings and structures					DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	Date of Construction	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)	Front	Rear	Side	Side
cottage	early 1900's	1	100	100	4	4	3	2 50m
								8

PROPOSED - List all proposed buildings and structures					PROPOSED DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)		Front	Rear	Side	Side
sleeping cabin	1	35	35		8m	30m	10m	30m
sauna	1	10	10		5m	5m	6m	20m

9. 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 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.

10. Other Information

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

11. Affidavit or Sworn Declaration

Dated at the <u>CITY OF WOODSTOCK</u> this <u>3</u> day of <u>DEC.</u> , 20 <u>20</u>	
I, <u>PAUL BRIGGS</u> of the _____, <u>CC</u> 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 <u>CITY</u> of _____	
in the <u>COUNTY</u> of _____ this <u>3</u> day of <u>DEC</u> , 20 <u>20</u> .	
 _____ A Commissioner of Oaths	 _____ Signature of Owner or authorized Applicant / Agent

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, n/a, am/are the owner(s) of the land that is the subject of this application and I/we authorize _____ to make this application on my/our behalf.

Date _____ Signature of Owner _____

Date _____ Signature of Owner _____

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, _____, 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 _____ 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 _____ Signature of Owner _____

Date _____ Signature of Owner _____


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.

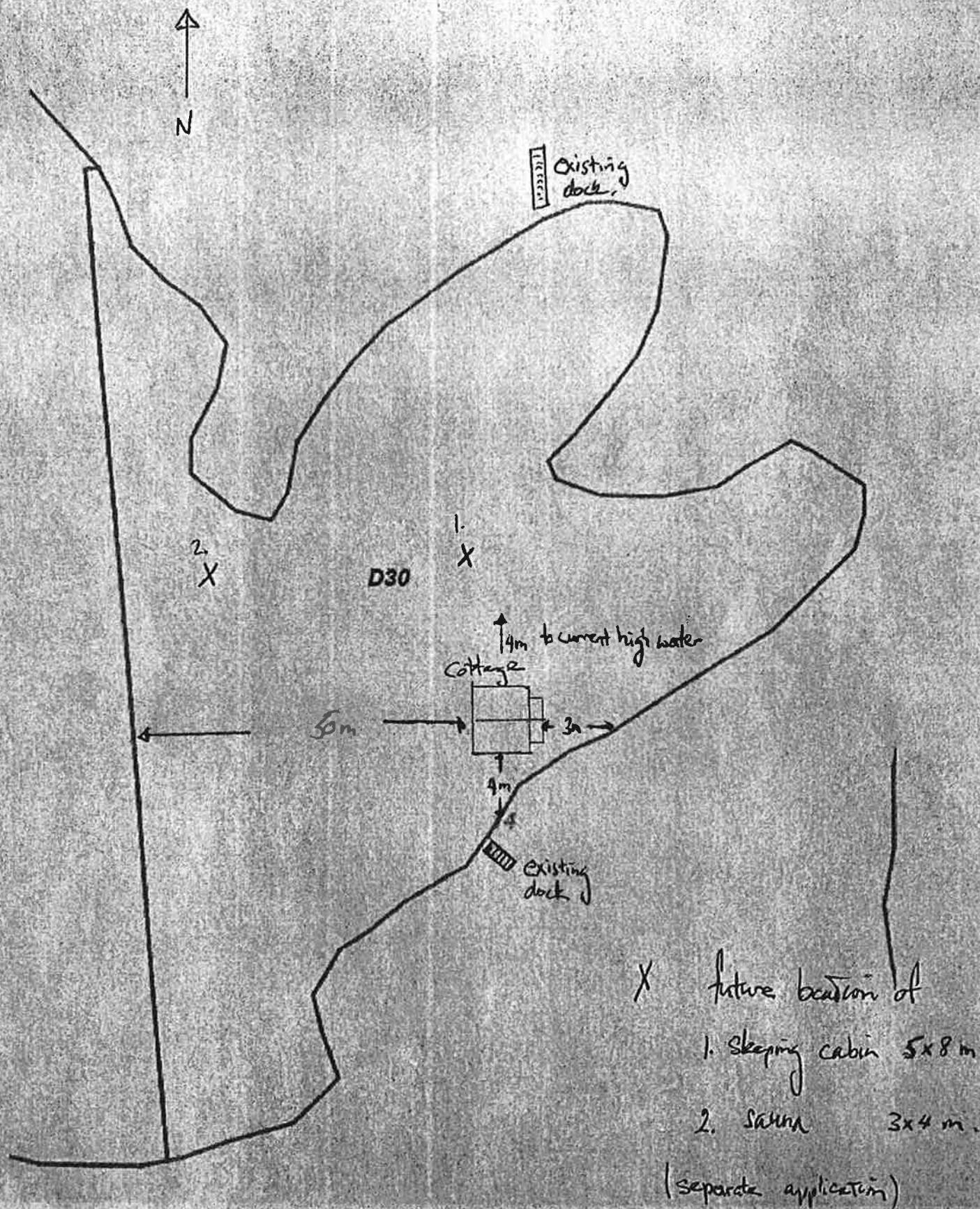
I/We, Paul Briggs, am/are the owner(s) of the land that is the subject of this application and for the purposes of the *Freedom of Information and Protection of Privacy Act*, I/we authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected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

Date Dec 3, 2020 Signature of Owner 

Date _____ Signature of Owner _____

Date _____ Signature of Owner _____

Date _____ Signature of Owner _____





TO: Chair Frost and Members of the Planning Committee

FROM: Cale Henderson, Manager of Development & Environmental Services

DATE: February 18, 2021

RE: Zoning By-law Amendment No. Z03-21
510 Blackstone Crane Lake Road (Crane Lake Marina), Being Parts
2,4,8 and 9 on Plan 42R-21246, Geographic Township of Conger

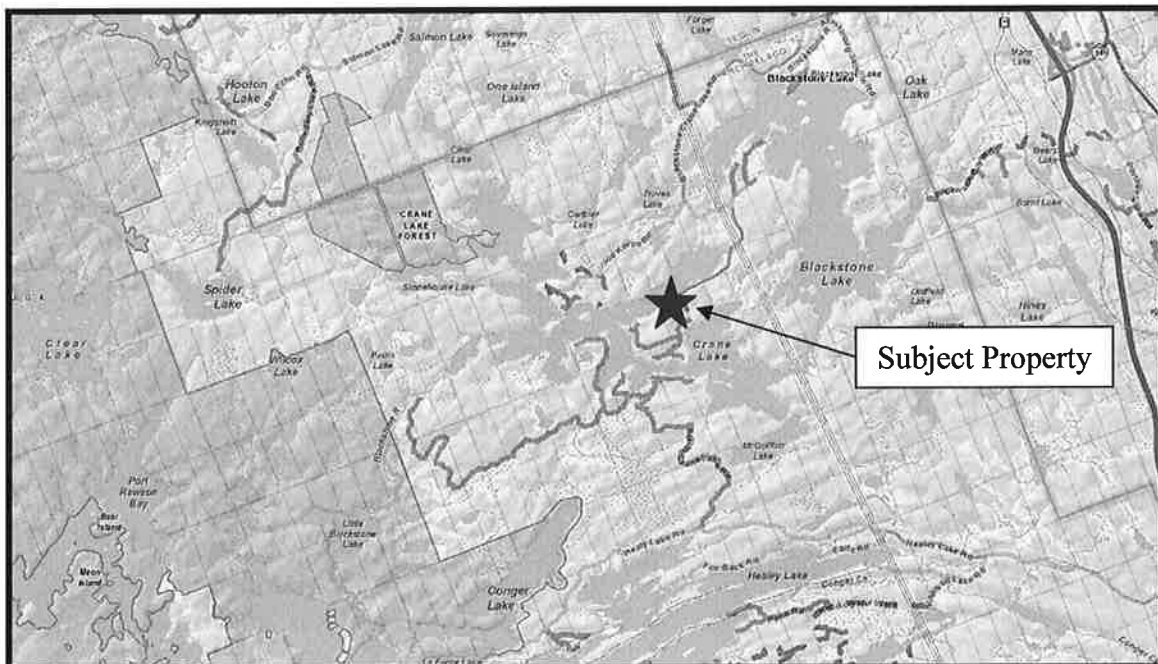
OWNER: N.D. McLennan

AGENT: John Jackson Planner Inc.

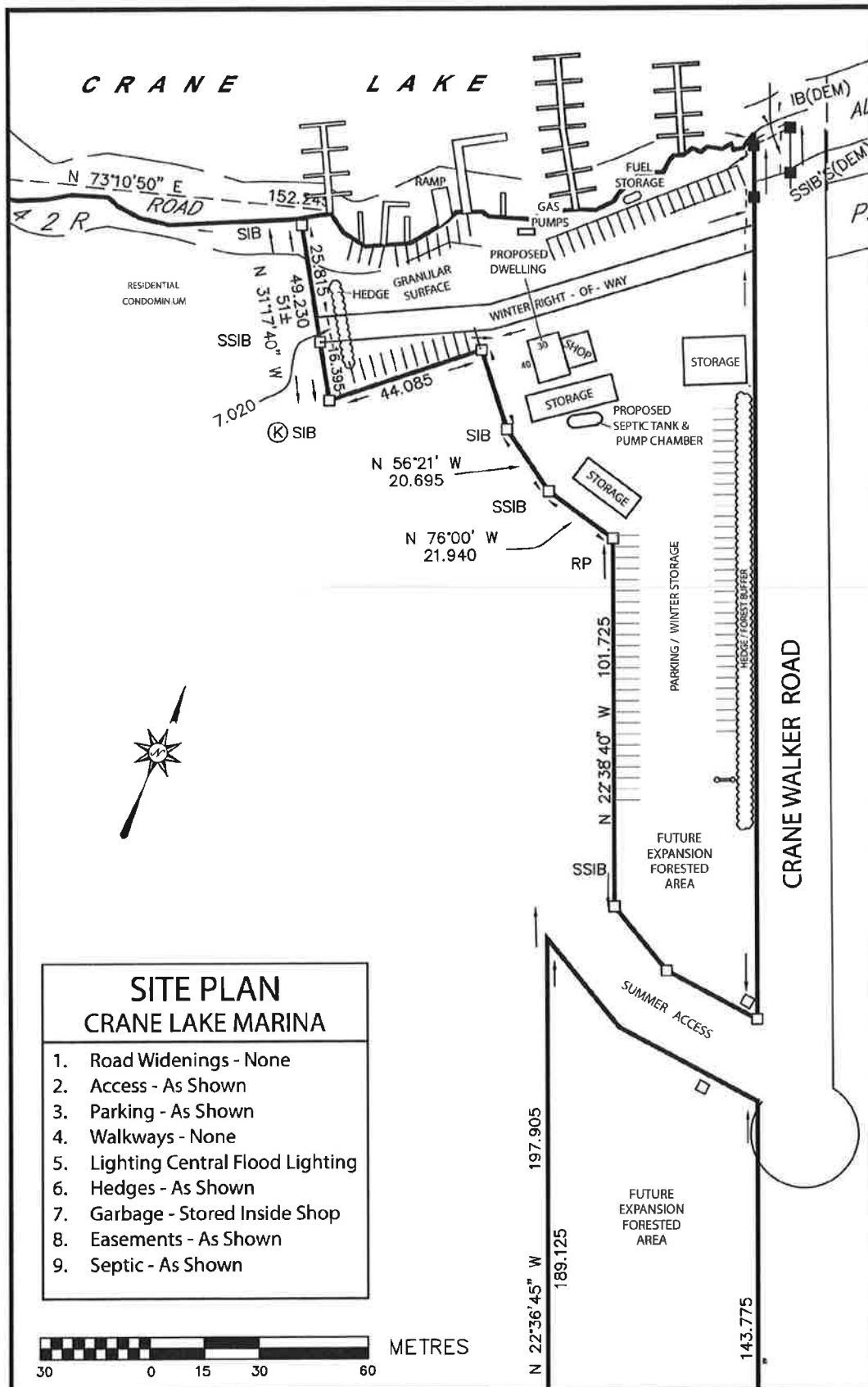
PROPOSAL:

The subject property is zoned Marina Commercial Exception 3 (MC-3). The current zoning allows the subject property to be used as a marina; however the special exception zoning prohibits a dwelling unit to be used as an accessory or secondary use on the subject property. The proposal is to amend the site specific zone to permit a dwelling unit to be located on the subject property.

LOCATION MAP:



SITE PLAN:



PLANNING INFORMATION

Ward:	5
Official Plan Neighbourhood:	Crane Lake
Zoning:	Marina Commercial Exception 3 (MC-3)
Lot Area:	2.0 ha (4.9 ac)
Access:	Blackstone-Crane Lake Road (Municipal, Year Round) & Crane-Walker Road (Municipal, Seasonal)

BACKGROUND

The subject property was historically part of the adjacent resort lands (Crane Lake Resort). In 2017, Council for the Township of The Archipelago Council adopted Official Plan Amendment No. 62, which facilitated the conversion of the commercial resort to a residential condominium and to separate the marina lands from the remainder of the resort.

Through this process, concerns were raised with the future viability of the marina and the potential it would only be used residentially. To address these concerns, a site specific zoning was applied to the marina lands, to restrict the establishment of a dwelling, thereby avoiding this potential issue.

The owner has received an offer to purchase the marina, conditional upon an amendment to the site specific zoning, permitting the establishment of a dwelling as an accessory use to the Marina.

A copy of the application and supplementary information is attached as Appendix A.

POLICY:

1. Comprehensive Zoning By-law No. A2000-07

Section 9.1 of the Zoning By-law lists the General Use provisions for the Marina Commercial (MC) Zone, it states:

'9.1 General Use Provisions:

9.1.1 MC – Permitted Uses

Main Use:

- *Marina*

Secondary Uses:

- *a dormitory, restaurant, construction equipment storage, contractor's yard, custom workshop, or retail store, all permitted in conjunction with a marina*

Accessory Uses:

- *Uses, buildings and structures accessory to a Main or Secondary Use*
- *Single detached dwelling or a dwelling unit in a commercial building'*

However, as part of the site specific Marina Commercial Exception 3 Zone, 'Section 9.2.3.1 of the Zoning By-law states:

'9.2.3.1 Permitted Uses, Buildings and Structures

The uses permitted in Section 9 – Marina Commercial (MC) Zone with the exception that a dormitory shall not be permitted as a secondary use and a single detached dwelling or dwelling unit in a commercial building shall not be permitted as an accessory use.'

2. Official Plan

As a water access community, The Township of The Archipelago, through Official Plan policies, recognizes the important service and vital role marinas provide to the residents of the Township. For greater context, below are excerpts from the Official Plan, highlighting the importance and role of marina facilities.

'5.12 Transportation

The Township recognizes the important role that water access facilities such as marinas, resorts, and private land and public water access areas provide for residents of the Township. These areas are important 'nodes' and transportation interchanges which require careful consideration by this Official Plan and in municipal decisions.'

'5.15 The Eastern Georgian Bay Coast

Community and Economic Development

5.15.18 *Marinas and marine service establishments are recognized for their essential role in the provision of access and other services to the area's residents and visitors and for their important contribution to local economies. These services will be preserved and encouraged, where possible.'*

'Section 6 – Commercial Policies

6.18 *Notwithstanding Section 6.17 above, the retention of the marine commercial land base in the Township, particularly on the inland lakes and the mainland shoreline of Georgian Bay, is important to the long term access needs of the*

residents of The Archipelago. Therefore, the rezoning of marine commercial land with significant shoreline on the mainland of Georgian Bay or the inland lakes, to non-marine commercial uses, will not be supported.'

'6.19 Further to Section 6.18, careful regard will be given to applications that seek to rezone waterfront commercial lands which would remove or restrict water access. Such a request must be submitted together with an appropriate planning report which must clearly demonstrate that the property is either unsuitable for the provision of water access or, if water access is provided, the applicants must demonstrate that access can be successfully gained elsewhere in the same area.'

'Section 13 – Roads and Transportation

13.3 The Township supports water access facilities such as marinas and will work with business owners, local residents, and other levels of government such that water access points remain available to the residents of the Township.'

'Section 17- Waterbody Use Policy

Marina Policy

17.4 The Township of The Archipelago recognizes the importance of marina facilities that cater to the water access needs within the Municipality. The Township will support the maintenance of marina facilities and their expansion so long as such expansions are consistent with the policies of this Plan, the implementing Zoning By-law and site plan requirements.'

'17.7 All commercially zoned lands and their dock areas will be subject to site plan control under The Planning Act. Expansion of marina facilities will be encouraged whenever such expansions are consistent with the objectives of this Plan and the private enjoyment interests of adjoining property owners.'

'17.10 The Municipality will support the continued use of existing commercial marina facilities in accordance with Section 6 - Land Use Policies.'

'17.11 The Zoning By-law will set out criteria for the expansion of marine and tourist commercial uses that implement the waterbody use policies of this Plan including use restrictions, setbacks, lot coverage, car parking requirements and building heights.'

'Section 18 – Neighbourhood Waterbody Use Policy

Crane Lake Neighbourhood

18.13 There is currently one marina location on Crane Lake serving a large number of water access properties. There are few alternatives for the maintenance of water access facilities on Crane Lake and, therefore, the Council of the Township of The

Archipelago will support the ongoing provision of water access docking facilities at Crane Lake.'

In addition to the general Township policies and additional neighbourhood policies, with respect to marinas, Official Plan Amendment No. 62, provides some additional site specific policies:

'16.48 Notwithstanding the provisions of this Plan, the lands described as Part of Lot 21, Concession 9, in the geographic Township of Conger, P.I.N. 521880004, being Crane Lake House Resort, is subject to the following:

- a) Consent for Marina: A new lot may be created with frontage on Crane Lake and Crane-Walker Road that may be used for marina commercial use including any ancillary or accessory uses. Total effluent flow will be limited to 2000 litres per day or less.
- b) Residential Condominium: The existing Crane Lake House Resort lands and buildings may be the subject of a standard condominium application for up to 18 residential condominium units including any accessory or incidental uses that serve the condominium units.
- c) Crane-Walker Road: To facilitate the new entrance to the residential condominium and an improved layout for the operations of the marina, approximately 300 metres of Crane-Walker Road is eligible for municipal, year-round maintenance, subject to the road being improved to an acceptable municipal standard.
- d) Re-vegetation Stormwater Management: To improve the quality of stormwater runoff into Crane Lake, a stormwater management / landscape plan shall be prepared, including measures to establish a vegetative buffer along the shoreline.'

The applicants have indicated the proposed dwelling is to be modest in size, and would only require a small septic system, ensuring conformity with Section 16.48 a) of the Official Plan and the restriction on effluent flow.

Environmental Policies

Sections 7, 8 and 14 of the Official Plan require that a development proposal be reviewed to ensure it does not impact the natural heritage features and environmentally sensitive areas. As the property is already in use, and the proposed dwelling is to be located within the existing marina area and not result in a significant amount of additional development, no additional information or environmental review has been requested.

3. Provincial Policy Statement

The Provincial Policy Statement, 2020 (PPS), issued under the authority of Section 3 of the Planning Act, provides policy direction on matters of provincial interest relating to land use planning.

Upon receipt of the application, a full review and a site visit will be completed to determine overall consistency with the Provincial Policy Statement.

NEXT STEPS

If Council deems it appropriate to consider the application, it must formally receive the application and direct staff to complete a full review, circulate notice to the surrounding neighbourhood, and schedule at least one public meeting.

Respectfully submitted,



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

APPENDIX 'A'
APPLICATION AND
SUPPLEMENTAL INFORMATION



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

Print Form

Application for Amendment to the Comprehensive Zoning By-law

under Section 34 of the Planning Act, R.S.O. 1990, c.P. 13, as amended

OFFICE USE ONLY

Date Received January 22/21

Complete Application ☐ Yes ☐ No

Application No. 303-21

Date Accepted _____

Applicable Fee Paid ☐ Yes ☐ No

1. Applicant / Agent Information

Name of Applicant / Agent

John Jackson Planner Inc.

Address

70 Isabella St.

City Parry Sound

Province / State Ontario

Postal / Zip Code P2A 1M6

Home Phone No. _____

Business Phone No. 705-746-5667

email jjplan@cogeco.net

2. Owner(s) Information

Name of Owner(s)

N D MCLENNAN LTD

Address

City _____

Province / State _____

Postal / Zip Code _____

Home Phone No. _____

Business Phone No. _____

email _____

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

If known, please provide the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land.

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

Assessment Roll Number 4905-09000600401 Lot 21 Concession 9 Island No. _____

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

Reference Plan No. (if any) Plan No. 42R-21246 Part No. 2, 4, 8 & 9

Parcel No. 3040 & 5717 Other Description _____

Dimensions of Subject Property:

Depth (metres) ±415 Frontage (metres) ±142 Hectares ±2.0

4. Purpose of Application

What is the existing zoning of the subject land?

Marina Commercial - Exception 3 (MC3)

What is the nature and extent of the rezoning being requested?

Rezoned to allow a accessory dwelling to the marina

4. Purpose of Application (cont'd)

What are the reasons for the proposed rezoning?

Previous rezoning removes a detached dwelling as a permitted use

5. Land Use

What is the existing Official Plan designation(s), if any, of the subject land?

Recreational

How does this application conform to the policies of the Township's Official Plan?

Marina is a permitted use

Is the application consistent with the Provincial Policy Statements issued under subsection 3(1) of the Planning Act? ☒ Yes ☐ No

Is the subject property within an area of land designated under any Provincial plan or plans?

☒ Yes ☐ No

If yes, does the application conform to or not conflict with the applicable Provincial plan or plans?

☒ Yes ☐ No

What are the existing uses of the subject land?

Marina

How long have the existing uses of the subject land continued?

± 55 years

What are the proposed uses of the subject land?

Marina

6. History of Land

When was the subject land acquired by the current owner?

2002

Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?

If YES and if known, provide the application number and the decision made on the application.

NONE

Has the subject land ever been the subject of an application under Section 34 of the Planning Act?

☒ Yes ☐ No ☐ Unknown

Has the subject land ever been the subject of a Minister's Zoning Order? If known, please provide the Ontario Regulation number of the Zoning Order.

☐ Yes ☒ No ☐ Unknown Ontario Regulation Number

7. 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.

Water

- ☐ Privately owned and operated individual well ☐ Privately owned and operated communal well
☒ Lake ☐ Other Means _____

Sewage Disposal (check appropriate box)

- ☐ Privately owned and operated individual septic system ☐ Privy
☒ Privately owned and operated communal septic system ☐ Other Means _____

Please provide a copy of the building permit or certificate of approval for the existing septic system on the property, if applicable.

Pursuant to the Planning Act, if the requested amendment would permit development on a privately owned and operated individual or communal septic system and more than 4500 litres of effluent would be produced per day as a result of the development being completed, the applicant may be requested to provide the Township with a servicing options report and a hydrogeological report.

8. Buildings and Structures (on or proposed for the subject land)

EXISTING - List all existing buildings and structures					DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	Date of Construction	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)	Front	Rear	Side	Side
Snowmobile Storage			181.3				6.5	
Boat Storage			136.9				4.7	
Boat Storage			241.65				22.5	
Frame Shop			69.6				3.1	
Maintenance Shop			79.57				0.8	

PROPOSED - List all proposed buildings and structures				PROPOSED DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)	Front	Rear	Side	Side

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, Ned McLennan, am/are the owner(s) of the land that is the subject of this application and I/we authorize John Jackson Planner Inc. to make this application on my/our behalf.

Date January 20, 2021 Signature of Owner N. D. McLennan

Date _____ Signature of Owner _____

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, Ned McLennan, 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 John Jackson Planner Inc. 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 January 20, 2021 Signature of Owner N. D. McLennan

Date _____ Signature of Owner _____

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, Ned McLennan, 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 January 20, 2021 Signature of Owner N. D. McLennan

Date _____ Signature of Owner _____

Date _____ Signature of Owner _____

Date _____ Signature of Owner _____

9. 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 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.

10. Other Information

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

11. Affidavit or Sworn Declaration

Dated at the Town of Parry Sound this 20th day of January, 2021

I, John Jackson of the Town of Parry Sound in the

County/District/Regional Municipality of Parry Sound 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.**

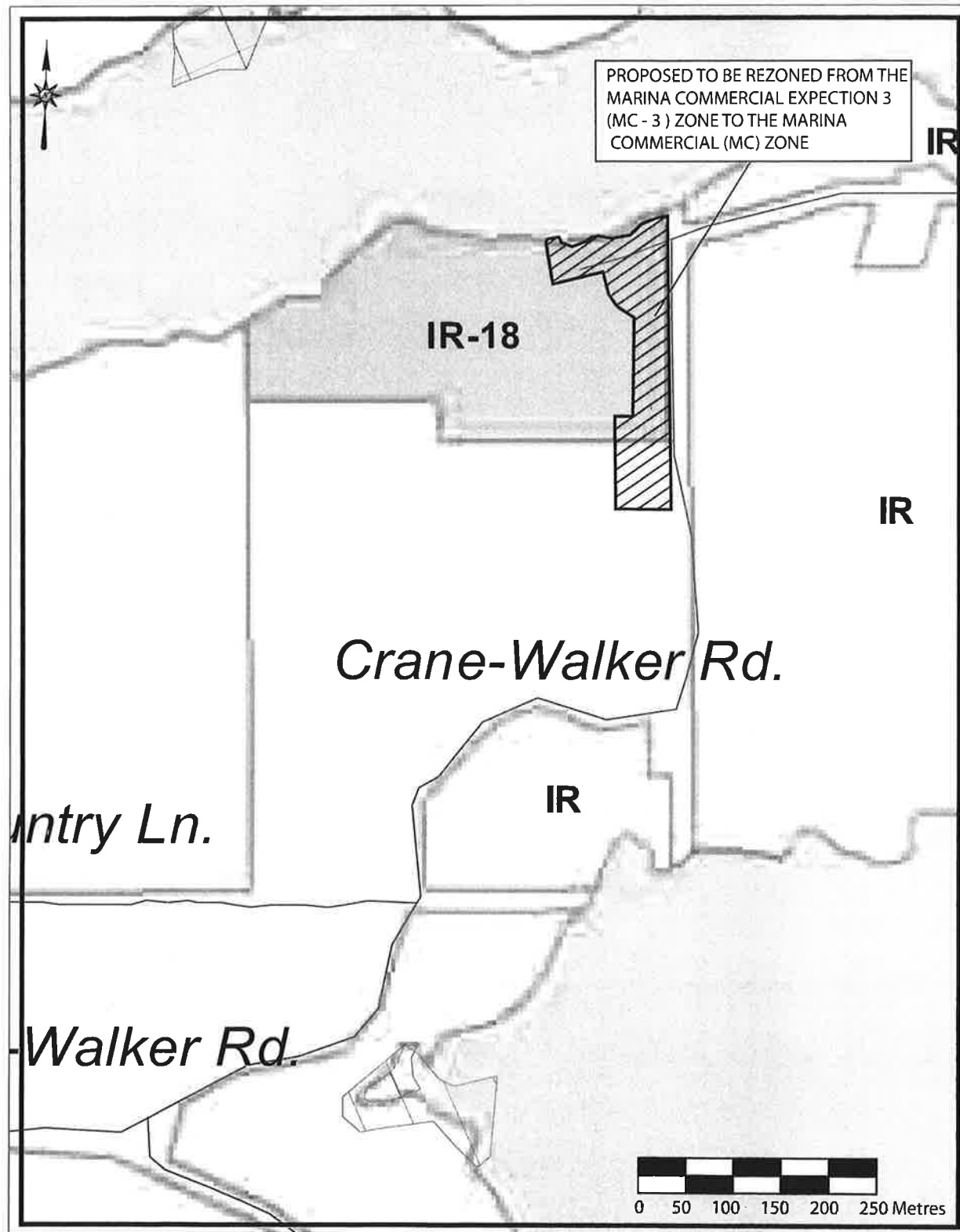
DECLARED BEFORE ME at the Town of Parry Sound

in the District of Parry Sound this 20th day of January, 2021.


A Commissioner of Oaths


Signature of Owner or authorized Applicant / Agent

Patrick James Christie, a Commissioner, etc.,
Province of Ontario, for John Jackson Planner Inc.,
Expires October 12, 2021.



PLANNING JUSTIFICATION REPORT

IN SUPPORT OF REZONING APPLICATION CRANE LAKE MARINA

**510 BLAKSTONE CRANE LAKE ROAD
PART OF LOT 21, CONESSION 9**

GEOGRAPHIC TOWNSHIP OF CONGER NOW IN ARCHIPELAGO

TOWN OF PARRY SOUND

February 5, 2021



planner, inc.

70 Isabella Street Unit #110, Parry Sound, Ontario P2A 1M6

Tel: (705) 746-5667 Fax: (705) 746-1439 E-mail: jjplan@Cogeco.net

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Background

Crane Lake House Resort has been a long standing cottage rental business on Crane Lake in The Township of the Archipelago. It is located at the northeast end of Crane Lake at 510 Blackstone Crane Lake Road.

Key Map



The Resort consisted of a number of rental cottages, a restaurant, and a marina.

In 2013, the owner of Crane Lake House Resort retained John Jackson Planner Inc. to assist in separating the marina from the resort and converting the rental cottages and restaurant facilities to a waterfront residential condominium.

The historical model for small cottage rental resorts proved to be non-viable despite the significant investment in updating the structures and services.

It was decided that the most appropriate model for the cottage rental resort was to separate the marina and convert the cabins to a condominium ownership format in place of the business operation or any other form of ownership including fractional, cooperative or time share.

The preservation of the marina as a self-sustaining entity was deemed critical to the needs of not only the Crane Lake community but Blackstone as well since its marinas had been discontinued in previous years.

With this program, a submission was made to the Township to allow the project to proceed under the existing policy framework of the Township's official Plan. A submission in this regard was made on February 18, 2014. A copy of this submission is attached.

The proposition was rejected by the Township, but the substance of this submission is believed to assist in understanding the background to the file.

Consequently, four separate applications were filed for the project.

Application Table

		Approval Authority	Dated Filed	Deemed Complete	Comments
1.	Consent	Planning Board	October 4, 2013	March 17, 2016	To separate marina from resort.
2.	Condominium	Planning Board	October 4, 2013	March 17, 2016	Convert rental units to condo units.
3.	Rezoning	Council	January 12, 2016	March 18, 2016	To implement marina consent.
4.	Official Plan Amendment	Municipal Affairs	January 12, 2016	March 18, 2016	Site-specific OPA for technical issues.

Land division policy for the Crane Lake Neighbourhood prohibited any new lot creation. Despite the submission that the separation of the marina did not violate the intent of this policy, the Township staff interpreted the separation of the marina property as conflicting with this policy.

Consequently, Official Plan Amendment No. 62 was filed on January 12, 2016.

Purpose of the Official Plan Amendment

The purpose of the Official Plan amendment is described in the basis

- 4.2 The historical use of the property has been a commercial cottage rental resort with a restaurant, store, banquet hall and marina that served the patrons of the resort as well as lake residents. Specifically, the resort consists of 14 accommodation units ranging in size from 110.9 square metres to 137.3 square metres. Other structures include a 94.4 square metre office which is proposed to be transformed into a condominium unit, banquet facilities, a restaurant and a store measuring 1,054 square metres. The banquet facilities, store and the restaurant are proposed to be converted into three additional residential condominium units.

The amendment is to allow the resort to cease operations and be converted to 18 residential units in the form of condominium ownership. The units will be exclusive elements while the exterior areas including amenities and services will be common elements.

After significant investment, the operation of the resort has not been a viable business. It is the owner's intention to convert the existing commercial units to privately held residential units that

function as typical lake front cottages. There will be no additional structural development on the proposed residential condominium lands as a result of the change of use and ownership.

The marina will be separated from the property and will continue to operate as a service to Crane Lake residents. The only change to the marina operation is the proposed construction of a new store to replace the store located within the resort portion of the property and the relocation of the fuel tanks.

Staff Report

A staff report was prepared on December 7, 2017. A copy of this report is attached.

This report identifies the 16 supporting documents:

1. Concludes that the project has regard to the required criteria under Section 51(24) of the Planning Act.
2. Concludes that the project is consistent with the Provincial Policy Statements; and
3. Concludes that the consents and condominium approval is in keeping with the intent and direction of The Township's Official Plan.

It was noted that there was a concern presented that there be a rezoning restriction to be included in the separated marina lands to restrict the allowance of an accessory residential use.

At this point, the current marina operator was understood to continue to be the recipient of the marina and his residence was located nearby, and consequently no accessory residential uses would be required. On this basis there was no objection to this restriction.

Eventually, the arrangement with the marina operator to acquire the property failed and the marina lands were put on the open market for sale.

An offer to purchase the marina has come forward with a condition that an accessory dwelling be permitted. This was believed not to be an insurmountable problem given that:

1. The Official Plan policies permit accessory uses;
2. Accessory or ancillary dwellings are typically an integral part of marina operations;
3. The original fear that that a dwelling would replace the marina use is baseless and as long as the dwelling is qualified as accessory, it cannot exist without a principal marina use;
4. The lands have been shown to demonstrate ample room for a marina use;
5. A septic report is attached indicated service capability; and
6. A site plan is attached showing the dwelling location.

The prospective purchaser has been contacted and has confirmed that he wishes to have a small dwelling approximately on the property to allow seasonal occupancy while he operated the marina during the summer.

Based on the above, the amendment to the zoning for the marina lands should be a reasonable adjustment.

Planning Rationale

The planning rationale for proceeding with a rezoning for the marina lands has been requested by the municipality (see correspondence attached)

In response to this request, I have responded to the concerns in the attached letters as well.

To bring council up to date on the project, the following details may be helpful:

Condominium Approval

1. Official Plan Amendment No. 62 was approved by the province.

It may be recalled that an appeal was filed against this document by a rate payer on the lake because the gas service was being removed as a condition of the condominium approval.

This appeal was eventually withdrawn, and the amendment was approved.

New Fuel Service

2. The previous fuel service was required to be removed. This was accomplished through the provincial process under the Environmental Protection Act. A Record of Site Condition (RSC) was completed over the period of a year and one half. The work was undertaken by Golder Associates and approved by the province (at great expense.)

The new marina parcel was not proposing a fuel dispensing service because of the significant cost. Lake residents generously donated funds (including Mr. McLennan) to allow the new marina to install gas pumps. This was done and the fuel tank was operational for the past summers.

Services

3. A new condominium development agreement has been prepared (Copy Attached). This agreement also includes the provision for responsibility agreements for the condominium. The commercial services for the former resort included updating the septic's and water supply.

A change to any commercial system requires a re-approval by the Ministry of Environment Conservation and Parks (MECP). These approvals take well in excess of a year and include a number of detailed assessments. This process also required the need to undertake any potential for surface water impacts on Crane Lake. These assessments were completed by Azimuth Environmental and the modelling concluded that not only was there no adverse impacts on water quality, but there was significant residual in the lake. It has been confirmed that the addition of a dwelling on the marina lands would have no impact on Crane Lake. A copy of the results of this modelling is attached.

The water system has been redesigned and a plumber has been contracted for the needed upgrades. An electrical contractor has been retained to separate the necessary distribution system for each of the units.

The 911 addressing has been put in place for the new units. The final survey work is outstanding but hopes to be in place later this year. Disclosure documents and security information including reserve funds are nearing completion.

The owner has been working with the engineers and the municipality to upgrade Crane-Walker Road so that it may eventually become the principal access to the resort.

Status of the Marina

The marina has been closed since the fall. The former use of the property for storage for up to 100 boats has been abandoned. It is presumed that the former owner has relocated any storage off site.

The buildings are vacant. The hope is to re-activate the marina in early spring to avoid the lost of this essential service for a summer or multiple summer seasons.

Planning Justification

1. The request of the Township to add the accessory dwelling use to the subject marina property will be an important step to ensure the continuance of the marina on Crane Lake
2. Fundamentally, this proposed amendment will not introduce any new development, but rather allow for the existing use to be sustained.

Official Plan

3. The Official Plan has a number of policies recognizing that marina's are essential services. This is particularly the case on Crane Lake where it now serves Blackstone Lake as well as Crane.

"6.18 Notwithstanding Section 6.17 above, the retention of the marine commercial land base in the Township, particularly on the inland lakes and the mainland shoreline of Georgian Bay, is important to the long term access needs of the residents of The Archipelago. Therefore, the rezoning of marine commercial land with significant shoreline on the mainland of Georgian Bay or the inland lakes, to nonmarine commercial uses, will not be supported."

"6.20 Commercial operations on inland lakes provide essential facilities for water access properties. It is vital to the preservation of the character of the Township that these services be continued as an integral part of the inland lake neighbourhoods."

Marina Policy

"17.4 The Township of The Archipelago recognizes the importance of marina facilities that cater to the water access needs within the Municipality. The Township will support the maintenance of marina facilities and their expansion so long as such expansions are consistent with the policies of this Plan, the implementing Zoning By-law and site plan requirements."

"17.10 The Municipality will support the continued use of existing commercial marina facilities in accordance with Section 6 - Land Use Policies."

Crane Lake Marina

"18.13 There is currently one marina location on Crane Lake serving a large number of water access properties. There are few alternatives for the maintenance of water access facilities on Crane Lake and, therefore, the Council of the Township of The Archipelago will support the ongoing provision of water access docking facilities at Crane Lake."

The above policies clearly emphasise the importance of the continuance of a marina on Crane Lake. Any support to ensure the survival of this marina is thought to be committed with the Official Plan

4. The Official Plan, as amended by Official Plan Amendment No. 62 permits accessory uses to the marina use.
5. The previous planning analyses all support the marina use. The consent had been determined to be consistent with the Provincial Policies and in conformity with the Official Plan
6. The Azimuth Environment assessments have determined that there will be no perceptible impact on the water quality of Crane Lake.
7. A conceptual site plan has been filed that illustrates where a small accessory dwelling would be located on the marina lands.
8. A future dwelling proposal on the marina lands would be subject to site plan approval requiring further assessment and approval from the municipality.

We would hope that Council would support this slight adjustment to the proposed zoning provisions on the Crane Lake Marina Lands to ensure the sale of the lands so that a marina service may continue at this location.

I would be happy to answer any further questions regarding this application.

Respectfully,



John Jackson, M.C.I.P., R.P.P.

JJ:tg

SECTION 1



planner, inc.

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February 18, 2014

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

Attention: Cale Henderson

Dear Cale:

Re: Condominium Application SB01-13
Consent Application B21-13

Thanks for your email on February 3, 2014 in regard to the Crane Lake House application.

I believe that an official plan amendment is not necessary to allow the existing resort to have its ownership converted to individual owners and to separate the marina from the cottages. I take this position based on a number of factors. These include but are not necessarily limited to the following: the history of The Archipelago; the vision of the official plan; the policies that apply to the subject lands; the history of the subject property; the present resort operations; the future of the resort lands, neighbourhood interests and provincial interests.

The History of The Archipelago

As you are aware, The Archipelago is a relatively new municipality with a similarly new set of land use planning policies and regulations. One of the primary functions of the formation of the Township was to establish a corporate entity that could put a planning regime in place that responded to the unique character of the Georgian Bay embodied by the Georgian Bay Association, a ratepayers group of cottager's associations along the eastern shore of the Bay.

Originally, inland areas of The Archipelago were not to be included as part of the new township. However, these parts of the former unincorporated townships resisted annexation with existing adjacent municipalities arguing that their interests paralleled those of the Georgian Bay. While this may have or may not have been entirely correct, it meant that the lake neighbourhoods were "buying" in to a Georgian Bay philosophy.

The general philosophy of the new municipality was to preserve and protect not only the high quality natural environment but the unique character based upon the low density, water access development within a semi-wilderness landscape. The new vision for The Archipelago embraced a "status quo" approach for its governance. It was expressly different from most municipalities where growth, development and services are part of the tenets of local government. The Township became affectionately known as the "no" municipality and the word "unique" a much over used term.

There is only one land use designation in The Archipelago, again a fundamental difference from most municipalities' official plans where basic land uses of commercial, industrial and institutional land use categories also apply. In The Archipelago, every use of land is considered "Recreational" and all uses are in some manner related to the Recreational designation. (section 6 of the plan outlines this principle and the underpinnings are set out in the Concept of the plan).

The challenge of the new plan was to devise a system of regulations that captured the essence of the status quo philosophy yet would be seen as defensible in terms of community and individual acceptance. Because density in The Archipelago was a peculiar application of a traditional land use planning reference (see Concept section 5.9), it was clear that to limit density, one would need to limit new lot creation in the most restrictive manner possible without objections from the community at large. Therefore, the neighbourhood approach was designed to recognize the diversities throughout The Archipelago coastline and its handful of inland lakes.

Fundamentally, the Neighbourhood policies identified in section 10 of the plan are land division policies and very little more. Over the decades, these policies have expanded to other neighbourhood-specific issues but for the most part these remain truly land division policies. This does not diminish the importance of such policies given the relationship between maintaining character through the control of new lot creation.

To understand the application of differing land division policies for differing neighbourhoods, a simple approach using three different categories was applied. This approach was set out in the preamble of the neighbourhood policy section of the plan (section 10). For those neighbourhoods that had more or less been fully developed, a strict policy of no further land division became the established guidelines. For those neighbourhoods recognized as having the lowest densities, very strict rules governing new lot creation applied and finally for those neighbourhoods somewhere in between, a limited number of new lots could be created under the policy. The goal was clearly to preserve the unique, low density character, throughout The Archipelago while providing a reasonable land division policy framework.

These original policies still prevail today although increasing pressures for modifications to these policies more often appear in the inland lake neighbourhoods in contrast to Georgian Bay. For example, many of the inland lake areas of The Archipelago were able to convince the original legislators that their water access communities were more akin to the Georgian Bay than those in the adjoining existing municipalities. The original "no new roads" policy that was established for The Archipelago has eroded significantly since its first inception and particularly in the inland lake neighbourhoods.

The evolving road policy in the Township is not particularly relevant to the Crane Lake House condominium application but it is important that the original charter of the municipality continues to maintain the status quo approach but has succumbed naturally to the evolving pressures related to change in needs, desires and economics in some neighbourhoods.

The Vision of The Official Plan

The vision of The Archipelago's land use program is embodied by the goal, objectives and the concept of the official plan. The vision captures the principles emerging from the historical values of Georgian Bay and places them within a set of planning instruments that holds to the underlying tenets yet recognizes the obvious need to appreciate variations that exist or that evolve over time.

The status quo is the primary object of the municipality since it purports to impart a program that ensures the quality of life important to the inhabitants and visitors of The Archipelago.

"The general goal of the Official Plan of The Township of The Archipelago Planning Area 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 goal."

Regardless of the neighbourhood, bayside or inland lake, all property owners share in the interest of keeping their respective communities in their current state. This is fundamentally related to the environment and preserving the character by resisting further change to the built form.

However, it is recognized that this important goal cannot survive on its own. There are dynamics that exist from the reality of the legislation contained in the Planning Act, the variations in the evolution of different forces in different neighbourhoods and the inevitable changes in the inhabitants themselves as they grow or become replaced by different generations or new citizens. The resistance to change is therefore a unified goal that is accepted township-wide. This can be described as anti-development philosophy but one with general understanding and acceptance both inside and outside the municipality.

While the goal of the municipality is fundamentally against new development, it is imperative to understand what development means in the context of this framework. However, even the official plan vision provides for some reasonable flexibility in terms of what no development means.

The objectives of the official plan recognize the obvious need to include such a responsive approach to be fair and reasonable in the application of its planning instruments.

Objectives

"4.2 Responding appropriately to the inevitable social and economic changes that will affect the demand for recreation in its many forms while maintaining a status quo philosophy in regard to the character of the present land use base;"

"4.7 Supporting those economic pursuits that are both complementary and necessary for the proper functioning of the recreational nature of the Municipality;"

The basic question that one must ask in the context of any planning transaction is whether there is a threat to the status quo and is the application reasonable and necessary to preserve a community service interest. The restructuring of the ownership of Crane Lake Resort is believed to result in an overwhelming affirmation of these paramount principles.

The concept of the official plan allows a more clear understanding of the subtleties of The Archipelago vision.

The population profile recognizes the different components of Archipelago residents that share in a common set of values yet need a slightly varied land use management technique.

"Short-term vacation use of the area is common and increasing, either for day-use or longer visits. This function is an important element in land-use planning in terms of the use or abuse of natural resources; the future of the service base; and in terms of privacy and quiet enjoyment for the residents. It is a legitimate function that must be handled so as to prevent land use conflicts and analyzed so that the capability of the area is defined and properly used."

"Despite the varying types of seasonal or cottage vacationers in The Archipelago, their expectations and pursuits are similar. This is a group of persons all seeking recreation of one form or another of a semi-wilderness variety on the numerous inland lakes or Georgian Bay."

In the case of Crane Lake Resort patrons, they are a legitimate part of The Archipelago fabric and the transition to an alternate ownership format in no way diminishes this role but arguably enhances or preserves it.

The current pressure in The Archipelago is partly captured in section 5.3 of the plan.

"5.3 Evidence of the demand for increased cottage use in The Archipelago occurs in the form of the number of applications for new lot creation and of applications for building permits for new development. These applications by themselves, however, are not good indications of the actual demand for the whole of the Township since other factors, including economic conditions, real estate market trends, individual preference and local amenities complicate the measurement of demand for new cottage lots."

However, while the general dynamics of these pressures are evident, the modern realities of cottage rentals or resort economies are causing their viabilities to falter with great regularity. This has been a modern phenomenon for the past three decades in both Muskoka and Parry Sound. The challenge is to respond to the transition of these uses while maintaining the general goals and objectives of the official plan. It is verily believed that the restructuring of Crane Lake House accomplishes this task in a number of ways.

The concept of the plan identifies an important distinction in The Archipelago in contrast to other recreational second home communities. In many ways, the Georgian Bay neighbourhoods have the waterways themselves as the core of the attraction while in more recent cottage communities, the building and associated amenities have been the centre of the attraction. Consider the following excerpts of section 5.3.1 Development Background.

"The natural environment is the predominant attraction of Georgian Bay cottaging and not the built form. Buildings merely facilitate an opportunity to appreciate the Bay for extended periods of time. The rudimentary buildings and shanties of a century ago stand witness to this phenomenon."

"Minimizing building activity maximizes the "presence" of the natural landscapes."

"The Georgian Bay recreational region is adjacent to the equally renowned Muskoka summer cottaging area. The tradition of Muskoka summer homes has evolved differently and contrasts significantly from that present in Georgian Bay. These differences relate to a large number of factors including access, history, isolation, climate, type of inhabitants, cottage function and building aspirations."

"Muskoka cottage development is often characterized by much larger dwellings, more intensive use, the general availability of road access, the close proximity of adjoining lots, little Crown land, smaller lots, uniform tree canopies and full sized multi-purpose boathouses. Georgian Bay is a semi-wilderness region with a significant Crown land base. Buildings are generally small, dispersed and, for the most part, have modest profiles relative to the natural landscape. The harsher climates and particularly ice environments make boathouse use less popular than on the Muskoka shoreline."

"Second homeowners or cottagers in the Muskokas have traditionally emphasized social conveniences, allowing these cottage owners to enjoy a number of amenities also found in their urban environments. In contrast, the early cottager on the Bay was a heartier breed, often living in tents or shanties without plumbing, these cottagers sometimes took days to reach the Lake Huron cottage destination from Toronto, Collingwood or Penetang by steamer."

"In the past thirty years, the heritage or tradition of Georgian Bay has been threatened by development pressures generated by an increase in the demand for second home communities close to the metropolitan areas. Further, increased leisure time, improved transportation technologies and significant rises in disposable incomes have created development pressures on areas of Georgian Bay for a new kind of building activity not seen before."

"It is an accepted principle of the Georgian Bay community that the needs of the "built form" are basic and should be secondary to the preservation of the natural landscape of the area. To this end, rules and regulations have to be designed to properly reflect the heritage of what is the "Bay". In particular, there are high impact areas where even more restrictions on the built form are necessary if they are to have any meaning in protecting this heritage."

Like Georgian Bay, Crane Lake has a large part of its shoreline that remains Crown land, some of which has been designated for further protection.

“5.4 A significant contribution to this high level of appeal of the shoreline, island areas and inland lakes of the Township of The Archipelago is generated by the Crown land base that, for the most part, remains in its natural state. This creates a lower level of density or the perception of a lower level of density throughout much of the shoreline areas.”

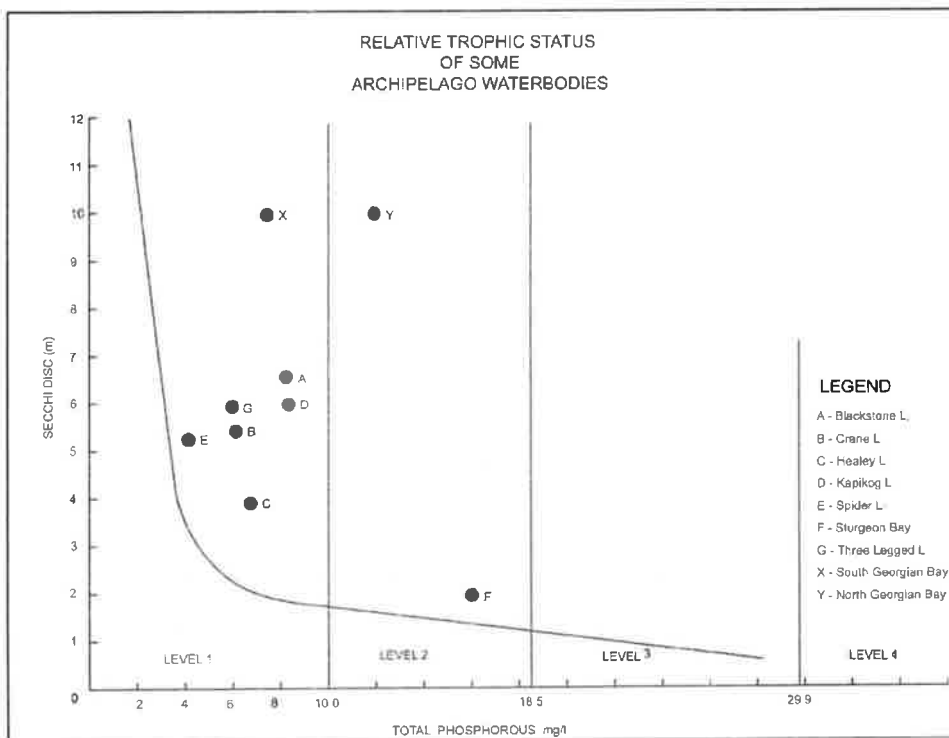


Crane Lake was primarily developed under the Ministry of Natural Resources lake planning programs of the nineteen sixties. The available undeveloped shoreline remains Crown and will not be developed either by the province or by private land owners under the policies of the Township's official plan. The Township has strict policies for expanding existing commercial operations and the conversion of Crane Lake House poses no threat to this restrictive program.

The extremely high quality of waterways in The Archipelago is one of its greatest appeals.

"5.5 The most vital element of the Township's character is the resource provided by the clean water of Georgian Bay and the numerous inland lakes. These waters provide the main source of drinking water for the Municipality; the recreational base which provides swimming, fishing, and boating; the primary transportation system; and are a major contributing factor to the aesthetic qualities of the region. The protection of the water resource is of paramount concern in The Archipelago since the quality of recreational life is directly related to the quality of this important resource."

Interestingly, Crane Lake enjoys the highest water quality of all developed Archipelago waterbodies.



The restructuring of the resort will likely assist in preserving this water quality from a number of perspectives. The resort has a communal system that treats wastewater using the newest technologies, there will be individual unit ownership that is believed to reduce the intensity of occupation and the closure of the restaurant and banquet facilities will result in less effluent being generated on the site.

The essence of the neighbourhood approach is captured in the concept of the plan, section 5.6.

"5.6 The Township of The Archipelago consists of approximately 100,000 hectares of land and an equal area of water within its boundaries. It is in this respect the largest municipality in the District of Parry Sound. It is seventy-five kilometres from the most southerly part of the Township to the most northerly. With the exception of Pointe au Baril Station, Skerryvore and certain sections of the inland lakes and parts of the Georgian Bay shoreline, the whole of the Township of The Archipelago is waterbased in the sense that access has customarily been by water.

Thus, the formation of the Township of The Archipelago has united a series of predominantly water-based neighbourhoods, all with similar physical characteristics and yet each having its own distinct activity patterns. These area features, whether found on the islands of Georgian Bay or on the inland lakes, require that individual attention be applied to the respective neighbourhoods in order to respond to individual density concerns and to support the provision of a minimal level of services for defined communities of interest. This, by necessity, is a central component of the Plan.

The Plan is interested in the existing development pattern of each neighbourhood to assist in determining the appropriate policy provisions for that neighbourhood in addition to considering water quality data, expressions of local preferences and development standards.

New development will be judged on the maintenance of the character of an area or, where possible, the rehabilitation of an area's character by prohibiting further development.

The generalized neighbourhood concept may be further refined to identify local or smaller neighbourhoods within each neighbourhood where patterns of development vary or where ecological concerns have greater significance on a micro level. Detailed development review must consider the potential environmental and physical impact on the immediate area as well as on the generalized neighbourhood."

The key to the neighbourhood "vision" is to preserve its character. Arguably, the conversion of Crane Lake Resort to ownership units has the potential to enhance or solidify the lake neighbourhood by introducing the highest possible stakeholders in contrast to transient visitors to the lake.

While "density" as a peculiar planning criteria for The Archipelago, is perhaps less so in an inland lake neighbourhood, the principle continues to apply.

"5.9 Along with the above approach for the consideration of appropriate densities, one must also have regard for physical suitability, vistas, degree of privacy and the scale of development in a particular area. This Official Plan thus provides a unique approach to the control of density."

The conversion of Crane Lake House to condominium units is not believed to conflict with this principle.

Minimizing the services in The Archipelago is an important extension to its vision relating to character.

- "5.10 Because of the character of the Municipality, a limited number of services will be required to provide adequately for the ratepayers. This limiting of services not only has obvious financial benefits; it also preserves the character of the Township. The Municipality need not fall into the trap of requiring more and more assessment to offset increased demand for additional services.**

Given the recreational nature of the Township, the existing level of services has proven to be satisfactory and few major extensions are likely to be required. This concept of the Municipality will be strongly adhered to in order to fulfil the goal and objectives of the Plan. The type and location of development expected in the Township will generally not demand increased public services and associated costs except in the Pointe au Baril Station Neighbourhood, where certain services may be provided in conformity with the Community Improvement Policies of this Plan.

All water supplies and sewage disposal systems within The Archipelago are presently privately owned. Adequate facilities are provided by the private sector to install and maintain these private systems. All future development should proceed by private systems and development standards will be governed accordingly.

There are a number of services provided by government agencies other than the Township. These include emergency services, navigational aid services, environmental protection services, education services and natural resources services. The Municipality recognizes the importance of these services and supports their continuation. It is understood that these agencies will continue with their programs for the benefit of all Canadians and Ontarians."

The conversion of Crane Lake House to private owners will not conflict with this important vision of the Township.

In general, the vision of The Archipelago to preserve character, protect the environment, limit physical change and maintain a basic level of services would allow for the condominium application proposed for Crane Lake House.

Official Plan

The permitted uses in The Archipelago are set out in section 6.2:

- "6.2 The uses permitted within The Archipelago are those relating to water-oriented recreation including single detached cottages, single detached year round residences, existing recreational commercial and light industrial uses incidental or complementary to the recreational nature of the Township, and those uses associated with and necessary for the proper functioning of the recreational community of The Archipelago."**

Crane Lake House has operated as a cottage rental resort and marina long before the incorporation of The Archipelago. Section 6.7 of the plan details the policy respecting existing commercial uses:

"6.7 Existing commercial uses are recognized as permitted uses and as providing necessary and essential services to the inhabitants of the Planning Area. These commercial facilities represent a variety of types and intensities of land use. The number of existing commercial facilities has been deemed to be adequate for the present level of development in the Township. The need for commercial services, however, is likely to increase in response to further cottage development or extensions to existing tourist commercial establishments. In the meantime, the survival of these existing commercial facilities is vital to the proper servicing of the present residents and Council will support the continued existence of these facilities so long as the goals and objectives of The Archipelago's Official Plan are met."

However, the policy respecting commercial operations restricts the nature and extent of the business to that which exists.

"6.8 In accordance with Section 6.7 above, there may be enlargements or extensions to existing commercial or private club operations provided that the basic purpose of the establishment does not change. However, no alteration in the type of commercial use is permitted without an amendment to the Zoning By-law."

Further, the high level of concern for the environment and the desire to maintain the local character of various neighbourhoods require that there be a limited amount of expansion or increase permitted at existing commercial or private club operations. Therefore there will be no increase in density, intensity or amount of commercial or private club use within any commercial or private club zone beyond the level set out in the Comprehensive Zoning By-law as of the date of Council's adoption of this Official Plan Amendment as measured by such factors as land area, number of units, size of structures and/or the number of persons that can be accommodated. This policy of limiting commercial expansion will not apply to the Pointe au Baril Station Neighbourhood."

The cottage rental operation is effectively being terminated as a result in the condominium application. The marina will continue.

The change from a commercial cottage use to a private cottage ownership is believed to be supportive from the perspective that a residential property shares more with general recreational uses in any given neighbourhood in contrast to a business that caters to attracting transient vacationers at the highest rate possible. In a cottage community there is a general sense that less commercial activities not related to neighbourhood service needs is preferred.

While there is little policy direction on point, there has been a reference to the residential policy that clarifies that conventional type condominium type uses are to be opposed in the municipality.

"6.6 The permitted residential uses are to be restricted to single detached dwellings with some provision for isolated accessory apartments in Pointe au Baril Station. The planning approach in the Township has evolved in recognition of the extremely sensitive water and land based environments. The development of more intensive forms of residential recreational uses, including multiple-unit buildings and structures often associated with condominium and time-share facilities, is inconsistent with this fundamental planning principle and therefore, such uses are prohibited."

Clearly, this policy refers to a type of multi or high density residential use that is not truly ancillary to the natural features of the environment but represents a form of development that exists for development sake. The Crane Lake House Resort units are in existence and do not represent development but rather include a proposal to ensure a program to be reasonable and viable and avoid the possibility of blight within a neighbourhood, a far more detrimental consequence that is arguably an enhancement to the neighbourhood. Further, there is arguably a less intensive form of development as individually owned units will replace of the commercial rentals marketed as intensely as possible throughout four seasons.

There are important policy considerations related to the preservation of the marina component of Crane Lake House. The application does not relate to a new marina development but rather the protection of a facility that has become an essential service to the neighbourhood. The part of the condominium application that separates the marina to preserve its viability of the marina must be interpreted as championing the policy that marina facilities need to be protected as essential services in water access neighbourhoods and particularly within the inland lakes.

- "16.16 Notwithstanding Section 6.15 above, the retention of the marine commercial land base in the Township, particularly on the inland lakes and the mainland shoreline of Georgian Bay, is important to the long term access needs of the residents of The Archipelago. Therefore, the rezoning of marine commercial land with significant shoreline on the mainland of Georgian Bay or the inland lakes will not be supported.**
- 6.17 Further to Section 6.16, careful regard will be given to applications that seek to rezone waterfront commercial lands which would remove or restrict water access. Such a request must be submitted together with an appropriate planning report which must clearly demonstrate that the property is either unsuitable for the provision of water access or, if water access is provided, the applicants must demonstrate that access can be successfully gained elsewhere in the same area.**
- 6.18 Commercial operations on inland lakes provide essential facilities for water-access properties. It is vital to the preservation of the character of the Township that these services be continued as an integral part of the inland lake neighbourhoods.**
- 6.19 The Township prefers that existing commercial marina uses be the primary water access points. As such, if a property that is zoned in a commercial marina use ceases to operate its docking and parking facilities, the Township may seek means of having the operation continue.**
- 6.20 Land division proposed on lands currently used and zoned for commercial purposes must be consistent with the neighbourhood land division policy set out in Section 10. In determining the density or nature of any land division of existing commercial lands Council will: evaluate the need for the change in land use; determine the impact on adjoining lands and waters; and consult with local residents and organizations."**

Contrary to any interpretation of these policies that would be made to suggest a conflict with the marina severance, the policy would more correctly be interpreted that the consent is in the total interest of the lake neighbourhood. These policies, together with the relevant water body use policies need to be given a broad interpretation to fulfil the general objects of the plan.

“17.4 The Township of The Archipelago recognizes the importance of marina facilities that cater to the water access needs within the Municipality. The Township will support the maintenance of marina facilities and their expansion so long as such expansions are consistent with the policies of this Plan, the implementing Zoning By-law and site plan requirements.

17.7 All commercially zoned lands and their dock areas will be subject to site plan control under The Planning Act. Expansion of marina facilities will be encouraged whenever such expansions are consistent with the objectives of this Plan and the private enjoyment interests of adjoining property owners.

17.10 The Municipality will support the continued use of existing commercial marina facilities in accordance with *Section 6 - Land Use Policies*.

18.13 There is currently one marina location on Crane Lake serving a large number of water access properties. There are few alternatives for the maintenance of water access facilities on Crane Lake and, therefore, the Council of the Township of The Archipelago will support the ongoing provision of water access docking facilities at Crane Lake.”

The neighbourhood policies have been discussed previously and have been identified as being directed at land division only. However, it has been recognized the land division policies are important since they help achieve the principal goals and objectives of the official plan.

“10.2 The Neighbourhood Growth policies in this plan are effectively land division policies for the various areas in the Township. The policies have been based on the principle of preserving the existing character of each of the Neighbourhoods. In addition, there are some site-specific development policies for certain neighbourhoods.

In addition to preserving existing densities for the various neighbourhoods, land division policy is also based upon boat traffic, size of private land holdings, water quality, environmental features, existing development patterns, Crown land, development pressures and recreational capabilities.”

These policies do not particularly apply to the Crane Lake House application that proposes to change the ownership structure of the resort cottages. It is the opinion of the writer, that this application does not reflect “development” as contemplated by the neighbourhood land division policies.

“10.41 The Crane Lake Neighbourhood has little privately-owned land remaining which has not been subdivided. Most of the land division which has occurred on Crane Lake besides Crown subdivisions took place before subdivision control and resulted in the creation of many lots which would be considered below minimum lot sizes by today's standards. There are presently in excess of two hundred cottages on Crane Lake.

This neighbourhood is influenced by the presence of The Massasauga Provincial Park. In recognition of the Park extra care will be taken by the Township in its review of building and development applications.

Further subdivision of Crown land is not permitted under the Ministry of Natural Resources District Land Use Guidelines. The west end of the Lake is predominantly undeveloped and will serve as a natural buffer between existing cottages and The Massasauga Provincial Park."

The conversion of Crane Lake House in to condominium units will not violate any of the servicing principles or policies of the official plan.

- "11.2 Development shall not be permitted where it would contribute to the demand for public services that are uneconomic to provide, improve or maintain. Development shall be permitted in locations where demands on public services will be minimized, and where such development will most effectively utilize or help pay for existing services.**

As a Township with a high proportion of second home or cottage population, a principle was established that public services and, therefore, public expenses be kept to a minimum. In a survey of Township residents conducted in 2003, 93 percent of the respondents confirmed their support for this limited service philosophy of the Township. This limited service philosophy includes a complementary principle that any costs for increased services be borne by the beneficiaries of those services so as to recognize a user pay approach.

- 11.3 All development is to proceed on the basis of private individual water and sewage disposal systems, constructed and maintained in accordance with the applicable legislation.**
- 11.7 Council may require that existing sewage disposal systems be upgraded to current standards of the applicable legislation prior to or as a condition of approval of a development application.**
- 11.8 As all development in the Township is serviced by private individual sewage disposal systems, the Township supports and encourages the development of new septic technology that will reduce impacts associated with nutrient enrichment of the Township's waterbodies."**

The resort has recently been renovated and all services upgraded to current standards. The conversion of the resort to a condominium format will transfer the responsibility of the services to the corporation.

The policies of the official plan when viewed collectively are believed to result in an overwhelming level of support for this application.

Crane Lake House

Crane Lake House has operated as a cottage resort and marina long before the establishment of the Township of The Archipelago in 1980. The resort was first established as a cottage rental business in approximately 1963.

The resort included cottage rentals, housekeeping rooms, a licensed restaurant, meeting rooms, a full facility marina with boat rentals and fuel. A number of early Archipelago council meetings were held at the resort.

During the nineteen eighties and nineteen nineties, the resort was a popular destination and staging area for snowmobiling. Crane Lake was at the nexus of a number of top snowmobile trails as well as a gateway to Georgian Bay for winter access.

Soon after the establishment of the Corporation of the Township of The Archipelago and its water based policy regime was put in place, pressures started to emerge to allow for the recognition of new private roads, particularly in the inland lake neighbourhoods. This evolution virtually saw lake neighbourhoods that were primarily water access transformed into road access communities.

INLAND LAKE	% ROAD ACCESS	% ROAD ACCESS
	1980	2003
BLACKSTONE LAKE	50%	34%
CRANE LAKE	28%	71%
HEALEY LAKE	20%	33%
KAPIKOG LAKE	76%	88%
NAISCOTT LAKE	10%	76%

Crane Lake has experienced a significant change in access. The cycle caused a reduction in water access facilities like Crane Lake House Resort. The cycle became chronic: as demand for services declined; the supply was sharply reduced; and the spiral started the cause-effect to greatly reduce the viability of the business.

The phenomenon, combined with poor economies and the reduced popularity of tourist resorts brought such operations to the brink of extinction. In the case of Crane Lake House Resort, less demand generated less investment causing upkeep to be reduced or eliminated. The marina, store and restaurant had deteriorated to a point where they had become a blight on Crane Lake.

The current owner of the resort was a cottager on Crane Lake and had decided that it was imperative for the sake of the health of the lake community to reverse the decay occurring on the resort lands.

Present Resort Operations

The new owners of Crane Lake House Resort removed most of the deteriorating cottages, outbuildings and docks and replaced them with new, upscaled buildings and structures. The dining hall was upgraded and a new banquet complex was constructed.

A number of amenities were added including tennis courts, children's play area, exercise facilities and a community centre. New services were added at oversized designs to ensure the highest possible standards.

All of the rental cottages are new 3 to 5 bedroom units with spacious living areas and large bedrooms with modern appliances. All of the necessary approvals from all government agencies have been obtained where required.

The clientele of the resort includes many repeat visitors and includes guests or families of cottage owners on Crane Lake. The resort now operates as a high end family resort predominately occupied in the summer and shoulder seasons. The dwellings are all winterized and capable of year round occupancy.

A speciality of the resort is the ability to hold celebrations including weddings, anniversaries and family reunions. In one season, the resort has hosted up to 19 weddings.

Future of the Resort

Crane Lake House Resort has been operating as a high end resort since its major upgrades a decade ago. Unfortunately, the resort is not able to sustain itself as a viable business. The costs of the redevelopment simply cannot be regained and the owner has found that it is necessary to consider his options to achieve a viable exit strategy.

To this end, it is believed that the losses of the original investment can be minimized by eliminating the resort and converting the rental units to private cottages. The owner continues to appreciate the neighbourhood's need for a marina facility on the lake and has structured the conversion to include a permanent marina operation.

In order to rationalize the conversion, the marina is to be separated from the condominium and owned and operated apart from the condominium corporation. There will be some marina buildings and associated parking areas relocated but it is expected that these changes will have negligible impacts.

The built form on the property will fundamentally remain unchanged resulting in no perceptible change to the character of the property or on what is perceived from the lake. The likely change will be less activity at the resort as a residential property in contrast to the former tourist resort.

The former rental units will be individual residences and the uses related to these dwellings will meet the provisions of any residential requirements set out in the parent by-law as amended to the specifics of the property.

The former non-residential buildings are to be converted to dwellings including the office and the banquet facilities. These are also in existence as well as being permitted within the limits of the allowable density under the current zoning by-law.

The resort will no longer exist so that any future community use of the facilities will need to be negotiated between the future condominium corporation and the lake association. This is not likely to be a problem since the condominium owners will be interested in lake stakeholder issues.

Neighbourhood Interests

The lake association is believed to be aware of the future of the resort although no formal notices have been circulated. It is also understood that the lake has been generally satisfied with the rejuvenation of the former Crane Lake House Resort and its recent upgrades.

The future for the Crane Lake community was been served well with the new resort and is believed to be equally served with a new set of stakeholders as a result of the condominium conversion and the continuation of the marina service.

The lake residents are believed to be well served by the proposed change in ownership structure of the resort. The conversion will not only result in new stakeholders but will likely reduce the intensity of the use of the property.

Provincial Interests

No new development of any consequence will take place as a result of the condominium application of Crane Lake House Resort. The former lodge and banquet facility will be renovated internally. However, there will be no external change to the footprint of the structures. The matters of provincial interest set out in Section 2 of the Planning Act will have no relevance in respect of this application.

Further, the provincial policy statement will not be particularly applicable to the application because there will be no physical changes as a result of the condominium. It could be argued that the application will result in an overall reduction of the impact of the property since residential occupants will tend to result in slightly reduced intensity thereby lowering the load on the lake and adjoining environment.

The proposed consent for the marina will include the relocation of a number of accessory buildings. These relocations are to be assessed for any impacts on significant wildlife habit. However, it is generally believed that there are no natural resource features or habitats of threatened or endangered species that will constrain the reconfiguration of the marina buildings.

Conclusion

After a review of the relevant policies in the official plan, it is my opinion that this application is entirely consistent with all elements of the plan. The official plan needs to be reviewed in its entirety to appreciate the general conformity of the Crane Lake House condominium application.

I do not believe that one can look at specific policies in isolation to determine potential conflicts. However, even if the specific policies identified in your email are carefully examined, I believe it may be concluded that there is general conformity.

Section 6.6 of the plan refers to an intensity or density of development quite apart from what exists at Crane Lake House. If this was or is an issue in this case, there could have been an argument that the intensity was an issue when the renovations were undertaken a short number of years ago. Regardless, the resort is not "a development of more intensive forms of residential recreational uses, including multi-unit buildings..."

There is no conflict with section 6.6 of the official plan.

Section 14.9 of the official plan is a general planning principle found in most planning instruments to recognize a common density control associated with an individual parcel of land. This specific policy is not relevant to the Crane Lake House application given the fact that the units exist and even if one believed that this policy had any application, each of the units will ultimately be conveyable on their own parcels of land.

I disagree entirely with your conclusion that section 6.20 would prohibit the severance of the marina. The wording of the section is sufficiently broad to achieve what is beneficial and in the interest of the neighbourhood. The assurance of the continuation of the marina is not only beneficial to the lake but is vital to the proper functioning of not only the Crane Lake Neighbourhood but to a great extent Blackstone Lake.

The transaction of converting the existing resort units to privately owned cottages does not violate the land division policies for the Crane Lake Neighbourhood. For practical purposes, this is an ownership change and does not reflect the kind of development controls intended in section 10 of the official plan. To narrowly interpret this kind of policy does not serve the general public or any interest in this circumstance. As we have often discussed in the past, official plans need to be applied to fulfil the general objects of the plan.

A conclusion that the application is contrary to the official plan suggests that the proposal violates or is in contradiction of the general spirit and intent of the philosophy, vision and principles of the plan. I believe that this is not only incorrect but portrays erroneous optics to the general public that a transaction that does not conform to the official plan of the municipality should be questioned at its very core.

I see no need to require an official plan amendment in this instance based upon the above discussion. If you have questions, please let me know.

Would you please confirm when the applications related to this matter will be brought to council or committee?

Sincerely,



John Jackson

JJ:dh

SECTION 2

**AMENDMENT NO. 62
TO THE
OFFICIAL PLAN
OF THE
TOWNSHIP OF THE ARCHIPELAGO

- CRANE LAKE RESORT -**



**Prepared by
Township of The Archipelago
Planning Department**

October 2017

**OFFICIAL PLAN AMENDMENT NO. 62
TO THE OFFICIAL PLAN
OF THE
TOWNSHIP OF THE ARCHIPELAGO
(Crane Lake Resort)**

SECTION 1 TITLE AND COMPONENTS OF THE AMENDMENT

- 1.1 Section 5 herein attached hereto shall constitute Amendment No. 62 to the Official Plan of The Township of The Archipelago.
- 1.2 Sections 1, 2, 3 and 4 herein and the attached appendices do not constitute part of the formal Amendment, but provide more detailed information respecting the Amendment.

SECTION 2 LANDS SUBJECT TO THE AMENDMENT

- 2.1 The policies of this amendment are specific to the following parcel of land:

 Part of Lot 21, Concession 9, in the geographic Township of Conger,
 being:

 1) Parcel Identification Number (P.I.N): 521880004, Crane Lake
 House Resort.

SECTION 3 PURPOSE OF THE AMENDMENT

- 3.1 This Amendment has been prepared in response to an application submitted John Jackson Planner Inc. on behalf of the owners of the subject lands.
- 3.2 The purpose of the Official Plan Amendment No. 62 (herein referred to as "OPA No. 62) is to amend the text of the plan by adding a new paragraph to "Section 16 – SPECIAL PROVISIONS" and to amend Schedule 'A', the Land Use Schedule, to illustrate the lands affected by the amendment.
- 3.3 The effect of OPA No. 62 is to allow for a site-specific exemption permitting a consent to separate the commercial marina operation from the subject lands, to permit the conversion of 14-unit commercial resort with associated office, retail store, banquet facilities and restaurant into a residential condominium containing a total of 18 privately-owned residential condominium units and to allow for the consideration of an increase in service of a portion of Crane Walker Road to year-round municipal maintenance.

SECTION 4

BACKGROUND AND BASIS OF AMENDMENT

- 4.1 The subject property, located on the shoreline of Crane Lake and accessed from Blackstone Crane Lake Road, is approximately 20.5 ha (50.7 ac) in size with 407 metres (1,335 feet) of straight-line shoreline frontage. A portion of the subject lands are currently zoned Marine/Resort Commercial (MRC), while another portion is zoned Natural State (NS) in the Township's Comprehensive Zoning By-Law No. A2000-07. A location map showing the subject lands and a map illustrating the proposed severance line on the property is attached.
- 4.2 The historical use of the property has been a commercial cottage rental resort with a restaurant, store, banquet hall and marina that served the patrons of the resort as well as lake residents. Specifically, the resort consists of 14 accommodation units ranging in size from 110.9 square metres to 137.3 square metres. Other structures include a 94.4 square metre office which is proposed to be transformed into a condominium unit, banquet facilities, a restaurant and a store measuring 1,054 square metres. The banquet facilities, store and the restaurant are proposed to be converted into three additional residential condominium units.

The amendment is to allow the resort to cease operations and be converted to 18 residential units in the form of condominium ownership. The units will be exclusive elements while the exterior areas including amenities and services will be common elements.

After significant investment, the operation of the resort has not been a viable business. It is the owner's intention to convert the existing commercial units to privately held residential units that function as typical lake front cottages. There will be no additional structural development on the proposed residential condominium lands as a result of the change of use and ownership.

The marina will be separated from the property and will continue to operate as a service to Crane Lake residents. The only change to the marina operation is the proposed construction of a new store to replace the store located within the resort portion of the property and the relocation of the fuel tanks.

- 4.3 The subject property is located in the Crane Lake Neighbourhood. The Official Plan of the Township of the Archipelago established land division policies on a neighbourhood basis. Sections 10.41 and 10.42 of the Official Plan state:

"10.41 The Crane Lake Neighbourhood has little privately-owned land remaining which has not been subdivided. Most of the land division which has occurred on Crane Lake besides Crown subdivisions took place before subdivision control and resulted in the creation of many lots which would be considered below minimum lot sizes by today's standards. There are presently in excess of two hundred cottages on Crane Lake.

This neighbourhood is influenced by the presence of The Massasauga Provincial Park. In recognition of the Park extra care will be taken by the Township in its review of building and development applications.

Further subdivision of Crown land is not permitted under the Ministry of Natural Resources District Land Use Guidelines. The west end of the Lake is predominantly undeveloped and will serve as a natural buffer between existing cottages and The Massasauga Provincial Park.

10.42 No further development, excepting the infilling of existing lots of record, is permitted in the Crane Lake Neighbourhood subject to Section 14 – Development Procedures and Standards and any other applicable policies of this Plan."

The land division policy for Crane Lake is based upon the existing density of the lake and the absence of any significant private land holdings eligible for further lot creation. There are in excess of 200 existing cottages on the lake. The development proposed is in keeping with the intent of the policy as in essence, the proposal is the separation of existing uses, and the conversion of commercial resort units to residential condominium units. This separation of uses and conversion of accommodation units to residential units is not anticipated to apply any additional stress on the Crane Lake Neighbourhood or the water quality of the lake.

- 4.4 The proposal does include expanding the area zoned for the marina use and an Environmental Review was prepared in support of such application by Fri Ecological Services. The Environmental Report concluded that the expansion of the area zoned for marina use would not impact natural heritage features, subject to the implementation of mitigation measures, and such mitigation measures can be implemented through an agreement required as a condition of the associated consent. Similar mitigation measures will also be implemented through a condominium agreement between the owner and the municipality as a condition of draft approval of the condominium description.

- 4.5 A review of the impact of the proposal on Crane Lake Phosphorus Levels was undertaken by Georgian Engineering. The review compared the phosphorus loading based on the original septic design for which MOECC issued a Certificate of Approval (now Environmental Compliance Approval), the phosphorus loading based on the existing facilities on the property and the phosphorus loading based on the proposed development. The results of the Review concluded that the proposal would result in a reduction of phosphorus loading to Crane Lake, with the specifics being:

Yearly Phosphorus Load based on Approved System	=	212.191 kg
Yearly Phosphorus Load based on Existing Uses	=	203.804 kg
Yearly Phosphorus Load based on Proposal	=	143.599 kg

- 4.6 The proposed drinking water systems for the residential condominium units is to consist of 4 separate individual water systems. The North Bay Parry Sound Health Unit has confirmed that the systems would not be subject to O. Reg. 319/08 and the Ministry of Environment and Climate Change has advised that the systems would not be subject to O. Reg. 170/03.
- 4.7 Both the sewage disposal system and the drinking water systems will be subject to a Responsibility Agreement with the Municipality as a condition of draft approval of the condominium description, to ensure the systems are appropriately maintained and an appropriate reserve fund is available to undertake any necessary repairs.
- 4.8 The proposal has been reviewed in accordance with the Provincial Policy Statement, 2014 and is consistent with the Provincial Policy Statement. Specifically:
- i) the proposed residential condominium units, located on the shoreline of Crane Lake, would constitute recreational dwellings, which is a permitted use on Rural Lands in accordance with Section 1.1.5.2;
 - ii) municipal water and sewage services are not provided and in accordance with Section 1.6.6.3, private communal sewage and water systems, as proposed, are permitted;
 - iii) in accordance with Section 2.1, the impact on natural heritage features was reviewed by FRi Ecological Services, with respect to the area that is not currently developed and concluded that there would be no impact on natural heritage features;
 - iv) as directed by Section 2.2.1, the results of a review of phosphorus loading confirm that the proposal will result in a reduction in the loading of phosphorus to Crane Lake.

- v) Cultural Heritage and Archaeology has been considered in accordance with the direction of Section 2.6 and given the disturbed nature of the existing resort and marina site, there are no areas of significant archaeological resources or potential. A condition of draft approval will be included with the condominium description addressing archaeological resources should future development extend beyond the currently disturbed area.

- 4.9 The entrance to the subject property is located at the end of Blackstone-Crane Lake Road, which is a year round maintained road.
- 4.10 A new entrance is proposed to the residential condominium lands, approximately 300 metres south on Crane Walker Road from the existing entrance. The location of the new entrance will avoid the use of the marina lands and facilitate an expanded parking area and result in an overall improved layout for the operation of the marina.
- 4.11 Crane Walker Road is a Township road maintained seasonally, and is not maintained during the winter months. Section 13.10 of the Official Plan states:

"13.10 In keeping with the principle of limiting the level of local services, the Township endorses a minimal and basic road service. This basic road service is generally restricted to that level of service provided at the date of adoption of the Plan, except for the Pointe au Baril Station Neighbourhood."

This Amendment would address this policy by permitting an increase in the service level of Crane Walker Road from municipally, seasonally maintained to municipally, year-road maintained for an approximate distance of 300 metres. Any required improvements to the road will be the financial responsibility of the condominium applicant and will be include as a condition of draft approval.

SECTION 5 THE AMENDMENT

The Official Plan of The Township of The Archipelago, as amended, is hereby further amended as follows:

Schedule 'A' – LAND USE PLAN, Crane Lake Section, is hereby amended by designating Part of Lot 21, Concession 9, P.I.N. 52180004, being Crane Lake House Resort as being subject to Special Provision No. 16.47, as shown on Schedule 'A' attached hereto and forming part of this amendment.

1. SECTION 16 – SPECIAL PROVISIONS is hereby amended by adding the following subsection after subsection 16.46:

16.47 **Notwithstanding the provisions of this Plan, the lands described as Part of Lot 21, Concession 9, in the geographic Township of Conger, P.I.N. 521880004, being Crane Lake House Resort, is subject to the following:**

a) Consent for Marina:

A new lot may be created with frontage on Crane Lake and Crane Walker Road that may be used for marina commercial use including any ancillary or accessory uses.

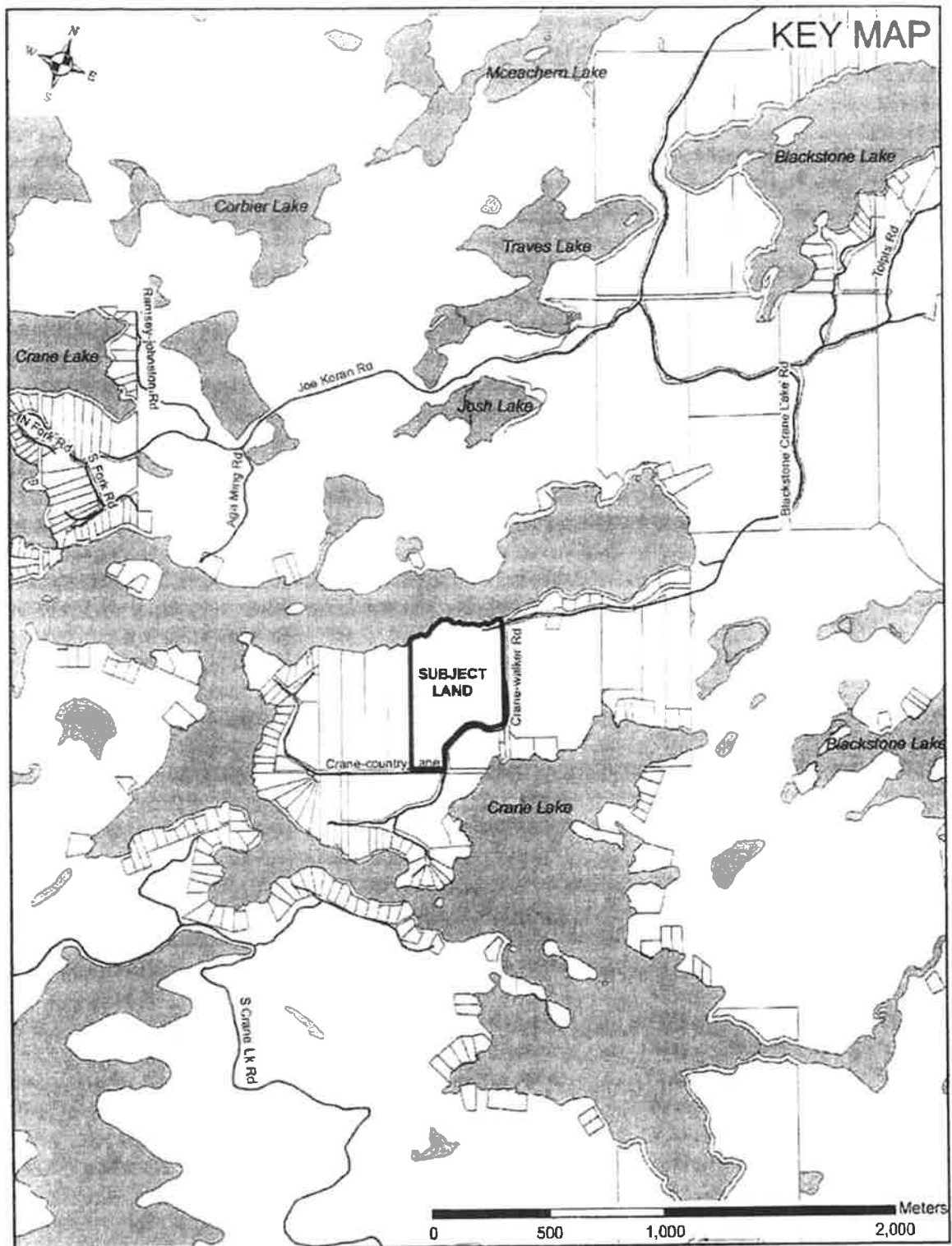
b) Residential Condominium:

The existing Crane Lake House Resort lands and buildings may be the subject of a standard condominium application for up to 18 residential condominium units including any accessory or incidental uses that serve the condominium units.

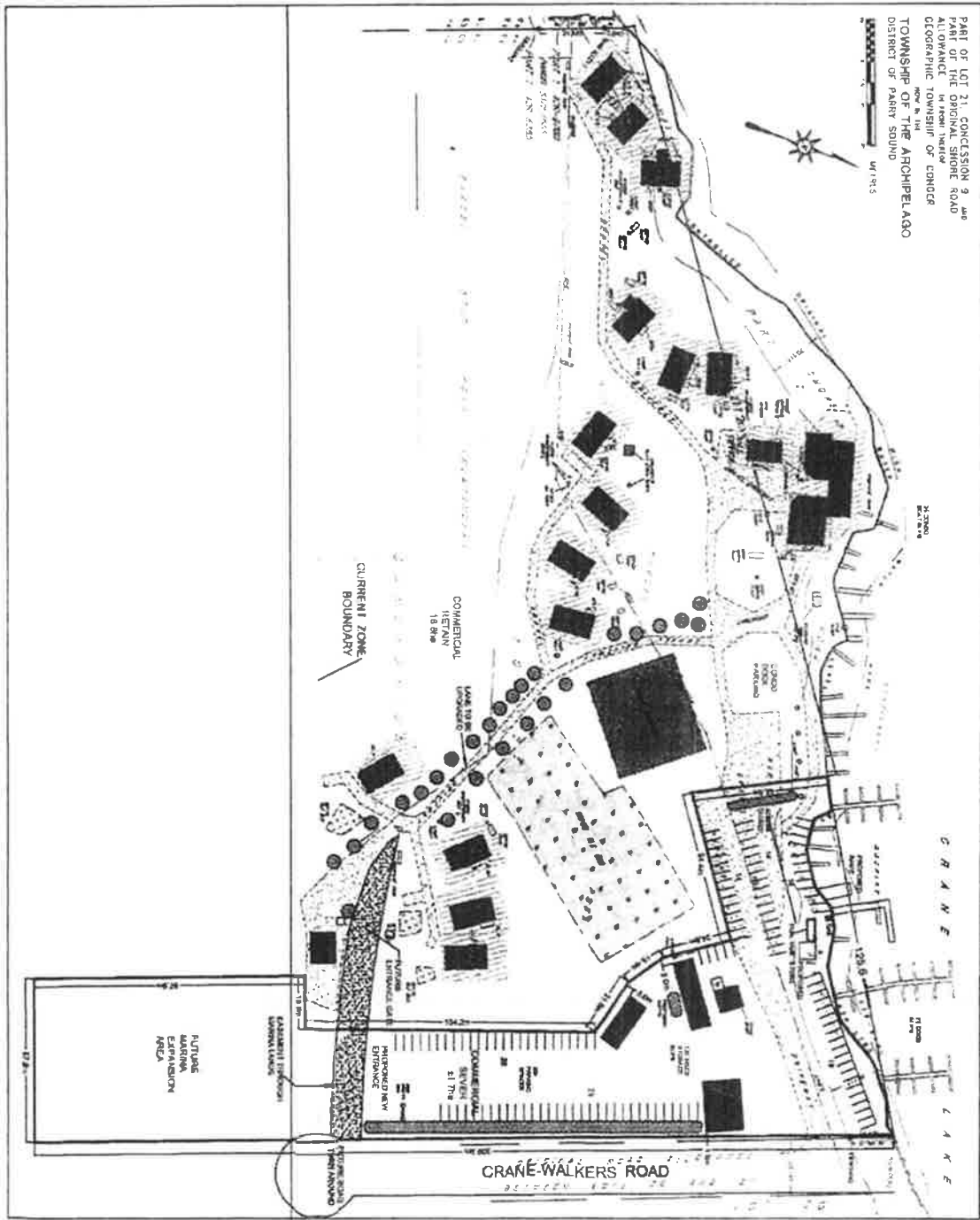
c) Crane Walker Road

To facilitate the new entrance to the Residential Condominium and an improved layout for the operations of the marina, approximately 300 metres of Crane Walker Road is eligible for municipal, year-round maintenance, subject to the road being improved to an acceptable municipal standard.

**APPENDIX A
LOCATION MAP**



**APPENDIX B
CONSENT SKETCH**



SECTION 3



TO: Chair Frost and Members
The Archipelago Area Planning Board

FROM: Cale Henderson, Manager of Development & Environmental Services
Greg Corbett, Planning Consultant

DATE: December 7, 2017

RE: Consent Applications B01-16 and B02-16
Condominium Application No. SB01-16
510 Blackstone-Crane Lake Road
Crane Lake Resort

APPLICANT: N.D. McLennan Ltd.

AGENT: JACKSON, John

BACKGROUND

Overview of Proposal:

Crane Lake Resort is an existing resort and marina located on the eastern arm of Crane Lake. The resort consists of 14 rental cottages, an office, a banquet hall, store, marina and docking facilities for 60 to 70 boats. In addition, the resort has a number of ancillary uses to the resort and marina.

The proposal is to sever the marina from the resort, enabling the marina to operate separately from the resort, and to convert the existing resort into a residential condominium consisting of 18 residential units. To facilitate this proposal, the applicant has submitted the following *Planning Act* applications:

- 1) **Official Plan Amendment Application** – to permit the consent application, the residential condominium conversion and increase service level for a portion of Crane Walker Road.
- 2) **Zoning By-law Amendment Application** – to rezone the resort portion of the property to a site specific Inland Lakes Residential (IR) zone, to rezone the marina and a portion of 'Natural State (NS)' lands to the 'Marina Commercial (MC)' Zone, as well as enable a reduced side yard setback.
- 3) **Condominium Description Application** – to convert the existing commercial resort into condominium ownership consisting of 18 residential condominium units within 16 buildings. Exclusive use areas are also proposed around each of the units. The common elements will include all internal access routes, parking area, tennis courts, sewage systems, accessory buildings, etc.

- 4) **Consent Application** – to sever the marina from the resort and provide a right-of-way over the existing driveway to benefit the future residential condominium.

Approval Authority:

The Archipelago Area Planning Board is the approval authority for the Condominium application and the Consent applications. The approval authority for the Official Plan Amendment is The Township of The Archipelago and the Ministry of Municipal Affairs (MMA). The Township of The Archipelago is the approval authority for the Zoning By-law Amendment application.

Official Plan Amendment No. 62 was considered and adopted by Township Council at its meeting of October 20, 2017 and has been forwarded to MMA for approval and is currently being considered by MMA. With the adoption of OPA No. 62, the policy direction of the Township on this matter has been established. Thus, it is appropriate for The Archipelago Area Planning Board to consider the associated consent and condominium applications at this time, with the implementing Zoning By-law Amendment application being considered by Council.

Purpose of Consent Applications B01-16 and B02-16:

The purpose of the Consent Application B01-16 is to provide for the separation of the existing marina operation from the existing resort operation. The characteristics of the proposed lots are:

	Lot Frontage	Lot Area	Use
Severed Lot	125.6 metres	1.7 hectares	Marina
Retained Lot	277.2 metres	18.8 hectares	Resort to be converted to Residential

The purpose of Consent Application B02-16 is to grant an easement / right-of-way over the severed lot (marina) in favour of the retained lot (resort/residential) for the purposes of vehicular and pedestrian access and utilities. The easement / right-of-way is to be granted in two separate locations, one in the northern portion of the severed lot to provide for the existing access to the retained lands and the other in the southern portion of the severed lot to provide for a potential future alternative access to the retained lands from Crane Walker Road.

Purpose of Condominium Description:

The purpose of the condominium application is to provide for the condominium ownership of the retained lands (resort) with the condominium to consist of a total of 18 residential condominium units in the form of 15 individual detached units and 3 units contained within a multiple residential building. The condominium will also contain exclusive use areas surrounding each of the condominium units and

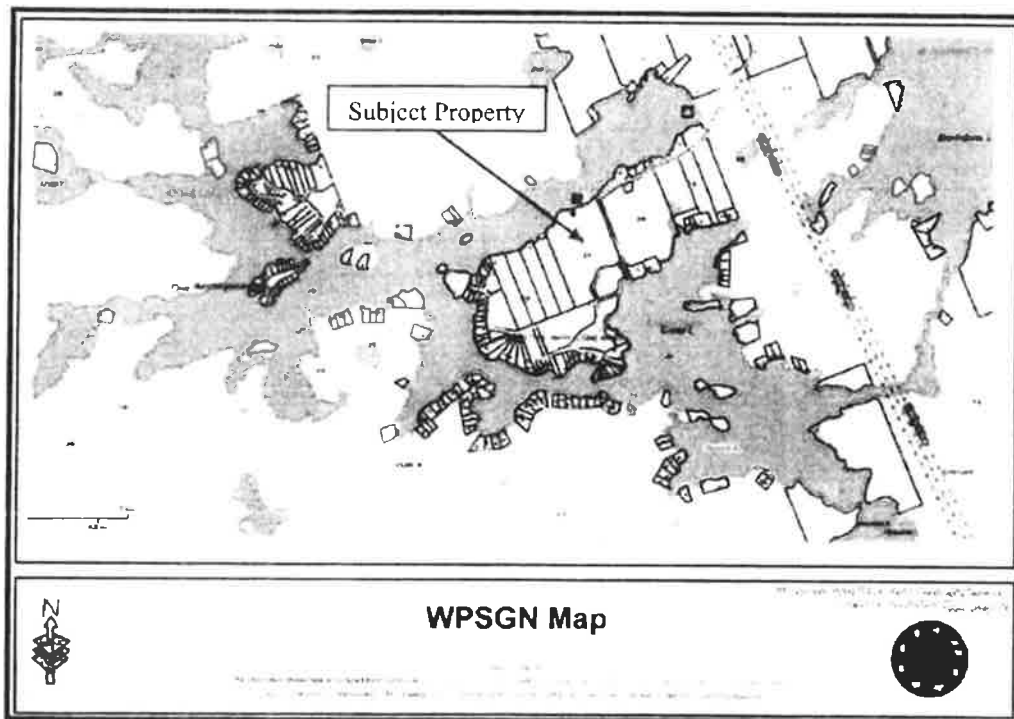
Report for The Archipelago Area Planning Board
Consent Applications B01-16 and B02-16 and Condominium Application SB01-16
(Crane Lake Resort)

common use areas and buildings including a storage building, parking areas, shoreline area and other common area.

Property Characteristics:

The property is located on the southern shoreline of the eastern arm of Crane Lake within Lot 21, Concession 9, geographic Township of Conger and is known municipally as 510 Blacstone-Crane Lake Road. The location of the property is illustrated in **Figure 1**.

Figure 1: Property Location



The property is approximately 20.5 hectares in size with approximately 407 metres of straightline water frontage on Crane Lake.

The subject property contains the existing resort, consisting of 14 detached rental cabins, a restaurant, office, store, banquet facility and a marina. These uses are located predominantly in the northern portion of the property in the vicinity of Crane Lake. The resort operation is located primarily on the western portion of the property and the marina on the eastern portion.

The topography of the property is typical to Crane Lake, however, due to the existing development; a majority of the shoreline area has been cleared. The rear portion of

the property is forested with a mixed forest, typical to the area. A portion of Crane Walker Road traverses the rear of the property, providing access to numerous properties on Crane Lake.

A site plan illustrating the proposed severance of the property and associated draft plan of condominium is contained in Figure 2.

Supporting Documentation:

A number of reports, documents and correspondence have been submitted in support of the applications, as follows:

1. Cover Letter, prepared by John Jackson, dated January 12, 2016
2. Planning Summary Report, Prepared by John Jackson, dated January 12, 2016
3. Muskoka Resort and Tourism Policy Review, prepared by PFK Consulting Inc., dated November 23, 2012
4. Planning Justification Letter, prepared by John Jackson, dated February 18, 2014
5. Copy of Registered Site Plan Development Agreement for Crane Lake Resort, dated November 19, 2011
6. Environmental Review, prepared by FRi Ecological Services, dated December 24, 2015
7. Crane Lake Resort Servicing Options Study, prepared by Georgian Engineering, dated 2015
8. Tourist Resorts - Parry Sound/Muskoka Report, prepared by John Jackson, dated June 10, 2014
9. Fractional Resort Developments: The Central Ontario Experience, prepared by John Jackson, dated October 16, 2009
10. Photos of Resort
11. Revised Site Plan, dated July 6, 2016
12. Revised Site Plan, dated August 24, 2016
13. Summary of Responses to Public Meeting and Comments Received, prepared by John Jackson, dated September 7, 2016;
14. Response to Ministry of Municipal Affairs Comments, prepared by Georgian Engineering dated August 11, 2017;
15. Response to Ministry of Municipal Affairs Comments, prepared by John Jackson, dated August 11, 2017; and,
16. Response to Ministry of Municipal Affairs Comments, prepared by Dentons Canada LLP.

ANALYSIS:

PLANNING ACT SECTION 51(24) CRITERIA:

Section 51(24) of the *Planning Act*, R.S.O. 1990, as amended, sets out criteria to be given regard to when considering a plan of subdivision or condominium and consent applications.

In reviewing the criteria with respect to these applications, the following is noted:

a) Matters of Provincial Interest

The proposed condominium description and consents are consistent with all matters of provincial interest set out in Section 2 of the *Planning Act* as implemented through the Provincial Policy Statement, 2014.

b) Premature or in Public Interest

The proposal is to provide for the separation of the existing marina operation from the existing resort operation and to allow for condominium ownership of the existing resort property with its conversion to residential use. The intention is to allow for the continuation of the marina operation, which the public has indicated is of importance to the Crane Lake community, while at the same time allow for a reuse of the resort property, which is no longer financially viable. The proposal will not result in any significant change to the built form.

c) Conformity to Official Plan and Adjacent Subdivisions

Official Plan Amendment No. 62 has been adopted by Council which facilitates the proposal and is in keeping with the intent and direction of the Township of The Archipelago Official Plan.

d) Suitability of Land

Both the severed and retained lands are suitable for their intended uses.

e) Road Network

The lands are accessed from Crane Walker Road, a municipal road. Access to the condominium lands is to be via a right-of-way over the marina lands, with two options provided, one maintaining the existing access through the marina parking area and a second option to the north from the portion of Crane Walker Road that is currently seasonally maintained.

f) Dimension and Shape of Proposed Lot

Both lots satisfy the lot size requirements and are suitable for the uses proposed.

g) Restrictions

According to the application, there are no restrictions registered on title of the property. Agreements will be required with the Township of The Archipelago as conditions of draft approval, which will be subsequently registered on title.

h) Natural Resources and Flood Control

No natural resources have been identified on the property and the property is not within a floodplain.

i) Adequacy of Utilities and Municipal Services

The necessary utilities are currently available to the property. Municipal water and sewer services are not available within the Township and the property was developed with water services provided by surface water and sewage services provided by a sewage system approved by the Ministry of the Environment and Climate Change. The condominium corporation will be required to maintain these services and a Responsibility Agreement with the Township will also be required. A new sewage disposal system will be required for the Marina property.

j) Adequacy of School Sites

It is assumed that the existing school sites servicing the area will have adequate capacity available, however it is unlikely that the units in the condominium will be used on a permanent residential basis requiring school facilities.

k) Public Land Dedication

Given that the property is already developed, the separation of the existing uses and the change to condominium ownership will not increase the need for public lands.

l) Energy Conservation

The conversion of the existing resort to condominium ownership will have no impact on energy consumption.

m) Design and Site Plan Control Matters

The development of the property is subject to site plan control. A condition of draft approval will require that both the severed lands of the consent and the condominium lands be subject to an agreement in accordance with Section 51(26) of the *Planning Act*, which would be registered on title.

Provincial Policy Statement, 2014:

The Provincial Policy Statement, 2014 (PPS) issued under the authority of Section 3 of the Planning Act, provides policy direction on matters of provincial interest relating to land use planning and development.

The subject lands are located in the Rural Area and, more specifically, on Rural lands, as defined by the PPS. Policy 1.1.5 provides policies related to Rural Lands in Municipalities and of particular note are the following:

- 1.1.5.2 *On rural lands located in municipalities, permitted uses are:*
 - a) *The management or use of resources;*
 - b) *Resource-based recreational uses (including recreational dwellings);*
 - c) *Limited residential development;*
 - d) *Home occupations and home industries; cemeteries; and*
 - e) *Other rural land uses.*
- 1.1.5.3 *Recreational, tourism and other economic opportunities should be promoted.*
- 1.1.5.4 *Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.*
- 1.1.5.5 *Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.*

The proposed consent applications, to separate the marina operation from the resort operation and the condominium application to facilitate the conversion of the resort to an 18-unit residential condominium, would be consistent with this policy direction for Rural Lands. The proposed residential condominium units, located on the shoreline of Crane Lake, would constitute recreational dwellings, which is a permitted use on Rural Lands in accordance with Section 1.1.5.2.

The separation of the marina operation, would allow for the marina operation to continue, which is in keeping with the direction of promoting economic opportunities.

A tourist resort and marina has operated on the subject lands for a number of years, but the resort component is no longer financially feasible according to the applicant and its conversion to a residential condominium will allow the buildings on the property to be retained and properly maintained, thus allowing for the built character of the property to continue and the change to residential use would be in keeping with the residential use of the majority of properties on Crane Lake.

The separation of the marina operation will allow for the continuation of this important service to the lake community. The lands are accessed by an existing

year-round maintained municipal road with access to the condominium lands to be via a right-of-way over the marina lands and with frontage of Crane Lake.

Policy 1.6.6 (Sewage, Water and Stormwater) confirms private communal water and sewage services may be permitted where municipal water and sewage services are not available. Municipal water and sewage services are not available to the site, and the sewage and water services to service the condominium lands will be considered communal systems as they will service a number of units. A new individual sewage disposal system will be installed to service the marina operation.

Section 2 of the PPS addresses the Wise Use and Management of Resources. Policy 2.1 (Natural Heritage) speaks to the protection of natural features and areas. No significant natural heritage features have been identified that would be impacted by the proposal. FRI Ecological Services provided an Environmental Review with respect to the area that is not currently developed and is proposed to be included in the marina operation, and concluded that there would be no impacts on natural heritage features, subject to the implementation of mitigation measures that will be included as a condition of the consent approval.

Section 2.2.1 directs Planning Authorities to protect, improve or restore the quality and quantity of water by among other matters ensuring consideration of environmental lake capacity. A review of the impact of the proposal on Crane Lake Phosphorus Levels was undertaken by Georgian Engineering. The review compared the phosphorus loading based on the original septic design for which MOECC issued a Certificate of Approval (now Environmental Compliance Approval), the phosphorus loading based on the existing facilities on the property and the phosphorus loading based on the proposed development. The results of the Review concluded that the proposal would result in a reduction of phosphorus loading to Crane Lake, with the specifics being:

Yearly Phosphorus Load based on Approved System	=	212.191 kg
Yearly Phosphorus Load based on Existing Uses	=	203.804 kg
Yearly Phosphorus Load based on Proposal	=	143.599 kg

Based on the above analysis, the proposal would result in a reduction of phosphorus input into Crane Lake from the property and thus would be of benefit to the environmental lake capacity.

Cultural Heritage and Archaeology has been considered in accordance with the direction of Section 2.6 and given the disturbed nature of the existing resort and marina site, there are no areas of significant archaeological resources or potential. A condition of draft approval has been included with the condominium description addressing archaeological resources should future development extend beyond the currently disturbed area.

Based on this review, it is concluded that the proposed consent and condominium applications are consistent with the direction provided in the Provincial Policy Statement, 2014.

Township of The Archipelago Official Plan:

Goal and Objectives

The general goal of the Official Plan, as set out in Section 3, states:

'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 goal.'

Section 4 of the Official Plan sets out the Objectives necessary to fulfill the above noted Goal and include, among others;

1. *Respecting, maintaining and improving the natural environment of the region of which the Township is a part.'*
2. *Responding appropriately to the inevitable social and economic changes that will affect the demand for recreation in its many forms while maintain a status quo philosophy in regard to the character of the present land use base;*
5. *Ensuring the compatibility of land and water usage;"*

This Goal and these Objectives enforce an "environment first" and "status quo" philosophy that has been the foundation of The Archipelago since its inception. The proposed applications would be in keeping with this direction by maintaining the physical development on the property and maintaining the marina operation, which provides a vital service to the lake community and is an important component of the lake's character. At the same time, the proposal will result in a reduction of potential phosphorus loading to Crane Lake.

Land Use Policies

Section 6 of the Official Plan outlines the land use policies for the Township. Section 6.6 states:

"The permitted residential uses are to be restricted to single detached dwellings with some provision for isolated accessory apartments in Pointe au Baril Station. The planning approach in the Township has evolved in recognition of the extremely sensitive water and land-based environments. The development of more intensive forms of residential recreational uses, including multiple-unit buildings and structures often associated with condominium and time-share facilities, is inconsistent with this fundamental planning principle and therefore, such uses are prohibited."

The proposal would result in a more intensive form of residential recreational land use, not typical to the Township. Although the majority of the units within the proposed condominium are to be single detached units, and no new significant structural development is being proposed, to ensure compliance with Section 6.6 of the Official Plan, Official Plan Amendment No. 62 specifically addresses the proposed conversion.

With respect to the Marina uses, Section 6.16 states:

"Notwithstanding Section 6.15 above, the retention of the marine commercial land base in the Township, particularly on the inland lakes and the mainland shoreline of Georgian Bay, is important to the long-term access needs of the residents of The Archipelago. Therefore, the rezoning of marine commercial land with significant shoreline on the mainland of Georgian Bay or the inland lakes will not be supported."

The applicant is proposing to maintain the marina and ensure it can continue to serve the Crane Lake community.

In addition, Section 6.17 states:

"Further to Section 6.16, careful regard will be given to applications that seek to rezone waterfront commercial lands which would remove or restrict water access. Such a request must be submitted together with an appropriate planning report which must clearly demonstrate that the property is either unsuitable for the provision of water access or, if water access is provided, the applicants must demonstrate that access can be successfully gained elsewhere in the same area."

Further, a policy specific to inland lakes, Section 6.18 states:

"Commercial operations on inland lakes provide essential facilities for water access properties. It is vital to the preservation of the character of the Township that these services be continued as an integral part of the inland lake neighbourhoods."

Environmental Policies

Section 7 of the Official Plan addresses the environmentally sensitive areas of the Township. The following policies are of relevance to the subject application:

- "7.1 The natural features and ecological functions of the Township's natural environment, which contribute greatly to the Township's wilderness character, are paramount and will be protected.*
- 7.5 The identification of environmentally sensitive areas on Schedule "F" may be further refined, expanded or modified without formal amendment of the Plan as additional information becomes available,*

upon site inspection of individual properties or through supporting documentation submitted.

- 7.6 *Council recognizes the importance and value of the environmentally sensitive areas and cultural heritage areas of the Township and supports the protection of these areas. In addition to these general policies, certain specific policies have been provided to address the specific types of environmentally sensitive areas.*
- 7.18 *Fish habitat will be protected to ensure the long-term health of the Township's fisheries resource.*
- 7.30 *Development will not be permitted within significant portions of the habitat of endangered or threatened species and may only be permitted in the adjacent area where it has been demonstrated through a site evaluation report that there will be no negative impact on that habitat."*

Generally, the proposal will convert existing rental cottages to residential condominium units and there will be no new structural development. However, as part of the Zoning By-law Amendment, the applicant is proposing to rezone a portion of lands, currently zoned 'Natural State (NS)', to facilitate the possible future expansion of the Marina. An environmental assessment to evaluate the potential environmental impacts with respect to the expanded marina was completed by FRI Ecological Services. The study concluded that the area is appropriate for future marina expansion.

Development Policies

Section 10 of the Official Plan establishes Neighbourhood Growth Policies, which are effectively land division policies for the various areas in the Township. Schedule "A" to the Official Plan identifies the subject lands as being located within the Crane Lake Neighbourhood. The relevant policies applicable to the Crane Lake Neighbourhood include the following:

"10.41 The Crane Lake Neighbourhood has little privately-owned land remaining which has not been subdivided. Most of the land division which has occurred on Crane Lake besides Crown subdivisions took place before subdivision control and resulted in the creation of many lots which would be considered below minimum lot sizes by today's standards. There are presently in excess of two hundred cottages on Crane Lake.

This neighbourhood is influenced by the presence of The Massasauga Provincial Park. In recognition of the Park extra care will be taken by the Township in its review of building and development applications.

Further subdivision of Crown land is not permitted under the Ministry of Natural Resources District Land Use Guidelines. The west end of the Lake is predominantly undeveloped and will serve as a natural buffer between existing cottages and The Massasauga Provincial Park.

- 10.42 *No further development, excepting the infilling of existing lots of record, is permitted in the Crane Lake Neighbourhood subject to Section 14 – Development Procedures and Standards and any other applicable policies of this Plan."*

As per the policy above, the subject property is not eligible for land division, hence, Official Plan Amendment No. 62 was applied for to enable the proposed severance and has been adopted by the Township. As the proposed severance is, in essence, the separation of existing uses, and not creating a new vacant lot for development, the proposal would be in keeping with the intent of the land division policies for Crane Lake and would conform with Official Plan Amendment No. 62.

Services

Section 11 of the Official Plan provides policies related to services, with Sections 11.3 to 11.5 focused specifically on private water systems and sewage disposal systems.

"11.3 All development is to proceed on the basis of private individual water and sewage disposal systems, constructed and maintained in accordance with the applicable legislation.

11.4 Private individual water and sewage disposal systems will not generally provide service to more than one (1) lot legally capable of being conveyed.

11.5 A hydrogeological assessment may be required by the Township to be submitted in support of a development proposal for more than five residential lots, or for any high water and/or high effluent producing commercial use in accordance with applicable Ministry of Environment D-Series Guidelines."

The applicants have submitted a servicing options report prepared by Georgian Engineering, supporting the current services.

As the water and sewage systems on the subject property will service multiple private residences and will not be owned by the municipality but rather are to be owned, operated and managed by the condominium corporation which will own the property, the services would be considered private communal water and sewage services. Given the proposed residential use, there is a municipal liability should private communal services fail. The conditions of approval to the condominium description include a requirement for a Responsibility Agreement to adequately protect the municipality and future condominium owners.

Peer Review of Technical Reports

Section 14.45 of the Official Plan states:

'Where a technical report or detailed impact assessment is required, such report shall be undertaken by one or more individuals who are qualified in assessing the value or matter of concern. Such report shall be:

- a) Prepared independently at the direction of the Township, on behalf of, and at the expense of, the applicant, unless otherwise agreed to by the Township; or,*
- b) Where submitted by the applicant, subject to a peer review directed by the Township, and at the expense of the applicant, unless otherwise agreed to by the Township.'*

In this case, a Servicing Options Report and an Environmental Review were submitted with the application. These reports were not formally peer reviewed by the Municipality, however, they were provided to the province, together with the applicant's Planning Report, as part of the Township's pre-consultation with the Ministry of Municipal Affairs and were reviewed by the appropriate provincial ministries. As discussed later in this report, the province indicated that they were in agreement with the Environmental Review but requested further information with respect to the Servicing Options Report. This additional information was subsequently provided to the Township and has been forwarded to the province.

Conclusion

In consideration of the foregoing, the proposed consent and condominium applications would be in keeping with the intent and direction of the Township's Official Plan.

CONSULTATION

The Township has undertaken consultation on the applications beyond what is required by the *Planning Act*. All information provided has been posted on the Township's website in an effort to keep the public informed, two public meetings have been held, with one being held at the property on Crane Lake in an effort to make it more accessible to the public and the Township has pre-consulted with the province.

Public Meetings

Two public meetings with respect to the applications have been held.

The first public meeting was held July 15, 2016 at Crane Lake Resort. This public meeting was well attended with a number of questions and comments made by the

public. The applicant and agent were present to respond to questions and provide additional information. The issues raised at the public meeting included:

- a) **Rental of Condominium Units:** If the Official Plan Amendment, Zoning By-law Amendment and Condominium applications are approved, the condominium units will be residential in nature and will be zoned residential, thereby removing the commercial aspect of the property. The permitted residential use of the condominium units will be the same as all residential properties on Crane Lake. The proponent has indicated a willingness to include a provision in the condominium declaration prohibiting the rental of any of the condominium units.
- b) **Use of Community/Banquet Hall:** Comments were raised with the disappointment of having the restaurant and banquet hall closed and no longer being available to the public. The applicant indicated at the Public Meeting that he would be receptive to having the Crane Lake Association purchase the community hall and not convert it to residential condominium units. This has been pursued but according to correspondence from the Crane Lake Association, the purchase of the Community Hall was considered at their Annual General Meeting in July and the Association voted to decline the opportunity to purchase the facility.
- c) **Viability of Marina:** Concern was raised that the marina operation will not be viable without the resort. The applicant's agent has responded that it is the resort that is not viable and the purpose of severing the marina from the resort is to allow the marina to continue servicing the lake residents.
- d) **Environmental Report:** Concern was raised with the suitability of the Environmental Review undertaken and whether it addressed all features on the property. The Environmental Review was limited to the area to be rezoned from Natural State to Marina Commercial, and endorsed by the province. Should future development be proposed in the areas to remain zoned Natural State, a further rezoning will be required with the submission of a further environment report to support any such application.
- e) **Extending Year-round Maintenance of Crane Walker Road:** Concern was raised with the extension of the year-round maintenance and that all lots should be provided with year-round access. Official Plan Amendment No. 62 provides for Council's consideration of extending the year round maintenance of Crane Walker Road the 300 metres required to provide access to the new entrance to the residential condominium lands. Whether this will be provided is at the discretion of Council and is not required in order to permit the development under the Township's Official Plan policies, access can be from a seasonal road. At this time, the proponent has not formally requested that this portion of Crane Walker Road be made a year-round municipally maintained road.

- f) **Concern with Additional Boat Traffic:** Concern was raised that the conversion to residential use will increase boat traffic on the lake. It was acknowledged that this is already a busy area of the lake given the existing resort and marina. Although residential properties typically would have more boats than a similar number of resort units, it is not envisioned that the conversion will result in a substantial increase in the intensity of use and associated boat traffic.
- g) **Relocation of Fuel Pumps:** It was questioned whether it was realistic to relocate the fuel pumps. The applicant's agent has responded that the marina wants to include fuel sales in their operation and to do so, the pumps have to be relocated onto the marina property. As the property does contain fuel pumps, a Record of Site Condition will be required to be submitted and filed with the province to ensure that there will be no adverse impact on the residential use of the property, and has been included as a condition of draft approval to the condominium.
- h) **Implementation of Environmental Study:** Questioned how the findings of the Environmental Review would be implemented. The consent approval and condominium approval include conditions requiring the applicant to enter into an Agreement with the Municipality to implement the mitigation measures recommended in the Review.
- i) **Septic System:** Questions pertaining to the suitability of the existing system and how the Marina will be serviced. The engineering review of the existing system and the proposed development confirmed that the existing system is of adequate size to accommodate the proposal and in fact, technically, there will be a reduction in the amount of effluent from the proposed use in comparison to the existing use. A new septic system will be required on the Marina property, but the property is of adequate size to accommodate a system.
- j) **Water Quality Impact:** Concern with impact of conversion on the water quality of Crane Lake. The additional engineering information provided indicates that there will be a reduction in phosphorus loading to the lake from what could occur based on the existing approved commercial uses.

The applicant's agent also provided responses to the issues raised at the public meeting and these were posted on the Township's website.

The second public meeting was held at the Township's Council Chambers on September 16, 2016. At the meeting, revisions to the proposal were presented, which were made primarily in an effort to address comments made at the previous public meeting. Issues raised at this Public Meeting included:

- a) **Seasonal Road Policy:** Questioned whether the application would change the seasonal road policy of the Township. Official Plan Amendment No. 62 was a site-specific amendment with respect to the road and not a general amendment to the overall policy. Whether the road servicing of this portion of

Crane Walker Road is increased to year-round maintenance for the 300 metre section will be a future decision of Council.

- b) **Community/Banquet Hall:** Comments were once again made respecting maintaining the banquet hall so the community would have access.
- c) **Viability of Proposal:** Comments were again raised with the viability of the proposal and that removing the Marina from the resort lands will make the marina operation unviable. The revised plan included additional parking and boat storage for the marina but in reality, the viability of the marina operation will depend on its use by the lake residents.
- d) **Use of Marina Land for Other Use:** In association with viability, concern that the use of the marina lands will change to another use. The Official Plan Amendment stipulates that the purpose of the severance is to separate the Marina operation and the implementing zoning by-law will zone the property Marina Commercial, which only permits a marina as a main use and will prohibit any accessory residential uses on the property.

Provincial Pre-consultation

The proposed Official Plan Amendment and supporting documentation and reports was forwarded to the Ministry of Municipal Affairs for review and comment. The Ministry provided comments on the proposed Amendment and requested that consideration of the Amendment be deferred pending the submission of additional information. This additional information was provided by the applicant to the Township and Township staff were satisfied that it addressed the concerns raised and forwarded the information to the Ministry. The following is the additional information requested and what has been provided.

1. *Additional information on the transition of users between commercial and residential use.*

The applicant's agents have advised that with the Crane Lake Association's decision not to pursue the purchase of the banquet hall, there will no longer be a transition of uses. Once the applications are approved, the use of the resort property will convert to residential use only.

2. *Demonstration, in a quantifiable manner, that the phosphorous level in the lake will not increase after the conversion to condominium.*

As indicated previously, Georgian Engineering provided quantifiable data to illustrate that the conversion of the commercial resort with associated restaurant, banquet hall and store, to residential will result in a reduction in the phosphorus loading to Crane Lake.

3. *If there is potential for an increase in phosphorous, a lakeshore capacity assessment completed in accordance with the Lakeshore Capacity Handbook, including lake profiles showing dissolved oxygen.*

As per 2 above, there will be no increase in phosphorous loading to Crane Lake and thus a lakeshore capacity assessment is not required.

4. *An updated Servicing Options Study or alternatively, an engineering report detailing the proposed drinking water system and its compliance with applicable legislation.*

The Original Servicing Options Study did outline the proposed drinking water systems for the residential condominium, which is to consist of four (4) individual water systems complete with separate intakes, pumps, pressure tanks, filters, primary UV disinfection, flow meter, and chlorinator.

Georgian Engineering provided correspondence between themselves and NBPS Health Unit respecting the applicability of O. Reg. 319/08 and the Health Unit advised that none of the systems would be subject to O. Reg. 319/08. If the Marina is to have a public washroom with potable water, however, it would be subject to O. Reg. 319/08.

Similarly, Georgian Engineering provided correspondence between themselves and MOECC respecting the applicability of O. Reg. 170/03 and MOECC advised that O. Reg. 170/03 would not apply as long as there were five or fewer residential units connected to each of the water systems.

5. *That confirmation be provided that the wastewater services for the proposed severed marina portion shall be operated in compliance with all appropriate standards.*

Georgian Engineering has responded that the wastewater services for the severed marina portion would be regulated under Part VIII of the Ontario Building Code, which is administered by the Township's Building Department.

Other comments and suggestions on the proposed amendment were provided by the Ministry of Municipal Affairs and, where appropriate, revisions to the Amendment were made to address these prior to its adoption by Council.

RECOMMENDATION:

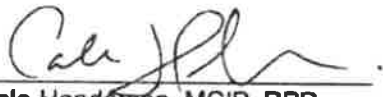
In consideration of the foregoing, it is recommended that:

- i) Consent Application B01-16 be approved subject to the conditions set out in Appendix "A";
- ii) Consent Application B02-16 be approved subject to the conditions set out in Appendix "B"; and,

Report for The Archipelago Area Planning Board
Consent Applications B01-16 and B02-16 and Condominium Application SB01-16
(Crane Lake Resort)

- iii) Condominium Application SB01-16 be draft approved subject to the conditions set out in Appendix "C".

Respectfully submitted,



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



Gregory I. Corbett, M.Pl, MCIP, RPP
Consulting Planner

SECTION 4

**THE CORPORATION OF
THE TOWNSHIP OF THE ARCHIPELAGO
BY-LAW NO. A2082-17**

To amend By-law No. A2000-07 (the Zoning By-law) for Part of Lot 21,
Concession 9, being Parcel Nos. 3040 and 5717 PSSS, in the geographic
Township of Conger (McLennan / Crane Lake Resort)

WHEREAS Section 34 of the Planning Act, R.S.O. 1990, c.P. 13, as amended, authorizes municipalities to enact zoning by-laws;

AND WHEREAS the owner of the Crane Lake House Resort is proposing to convert the existing resort consisting of rental cabins, store and restaurant into 18 privately-owned residential condominium units:

AND WHEREAS the owner has applied to separate the existing marina operation on the property from the proposed residential condominium lands;

AND WHEREAS the consent is conditional upon rezoning of the marina, as well as the portion of the subject property currently zoned Natural State that is being transferred to marina lands, to adequately reflect the proposed uses.

NOW THEREFORE BE IT ENACTED as a By-law of the Council of the Corporation of the Township of The Archipelago as follows:

1. Schedule 'A', (Conger) of By-Law No. A2000-07, as amended, is hereby further amended, as shown on Schedule 1 to this By-law by rezoning Part of Lot 21, Concession 9, Parcel 3040 PSSS and Parcel 5717 PSSS, in the geographic Township of Conger:
 - a) From the Marina/Resort Commercial (MRC) Zone to the Inland Lakes Residential Exception 19 (IR-19) Zone;
 - b) From the Marina/Resort Commercial (MRC) Zone to the Marina Commercial Exception 3 (MC-3) Zone; and
 - c) From the Natural State (NS) Zone to the Marina Commercial Exception 3 (MC-3) Zone.
2. Section 7.2 – SPECIAL EXCEPTION REGULATIONS – INLAND LAKE RESIDENTIAL (IR) of By-law No. A2000-07, as amended, is hereby further amended by adding:

7.2.19 Inland Lakes Residential Exception 19 (IR-19)

Part of Lot 21, Concession 9, Parcel 3040 PSSS and Parcel 5717 PSSS, in the Geographic Township of Conger, as shown on Schedule "A", and more particularly on Schedule 'B-43' to this By-law.

7.2.19.1 Permitted Uses, Buildings and Structures

Buildings and structures permitted for lands zoned IR-19 are limited to the following:

- i) 18 dwelling units consisting of 15 detached dwellings, and a three (3) unit multiple dwelling;
- ii) Accessory structures and buildings.

7.2.19.2 Zone Standards

The regulations of Section 7.1.3, Zone Standards, shall apply to the uses permitted in the IR-19 Zone, with the exception of the following:

- i) The maximum lot coverage permitted shall be 3,000 m²;
- ii) The maximum total floor area of each detached dwelling unit shall be as exists on December 8, 2017;
- iii) The maximum floor area of the multiple dwelling shall be as exists on December 8, 2017.

3. Section 9.2 – Special Exception Regulations – Marina Commercial (MC) of By-Law No. A2000-07, as amended, is hereby further amended by adding:

9.2.3 Marina Commercial Exception 3 (MC-3)

Part of Lot 21, Concession 9, Parcel 3040 PSSS and Parcel 5717 PSSS, in the geographic Township of Conger, as shown on Schedule 'A', and more particularly on Schedule 'B-43' to this By-law.

9.2.3.1 Permitted Uses, Buildings and Structures

The uses permitted in Section 9 – Marina Commercial (MC) Zone with the exception that a dormitory shall not be permitted as a secondary use and a single detach dwelling or a dwelling unit in a commercial building shall not be permitted as an accessory use.

9.2.3.2 Zone Standards

The regulations of Section 9.1.2, Zone Standards, shall apply to the uses permitted in the MC-3 Zone with the following site specific regulations:

- i) Minimum side yard is 1.5 metres
- ii) The docking envelope is shown on Schedule 'B-44'

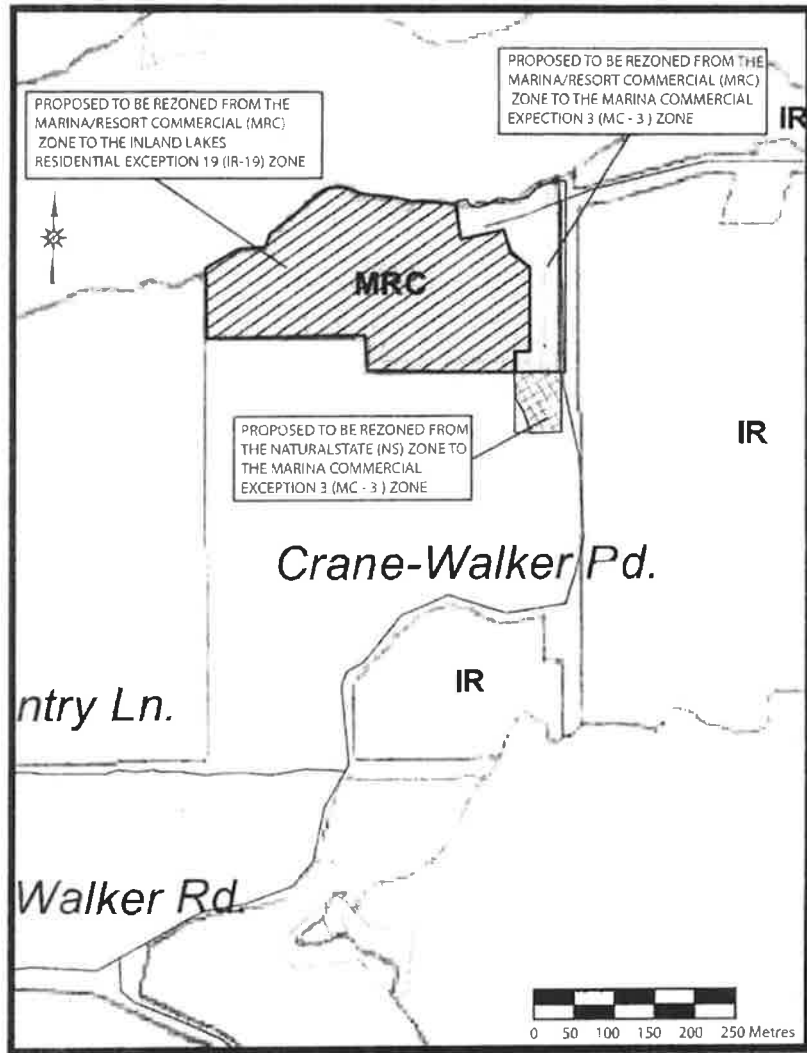
4. Schedule 1 and Schedule 2 to this By-law, shall be inserted as Schedule 'B-43' and Schedule 'B-44', respectively to By-law No. A2000-07, as amended.
5. This By-law shall take effect and come into force in accordance with Section 24(2) of the Planning Act, R.S.O. 1990.

READ and FINALLY PASSED IN OPEN COUNCIL this 8th day of December, 2017.


REEVE


CLERK





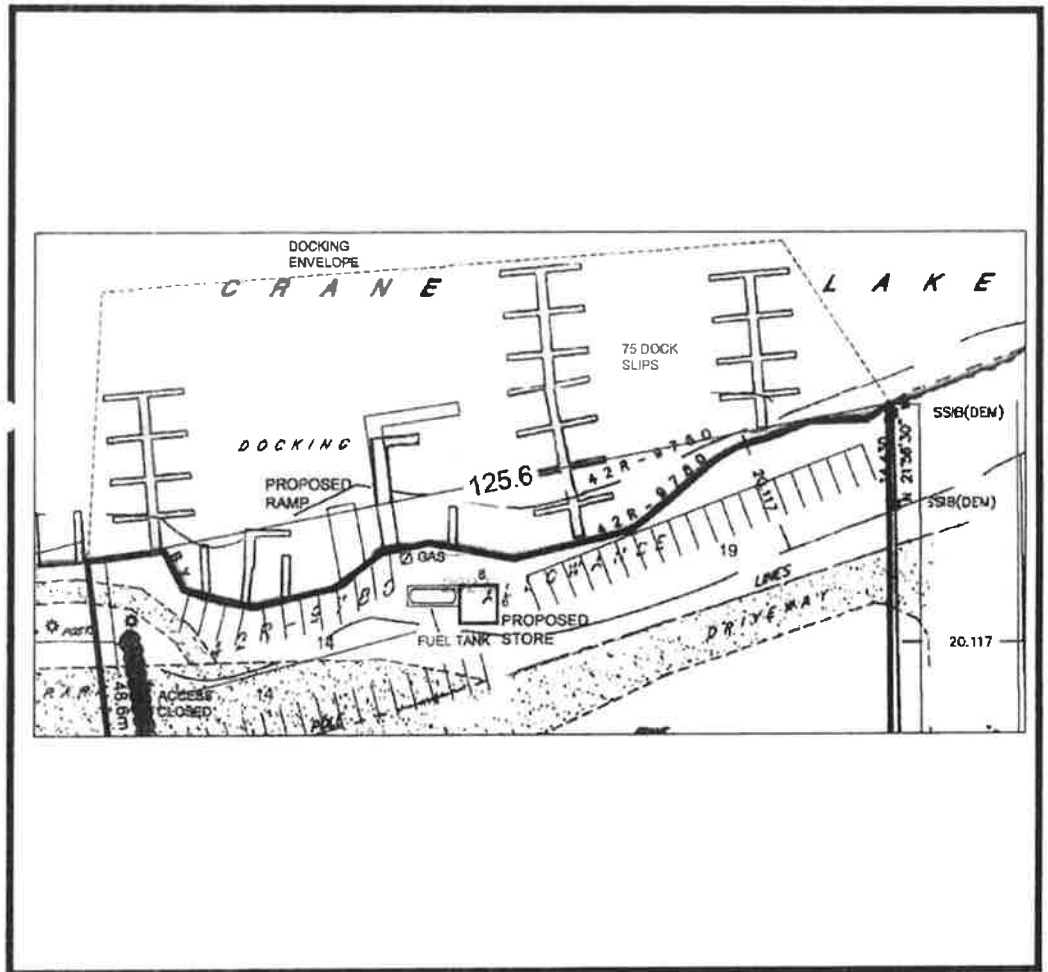
THIS IS SCHEDULE "1" TO BY-LAW NO. A2082-17

TOWNSHIP OF THE ARCHIPELAGO

PASSED THIS 8th DAY OF DECEMBER 2017


REEVE


CLERK

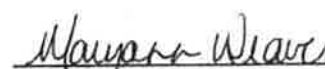


THIS IS SCHEDULE "2" TO BY-LAW NO. A2082-17

TOWNSHIP OF THE ARCHIPELAGO

PASSED THIS 8th DAY OF DECEMBER, 2017


REEVE


CLERK

SECTION 5

CONDOMINIUM AGREEMENT

N.D. McLENNAN LIMITED

- and -

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

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CONDOMINIUM AGREEMENT

THIS AGREEMENT made the ____ day of _____, 2018,

BETWEEN:

N.D. McLennan Limited
(hereinafter called the "Owner")

- and -

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO
(hereinafter called the "Township")

WHEREAS the Owner is the registered owner of the lands identified in Schedule "A" herein (herein after the "Condominium Lands");

AND WHEREAS the Condominium Lands are subject to a Draft Approval for a Standard Plan of Condominium issued by The Archipelago Area Planning Board and bearing file number SB01-16 (the "Draft Approval");

AND WHEREAS the Conditions of Draft Approval require the Owner to enter into an agreement with the Township pursuant to Section 51(26) of the *Planning Act*, R.S.O. 1990, as amended;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and for other good and valuable consideration and the sum of Two Dollars (\$2.00) of lawful money of Canada now paid by each of the parties hereto to each of the other parties hereto, (the receipt whereof is hereby acknowledged), THE OWNER AND THE TOWNSHIP HEREBY COVENANT AND AGREE WITH ONE ANOTHER AS FOLLOWS:

PART 1

1. SCOPE OF AGREEMENT

1.1 Description of Lands - The lands affected by this Agreement are the lands described in Schedule "A" hereto.

1.2 Plan Reference - For the purpose of this Agreement, references are made to the Plan of Condominium attached hereto as Schedule "B". Any further changes in the said Plan, or any changes in the Conditions of Draft Approval, may necessitate a change in the provisions of this Agreement.

1.3 Conformity with Agreement - The Owner covenants and agrees that no work shall be performed on the said lands except in conformity with:

- (a) the provisions of this Agreement, including the schedules hereinafter referred to and attached hereto;
- (b) all plans and specifications submitted to and accepted by the Township, being those Plans referenced in Schedule "E";
- (c) all applicable Municipal By-laws;
- (d) all applicable Provincial and Federal Legislation; and,

the following reports submitted in support of the application for approval, including:

1.4 Reliance upon Representations – The Owner acknowledges that:

- (a) it has made representations to the Township that it will complete all works required herein, in accordance with the Plans filed and accepted by the Township and others, and;
- (b) the Township has entered into this Agreement in reliance upon those representations.

1.5 Schedules Attached – The following schedules are attached to and form part of this Agreement:

- Schedule "A" - Description of Lands
- Schedule "B" - Plan of Condominium
- Schedule "C" - Deeds, Easements and Conveyances
Mortgage Postponements Required
- Schedule "D" - Cash Deposits and Security
- Schedule "E" - Plans and Reports
- Schedule "F" - Potable Water and Wastewater Responsibility Agreement

2. DEVELOPMENT CHANGES

- 2.1 There shall be no changes in the Schedules attached hereto, or in any Plan accepted by the Township, or others, unless such proposed changes have been submitted to, and accepted by, the Township.

3. CONDITIONS PRIOR TO THE EXECUTION OF THIS AGREEMENT BY THE TOWNSHIP

3.1 Prior to the execution of this Agreement by the Township, the Owner shall:

- (a) Land Ownership – be the registered owner in fee simple of the lands described in Schedule "A", and that there will be no encumbrances registered against the said lands which shall have priority to this Agreement;
- (b) Taxes – have paid all municipal tax bills issued and outstanding against the said lands;
- (c) Deeds and Easements – have delivered to the Township all transfers/deeds, discharges and easements or other documents required by Schedule "C";
- (d) Postponement Mortgage/Charge – file with the municipal solicitor, in a form satisfactory to him or her, a postponement of any mortgage/charge that may be registered in priority to this agreement;
- (e) Cash Deposits and Security – have paid to the Township all cash deposits and security required by Schedule "D";
- (f) Insurance Certificate – file with the Township Solicitor an insurance certificate confirming those coverages specifically set out hereafter;
- (g) Digital Plans – file with the Township two completed digital copies of the Plan of Condominium. Each digital copy of the Plan must be in electronic format as specified by the West Parry Sound Geography Network. The Owner shall be responsible for ensuring that all amendments to the Plan occurring prior to the execution of this Agreement by the Township are incorporated into the digital submission; and,

- (h) Responsibility Agreement – the Responsibility Agreement, as contained in Schedule "F", has been executed by the Owner and the Township.

4. MUNICIPAL SERVICES TO BE CONSTRUCTED BY OWNER

4.1 Crane-Walker Road

The Owner agrees to contribute any costs to the upgrade of Crane-Walker Road should it be determined to be necessary for an alternative access into the subject lands.

- 4.2 The cost of the work to upgrade Crane-Walker Road shall be in conformity with plans and specifications submitted to and accepted by both parties.

5. INTERNAL SERVICES

- 5.1 The Owner will construct and install, at its expense, the Internal Services which shall mean all of those works/services shown on and contained within the approved plans and reports referenced in Schedule "E".

- 5.2 The Owner, and upon establishment, the condominium corporation agree to maintain, repair and when necessary replace the Internal Services so that they will at all times be in good working order and in conformity with the terms of this Agreement. If, in the opinion of the Township, the Owner is not complying with the terms of this paragraph then the Township, its servants, agents or subcontractors shall have the right, upon 15 days written notice, to enter upon the said lands and carry out any work, at the expense of the Owner, necessary to maintain, repair or if necessary replace the said Internal Services. However, if in the opinion of the Township, the Owner's non-compliance with the terms of this paragraph constitutes a significant health or safety risk or an environmental hazard, then the Township shall give immediate notice and if the Owner does not remedy the situation as a prudent Owner should/would, the Township may enter upon the said lands and carry out any work, at the expense of the Owner, necessary to maintain, repair or if necessary replace the said Internal Services.

- 5.3 The water and sanitary sewage systems supplying water to and collecting and disposing of sanitary sewage from the units and common elements of the Plan of Condominium are intended to remain private and be operated, maintained and financially provided for on a private basis in accordance with the Responsibility Agreement, which is contained in Schedule "F" of this Agreement.

- 5.4 That prior to any site alteration occurring on the lands the Owner will implement appropriate stormwater management and construction mitigation measures prior to any site alteration occurring on the lands.

- 5.5 That prior to final approval, the Owner shall agree that a municipal numbering system be assigned to the satisfaction of the Township with regard to 911 emergency servicing, and that the Owner agrees to display the lot/unit numbering and corresponding assigned municipal address in a prominent location on each lot/unit.

6. ARCHAEOLOGICAL AND CULTURAL HERITAGE

- 6.1 The Owner acknowledges the obligations imposed upon it under the *Ontario Heritage Act*, R.S.O. 1990, as amended and *Cemeteries Act (Revised)*, R.S.O. 1990 as amended. Should previously unknown or unassessed archaeological resources be uncovered during development, that they are considered to be a new archaeological site and therefore subject to Section 48(1) of the Ontario Heritage Act. The proponents or person or property owner discovering the archaeological resources must cease alteration of the site immediately and engage a licensed archaeologist to carry out fieldwork, in compliance with section 48(1) of the Ontario Heritage Act.

7. NOTICES IN AGREEMENTS OF PURCHASE AND SALE

- 7.1 The Owner agrees to include the following warning clause in all Offers of Purchase and Sale for all units within the Plan of Condominium:

"That the Owner and any prospective owners are advised that threatened and endangered species may exist on the site. It is the responsibility of the landowner to identify threatened and endangered species and their habitat within the property prior to undertaking work/activity (e.g. construction, renovations, landscaping) and to ensure that the work/activity will not result in negative impacts. Landowners are encouraged to consult with their local Ministry of Natural Resources and Forestry District Office if they have questions about the Endangered Species Act. Any sightings of a threatened or endangered species during development and construction of the property must be reported to the Ministry of Natural Resources and Forestry."

8. GARBAGE

- 8.1 The Owner, and upon establishment, the condominium corporation, agrees that any external storage of garbage and other waste material will be within animal proof containers, used for the short-term collection of waste until it is transferred off-site to a waste management facility. Such containers will be located within a satisfactory enclosure, well screened from any abutting property and road. The Owner further agrees to ensure the proper care and control of garbage on the Condominium Lands.

9. SNOW REMOVAL

- 9.1 The Owner, and upon establishment, the condominium corporation, shall cause all snow to be removed from all internal roads, parking areas, etc. on the condominium lands. The removal and storage of such snow shall not reduce the total number of required parking spaces nor cause damage whatsoever by flooding or otherwise, to the adjoining lands. In this respect, the Owner, and upon establishment, the condominium corporation, shall, if necessary, make arrangements to physically remove such snow from the subject lands. The removal of snow may require the trucking of same to another location for proper disposal in accordance with any applicable Federal, Provincial or municipal regulations. Neither the Owner, its agents or successors in title, will deposit any snow on municipal property without prior written approval.

**PART 2
GENERAL PROVISIONS**

10. CASH DEPOSITS AND SECURITY

- 10.1 The Owner shall lodge with the Township, those cash deposits and security more particularly described in Schedule "D", and at the dates specified herein.
- 10.2 In the event that the expenses of the Township exceed the amount of the cash deposits or security set out in Schedule "D", the Owner shall pay such excess charges within 30 days after demand by the Township.

11. EXPENSES TO BE PAID BY OWNER

- 11.1 Every provision of this Agreement by which the Owner is obligated in any way shall be deemed to include the words "at the expense of the Owner" unless the context otherwise requires.
- 11.2 The Owner shall pay such reasonable fees as may be invoiced to the Township by its Solicitor, its Planner, and its Municipal Engineer in connection with all work to be performed as a result of the provisions of this Agreement.

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- 11.3 All expenses for which demand for payment has been made by the Township shall bear interest at the rate of 12% per annum commencing 30 days after demand is made.

12. EMERGENCY SITUATION

- 12.1 If, in the opinion of municipal staff, there is an emergency situation as a result of any work undertaken by the Owner or its servants, or agents, which requires immediate attention to avoid damage to private or public property or services owned by the Township or to eliminate a potential hazard to persons, such work may be done immediately by the Township at the expense of the Owner, but notice shall be given to the Owner at the earliest possible time.

13. REGISTRATION OF CONDOMINIUM AGREEMENT

- 13.1 The Owner consents to the registration of this Agreement by the Township pursuant to Section 51(26) of the *Planning Act*, R.S.O. 1990, c.P.13, as amended.
- 13.2 The registration expense shall be included as a legal expense to the Owner.
- 13.3 The Owner further agrees to execute such further and other Instruments and documents as may be required by the solicitor for the Township for the purpose of giving effect to this Agreement.

14. DELIVERY OF TRANSFERS OR OTHER DOCUMENTS

- 14.1 If there are any Transfers, Postponements of Charges or Discharges of Mortgages or other documents to be executed and delivered under this Agreement and as set out in Schedule "C", such documents shall be delivered to, and approved by the solicitor for the Township.
- 14.2 The consideration for such conveyances shall be the sum of Two (\$2.00) Dollars. The cost of preparation, execution and registration thereof shall be the responsibility of the Owner.

15. INDEMNIFICATION FROM LIABILITY AND RELEASE

- 15.1 The Owner covenants and agrees with the Township, on behalf of itself, its successors and assigns, to indemnify and save harmless the Township, its servants and agents from and against any and all actions, suits, claims and demands whatsoever which may arise either directly or indirectly by reason of any work performed by the Owner or on his behalf in connection with the carrying out of the provisions of this Agreement.
- 15.2 The Owner further covenants and agrees to release and forever discharge the Township from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise either as a result of the failure of the Township to carry out any of its obligations under this Agreement, or, as a result of the Township performing any municipal work on the said Lands or the adjacent properties, pursuant to this Agreement, which may damage or interfere with the works of the Owner, provided that such default, failure or neglect was not caused as a result of negligence on the part of the Township, its servants or agents.

16. ESTOPPEL OF OWNER

- 16.1 The Owner agrees to not call into question directly or indirectly in any proceeding whatsoever, in law or in equity, or before any administrative tribunal, the right of the Township to enter into this Agreement and to enforce each and every term, covenant and condition herein contained and this Agreement may be pleaded as an estoppel against the Owner in any such proceedings.

**PART 3
NOTICES AND INTERPRETATION**

17. NOTICES

17.1 Any Notice to be given by any party under this Agreement may be given by regular mail to:

Owner: Attn: Ned McLennan
 N.D. McLennan Limited
 8 Ranchwood Place
 Brampton, On
 L6R 1W5

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

Any Notice given shall be deemed to be delivered 5 days following the date of mailing. Parties may also send Notice by facsimile transmission where a fax number has been provided to the other party. Any Notice given via fax shall be deemed to be delivered 1 day following the date of the fax transmission.

18. TIME OF THE ESSENCE

18.1 The parties hereto agree that time shall be of the essence in this Agreement.

19. INTERPRETATION

19.1 PROVIDED and it is hereby agreed that in construing these presents the word "Owner" and the personal pronoun "he" or "his" relating thereto and used therewith, shall be read and construed as "Owners" or "Chargees" or "Mortgagees" and "his", "hers", "its", or "their", respectively as the number and gender of the party or parties referred to in each case require, and the number of the verb agreeing therewith shall be so construed as agreeing with the said word or pronoun so substituted.

19.2 And that all covenants, rights, advantages, privileges, immunities, powers and things hereby secured to the Township shall be equally secured to and exercisable by its successors and assigns as the case may be.

19.3 And that all covenants, liabilities and obligations entered into and imposed hereunder upon the Owner, shall be equally binding upon his, her, its or their heirs, executors, administrators and assigns, or successors and assigns as the case may be, and that all such covenants, liabilities and obligations shall be joint and several.

THIS AGREEMENT shall enure to the benefit of and be binding upon each of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the following dates:

By the Owner on the day of , 2018.

Ned McLennan
I have the authority to bind the corporation.

By the Township on the day of , 2018.

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

Per: _____
Peter Ketchum, Reeve

Per: _____
John Fior, CAO

SCHEDULE "A"

THIS IS SCHEDULE "A" TO THE CONDOMINIUM AGREEMENT BETWEEN
N.D. McLENNAN LIMITED AND
THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

Legal Description

Part of PIN 52188-0004(LT) being Part of Lot 21, Concession 9 and Part of the Original
Shore Road Allowance in front thereof, geographic
Township of Conger, now in the Township of The
Archipelago

SCHEDULE "B"

THIS IS SCHEDULE "B" TO THE CONDOMINIUM AGREEMENT BETWEEN
N.D. McLENNAN LIMITED AND
THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

Copies of the Condominium Plan may be viewed at the Township of The Archipelago
Municipal Offices or copies may be obtained from the Township for a fee.

SCHEDULE "C"

THIS IS SCHEDULE "C" TO THE CONDOMINIUM AGREEMENT BETWEEN
N.D. McLENNAN LIMITED
AND THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

DEEDS AND EASEMENTS TO BE CONVEYED

All title documents shall be properly drawn and executed by the parties, with the appropriate Lot or Block number inserted in the description of the document, and the registered Plan Number shall be left blank, to be inserted by the solicitors for the parties after the Plan is registered and a Plan Number assigned.

The consideration for all conveyances shall be the sum of Two Dollars (\$2.00) and the cost of preparation, execution and registration thereof shall be borne by the Owner.

All documents to be registered, shall be prior approved by the Solicitor for the Township.

The following lands and easements shall be conveyed:

1. Lands to be conveyed to the Township
2. Easements to the Township
3. Conveyances to Others
4. Partial Discharges/Postponements of Mortgage Required

A postponement for any mortgage/charge on title at the time of registration (or proposed registration) of this Agreement.

SCHEDULE "D"

THIS IS SCHEDULE "D" TO THE CONDOMINIUM AGREEMENT BETWEEN
N.D. McLENNAN LIMITED
AND THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

CASH DEPOSITS, DEVELOPMENT CHARGES AND SECURITY

The Owner shall, on the dates specified herein, lodge with the Township the following described cash deposits and security.

1. **CASH DEPOSITS - FOR THE TOWNSHIP**

The following cash deposits are estimates only and are to be paid to the Township prior to the execution of this Agreement by the Township. In the event that the actual costs incurred by the Township exceed the deposits, such excess shall be invoiced to the Owner and be due and payable 30 days after demand:

- a) For legal and planning expenses and disbursements in connection with all matters related to this Condominium Agreement a preliminary

i) A deposit of \$2,000.00

2. **SECURITY**

Nil.

SCHEDULE "E"

THIS IS SCHEDULE "E" TO THE CONDOMINIUM AGREEMENT BETWEEN
N.D. McLENNAN LIMITED AND
THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

APPROVED PLANS AND REPORTS

Copies of the said Report may be viewed at the Township of The Archipelago
Municipal Offices or copies may be obtained from the Township for a fee.

SCHEDULE "F"

THIS IS SCHEDULE "F" TO THE CONDOMINIUM AGREEMENT BETWEEN
N.D. McLENNAN LIMITED
AND THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

POTABLE WATER AND WASTEWATER RESPONSIBILITY AGREEMENT

WATER AND WASTEWATER RESPONSIBILITY AGREEMENT

THIS AGREEMENT MADE BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO
(hereinafter called the "Township")

- and -
N.D. McLennan Limited
(hereinafter called the "Owner")

WHEREAS the lands affected by this Agreement are the Owner's Lands described in Schedule "A" (the "subject lands");

AND WHEREAS the Owner intends to convert the existing tourist resort development on the subject lands to a residential condominium and has applied under the Condominium Act, 1988 for approval of a condominium description with respect to the subject lands (Application No. SB01-16);

AND WHEREAS the Archipelago Area Planning Board has granted approval of the proposed condominium subject to certain conditions;

AND WHEREAS the subject lands are not served by a Municipal water system or wastewater system and the Owner intends to service such development with a Non-Municipal Drinking Water System as defined in the *Safe Drinking Water Act*, 2002 and the regulations thereto and private communal sewage disposal system (wastewater system);

AND WHEREAS such Water System will draw less than 50,000 litres per day and as such a Permit To Take Water is not required;

AND WHEREAS such Wastewater System will be designed to accommodate sewage flows greater than 10,000 litres per day;

AND WHEREAS the Owner will be responsible for the construction, maintenance and operation of the Systems;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and for other good and valuable consideration and the sum of Two Dollars (\$2.00) of lawful money of Canada now paid by each of the parties hereto to each of the other parties hereto, (the receipt whereof is hereby acknowledged), the parties hereto covenant and agree with one another as follows:

1. DEFINITIONS

- a. "Applicable Standards" shall mean any and all statutes, regulations, policies and guidelines of the Province of Ontario, any Certificates of Approvals, Orders or Permits (municipal or otherwise) which are applicable to the Systems.
- b. "Master Development Agreement" shall mean any agreement entered into with the Township pursuant to section 41 and/or 51 of the *Planning Act*, including any agreement imposed as a condition of the approval of a plan of condominium.
- c. "Reserve Fund" shall mean a reserve fund established in the declaration of the condominium corporation, which fund is, by operation of the *Condominium Act, 1998* dedicated exclusively for the repair and replacement of the Systems, and for no other purpose.
- d. "Systems" or "Water and Wastewater System(s)" means the "Water System" and "Waste Water System" as defined herein.
- e. "Wastewater System" means the sewage collection and treatment system existing and proposed to be located and constructed on the Owner's lands intended to service the residential condominium units and lands.
- f. "Water System" means the "Non-Municipal Drinking Water System as defined in the *Safe Drinking Water Act, 2002* and/or the "Non-Municipal Year-Round Residential System", as defined in Ontario Regulation 170/03, and existing and proposed to be located and constructed on the Owner's land intended to service the residential condominium units and lands.

2. GENERAL PROVISIONS

- a. The Owner shall provide all purchasers of any interest in the Owner's Lands with a copy of this Agreement prior to completing the transfer of any such property interests. The Owner shall not, at any time, represent, imply or suggest that the Systems are municipally owned and/or operated Systems or that there is any intent that such works shall become municipally owned and/or operated Systems.
- b. The Owner agrees to include the following warning clause in all Offers of Purchase and Sale for all units within the Plan of Condominium:

"Water and Wastewater Systems

Purchasers are advised that the water and wastewater systems servicing the lands/units are privately owned and operated. The condominium corporation, and not the Township, is responsible for its operation and maintenance in compliance with applicable legislation. In the event the systems fail and/or require repair, modification, or replacement, it is the responsibility of the condominium corporation to effect and pay for such repair, modification or replacement."

The Owner agrees and acknowledges that should the above-noted warning clause not be included in an Offer of Purchase and Sale, the prospective purchaser may void the Offer of Purchase and Sale.

- c. Any Notice to be given by any party under this Agreement may be given by:
 - i. Personal service on the parties hereto, or
 - ii. Prepaid first class mail addressed to the other party at their last known address which Notice shall be deemed to have been received 48 hours after mailing, or
 - iii. By telecopier message to the other Party at their last known telecopier number which shall be deemed to have been received at the time of sending.

- d. The following schedules are attached to, and form part of, this Agreement:

Schedule "A": Legal Description, Subject Lands
Schedule "B": Plans and Reports
Schedule "C": Cash Deposits and Securities

3. OWNER'S OBLIGATIONS

- a. The Owner covenants that the Wastewater and Water Systems servicing the Owner's Lands have been upgraded as set out in the reports contained in Schedule "B", to satisfactorily service the proposed condominium units.
- b. The Owner agrees and acknowledges it is responsible for the design, construction, operation and use of the private communal water and sewage facilities, including all necessary financial operational and maintenance requirements associated therewith.
- c. The Owner shall provide the private communal water facilities in accordance with the Servicing Options Study prepared by Georgian Engineering dated December 2015 and further detailed in correspondence from Georgian Engineering dated August 11, 2017.
- d. The Owner shall address those matters outlined in the Ministry of Environment "Procedure D-5-2: Application to Municipal Responsibility for Communal Water and Sewage Services" with respect to Responsibility Agreements.
- e. The Owner agrees and acknowledges that it shall maintain and operate the Systems in accordance with all Applicable Standards at its own cost and expense including, but not limited to, the *Safe Drinking Water Act*, 2002, the *Ontario Water Resources Act*, R.S.O. 1990, c.O.40 and any regulations passed thereunder.
- f. The Owner agrees and acknowledges that it is responsible for obtaining an Environmental Compliance Approval from the Ministry of the Environment for the Wastewater System.
- g. The Owner shall provide to the Township all documents and information as required by the Applicable Standards in accordance with the provisions therein.
- h. Upon request of the Township and/or where the Township is subject to an Order or direction issued by the Ministry of the Environment as identified in section 6 of this agreement, the Owner shall provide access to the Systems to the Township, its employees, servants, agents, etc.
- i. The Owner shall comply with all notices, Orders, directions issued by the Ministry of Environment, and where the Owner has retained an "Accredited Operating Authority", the Owner shall comply with all directions, instructions, requisitions, reports, etc. issued by the authority concerning the operation of the Systems in compliance with the Applicable Standards and the Owner shall forthwith carry out the necessary remedial work and obtain all approvals necessary for such remedial work.
- j. The Owner agrees to include, in the condominium declaration, a requirement to establish a Reserve Fund for the sole purpose of maintaining, repairing and/or replacing the Systems as more particularly set out in Section 8.
- k. The Owner shall provide to the Township, prior to the execution of this agreement by the Township, the required cash deposits and security set out herein.

4. DEFAULT

- a. The Owner shall be in default of this Agreement if any of the following occurs:
- i. The Owner fails to provide and/or maintain with the Township, the Financial Security required in this agreement;
 - ii. The Owner fails to maintain and operate the Systems in accordance with all applicable standards including, but not limited to, the *Safe Drinking Water Act*, 2002, the *Ontario Water Resources Act*, R.S.O. 1990, c.O.40, and any regulations passed thereunder;
 - iii. The Owner both fails to remedy a defect or deficiency in the Systems and fails to make arrangements with the Ministry of the Environment to deal with such defect or deficiency;
 - iv. The Owner both fails to comply with a Ministry of Environment Order relating to the Systems and fails to make arrangements with the Ministry of Environment to comply with such Order; or,
 - v. The Owner otherwise fails to meet any of its obligations under this agreement.

b. Remedies of Default:

Where the Township considers that the Owner is in default of its obligations under this agreement the Township may, in its sole discretion, choose to remedy the default. Where the Township exercises its discretion to remedy, the following process shall apply:

- i. The Township shall give 15 days written notice in the event that it considers the Owner in default of its obligations under this Agreement;
 - ii. The Township will not take any action subsequent to a default by the Owner unless it has given written notice of the Owner in accordance with the provisions for giving notice set out in Section 2 (c);
 - iii. The Owner shall, within four (4) business days, reply to the Township's notice and the reply shall set out a plan and timetable (a "Rectification Plan") for the correction of the items set out in the Township's notice;
 - iv. The Rectification Plan shall be reviewed and approved by an independent engineer retained by the Township, the cost of whose retainer shall be funded by the Owner;
 - v. If the Owner does not submit the Rectification Plan within four (4) business days of receipt of the Township's notice, or does not make the corrections in accordance with the Rectification Plan as it may be amended with concurrence from the Township from time to time, the Township may assume full responsibility for the operation and maintenance of the applicable System or Systems until all default conditions are remedied; and
 - vi. In the event that a default is not corrected by the Owner in accordance with the provisions of this Section, the Township shall have the right to use the Financial Security to rectify all or part of the default.
- c. The exercise of discretion by the Township shall not be deemed or construed to be a condemnation of any acts or acts of omission of the owner. Furthermore the exercise of any rights set out in subsection (b) shall not be deemed or construed to be an assumption of ownership by the Township.

- d. In addition to any of the foregoing, upon receiving notice in writing from the Township that the Township has been compelled to remedy a deficiency or to assume the applicable System or Systems (see section 6 herein), and wherein such notice the Township makes such request, the Owner and all individual owners of units in the development/condominium agree to terminate or cause to be terminated all human habitation of the subject lands or any individual units, until such time as the provision of drinking water and/or sewage disposal services by the Owner and/or the Condominium Corporation or the Township has been restored.

5. EMERGENCY SITUATION

- a. Notwithstanding the provisions of Section 4(b) of this Agreement, if as a result of any work undertaken or not completed by the Owner, its servants or agents, or any act or omission by the Owner causes the operation and maintenance of the Systems to be so faulty as, at the sole determination of the Township or the Ministry of the Environment, there are reasonable grounds to believe that a health hazard or an environmental hazard exists or is likely to be created (the "Emergency Situation"), the Township may immediately take such actions and complete such works as are necessary to repair the deficiency in order to rectify the Emergency Situation, and any such work shall be at the expense of the Owner, but written notice shall be given to the Owner at the earliest possible time following the determination of the existence of the Emergency Situation. In the event of an Emergency Situation, the Township may assume full responsibility for the operation and maintenance of the Systems until all default conditions are remedied to the satisfaction of the Township. Securities held by the Township and/or the Reserve Fund may be applied toward the costs incurred by the Township in the completion of the works. The determination by the Township that an Emergency Situation exists shall be final and binding upon the Owner, and the provisions of Section 13 (Estoppel) of this Agreement shall apply, mutadis mutandis, to such decision.

6. RIGHTS OF MINISTER OF THE ENVIRONMENT TO COMPEL TOWNSHIP TO REMEDY, ASSUME, ETC.

- a. The parties expressly acknowledge and agree that:
 - i. The Township shall not at any time be required or expected to assume ownership of or responsibility for the Systems except in accordance with any Order issued by the Ministry and the terms of this Agreement. Specifically, the parties agree that the Township shall only become responsible for the operation and maintenance of the Systems in the event, and only to the extent that, the Township is ordered to do so pursuant to Part 9 of the *Safe Drinking Water Act*, 2002, S.O. 2002, c.32., or the *Ontario Water Resources Act*, R.S.O. 1990 c.O40. as amended or any similar or successor legislation; and
 - ii. In no circumstances shall the Township be deemed to have any obligation to provide water services to the owners or occupants of units within the proposed condominium except in accordance with this Agreement and/or any Order issued by the Ministry or be construed to be a landlord of or in respect of any units within the proposed condominium.
- b. The parties acknowledge, each to the other, that the *Safe Drinking Water Act* in Part 9, and the *Ontario Water Resources Act*, R.S.O. 1990, c.O40 provides, that:
 - i. Where a "Director" within the meaning of the Acts reports in writing to the clerk of a municipality that he or she is of the opinion that it is necessary in the public interest that water works or any part thereof be established, maintained, operated, improved, shall forthwith to do every act and thing in its power to implement the report of the Director;

- ii. If the Township fails to do everything in its power to implement the report forthwith after receiving it, and the time for taking an appeal has passed or there has been a final disposition of an appeal confirming or altering the report, the Director, with the approval of the Ontario Municipal Board, may direct that whatever is necessary to implement the report or the report as confirmed or altered be done at the expense of the municipality, and may arrange for the Agency to do it; and
- iii. The Minister of the Environment or the Ontario Clean Water Agency may recover the expense incurred in implementing the report, with costs, by action in a court of competent jurisdiction, as a debt due to the Crown or the Agency, as the case may be, by the municipality.

7. REGISTRATION OF AGREEMENT

- a. The Owner consents to the registration of this Agreement by the Township pursuant to Section 51(26) of the *Planning Act*, R.S.O. 1990, c.P.13, as amended.
- b. The registration expense shall be included as a legal expense to the Owner.
- c. The Owner further agrees to satisfy all the requirements, financial and otherwise, of the Township of The Archipelago.

8. INDEMNITY

- a. In the event that the Township is made subject to or required to take action or incur any costs as a result of an Order or Report issued under the *Safe Drinking Water Act*, 2002, or the *Ontario Water Resources Act*, R.S.O. 1990, c.O40 or any similar or successor legislation, the Owner shall indemnify and save harmless the Township for any cost relating to or arising from such order.
- b. In addition to the indemnification given in subsection (a) above, the Owner shall indemnify and keep indemnified and save harmless the Township from all loss, damage, cost and expense of every nature and kind whatsoever arising from or in consequence of the construction, maintenance and operation of the Systems or any other matter under this Agreement, whether such loss, damage, cost or expense is incurred by reason of negligence or without negligence on the part of the Owner, and whether such loss, damage, cost or expense is sustained by the Township, the Owner or their several and respective employees, workmen, servants and agents, or any other person or corporation. Such indemnification shall expressly include any actions taken by the Township under authority of this agreement or any applicable provincial legislation (including any direction by the Ministry of Environment under authority of an Order or other written direction).
- c. Without limiting subsections (a) and (b) the indemnity provided therein shall apply or include any such loss, damage, cost or expense that is incurred by the Owner, any condominium corporation or any individual owner of a unit/condominium unit arising from any municipal or provincial order requiring the temporary or permanent termination of human habitation on all or part of the subject lands.

9. FINANCIAL SECURITY

Security

- a. The Owner shall provide to the Township security ("the Financial Security"), the purpose of which is to ensure that sufficient funds will be available for repair or replacement of the Systems and such that the Systems can be operated and maintained in accordance with the Applicable Standards by the Township should the Township be required to do so pursuant to the *Safe Drinking Water Act*, 2002, *Ontario Water Resources Act*, R.S.O. 1990, c.O40 or any Order issued thereunder, as follows:

- i. An amount equal to 100% of the Estimated Replacement Value, as set out in Schedule "C", until such time as the receives documentation confirming that the Reserve Fund is equal to or greater than 50% of the Estimated Replacement Value, whereupon the Township shall release 50% of the security held by the Township.
 - ii. Whereupon the Township has been provided with confirmation that the Reserve Fund has reached an amount equal to 100% of the most current Estimated Replacement Value, the Township shall reduce the amount of Financial Security held by the Township to 0 (Zero)% of the Estimated Replacement Value.
- b. In addition to the Financial Security provided for in Section 8(a), the Owner shall also be responsible for all costs, including the Township's, related to the preparation of the "Estimated Replacement Value" pursuant to Section 8(e) and/or 8(f).
- c. For the purpose of Section 8(a) the amount set out in Schedule "C" shall be the "Estimated Replacement Value" until such time as a more current "Estimated Replacement Value" is obtained pursuant to Section 8(d), 8(e) and/or 8(f).
- d. The "Estimated Replacement Value", commencing from the date of execution of this agreement, shall be updated no less than every 6 years and shall be determined as follows:
 - i. The Owner shall retain a licensed professional engineer who shall provide a written report to the Township setting out the estimated amount to repair and/or replace the Systems, in accordance with the legislation and regulations applying to such Systems at that time. Such report shall include a summary/explanation of all measures taken, since the last report provided under this section, to upgrade/repair/replace the Systems (or major components thereof) in accordance with the Applicable Standards;
 - ii. The report referenced in subsection (i) shall be submitted no later than 6 months prior to the expiry of each 6 year period;
 - iii. The Township, may in its discretion, submit the report for a peer review by a licensed professional engineer;
 - iv. The Township shall establish the "Estimated Replacement Value"; and
 - v. existing amount of the Financial Security held by the Township and the "Estimated Replacement Value" and such costs incurred by the Township related thereto.
- e. Whereupon the Owner fails to submit the report required pursuant to section 8(d), the Township may do so in place of the Owner at its discretion.
- f. The Owner, may initiate the approval of an updated "Estimated Replacement Value" in intervals less than 6 years if so desired.
- g. Whereupon the Owner has posted the Financial Security provided for in section 8(a) in the form of cash (certified cheque) or Letter of Credit approved by the Township, any such cash may be invested as allowed for under Provincial legislation and the policies of the Township. All interest earned shall be added to the Financial Security until such time as an updated Estimated Replacement Value is approved. The Township shall advise the Owner, upon receiving a written request, regarding the amount of any interest earned, and any such interest earned shall be credited to the Owner when or if additional security is required to be lodged pursuant to section 8(d).

- h. Upon the establishment of the condominium corporation, the Township may accept a reserve fund study prepared in accordance with the *Condominium Act, 1998*, as amended to determine the Estimated Replacement Value of the Systems in lieu of the procedure outlined in section 8(d). Where such reserve fund study is acceptable to the Township, the Township will provide notice that the requirements of section 8(d) have been waived. Such waiver shall only apply to such reserve fund study as is referenced therein and shall not be construed or deemed to be a continuing waiver of the requirements set out in section 8(d).

Condominium Corporation Reserve Fund

- i. The Owner acknowledges that the Systems are intended to serve a condominium development and the Owner agrees that:
- i. the ownership of the Systems will be transferred to the condominium corporation(s);
 - ii. the declaration for the proposed condominium corporation will include provision(s) requiring the establishment of a specific reserve fund for the Systems (as an asset of the corporation and/or a component of the common elements);
 - iii. the aforementioned declaration shall also provide that, in the event the Township is subject to any order, directions, etc. as contemplated in section 6(b) herein, upon the written request of the Township, the reserve fund shall be paid to the Township and that such funds may be used by the Township as security hereunder for the purposes set out in section 8(a) herein;
 - iv. the aforementioned declaration and provisions shall provide that upon dissolution, any monies remaining in the reserve fund are a debt owing to the Township for the purposes of being added to security held under section 8 (a);
 - v. the aforementioned declaration and provisions shall include express authority for the corporation(s) to borrow money for the specific purpose of repairing, operating, maintaining and/or replacing the Systems should the Reserve Fund be insufficient for such purpose.
 - vi. The contents of the declaration, as related to subsections (ii) through (v) inclusive above shall be subject to approval by the Township.

10. USE OF SECURITY

- a. The Financial Security received and held by the Township may be used as security for any item or matter which under the terms of this Agreement is the responsibility of the Owner.
- b. Exceeding Cost Estimates - If the costs of repairing or replacing the Systems exceed the amount of the Financial Security held by the Township, notwithstanding the existence of such Financial Security, the Owner shall pay to the Township such excess amount within 30 days after invoicing by the Township. All overdue accounts shall bear interest at the rate of 15% per annum.

11. WARNING: ADDITIONAL REMEDIES AND COST RECOVERY MECHANISMS

- a. If the costs of repairing or replacing the Systems exceeds the amount of the Financial Security held by the Township, notwithstanding any obligations and remedies arising under subsection 9(b), the Township may utilize its authority under Part XII of the *Municipal Act*, 2001 to impose fees and charges upon the owners of the lands which are serviced by the Systems (or such repaired or replaced Systems).

12. EXPENSES TO BE PAID BY THE OWNER

- a. Every provision of this Agreement by which the Owner is obligated in any way shall be deemed to include the words "at the expense of the Owner" unless the context otherwise requires.
- b. The Owner shall pay such reasonable fees as may be invoiced to the by its Solicitor in connection with all work to be performed as a result of the provisions of this Agreement.
- c. All expenses for which demand for payment has been made by the Township, shall bear interest at the rate of 15% per annum commencing 30 days after demand is made.
- d. In the event that the Township finds it is necessary to engage the services of an engineer or technical personnel not permanently employed by the Township, to review the plans of the Owner and/or carry out onsite inspections of the work performed, the Township will advise the Owner accordingly of this need, and the costs of such outside engineers so engaged shall be the responsibility of the Owner. The Township may require a deposit for this purpose.

13. CONDITIONS PRIOR TO EXECUTION OF AGREEMENT BY THE TOWNSHIP

- a. Prior to the execution of this Agreement by the Township, the Owner shall:
 - i. Taxes – have paid all municipal tax bills issued and outstanding against the said lands;
 - ii. Postponement Mortgage/Charge – have filed with the municipal solicitor, for his approval, a postponement of any Mortgage/Charge in favour of this agreement;
 - iii. Cash Deposits & Security – have paid to the Township all cash deposits, development charges and security required hereunder;
 - iv. Land Ownership – be the registered owner in fee simple of the lands described in Schedule "A", and that there will be no encumbrances registered against the said lands which will have priority to this Agreement when registered;
 - v. Declaration – have provided to the Township, for its approval, the declaration of the condominium corporation (or amended declaration as the case may be) and have received confirmation from the Township that the requirements of section 8 (d) have been addressed to the Township's satisfaction.
 - vi. Environmental Compliance Approval – have provided to the Township a copy of the Environmental Compliance Approval from the Ministry of the Environment for the Wastewater System.

14. ESTOPPEL OF OWNER AND SEVERABILITY

- a. The Owner agrees to not call into question directly or indirectly in any proceeding whatsoever, in law or in equity, or before any administrative tribunal, the right of the Township to enter into this Agreement and to enforce each and every term, covenant and condition herein contained and this Agreement may be pleaded as an estoppel against the Owner in any such proceedings.
- b. The Owner agrees and acknowledges that it will not make any request in writing or orally of the Ministry of Environment to issue an order requiring the Township to assume responsibility for the operation, maintenance, repair or replacement of the water services.

15. ENTRY UPON THE OWNER'S LAND

- a. The Owner consents and grants to the Township the right, in the nature of a temporary easement, to enter upon and where necessary to make modifications, alterations, conduct repairs, upgrades, etc. upon the lands and Systems where such entry and modifications, alterations, conduct repairs, upgrades, etc., is authorized and/or required as a result of:
 - i. any default of the Owner which the Township has elected to remedy pursuant to section 4(b); or
 - ii. any Order or other written direction of the Ministry of Environment.
- b. This Agreement shall run with the land and all covenants and provisions herein shall be binding upon the parties hereto and their respective successors and assigns. The Owner consents to the registration of this Agreement, by the Township, upon the title of the Subject Lands where such registration is permitted under the *Land Titles Act*. The Owner further agrees to execute such further and other Instruments and Documents as may be required by the Township for the purpose of giving effect to this Agreement.
- c. The Owner shall not make any application or permit or authorize any person to make application, to remove this Agreement from the title of the lands.

16. ENTIRE AGREEMENT

- a. This Agreement may not be modified or amended except by an instrument in writing signed by the parties hereto or by their successors or assigns.
- b. This Agreement and the schedules hereto constitute the entire agreement between the parties and neither party is bound by any representation, warranty, promise, agreement or inducement not embodied herein or therein.
- c. There shall be no changes in the Schedules attached hereto, or in any Plan accepted by the Township or others, unless such proposed changes have been submitted to, and approved by, the Township.

17. ATTACHED SCHEDULES

- a. It is agreed that everything included in this Agreement and the Schedules attached thereto, together with all engineering drawings, material and undertakings filed by the Owner and accepted by the Township, or by any Ministry of the Government, shall be included in and form part of this Agreement.

- b. The Plans attached hereto as Schedules are either photographic or photostatic reductions or reproductions of the original plans filed and accepted by the Township. Where uncertainty exists as to the content or accuracy of the plans, the reader should refer to the original full scale drawings filed with the Township.

18. INTERPRETATION

- a. The parties agree that in interpreting the provisions of this Agreement:
- i. the word "Owner" and the personal pronoun "he" or "his" relating thereto and used therewith, shall be read and construed as "Owners" and "his", "hers", "its", or "their", respectively as the number and gender of the party or parties referred to in each case require, and the number of the verb agreeing therewith shall be so construed as agreeing with the said word or pronoun so substituted;
 - ii. all covenants, rights, advantages, privileges, immunities, powers and things hereby secured to the Township shall be equally secured to and exercisable by its successors and assigns as the case may be;
 - iii. all covenants, liabilities and obligations entered into and imposed hereunder upon the Owner shall be equally binding upon his, her, its or their heirs, executors, administrators and assigns, or successors and assigns as the case may be, and that all such covenants and liabilities and obligations shall be joint and several.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the following dates:

By the Owner on the day of , 2018.

Ned McLennan
I have the authority to bind the corporation.

By the Township on the day of , 2018.

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

Per: _____
Peter Ketchum, Reeve

Per: _____
Clerk

SCHEDULE "A"

THIS IS SCHEDULE "A" TO THE WATER AND WASTEWATER RESPONSIBILITY
AGREEMENT BETWEEN N.D. McLENNAN LIMITED AND THE CORPORATION OF
THE TOWNSHIP OF THE ARCHIPELAGO

Legal Description

Part of PIN 52188-0004(LT) being Part of Lot 21, Concession 9 and Part of the Original
Shore Road Allowance in front thereof, geographic Township of
Conger, now in the Township of The Archipelago

SCHEDULE "B"

THIS IS SCHEDULE "B" TO THE WATER AND WASTEWATER RESPONSIBILITY
AGREEMENT BETWEEN N.D. McLENNAN LIMITED AND THE CORPORATION OF
THE TOWNSHIP OF THE ARCHIPELAGO

APPROVED PLANS AND REPORTS

Copies of the said Report may be viewed at the Township of The Archipelago
Municipal Offices or copies may be obtained from the Township for a fee.

SCHEDULE "C"

THIS IS SCHEDULE "C" TO THE WATER AND WASTEWATER RESPONSIBILITY AGREEMENT BETWEEN N.D. McLENNAN LIMITED AND THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

CASH DEPOSITS AND SECURITIES

The Developer shall, on the dates specified herein, lodge with the Township the following described cash deposits, capital levies and security.

1. **TYPE OF SECURITY**

Any security required to be filed under this Agreement, shall be by a certified cheque or a Letter of Credit valid for a period of 1 year with extension provisions and prepared in a form provided by the Township (which shall be drawn on a Schedule 1 Chartered Bank of Canada and shall be for the amount hereafter set out).

2. **CASH DEPOSITS – FOR THE TOWNSHIP**

The following cash deposits are estimates only and are to be paid to the Township prior to the execution of this Agreement by the Township. In the event that the actual costs incurred by the Township exceed the deposits, such excess shall be invoiced to the Owner and be due and payable 30 days after demand:

- a) For legal and planning expenses and disbursements in connection with all matters related to this Responsibility Agreement:

i) A preliminary deposit of \$2,000.00

3. **SECURITY SUMMARY**

- a) Water and Wastewater Systems

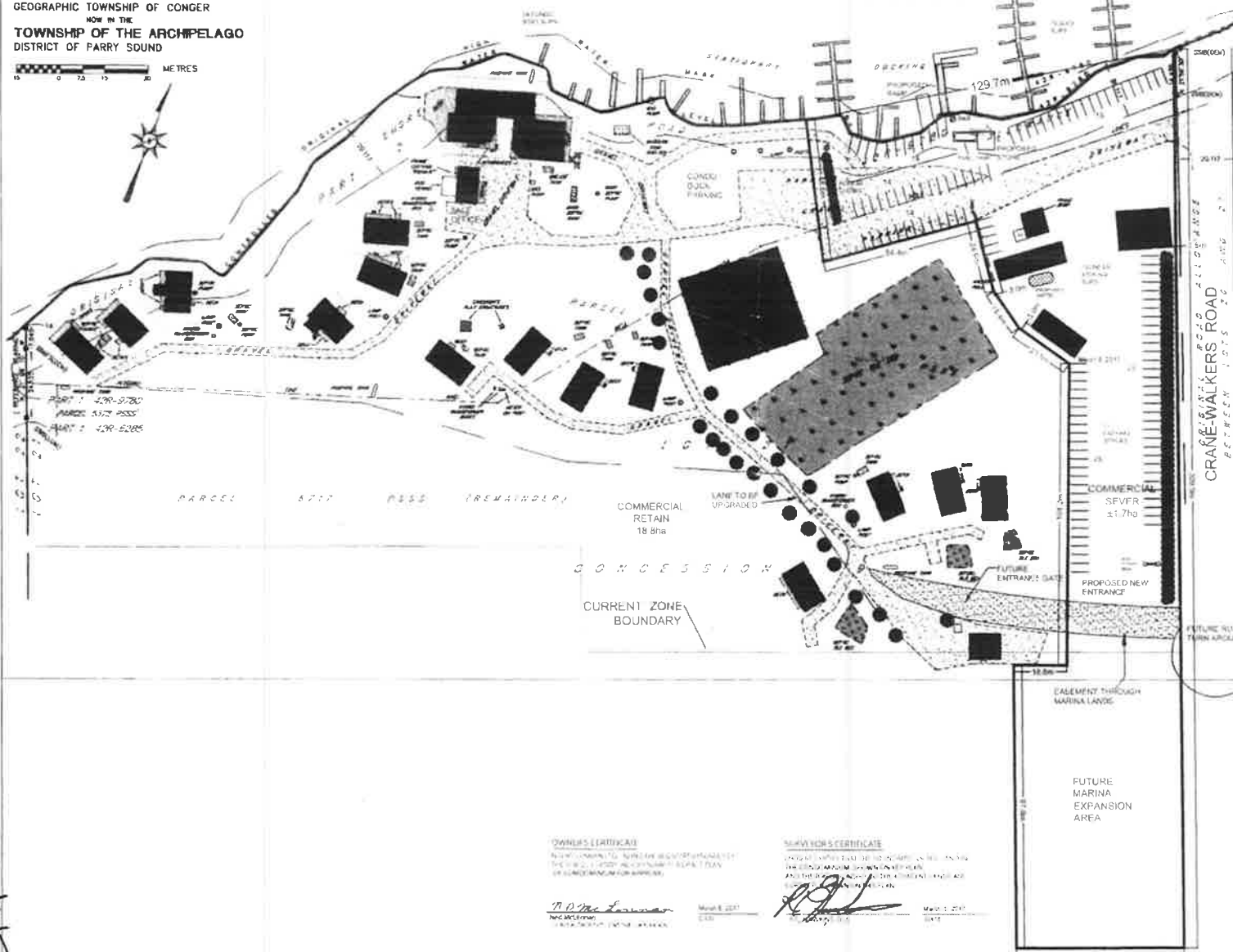
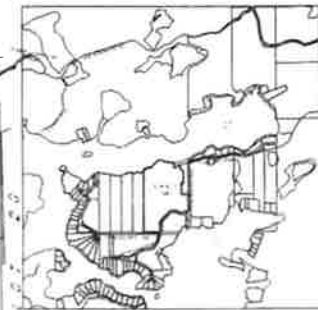
i) Estimated Replacement Value \$ _____

PART OF LOT 21, CONCESSION 9 AND
PART OF THE ORIGINAL SHORE ROAD
ALLOWANCE IN FRONT THEREOF
GEOGRAPHIC TOWNSHIP OF CONGER
NOW IN THE
TOWNSHIP OF THE ARCHPELAGO
DISTRICT OF PARRY SOUND

10 0 10 20 METRES



CRANE LAKE



DRAFT PLAN OF CONDOMINIUM
PART OF LOT 21, CONCESSION 9 AND
THE ORIGINAL SHORE ROAD ALLOWANCE
IN FRONT THEREOF
GEOGRAPHIC TOWNSHIP OF CONGER
NOW IN THE
TOWNSHIP OF THE ARCHPELAGO
DISTRICT OF PARRY SOUND

INFORMATION PERSUANT TO SECTION 51(17)
OF THE PLANNING ACT - R.S.O. 1990

- A) BOUNDARIES SHOWN ON KEY PLAN.
- B) ROADWAYS SHOWN ON PLAN.
- C) KEY PLAN SHOWN ON DRAFT PLAN.
- D) EXISTING COTTAGE UNITS.
- E) USES SHOWN ON PLAN.
- F) LOT DIMENSIONS ARE SHOWN ON PLAN.
- G) TOPOGRAPHICAL FEATURES ARE AS SHOWN.
- H) CRANE LAKE WATER PUMPED THROUGH TREATMENT SYSTEM.
- I) SOILS ARE A SAND, SILT, LOAM AND CLAY MIX.
- J) 2.5m CONTOURS AS SHOWN ON PLAN.
- K) HYDRO, PHONE.
- L) NIL.

- EXCLUSIVE AREAS SHOWN TO INCLUDE LANDS 4m FROM UNIT WALLS WHERE AVAILABLE.
- AREAS OUTSIDE OF EXCLUSIVE TO BE CONSIDERED COMMON ELEMENTS

20 0 10 20 40 METRES

OWNER'S CERTIFICATE

NOTICE TO THE TOWN OF THE ARCHPELAGO
THAT THE TOWN OF THE ARCHPELAGO HAS RECEIVED
THE TOWN OF THE ARCHPELAGO HAS RECEIVED
THE TOWN OF THE ARCHPELAGO HAS RECEIVED

T.O. McLean
TOWN OF THE ARCHPELAGO

March 8, 2011
2011

SURVIVOR'S CERTIFICATE

NOTICE TO THE TOWN OF THE ARCHPELAGO
THAT THE TOWN OF THE ARCHPELAGO HAS RECEIVED
THE TOWN OF THE ARCHPELAGO HAS RECEIVED
THE TOWN OF THE ARCHPELAGO HAS RECEIVED

T.O. McLean
TOWN OF THE ARCHPELAGO

March 8, 2011
2011

141

SECTION 6



John Jackson
Site: Crane Lake Resort
Township of the Archipelago

Crane Lake Marina Severance Sewage Disposal System Suitability Report

To Whom it May Concern,

On November 14, 2018, Burke Stonework and Excavating performed an inspection on a proposed severance for the Crane Lake Marina. This inspection and subsequent report is to determine if a sewage disposal system can be installed on the severed lot in compliance with existing legislation. A septic tank and pump chamber could be located at the existing workshop. If sufficient depth is not attainable in this location the septic tank could be moved to any of the discussed bed locations. 3 septic bed locations have been selected and noted on the attached drawing for review. Possible challenges associated with these locations are outlined below.

Location 1:

Location 1 is located on the existing slope that leads up to the current outdoor winter boat storage area. This area appears to have been built up at one time and the existing grade may have to be widened or lowered to achieve septic bed side slope minimum requirements. This bed would have to be at least 15 to 20 m from the boat storage unit located down slope of it. Materials and possibly even bentonite liners may have to be imported for this location as it is

Page 1 of 3

45 Hurdville Road, McDougall, ON P2A 0B3
Home: (705) 389-9879, Cell: (705) 279-1764, Fax (705) 389-9672
rickbrear@burke-stonework.ca
www.burke-stonework.ca

possible that it is blasted rock below the exiting grade. The exact composition of the materials below grade could not be determined due to compacted materials at grade and winter like weather conditions. If it is primarily blasted rock below grade then a raised system would be most suitable for this location.

Location 2:

Location 2 is behind the existing winter boat storage area over a rock ridge and before the newly constructed entrance to the Resort. This area was noted to be forested which would indicated the existence of native soil to construct the bed on. This location is between to ridges so surface water would have to be controlled if this area was selected. Also due to the rolling topography a heated force main (pump line) may have to be employed.

Location 3:

Location 3 is located on the far side (south side) of the newly constructed entrance to the Resort. This area was also noted to be forested indicating existing native soil. Due to the rolling topography and the crossing of the entranceway to the resort a heated line and additional insulation and line protection may need to be employed. Further south of this location there was noted to be a low wet area. Due to the time of year it was impossible to determine if this was a seasonal water table or a watercourse of some kind. If it is determined that this is watercourse a setback may be required from it or it may have to be re-directed in some fashion.

Summary:

This report and these septic bed locations are for a small workshop with a toilet and sink and for a 3 bedroom dwelling that is less than 200m² and less than 20 fixture units. If a larger more commercial system is required for public washrooms for marina patrons then a much larger area must be considered. In this event the entire upper winter boat storage area may have to be made into the septic area. A second option in this event would be to fill in the entire area marked as Future Marina Expansion Area for a septic system. This final option would be providing that this area is not determined to be a watercourse or spring of any kind.

Sincerely,

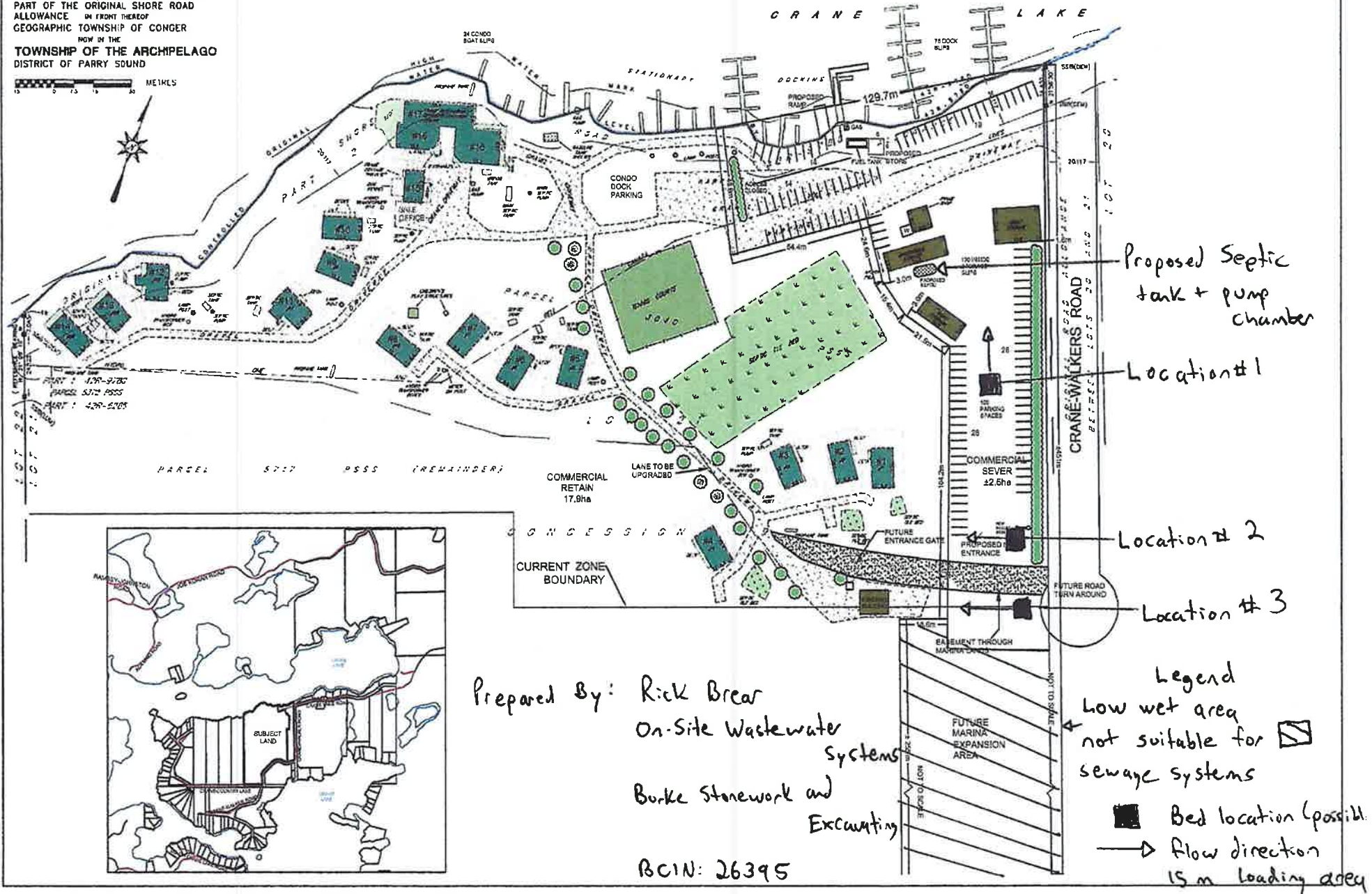
Rick Brear

Rick Brear
On-Site Wastewater Systems
Burke Stonework and Excavating
Cell: 705-279-1764
BCIN: 26395

Crane Lake Marina: Septic Disposal Locations

PART OF LOT 21, CONCESSION 9 AND
PART OF THE ORIGINAL SHORE ROAD
ALLOWANCE IN FRONT THEREOF
GEOGRAPHIC TOWNSHIP OF CONGER
NOW IN THE
TOWNSHIP OF THE ARCHIPELAGO
DISTRICT OF PARRY SOUND

A scale bar with markings at 0, 5, 10, and 20 METRES.



Prepared By: Rick Brear
On-Site Wastewater
Systems
Burke Stonework and
Excavating

BCIN: 26395

Legend

Low wet area
not suitable for
sewage systems

Bed location (possible)

Flow direction

15 m loading area

15

SECTION 7



Environmental Assessments & Approvals

September 23, 2019

AEC 18-337

Ministry of the Environment, Conservation and Parks
MECP North Bay Area Office
Unit 16 & 17, 191 Booth Rd,
North Bay, ON
PIA 4K3

Attention: Bruce Bethune, Senior Environmental Officer

**Re: Preliminary Preconsultation - OWRA Impact Assessment
Proposed Condominium Development - Crane Lake Resort
510 Blackstone Crane Lake Rd., Parry Sound**

Dear Mr. Bethune:

Azimuth Environmental Consulting, Inc. (Azimuth) is pleased to provide the results of our OWRA impact assessment on the above noted property. The purpose of this evaluation is to satisfy the Ministry of the Environment, Conservation and Parks (MECP) requirements for an amendment to Certificate of Approval (CofA No.: 11851-5G3LL4) for the existing sewage works on the Site.

The 21-hectare property is located on the shoreline of Crane Lake and historically operated as a cottage rental resort and a small marina with docking and storage facilities. The resort closed down in 2014 and has since been approved to convert the property into 18 units in the form of a condominium ownership under Official Plan Amendment No. 62. The proposed development is exclusive of the marina lands as the proponent has made application to sever ~1.7ha of land ("severed parcel" or "marina lands") from the condominium portion of the property ("retained parcel" or the "Site").

The existing sewage works serving the former resort were designed for a peak daily design sewage volume of 48,500Lpd. The sewage works will continue to serve the proposed development on the retained parcel but will be reduced to $\leq 40,000$ Lpd, therefore no changes are being proposed to the existing sewage works. The marina



buildings are currently not serviced and will require its own approval under the local municipality.

The change in property use from seasonal to year round has triggered a review of the sewage works in accordance with MECP's 2008 Design Guidelines for Large subsurface disposal systems (LSSDS). As part of our preconsultation with the MECP North Bay Area office, a surface water assessment consistent with the Lakeshore Capacity Assessment Handbook for year round use is required. Given that the Site's north and east lot lines have been altered as a result of the marina severance, there is also the need to evaluate potential impacts to ground water.

Based on our review of potential environmental impacts in accordance with MECP guidelines for LSSDS, re-development of the Site will not result in any significant negative impact on the ground water and/ or surface water quality. The proposed development could result in a small net increase in phosphorus loadings however would not be quantifiable at the downgradient receiver (Crane Lake).

At this time, we would also like to solicit comments from the North Bay Area Office and/ or Technical Support staff regarding any potential concerns and/ or the need for additional work. Comments and ultimately sign off from the MECP is a requirement of the ECA amendment submission which will be submitted in October 2019.

If you have any questions regarding the above, please do not hesitate to contact the undersigned.

Yours truly,
AZIMUTH ENVIRONMENTAL CONSULTING, INC.

Jackie Coughlin, B.A.Sc., P. Eng.
Senior Environmental Engineer

cc: Gerald Epstein
Bob Hawkins, L.U Maughan Company Limited
Township of Archipelago



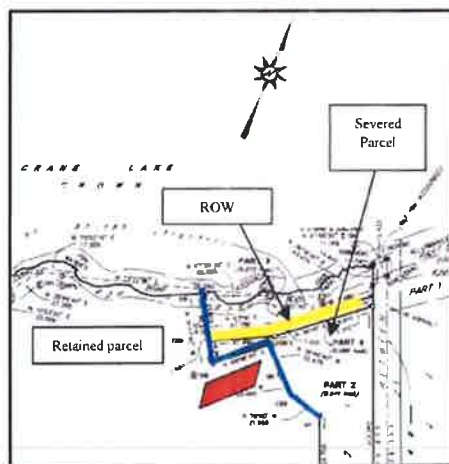
1.0 BACKGROUND

The Site is located on the southern shoreline of the eastern branch of Crane Lake within Lot 21, Concession 9, geographic Township of Conger. The municipal address is 510 Blackstone Crane Lake Road (Figure 1).

The 21-hectare Site historically operated as a cottage rental resort consisting of 14 cottages and associated facility buildings (i.e., restaurant, lounge, store, and banquet hall) and a small marina with docking facilities for ~60-70 boats, a maintenance shop and three storage buildings (Figure 2). Under the new development plan, the existing 14 cottages and facility buildings will be converted to 18 residential condominium units that will function as typical lake front cottages with year round access (Figure 3).

The existing sewage works are regulated by Ministry of the Environment, Conservation and Parks (MECP) under Certificate of Approval (CofA) permit No.: 11851-5G3LL4 (appended), issued in 2003. The sewage works on the Site will continue to serve the proposed development on the retained parcel however the peak daily design sewage volume will be reduced to $\leq 40,000$ Lpd.

Potable water will continue to be supplied from Crane Lake. The system will consist of four individual water treatment systems (up to five units per system) and will be regulated by the North Bay Parry Sound Health Unit. Treatment will include multistage filtration, UV disinfection and chlorination in accordance with O.Reg. 170/03.



As part of the marina severance, the site survey plan was recently amended to address Township requirements for a right of way (ROW) within the driveway from Blackstone Crane Lake Road (denoted in yellow). In our understanding that this ROW is required to allow for winter access into the proposed residential condominium project on the retained parcel.

The embedded figure (left) shows the north part of the Site adjacent the ROW on the severed parcel, the approximate location of the existing disposal bed on the retained parcel (denoted in red), and the "revised" north and east lot boundaries (denoted in blue) between the two parcels.

The ROW on the severed parcel will be located north/ downgradient of the existing disposal bed on the retained parcel.



Section 22.1 of the 2008 Design specifically speaks to impacts on water resources as it relates to both ground and surface water. Both aspects were presumably evaluated when the CofA permit was issued in 2003, however, because the Site's north and east lot lines have been altered, there is a need to re-evaluate potential impacts to ground water on the severed parcel. A surface water assessment consistent with the Lakeshore Capacity Assessment Handbook for year round use is also required.

The water resources impact assessment is provided in Section 3 and includes and assessment of potential impacts on both ground and surface water as a result of the proposed development concepts, including any impacts related to the severance of the marina lands.

2.0 EXISTING SEWAGE CONCEPTS

The main disposal bed is located within the central north part of the Site and there are three small systems on the east half of the property (Figure 2). The main sewage works consist of consists of multiple septic tanks and pump stations that discharge to a large raised bed absorption trench system. The individual septic systems consist of a conventional filter bed, each connected to a three bedroom cottage.

The resort has been shut down since 2014 however the main system continues to be used during the summer by marina staff and/ or the proponent's family.

Sewage Design Volumes

The sewage works were designed by Georgian Engineering (Georgian, 2002) for a peak daily design sewage volume of 48,500Lpd and was based on the former uses of the resort (main building, laundry, two bedroom house and 14 cottages). Under the new development plan (Figure 3), the existing 14 cottages and facility buildings will be converted to 18 residential condominium units. The peak daily design sewage volume will be reduced to <40,000Lpd therefore no changes are being proposed for the existing sewage works on the Site.

A review of the peak daily design volumes pre and post development are provided in Table 1 (overleaf) suggests that the existing systems are more than adequate to serve the proposed development. Given the low sewage volumes being discharged to the existing systems at present (i.e., staff), an inspection is unlikely to reveal any issues associated with the disposal beds and/ or tankage. It is recommended that the sewage works be inspected as part of a condition of the permit once the property is at or near occupancy.



Table 1 - Peak Daily Design Volumes (Pre and Post Development)

Original Sewage Design Basis					Proposed Sewage Design				
Facility	Unit No.	Unit No.	OBC Sewage Volumes (L/day)	Total Sewage Volume (L/day)	Facility	Unit No.	No. of Units	OBC Sewage Volumes (L/day)	Total Sewage Volume (L/day)
A. Main Building					A. 3-three bedroom units				
Restaurant		31	75	7500		16	1718	1700	2500
Bar/Lounge		22	125	1250					
Patio		63	125	1250					
Meeting Room		47	50	4900					
Store		18	5	500					
B. Laundry					B. Laundry				
		1	2000	2000			1	2000	2000
C. Two bedroom Apartment					C. Two bedroom Apartment				
		1	1100	1100			1	1100	1100
D. Cabins					D. Condo Units				
Three bedroom	1	1	1600	1600	Three bedroom	1	1	1600	1600
Two bedroom	2	1	750	750	Two bedroom	2	1	750	750
Two bedroom	3	1	1600	1600	Two bedroom	3	1	1600	1600
Two bedroom	4	1	750	750	Two bedroom	4	1	750	750
Two bedroom	5	1	1600	1600	Two bedroom	5	1	1600	1600
Two bedroom	6	1	1600	1600	Two bedroom	6	1	1600	1600
Two bedroom	7	1	1600	1600	Two bedroom	7	1	1600	1600
Two bedroom	8	1	1600	1600	Two bedroom	8	1	1600	1600
Two bedroom	9	1	1600	1600	Two bedroom	9	1	1600	1600
Two bedroom	10	1	1600	1600	Two bedroom	10	1	1600	1600
Two bedroom	11	1	1600	1600	Two bedroom	11	1	1600	1600
Two bedroom	12	1	1600	1600	Two bedroom	12	1	1600	1600
Two bedroom	13	1	1600	1600	Two bedroom	13	1	1600	1600
Two bedroom	14	1	1600	1600	Two bedroom	14	1	1600	1600
Total				46845	Total				36600

PCA Permit approved for 48500 gal.

3.0 WATER RESOURCES IMPACT ASSESSMENT

The ground water impact assessment is intended to evaluate the risk of adverse effects from sewage, from the point where it enters the subsurface, on surrounding water resources and other users, including any downgradient on and / or off site potable water wells. Nitrate (as nitrogen) is the main contaminant of concern for sewage works that discharge effluent to the ground water regime due to the potential for health related impacts in drinking water supplies.

Ground Water Assessment

Ground water impacts are generally examined with the scope of the Reasonable Use Policy (MECP Guideline, 1998) as well the 2008 MECP Guidelines for Sewage Works (MECP, 2008). These guidelines describe acceptable levels of parameters that are permitted to reach the downgradient property boundary in the ground water regime.

Under a Reasonable Use evaluation, the quality of drinking water must not be degraded by an amount in excess of 25% of the difference between background concentrations and the Ontario Drinking Water Quality Standards (ODWQS) for health related parameters



(i.e., 10 mg/L for nitrate-N). For larger sewage works, the maximum compliance criteria for nitrate at the downgradient property boundary is 2.5 mg/L.

It should be noted that under the original 2003 evaluation, RUP would not be considered applicable since the downgradient property boundary is a surface water feature (Crane Lake). Furthermore, there were no wells on the Site between the disposal bed and Crane Lake, which is still the case today. The source of water supply for Crane Lake Resort has historically been surface water therefore there would have been no potential to impact wells on or off site.

Given that there are no changes being made to the existing disposal bed, the same evaluation would apply today and RUP would not be applicable. However, because the Site's north and east lot lines have been altered slightly relative to the disposal bed (see embedded Figure) there remains the potential to impact ground water on a small portion of the marina property. This stems from the possibility that the owner of the marina could install a potable water well downgradient of the existing disposal bed.

This is unlikely given the presence of the ROW on the marina lands and the close proximity of the ROW to the high water mark of Crane Lake and the property line of the retained parcel. Furthermore, ground water is not the preferred source of potable water due to poor ground water quality and yields, therefore, a ground water well would not be feasible in this case. If the marina required a water supply at some point in the future, the recommended source would be Crane Lake. Notwithstanding, any wells installed upon the marina property would remain close to the marina buildings which are not within the inferred direction of ground water flow (i.e., northerly) from the Site's disposal bed.

Surface Water Assessment

The surface water risk assessment focuses upon the potential for algal growth fostered by additional nutrient loading, in addition to the detrimental impacts to fish. Total phosphorus (TP) and ammonia (NH₃) are the parameters of main concern when looking at surface water impacts.

Crane Lake

The Site is located within the northeastern part of the Crane Lake basin on the south shoreline. Crane Lake has a measured surface area of 513 hectares, a maximum depth of 32m, a mean depth of 9.2m and an estimated volume of $4,720 \times 10^4 \text{ m}^3$ (MNR, 2010). Crane Lake encompasses a watershed area of 137 km² which includes several small localized tributaries as well as Blackstone River which flows through the eastern and



central basins of Crane Lake eventually discharging to Blackstone Harbour at Georgian Bay.

Recent sampling of Crane Lake by Azimuth on August 19, 2019 indicated a TP concentration of 0.06mg/L, which is above the PWQO for TP in lakes (0.02mg/L). The total ammonia concentration was 0.04mg/L. Nitrate was non-detect as was biochemical oxygen demand and total suspended solids. A summary is appended along with the analytical laboratory report.

Phosphorus Loading

Pre and Post phosphorus loadings to Crane Lake were evaluated using the assumptions and coefficients presented in the Lakeshore Capacity Assessment Handbook (MECP *et al.* 2010). The Lakeshore Capacity Assessment Handbook (2010) assumes 0.66 kg/a of total phosphorus is contributed per capita per year to septic systems and is based on an average total phosphorus concentration of 9 mg/L and 200 L per day per person. The Handbook also provides assumptions for standard usage rates for seasonal, extended season, permanent, and resort usages (Table 2).

Table 2: Standard Usage Rates

Type of shoreline	Usage Rate (Capita years/years)**
Seasonal	0.69
Extended seasonal or resort with staff	1.27
Permanent	2.56
Resorts	1.18

**Lakeshore Capacity Lakeshore Capacity Assessment Handbook

The "Lake Plan for Crane Lake" report published by the Crane Lake Association, (CLA, 2015), provides information on the number of existing lots on the shoreline of Crane Lake. Pre-development total phosphorus loadings were evaluated based on the number of existing developed lots (i.e., 252) with either water and/ or road access and include the former Crane Lake Resort. Post development phosphorus loadings were evaluated based on the existing number of developed lots and the proposed year round 18-unit condominium development.

For the purposes of the evaluation, it is assumed that the proposed condominium units will function as typical lake front cottages with year round access (i.e., extended seasonal). A majority of the units will likely be a secondary residence/ cottage with usage occurring primarily in the summer and shoulder seasons. Winter usage is expected to minimal due to access issues associated with maintenance/ snow clearing of Crane Lake Road.



Using the assumptions described in the Lakeshore Capacity Assessment Handbook, the usage rate for water access lots was based on seasonal; the usage rate for road access lots was based on permanent and the usage rate for the former Crane Lake Resort was based on extended seasonal (Table 3). For the proposed development, the usage rate could be based on permanent, extended seasonal or a combination thereof (Table 3).

Table 2 - Total Phosphorus Loading Assumptions

Type of shoreline	Description	No. of lots/units	Usage Rate (Capita years/years)**	Annual TP Loadings (Former Condition)	Annual TP Loadings (Post Condition)
Seasonal	Lots with water access	64 lots	0.69	29	29
Permanent	Lots with road access	52 lots	2.56	43.7	43.7
Extended seasonal	Resorts with staff	14 cottages, restaurant/ bar with staff	1.27	19.2	NA
Permanent	Proposed condominium units	18 units	1.27 or 1.9	NA	15-30.3
TP Loading (kg/a)				135	132 -139

Based on the above assumptions for the former and proposed condition, the net phosphorus loading to Crane Lake could decrease and/or increase by less than 5%, depending on the usage rate used for the proposed condominium (permanent, extended seasonal or a combination thereof). Regardless of which rate is used in the calculation, the incremental increase is not quantifiable at Crane Lake.

4.0 RESPONSIBILITY AGREEMENT

Given the change in property use to year round, a responsibility agreement between the Township and the condominium corporation will be required for the sewage system to ensure the system is maintained and a reserve fund is available. A draft responsibility agreement has been provided to the Township by John Jackson Planner Inc. for review and comment. This will be included in the ECA amendment application.

5.0 CLOSURE

Based on our review of potential environmental impacts in accordance with MECP guidelines, re-development of the Site will not result in a significant negative impact on the ground water and/ or surface water quality. The proposed sewage volumes will be less compared to the former use of the Site which could result in a small net increase or decrease in phosphorus loadings however would not be quantifiable at the downgradient receiver (Crane Lake).

Given the low sewage volumes currently being discharged to the existing septic system, a sewage inspection is unlikely to reveal any issues associated with the disposal beds and/



or tankage. It is recommended that the sewage works be inspected as part of a condition of the ECA permit once the property is at or near occupancy.

APPENDICES

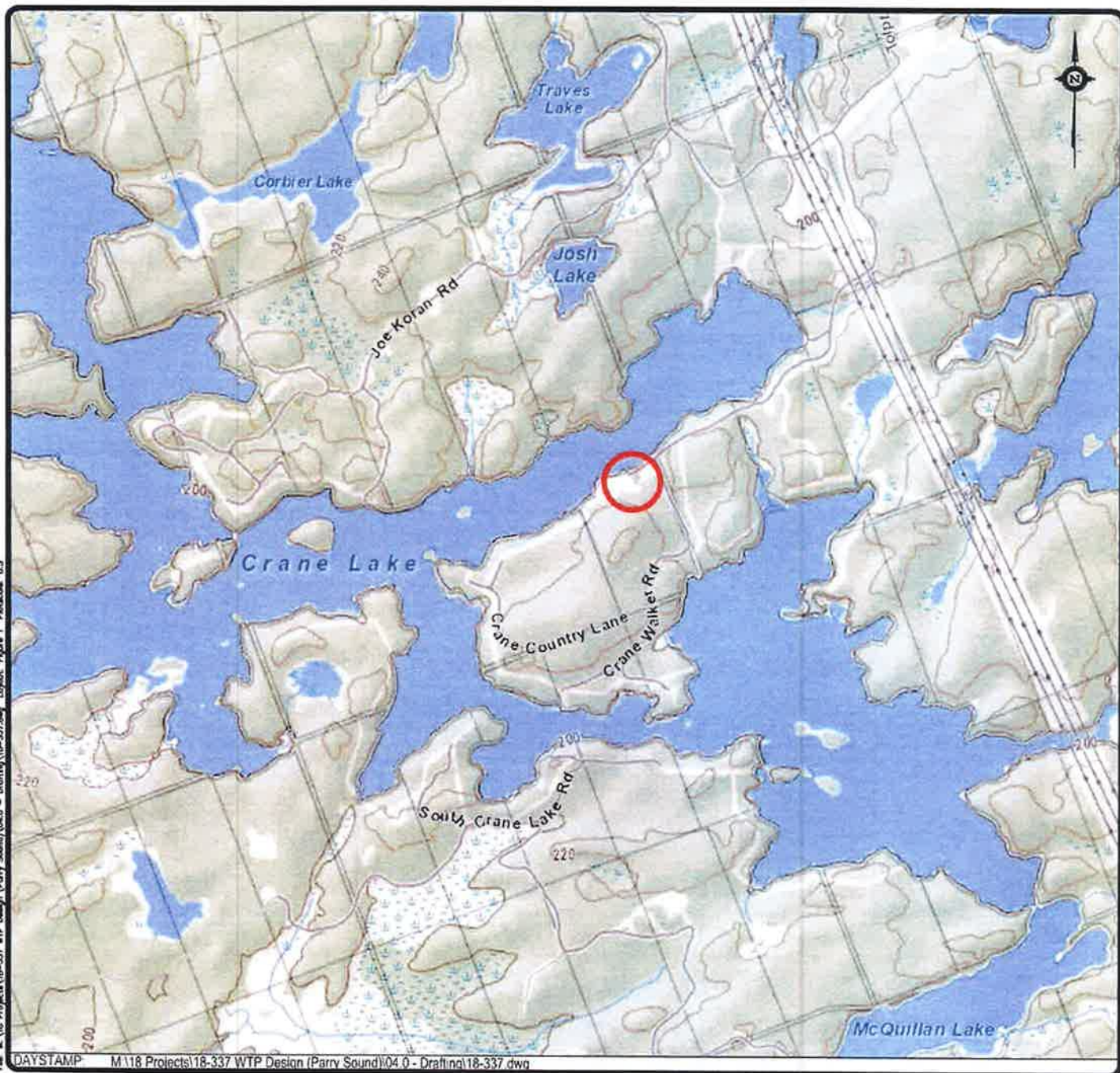
- Appendix A: Figures**
Appendix B: CofA No.: 11851-5G3LL4
Appendix C: Surface Water Results
-

APPENDIX A

Figures

591

Printed by: JMCARTNEY on October 10, 2018 at 2:21pm
 File: M:\18 Projects\18-337 WTP Design (Parry Sound)\04.0 - Drafting\18-337.dwg Layout: Figure 1 PlotScale: 0.5



LEGEND: Approx. Study Area	
REG MAP	
HORIZONTAL SCALE 1: 25,000	
Study Area Location	
Blackstone Crane Lake Rd., Parry Sound, On	
DATE ISSUED: October 2018 CREATED BY: JLM PROJECT NO: 18-337 REFERENCE: MNRF	Figure No. 1

162



LEGEND

- Approx. Property Boundary (~20.5ha)
- Water's edge
- Existing Water Distribution Line (Approx.)
- Booster Pump
- 5m CBM Contours
- Septic Bed Areas (white)

KEY MAP

15m 0 30m
HORIZONTAL SCALE 1:1,250


**Site Layout
(Existing Conditions)**

Blackstone Crane Lake Rd.,
Parry Sound, ON

DATE ISSUED	May 2019	Figure No.
CREATED BY	JM	2
PROJECT NO	18-337	
REFERENCE	VERSION	

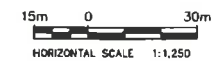


LEGEND

- **Approx. Retained Parcel (~18.8ha)**
- **Severed Lands (~1.7ha)**
- **Water's Edge**
- **Septic Bed Areas (white)**
- **Existing Water Distribution Line (Approx.)**
-  **Booster Pump**
- **5m OBM Contours**



KEY MAP



Proposed Development Concepts

Blackstone Crane Lake Rd.,
Parry Sound, ON

DATE ISSUED	May 2019	3
CREATED BY	JLM	
PROJECT NO.	18-337	
REFERENCE	WPSGV	

APPENDIX B

CofA No.: 1180-5G3LL4



Ontario

Ministry of the Environment
Ministère de l'Environnement

CERTIFICATE OF APPROVAL
MUNICIPAL AND PRIVATE SEWAGE WORKS
NUMBER 1181-5G3LL4

N.D. McLennan Limited
5 Main Street, Rosseau, Ontario, P0C 1K0

Site Location: Crane Lake Resort, Lot 20, Concession 9,
Township of Conger, Parry Sound Town, District of Parry Sound

You have applied in accordance with Section 53 of the Ontario Water Resources Act for approval of:

Construction of a new 48,500L/day sewage treatment and subsurface disposal system to 'replace' the existing septic system to service the Crane Lake Resort consisting of the following:

- one (1) 3,500L capacity grease tank for the restaurant,
- thirteen (13) 3,600L capacity septic tanks for the 3 bed room cabins,
- two (2) 5,000L capacity septic tanks for the 5 bed room cabins,
- one (1) 6,800L capacity existing septic tank,
- one (1) 18,000L capacity new septic tank,
- one (1) 5,500L capacity effluent pump chamber, 2590mm by 1525mm with two access hatches,
- one (1) 3,500L capacity effluent pump chamber, 2590mm by 1525mm with two access hatches,
- one (1) 1,800L capacity effluent pump chamber, 1400mm by 1400mm with one access hatch,
- three (3) triplex controlled submersible effluent pumps, rated capacity 204L/minute at 12.80m TDH, complete with a 3/4HP integral electric motor each, located in the pump chamber # 1,
- two (2) duplex controlled submersible effluent pumps, rated capacity 225L/minute at 10.2m TDH, complete with a 1/2HP integral electric motor each, located in the pump chamber # 2,
- one (1) simplex controlled submersible sewage pump, rated capacity 275L/minute at 8.0m TDH, complete with a 1/2HP integral electric motor, located in the pump chamber # 3;
- all pump chambers complete with level controls, high water alarm, visual and audible, vents, electrical and mechanical accessories,
- two (2) 50mm diameter polyethylene (PE) forcemains from pumpstations # 2 and # 3 respectively,
- three(3) 50mm diameter polyethylene (PE) forcemains from pumpstations #1 to the septic bed #1:
- approximately 2843sq.m. above ground raised septic bed with 1500mm deep imported sand material, a distribution box, 100mm diameter leader pipe and comprising of three(3) cells, each with eighteen (18) rows of 28.29m long 100mm diameter perforated distribution pipes laid in 19mm diameter clear stone surround and topped with non- oven geotextile fabric,
- three(3) 21.6sq.m. above ground raised filter bed (beds #2, #3 and #4) with 750mm deep imported sand material, each with four (4) rows of approximately 4.5m long 100mm diameter perforated distribution pipes laid in 19mm diameter clear stone surround and provided with

extended sand mantle;

all in accordance with the application dated September 27, 2002, final plans, design report and addendum documents prepared and submitted by Georgian Engineering, Consulting Engineers.

For the purpose of this Certificate of Approval and the terms and conditions specified below, the following definitions apply:

- (1) "Certificate" means this entire certificate of approval document, issued in accordance with Section 53 of the Ontario Water Resources Act, and includes any schedules;
- (2) "Director" means any Ministry employee appointed by the Minister pursuant to section 5 of the Ontario Water Resources Act;
- (3) "Ministry" means the Ontario Ministry of the Environment;
- (4) "Owner" means N.D. McLennan Limited, and its successors and assignees;
- (5) "Licensed installer" means a person who holds a licence under Article 2.12.3.1 of the Ontario Building Code.
- (6) "Professional Engineer" means a person entitled to practice as a Professional Engineer in the Province of Ontario under a licence issued under the Professional Engineers Act;
- (7) "Works" means the sewage works described in the Owner's application, this certificate and in the supporting documentation referred to herein, to the extent approved by this certificate;
- (8) "Sewage system" means the entire sewage treatment and subsurface disposal system;
- (9) "grab sample" means an individual sample of at least 1000 milliliters collected in an appropriate container at a randomly selected time over a period of time not exceeding 15 minutes;
- (10) "average daily flow" means the cumulative total sewage flow to the sewage works during a particular calendar month divided by the number of days during which sewage was flowing to the sewage works that month;
- (11) "CBOD5" means five day carbonaceous (nitrification inhibited) biochemical oxygen demand measured in an unfiltered sample;

You are hereby notified that this approval is issued to you subject to the terms and conditions outlined below:

TERMS AND CONDITIONS

1. GENERAL PROVISIONS

(1) The *Owner* shall ensure that any person authorized to carry out work on or operate any aspect of the *Works* is notified of this *Certificate* and the conditions herein and shall take all reasonable measures to ensure any such person complies with the same.

(2) Except as otherwise provided by these Conditions, the *Owner* shall design, build, install, operate and maintain the *Works* in accordance with the description given in this *Certificate*, the application for approval of the works and the submitted supporting documents and plans and specifications as listed in this *Certificate*.

(3) Where there is a conflict between a provision of any submitted document referred to in this *Certificate* and the Conditions of this *Certificate*, the Conditions in this *Certificate* shall take precedence, and where there is a conflict between the listed submitted documents, the document bearing the most recent date shall prevail.

(4) Where there is a conflict between the listed submitted documents, and the application, the application shall take precedence unless it is clear that the purpose of the document was to amend the application.

(5) The requirements of this *Certificate* are severable. If any requirement of this *Certificate*, or the application of any requirement of this *Certificate* to any circumstance, is held invalid or unenforceable, the application of such requirement to other circumstances and the remainder of this certificate shall not be affected thereby.

2. EXPIRY OF APPROVAL

The approval issued by this *Certificate* will cease to apply to those parts of the *Works* which have not been constructed within five (5) years of the date of this *Certificate*.

3. CHANGE OF OWNER

(1) The *Owner* shall notify the *District Manager* and the *Director*, in writing, of any of the following changes within 30 days of the change occurring:

(a) change of *Owner*;

(b) change of address of the *Owner*;

(c) change of partners where the *Owner* is or at any time becomes a partnership, and a copy of the most recent declaration filed under the Business Names Act, R.S.O. 1990, c.B17 shall be included in the notification to the *District Manager*;

(d) change of name of the corporation where the *Owner* is or at any time becomes a corporation, and a copy of the most current information filed under the Corporations Informations Act, R.S.O. 1990, c. C39 shall be included in the notification to the *District Manager*;

(2) In the event of any change in ownership of the *Works*, other than a change to a successor municipality, the *Owner* shall notify in writing the succeeding owner of the existence of this *Certificate*, and a copy of such notice shall be forwarded to the *District Manager* and the *Director*.

4. CONSTRUCTION

(1) The *Owner* shall ensure that the construction of the works is supervised by a licensed installer or a Professional Engineer, as defined in the Professional Engineers Act.

(2) Upon construction of the works, the *Owner* shall prepare a statement, certified by a licensed installer or a Professional Engineer, that the *Works* are constructed in accordance with this *Certificate*, and upon request, shall make the written statement available for inspection by *Ministry* staff.

5. PERFORMANCE

The *Owner* shall ensure that the maximum daily flow of sewage into the sewage system does not exceed 48,500L/d. for any period of time greater than one (1) day.

The reasons for the imposition of these terms and conditions are as follows:

1. Condition 1 is imposed to ensure that the *Works* are built and operated in the manner in which they were described for review and upon which approval was granted. This condition is also included to emphasize the precedence of Conditions in the *Certificate* and the practice that the Approval is based on the most current document, if several conflicting documents are submitted for review. The condition also advises the Owners their responsibility to notify any person they authorized to carry out work pursuant to this *Certificate* the existence of this *Certificate*.
2. Condition 2 is included to ensure that, when the *Works* are constructed, the *Works* will meet the standards that apply at the time of construction to ensure the ongoing protection of the environment.
3. Condition 3 is included to ensure that the *Ministry* records are kept accurate and current with respect to the approved works and to ensure that subsequent owners of the *Works* are made aware of the *Certificate* and continue to operate the *Works* in compliance with it.
4. Condition 4 is included to ensure that the works are constructed, and may be operated and maintained such that the environment is protected and deterioration, loss, injury or damage to any person or property is prevented.
5. Condition 5 is included to ensure that the flow of sewage to the sewage system is within the approved treatment capacity of the works.

In accordance with Section 100 of the Ontario Water Resources Act, R.S.O. 1990, Chapter 0.40, as amended, you may by written notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 101 of the Ontario Water Resources Act, R.S.O. 1990, Chapter 0.40, provides that the Notice requiring the hearing shall state:

1. The portions of the approval or each term or condition in the approval in respect of which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

The Notice should also include:

3. The name of the appellant;
4. The address of the appellant;
5. The Certificate of Approval number;
6. The date of the Certificate of Approval;
7. The name of the Director;
8. The municipality within which the works are located;

And the Notice should be signed and dated by the appellant.

This Notice must be served upon:

The Secretary*
Environmental Review Tribunal
2300 Yonge St., 12th Floor
P.O. Box 2382
Toronto, Ontario
M4P 1E4

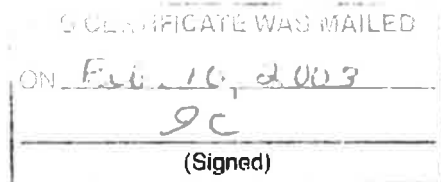
AND

The Director
Section 53, *Ontario Water Resources Act*
Ministry of the Environment
2 St. Clair Avenue West, Floor 12A
Toronto, Ontario
M4V 1L5

* Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal at: Tel: (416) 314-4600, Fax: (416) 314-4506 or www.ert.gov.on.ca

The above noted sewage works are approved under Section 53 of the Ontario Water Resources Act.

DATED AT TORONTO this 31st day of January, 2003



Mohamed Dhalla, P.Eng.
Director
Section 53, *Ontario Water Resources Act*

MN/

c: District Manager, MOE North Bay
Clerk, the Township of the Archipelago
Robert Hughes, P.Eng., Georgian Engineering ✓

APPENDIX C

Surface Water Results

Surface Water Sampling Summary
Crane Lake Resort

Parameter	Units	PWQO	Crane Lake
			26-Aug-19
Saturation pH (25°C)	-	-	9.77
pH @25°C	pH Units	6.5-8.5	7.09
Langelier Index(25°C)	S.I.	-	-2.68
Alkalinity(CaCO ₃) to pH4.5	mg/L		9
Bicarbonate(as CaCO ₃)	mg/L	-	9
Carbonate (as CaCO ₃)	mg/L	-	< 5
Hydroxide (as CaCO ₃)	mg/L	-	< 5
Conductivity @25°C	µmho/cm	-	88
Fluoride	mg/L	-	< 0.1
Chloride	mg/L	-	19.6
Nitrate (N)	mg/L	-	< 0.05
Nitrite (N)	mg/L	-	< 0.05
Bromide	mg/L	-	< 0.4
Sulphate	mg/L	-	5
Calcium	mg/L	-	4.29
Magnesium	mg/L	-	0.82
Sodium	mg/L	-	12
Potassium	mg/L	-	0.5
Ammonia (N)-Total	mg/L	0.02*	0.04
o-Phosphate (P)	mg/L	-	0.002
Phosphorus-Total	mg/L	0.02	0.06
Silica	mg/L	-	1.16
Dissolved Organic Carbon	mg/L	-	4.5
Colour	TCU	-	11
Turbidity	NTU	-	0.8
Aluminum	mg/L	0.075	0.02
Antimony	mg/L	0.02	< 0.0001
Arsenic	mg/L	0.005	0.0002
Barium	mg/L	-	0.01
Boron	mg/L	0.2	< 0.005
Cadmium	mg/L	0.0001	< 0.000015
Chromium	mg/L	0.001	0.001
Copper	mg/L	0.005	0.0015
Iron	mg/L	0.3	0.063
Lead	mg/L	0.005	0.00035
Manganese	mg/L	-	0.019
Molybdenum	mg/L	0.04	< 0.0001
Nickel	mg/L	0.025	< 0.01
Selenium	mg/L	0.1	< 0.001
Silver	mg/L	0.0001	< 0.0001
Strontium	mg/L	-	0.046
Thallium	mg/L	-	< 0.00005

Surface Water Sampling Summary **Crane Lake Resort**

Parameter	Units	PWQO	Crane Lake
			26-Aug-19
Tin	mg/L	-	< 0.05
Titanium	mg/L	-	< 0.005
Uranium	mg/L	0.005	< 0.00005
Vanadium	mg/L	0.006	< 0.0001
Zinc	mg/L	0.02	< 0.005
TDS(ion sum calc.)	mg/L	-	47
Hardness (as CaCO3)	mg/L	-	14
% Difference	%	-	0.243
BOD(5 day)	mg/L	-	< 3
Total Kjeldahl Nitrogen	mg/L	-	0.3
COD	mg/L	-	14
Total Suspended Solids	mg/L	-	< 3
Anion Sum	meq/L	-	0.82
Cation Sum	meq/L	-	0.824
Ion Ratio	AS/CS	-	0.995
Conductivity (calc.)	µmho/cm	-	98
Sodium Adsorption Ratio	-	-	1.39
TDS(calc.)/EC(actual)	-	-	0.534

COD- Chemical Oxygen Demand

BOD - Biochemical oxygen Demand

*unionized ammonia

C.O.C.: G81881

REPORT No. B19-26899

Report To:

Azimuth Environmental
642 Welham Rd,
Barrie ON L4N9A1 Canada

Caduceon Environmental Laboratories

112 Commerce Park Drive
Barrie ON L4N 8W8
Tel: 705-252-5743
Fax: 705-252-5746

Attention: Jackie Coughlin

DATE RECEIVED: 27-Aug-19

JOB/PROJECT NO.:

DATE REPORTED: 05-Sep-19

P.O. NUMBER: 18-337

SAMPLE MATRIX: Surface Water

WATERWORKS NO.

			Client I.D.	SW-1			
			Sample I.D.	B19-26899-1			
			Date Collected	26-Aug-19			
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed			
Saturation pH (25°C)	-		Calc.	04-Sep-19/O	9.77		
pH @25°C	pH Units		SM 4500H	28-Aug-19/O	7.09		
Langelier Index(25°C)	S.I.		Calc.	04-Sep-19/O	-2.68		
Alkalinity(CaCO ₃) to pH4.5	mg/L	5	SM 2320B	28-Aug-19/O	9		
Bicarbonate(as CaCO ₃)	mg/L	5	SM 2320B	28-Aug-19/O	9		
Carbonate (as CaCO ₃)	mg/L	5	SM 2320B	28-Aug-19/O	< 5		
Hydroxide (as CaCO ₃)	mg/L	5	SM 2320B	28-Aug-19/O	< 5		
Conductivity @25°C	µmho/cm	1	SM 2510B	28-Aug-19/O	88		
Fluoride	mg/L	0.1	SM4110C	30-Aug-19/O	< 0.1		
Chloride	mg/L	0.5	SM4110C	30-Aug-19/O	19.6		
Nitrate (N)	mg/L	0.05	SM4110C	30-Aug-19/O	< 0.05		
Nitrite (N)	mg/L	0.05	SM4110C	30-Aug-19/O	< 0.05		
Bromide	mg/L	0.4	SM4110C	30-Aug-19/O	< 0.4		
Sulphate	mg/L	1	SM4110C	30-Aug-19/O	5		
Calcium	mg/L	0.02	SM 3120	29-Aug-19/O	4.29		
Magnesium	mg/L	0.02	SM 3120	29-Aug-19/O	0.82		
Sodium	mg/L	0.2	SM 3120	29-Aug-19/O	12.0		
Potassium	mg/L	0.1	SM 3120	29-Aug-19/O	0.5		
Ammonia (N)-Total	mg/L	0.01	SM4500-NH ₃ -H	30-Aug-19/K	0.04		
o-Phosphate (P)	mg/L	0.002	PE4500-S	30-Aug-19/K	0.002		
Phosphorus-Total	mg/L	0.01	E3199A.1	29-Aug-19/K	0.06		
Silica	mg/L	0.02	SM 3120	29-Aug-19/O	1.16		
Dissolved Organic Carbon	mg/L	0.2	EPA 415.1	28-Aug-19/O	4.5		
Colour	TCU	2	SM 2120C	30-Aug-19/O	11		

Christine Burke
Lab Manager

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston, W-Windsor, O-Ottawa, R-Richmond Hill, B-Barrie

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from Caduceon Environmental Laboratories.

C.O.C.: G81881

REPORT No. B19-26899

Report To:

Azimuth Environmental

642 Welham Rd,
Barrie ON L4N9A1 Canada

Attention: Jackie Coughlin

Caduceon Environmental Laboratories

112 Commerce Park Drive

Barrie ON L4N 8W8

Tel: 705-252-5743

Fax: 705-252-5746

DATE RECEIVED: 27-Aug-19

JOB/PROJECT NO.:

DATE REPORTED: 05-Sep-19

P.O. NUMBER: 18-337

SAMPLE MATRIX: Surface Water

WATERWORKS NO

			Client I.D.	SW-1			
			Sample I.D.	B19-26899-1			
			Date Collected	26-Aug-19			
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed			
Turbidity	NTU	0.1	SM 2130	30-Aug-19/O	0.8		
Aluminum	mg/L	0.01	SM 3120	04-Sep-19/O	0.02		
Antimony	mg/L	0.0001	EPA 200.8	03-Sep-19/O	< 0.0001		
Arsenic	mg/L	0.0001	EPA 200.8	03-Sep-19/O	0.0002		
Barium	mg/L	0.001	SM 3120	29-Aug-19/O	0.010		
Boron	mg/L	0.005	SM 3120	29-Aug-19/O	< 0.005		
Cadmium	mg/L	0.00015	EPA 200.8	03-Sep-19/O	< 0.00015		
Chromium	mg/L	0.001	SM 3120	29-Aug-19/O	0.001		
Copper	mg/L	0.0001	EPA 200.8	03-Sep-19/O	0.0015		
Iron	mg/L	0.005	SM 3120	29-Aug-19/O	0.063		
Lead	mg/L	0.00002	EPA 200.8	03-Sep-19/O	0.00035		
Manganese	mg/L	0.001	SM 3120	29-Aug-19/O	0.019		
Molybdenum	mg/L	0.0001	EPA 200.8	03-Sep-19/O	< 0.0001		
Nickel	mg/L	0.01	SM 3120	29-Aug-19/O	< 0.01		
Selenium	mg/L	0.001	EPA 200.8	03-Sep-19/O	< 0.001		
Silver	mg/L	0.0001	EPA 200.8	03-Sep-19/O	< 0.0001		
Strontium	mg/L	0.001	SM 3120	29-Aug-19/O	0.046		
Thallium	mg/L	0.00005	EPA 200.8	03-Sep-19/O	< 0.00005		
Tin	mg/L	0.05	SM 3120	29-Aug-19/O	< 0.05		
Titanium	mg/L	0.005	SM 3120	29-Aug-19/O	< 0.005		
Uranium	mg/L	0.00005	EPA 200.8	03-Sep-19/O	< 0.00005		
Vanadium	mg/L	0.0001	EPA 200.8	03-Sep-19/O	< 0.0001		
Zinc	mg/L	0.005	SM 3120	29-Aug-19/O	< 0.005		
TDS(ion sum calc.)	mg/L	1	Calc.	04-Sep-19/O	47		
Hardness (as CaCO3)	mg/L	1	SM 3120	29-Aug-19/O	14		



R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston,W-Windsor,O-Ottawa,R-Richmond Hill,B-Barrie

Christine Burke
Lab Manager

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from Caduceon Environmental Laboratories

C.O.C.: G81881

REPORT No. B19-26899

Report To:

Azimuth Environmental
642 Welham Rd,
Barrie ON L4N9A1 Canada

Attention: Jackie Coughlin

Caduceon Environmental Laboratories

112 Commerce Park Drive
Barrie ON L4N 8W8
Tel: 705-252-5743
Fax: 705-252-5746

DATE RECEIVED: 27-Aug-19
DATE REPORTED: 05-Sep-19
SAMPLE MATRIX: Surface Water

JOB/PROJECT NO.:
P.O. NUMBER: 18-337
WATERWORKS NO.

			Client I.D.		SW-1			
			Sample I.D.		B19-26899-1			
			Date Collected		26-Aug-19			
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed				
% Difference	%		Calc.	04-Sep-19/O	0.243			
BOD(5 day)	mg/L	3	SM 5210B	28-Aug-19/K	< 3			
Total Kjeldahl Nitrogen	mg/L	0.1	E3199A.1	29-Aug-19/K	0.3			
COD	mg/L	5	SM 5220D	29-Aug-19/O	14			
Total Suspended Solids	mg/L	3	SM2540D	28-Aug-19/K	< 3			
Anion Sum	meq/L		Calc.	04-Sep-19/O	0.820			
Cation Sum	meq/L		Calc.	04-Sep-19/O	0.824			
Ion Ratio	AS/CS		Calc.	04-Sep-19/O	0.995			
Conductivity (calc.)	µmho/cm		Calc.	04-Sep-19/O	98			
Sodium Adsorption Ratio	-		Calc.	04-Sep-19/O	1.39			
TDS(calc.)/EC(actual)	-		Calc.	04-Sep-19/O	0.534			

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston, W-Windsor, O-Ottawa, R-Richmond Hill, B-Barrie

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from Caduceon Environmental Laboratories

Christine Burke
Lab Manager

SECTION 8



Technical Memorandum

To: Ed Snucins, Surface Water Specialist, Northern Region
Bruce Bethune, Senior Environmental Officer, North Bay District Office

From: Jackie Coughlin, Azimuth Environmental Consulting Inc.

Re: **Revised Assimilative Capacity Study**
Crane Lake Condominium Development, 510 Crane Lake Road, The Township of Archipelago

Date: July 26, 2020

As per the comments provided by the MECP Northern Region Office in a letter dated March 4, 2020, the Lakeshore Capacity Model (LCM) has been revised. Revisions to the LCM were required to include and/ or address the following items:

- include all lakes upstream of Crane Lake with a surface area >25ha;
- for the existing condition, recalculate the 'modelled' and measured total phosphorus (TP) concentration for all lakes to confirm the 'modelled' background and measured values are within 20% of each other (MECP, 2010);
- confirm the state of Crane Lake relative to the revised PWQO of the modelled background concentration + 50% (+/- 10%) and modelled-predicted effects of the proposed development on Crane Lake;
- include all existing lots, both undeveloped and vacant; and
- provide clarity on the equivalent usage rate used for the former Crane Lake resort public-access dining facilities.

The results are considered conservative since not all vacant lots through the watershed can be developed in accordance with Township bylaws but have been accounted for in the LCM. In addition, the model assumes that all existing lots are on a Class IV septic system which is conservative since some properties are on holding tanks. A brief summary of the LCM assumptions and results for the subwatershed are provided below:

- A total of seven (7) lakes >25ha (Horseshoe, First, Second, and Third Lake, Forget Lake, Blackstone Lake and Crane Lake) were included in the LCM; Windfall Lake was excluded since it is <25ha;
- The 'modelled' TP background concentration for each lake is within 20% of the measured TP concentration, therefore the LCM is considered appropriate when evaluating the capacity of Crane Lake for future development of all



developable lots;

- For Crane Lake, the increase over the 'modelled' background concentration for the 'existing' condition is within 10% of the revised PWQO (i.e., 50% + background) however increases to ~15% at full build-out.

A brief summary of the TP loading and usage rate calculations specific to Crane Lake are provided below:

- The TP loading from the former Crane Lake Resort is based on 15 "extended seasonal" rental units plus the TP loading generated from the "resorts" public dining facilities (i.e., restaurant, bar and patio). The equivalent unit rate calculated for the resort is based on comparing the total no. of people/ 15 units to the no. of patrons/ resort (based on seating capacity) and a resort usage rate of 1.18 capita yrs/yr. The calculation for the public facilities assumes a maximum seating capacity of 126 seats at 50% occupancy (i.e., 63 seats) and thus is conservative;
- Using a permanent usage rate (2.56 capita years per year) for the proposed development, the model results indicate that the TP concentration in Crane Lake could increase slightly (<0.24%);
- Using a hybrid usage rate (1.9 capita years per year) to reflect a more realistic use of the property post-development (i.e., use primarily in the summer months and intermittently during the off season), the model results indicate that the TP concentration at Crane Lake could decrease slightly (<0.77%); and
- Given that the incremental change in the TP concentration would not be quantifiable at Crane Lake, risks to Crane Lake are considered low as a result of the proposed change in land use.
- Contingency measures such as monitoring the TP levels at downstream end of the disposal bed could be implemented via a monitoring program and if an increasing trend in the TP levels is observed, alum dosing or a TP filter could be added to the sewage system prior to the disposal bed.

1.0 BACKGROUND

1.1 Resources

In addition to the MECP guidance documents, the following additional sources were used in the development of the Lakeshore Capacity Model (LCM):



- Lake Plan for Crane Lake, 2015;
- Blackstone Lake Plan, 2010;
- Personal correspondence Bob Rumball Camp of the Deaf (Third Lake);
- Model to predict total phosphorus concentrations in coastal embayment of eastern Georgian Bay, Lake Huron, 2018;
- Review of the Components, Coefficients and Technical Assumption of Ontario Lakeshore Capacity Model (Paterson *et al.*, 2006);
- MNRF Ontario Flow Assessment Tool;
- West Parry Sound Geography Network [WPSGN]);
- MNRF Ontario Flow Assessment Tool Make a Map: Natural Heritage Features

1.2 Lake Characteristics

There are total of seven (7) lakes in the Crane Lake subwatershed that are greater than 25ha: Horseshoe, First, Second, and Third Lake, Forget Lake, Blackstone Lake and Crane Lake (Figure 2). The head of the watershed is east of Highway 400 where a number of smaller lakes discharge to Horseshoe Lake. Horseshoe Lake flows into First, Second, Third and then Blackstone Lake via the Blackstone River. Forget Lake flows into Blackstone Lake from the northwest and a few smaller lakes (Oak Lake from the east Oldfield Lake) flow into Blackstone Lake from the south. Water flows out of Blackstone Lake via the Blackstone River through Crane Lake and Little Blackstone, entering Georgian Bay at Blackstone Harbour in The Massasauga Provincial Park (see appended Figures). Windmill Lake, also located in the watershed, was excluded from the model as the area of this lake is less than 25ha.

According to the Lake Partner Program (LPP), Horseshoe Lake consists of high residential and commercial development including a couple of trailer parks. There is low shoreline development around First, Forget and Second Lake. Third Lake consists of moderate shoreline development including a youth campground (Bob Rumball Camp of the Deaf). Blackstone and Crane Lake consist of moderate shoreline development.

2.0 LAKESHORE CAPACITY ASSESSMENT

2.1 LCM Model Inputs

The equations used in the LCM model are provided in Table 1 and the input parameters and assumptions used in the model are provided in Table 2. The summary spreadsheets for each lake in the Crane Lake subwatershed are provided in Appendix B.



Table 1 – Summary of LCM Model Equations

List of LCM Equations					
Eq1	Seasonal mean TP concentration	$TP_{mean} = LT * (1 - R_p) * 0.956q_s$	kg/yr		Paterson et al. 2006
Eq2	Terrestrial TP Export	$TP = CA * (0.47^{0.01 \text{ of WA} - 3.82})$	kg/yr		Paterson et al. 2006
Eq3	Lake Discharge	Lake outflow (Q) = (A ₀ - A _{in}) * MAR			Paterson et al. 2006
Eq4	TP Retention Coefficient	$R_p = v / (v) + q_s$			Paterson et al. 2006
Eq5	TP Concentration at Lake outflow	$TP_{outflow} = 0.956 \times TP \text{ Lake I/F}$	kg/yr		Paterson et al. 2006
Eq6	TP Export to downstream lakes	$TP_d = TP_{outflow} * Q$	kg/yr		Paterson et al. 2006

Table 2 – Summary of Model Inputs

Type	Model component	Model Coefficients:	Units	Assumptions	Source
Source of Input	Atmospheric TP Deposition rate	0.167	kg/ha/yr		Paterson et al. 2006
	Runoff Terrestrial Runoff				
	Overland coefficient	Use Equation 2	m/yr	<15% cleared area = 3.5% wetland	Paterson et al. 2006
	Overland coefficient	Use Eq. 2	m/yr	<15% forested area = 3.5% wetland	Paterson et al. 2006
	Overland coefficient	Use Eq. 2	m/yr	<15% cleared area = 3.5% wetland	Paterson et al. 2006
Est. Runoff	Mean lake level	5700	m		MECP, 2010
	Load per unit	0.02	kg/yr		MECP, 2010
Antropogenic	Per capita TP contribution	1.00	kg/capita/yr		MECP, 2010
Scenic	Permanent	2.50	kg/capita/yr	road access permanent	MECP, 2010
	Seasonal	1.25	kg/capita/yr	road access seasonal	MECP, 2010
	Scenic	0.00	kg/capita/yr	water access seasonal	MECP, 2010
	Trailer park and	0.45	kg/capita/yr	seasonal	MECP, 2010
	Youth Camp	1.25	kg/capita/yr		MECP, 2010
	Resort	1.18	kg/capita/yr	3.07 people per day	MECP, 2010
	Resort with staff	1.37	kg/capita/yr		MECP, 2010
Hydrology	Mean Annual Runoff (MAR)				
	Mean Annual Runoff	0.11	m/yr	MECP Look up Table	MECP, 2010
	Mean Annual Runoff	0.00	m/yr	Water Budget Parry Sound Station	
Retention Eq. 1	Settling velocity (v)	12.5	m/yr		Paterson et al. 2006

Flow/ Hydrology

The Runoff coefficient (MRC – 510mm/a) was determined from a water budget prepared using the Thornthwaite and Mather (1957) method using the Parry Sound Canada meteorological data Station between 1970 and 2019. This compares well with other values used in the LCM model for this watershed (0.511 mm /a) using the MECP look up table.

Overland Runoff Loading

The percentage of wetland for each catchment was estimated using various mapping tools (i.e., MNR OFAT Make a Map: Natural Heritage Features and the West Parry Sound Geography Network [WPSGN]):

- Where wetland represented less than 3.5% and cleared land was <15%, a phosphorus export coefficient of 5.5mg/m²/year was used (Paterson *et al.*, 2006)
- Where wetland represented > 3.5% and cleared land was <15%, the natural phosphorus loads from overland runoff was calculated using equation 2 from Table 1 (Paterson *et al.*, 2006).



Background Water Quality

The mean background TP concentration used in the model for each lake is based on the data published by the Lake Partner Program. A summary of the mean spring concentration for each lake is provided below and the long term data is provided in **Appendix C**.

Table 3 – Background TP Concentrations

Lake	Average Measured TP Concentration
	ug/L
Horseshoe	8.7
First	7.90
Second	10.1
Third	10.3
Forget Lake	6.1
Blackstone	5.0
Crane Lake	4.5

Watershed Characteristics and Land Cover Area

Watershed characteristics for each lake are based on the MNR Lake fact sheets, MNRF OFAT tool and the WPSGN database. A summary is provided in Table 4 below:

Table 4 – Summary of Watershed Characteristics and Land Cover Area

Lake	Lake Surface Area	Drainage Basin (excl. Lake area)	Local Drainage Basin (excl. Lake area)	Mean Depth	Max Depth	Cleared Land	% Cleared Land	Wetland	% wetland	Forest	% forest
	ha	ha	ha	m	m	ha	%	ha	%	ha	%
Horseshoe	370	3300	3300	6.5	20	235	7%	35.7	11%	3030	91.8%
First	28	3700	160	1.5	4	4	2%	5.9	3.7%	151	94.1%
Second	25	3490	670	1.7	3.5	0.10	0.0%	49.9	7.4%	620	92.5%
Third	37	5160	780	4.5	9	17	2%	90.0	11.5%	623	86.3%
Forget Lake	27	160	160	13	21	0.10	0.1%	22.7	17.0%	137	85.7%
Blackstone	516	9700	4503	20	58	174	4%	468	10.4%	5861	85.8%
Crane Lake	513	13700	5487	11.5	32	31%	2%	125	3.6%	3043	99.0%

Land Use Occupancy

With exception of Crane and Blackstone Lake, land use (e.g., residential, agricultural, urban, vacant) and the occupancy (e.g., seasonal, extended seasonal, resort, camp etc..) around each lake was defined using the WPSGN database from the Townships of The Archipelago and Seguin. A summary of the land use occupancy is provided in Table 5 below and the detailed spreadsheets for each lake are provided in **Appendix D**.

Assumptions used in the model are considered conservative since not all vacant lots throughout the watershed can be developed but have been accounted for in some cases (e.g., Blackstone Lake). According to the Blackstone Lake Plan (BLP, 2010), there are 42 vacant lots of record but 29 of these vacant lots are eligible for development per the official plan and bylaw. To be conservative, all 42 vacant lots were included in the LCM.



Table 5 – Summary of Land Use Occupancy

Lake	No. Of Total Lots	Developed Lots	Seasonal	Extended Seasonal	Permanent	Youth Camp ¹	Trailer Parks/ Resort	Vacant Developable Lots	Vacant Un-developable Lots	Total Build-out
Horseshoe	406	335	91	188	54	0	2	55	16	390
First	22	18	1	17	0	0	0	5	1	21
Second	7	3	0	3	0	0	0	3	1	6
Third	10	7	0	6	0	1	0	3	0	10
Forget Lake	5	1	0	1	0	0	0	2	2	3
Blackstone ²	166	124	116	0	7	0	1	42	—	166
Crane Lake ³	267	225	64	160	0	0	1	27	15	252

¹See Runoff Curve of the Best-Case: 100 seasonal beds.

²Blackstone Lake Plan, 2010

³Crane Lake Plan, 2015

The LCM also assumes that all existing lots are on a septic system, however, holding tanks are also known to be used in the watershed but have not been excluded in the modelling calculations.

2.2 Crane Lake Resort Pre and Post Development Conditions

Pre and Post Land Use

The 21-hectare Site historically operated as a cottage rental resort consisting of 14 cottages, one apartment and a number of facilities that were open to the public (i.e., restaurant, lounge, bar, store, and banquet hall) as well as a small marina with docking facilities for ~60-70 boats. The cottages were primarily rented during the summer season with some intermittent use in the shoulder and winter season (Figure 3).

Under the new development plan, the existing 15 units and former facility building will be converted to 18 residential condominium units that will function as typical lake front cottages with year round access. The marina lands will no longer be part of the resort development (Figure 3).

The existing sewage works were approved for 48,500Lpd in 2003 under CofA No.: 1181-5G3LL4. The design volume was based on a 41 seat restaurant, a 22 seat lounge, a 63 seat bar, a store, a 45 seat banquet hall, 14 rental cottages and one rental apartment. The existing sewage works on the Site will continue to serve the proposed development however the peak daily design sewage volume will be reduced to ≤40,000Lpd (Appendix E).

Pre- and post-development phosphorus loads are not expected to change significantly as a result of the proposed development. This is because the associated resort facilities will no longer have public access. Rather the former resort building will be upgraded to include three (3) of the eighteen (18) residential units.



Pre-development TP Loads

The phosphorus loading from the former Crane Lake Resort is calculated based on 15 rental units ("cottage TP loading") plus the phosphorus loading generated from the resort facilities ("resort TP loading") that were open to the public (i.e., dining, bar and patio).

As a conservative approach, the TP calculation for the former resort facilities assumes a maximum of 126 seats at 50% occupancy (i.e., 63 seats or people).

- Cottage TP Loading - the TP load for the former 15 rental units is based on the following assumptions:
 - extended seasonal usage rate with year round access - 1.27 capita yrs/yr (MECP, 2010);
 - loading rate - 0.66 kg/ capita/ year (MECP, 2010);
 - Estimated Cottage TP loading = 15 units x 1.27 capita yrs/yr x 0.66 kg/ capita/ year = **12.5kg/a**
- Resort TP Loading - The TP load for the resort buildings is not clearly defined in the literature therefore two scenarios were evaluated (i.e., equivalent per person loading rate and equivalent unit rate). As a conservative approach, the TP calculation for the former resort facilities assumes a maximum of 126 seats at 50% occupancy (i.e., 63 seats or people).

Scenario 1 - equivalent per person loading unit rate:

- 3.07 persons per unit for resort (MECP, 2010);
- Total no. of cottage people = 15 units @ 3.07 people per cottage = **46.1 people**
- Cottage TP loading for 46.1 people = 12.5kg/a (See above)
- Total no. of resort people = 126 seats @ 50% occupancy = **63 people**
 - Estimated Resort TP Load = 63 x 12.5 / 45.1 = **17.1kg/a**

Scenario 2 - 20.5 equivalent resort unit rate:

- 15 cottage units = 46.1 people
- Total no. of resort people = 63 people (see above)
- equivalent units = 63 x 15 / 46.1 = **20.5 equivalent units**
- resort usage rate - 1.18 capita yrs/yr (MECP, 2010)
- loading rate - 0.66 kg/ capita/ year (MECP, 2010)
 - Resort TP Load = 20.5 units x 1.18 capita yrs/yr x 0.66 kg/ capita/ year = **15.9kg/a**



Based on the above, the pre-development phosphorus loading from the public resort facilities varies between 15.9 kg/a and 17.1 kg/a. The total pre-development TP load under scenario 1 is **29.6kg/a** and total pre-development TP load under scenario 2 is **28.4kg/a**.

A TP loading of 15.9 kg/a has been used in the LCM model for the Crane Lake resort building and 12.5 kg/a for the rental cottages. A summary of the loading calculations are provided in Appendix E.

Post-development TP Loads

Under the re-development concepts, the condominium units will function as typical lake front cottages with year round access. A majority of the units will likely serve as a secondary residence/ cottage with usage occurring primarily in the summer and shoulder seasons. Winter usage is expected to be lower due to access issues associated with maintenance/ snow clearing and remoteness of the property.

For the purposes of this assessment, two scenarios have been evaluated (i.e., permanent use rate and a hybrid rate to reflect a combination of extended seasonal and year round usage).

Scenario 1: permanent use rate:

- permanent use- 2.56 capita yrs/yr (MECP, 2010);
- loading rate - 0.66 kg/ capita/ year (MECP, 2010);
 - TP loading = 18 units x 2.56 capita yrs/yr x 0.66 kg/ capita/ year = **30.3kg/a**

Scenario 2: hybrid rate:

- hybrid rate- 1.9 capita yrs/yr;
- loading rate - 0.66 kg/ capita/ year (MECP, 2010);
 - TP loading = 18 units x 1.9 capita yrs/yr x 0.66 kg/ capita/ year = **22.5kg/a**

The total post-development TP load under scenario 1 is **30.3kg/a**, which is ~7% higher when compared to the pre-development condition. The total post-development TP load under scenario 2 is **22.5kg/a**, which is ~20% lower when compared to the pre-development condition. Both scenarios (i.e., permanent use rate and a hybrid rate) are included in the model for Crane Lake (see Appendix B7 – LCM Calculation Crane Lake). The loading calculations are provided in Appendix E.



3.0 LCM RESULTS

3.1 Crane Lake Subwatershed Results

As can be observed in Table 6, the 'modelled' TP concentration under existing conditions for each lake in the Crane Lake subwatershed is within 20% of the measured TP concentration, therefore the model is considered appropriate when evaluating the capacity of Crane Lake for future development of all developable lots.

The model calculations for each lake in the subwatershed are provided in Appendix B (see Sheets B1 through B7) and a summary of the results for Crane Lake are provided in Section 3.2.

Table 6 - Modelled and Measured TP Concentrations for Crane Lake Subwatershed

	Existing Measured TP Conc. ¹	Existing Modelled TP Conc.	difference from measured to Modelled Conc.	Modelled Background Conc.	Revised PWQO (background plus 50%)	% increase over Background (Existing)	% Increase over Revised PWQO (Full Build-out)
Lake	ug/L	ug/L	%	ug/L	ug/L	%	%
Horseshoe	8.7	9.4	8%	3.9	5.84	142%	158%
First	7.9	9.1	13%	3.8	5.75	138%	154%
Second	10.1	10.9	7.5%	6.1	9.09	80%	91%
Third	10.3	10.2	-1.5%	6.1	9.10	67%	75%
Forget	6.1	5.9	-3%	5.6	8.45	5%	6%
Blackstone	5.0	6.0	16%	4.4	6.59	37%	47%
Crane Lake	4.8	5.9	19%	3.8	5.67	56%	65%

3.2 Crane Lake LCM Results

As can be observed on Table 7, the resulting 'modelled' background concentration for Crane Lake is 3.8µg/L and the revised PWQO is therefore 5.7µg/L (background + 50%). The difference between the 'modelled' background and the measured TP concentration is 18% which is less than 20% and therefore considered a good fit. Table 7 provides the results of the increase over background for the existing condition as well as at full build-out and includes re-development of the Crane Lake Resort under the two different scenarios (e.g., permanent versus a hybrid usage rate) as previously discussed.

The increase over the modelled background for the existing condition is 6.3% and at full build-out, the increase over the modelled background is ~15%. This is slightly greater than 10% of the revised PWQO for total phosphorus (i.e., between background +40% and background + 60%). However, the estimate is considered conservative since not all vacant lots throughout the watershed can be developed but have been accounted for and the LCM model assumes that all existing lots are on a septic system.



Table 7 - Modelled and Measured TP Concentrations for Crane Lake

Crane Lake TP LCM Results	Existing Scenario	Proposed development SCN 1	Proposed development SCN 2
Background Modelled TP (ug/L)	3.78	3.78	3.78
PWQO (Background + 50%) (ug/L)	5.67	5.67	5.67
Existing Modeled TP (ug/L)	5.91	5.92	5.86
Existing Measured TP (ug/L)	4.8	4.8	4.8
Difference between modelled and measured TP	18.8%		
Full build out of existing lots TP	6.24	6.25	6.19
<i>Increase over Background (existing)</i>	6.3%	6.7%	5.1%
<i>Increase over Background (full buildout)</i>	15.0%	15.4%	13.8%

SCN1 – permanent usage rate SCN 2 –hybrid usage rate

For the proposed re-development under scenario 1 (i.e., permanent use), the increase over the modelled background for the existing conditions is 6.7% and at full build-out, the increase over the modelled background is ~15.4%. For the proposed re-development under scenario 2 (hybrid mixed use), the increase over the modelled background for the existing conditions is 5.1% and at full build-out, the increase is ~13.8%. Similar to the existing condition at full build-out, these values are only slightly greater than 10% of the revised PWQO for total phosphorus. As indicated, assumptions used in the LCM are conservative.

Given the above, and given that the incremental change in the TP concentration would not be quantifiable at Crane Lake, risks to Crane Lake are considered low as a result of the proposed change in land use. Further, the Site is located on the Precambrium shield thus the native soils would be more acidic and thus exhibit higher phosphorus retention capabilities. Contingency measures such as monitoring the TP levels at the downstream end of the existing disposal bed could be completed via a monitoring program and if an increase trend in the TP levels is observed, alum dosing and/ or a phosphorus filter (e.g., Waterloo EC-P) could be implemented prior to the bed.

4.0 REFERENCES

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APPENDICES

- Appendix A: Figures**
 - Appendix B: LCM Lake Summary Sheets**
 - Appendix C: TP Water Quality Data**
 - Appendix D: Shoreline Land Use Occupancy Data**
 - Appendix E: Crane Lake Calculations**
-
-

APPENDIX A

Figures

Printed by: MCM/ART on July 6, 2020 at 1:22pm
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DAYSTAMP: M:\18 Projects\18-337 WTP Design (Parry Sound)\04.0 - Drafting\18-337.dwg



LEGEND:

— Approx. Study Area



REG MAP

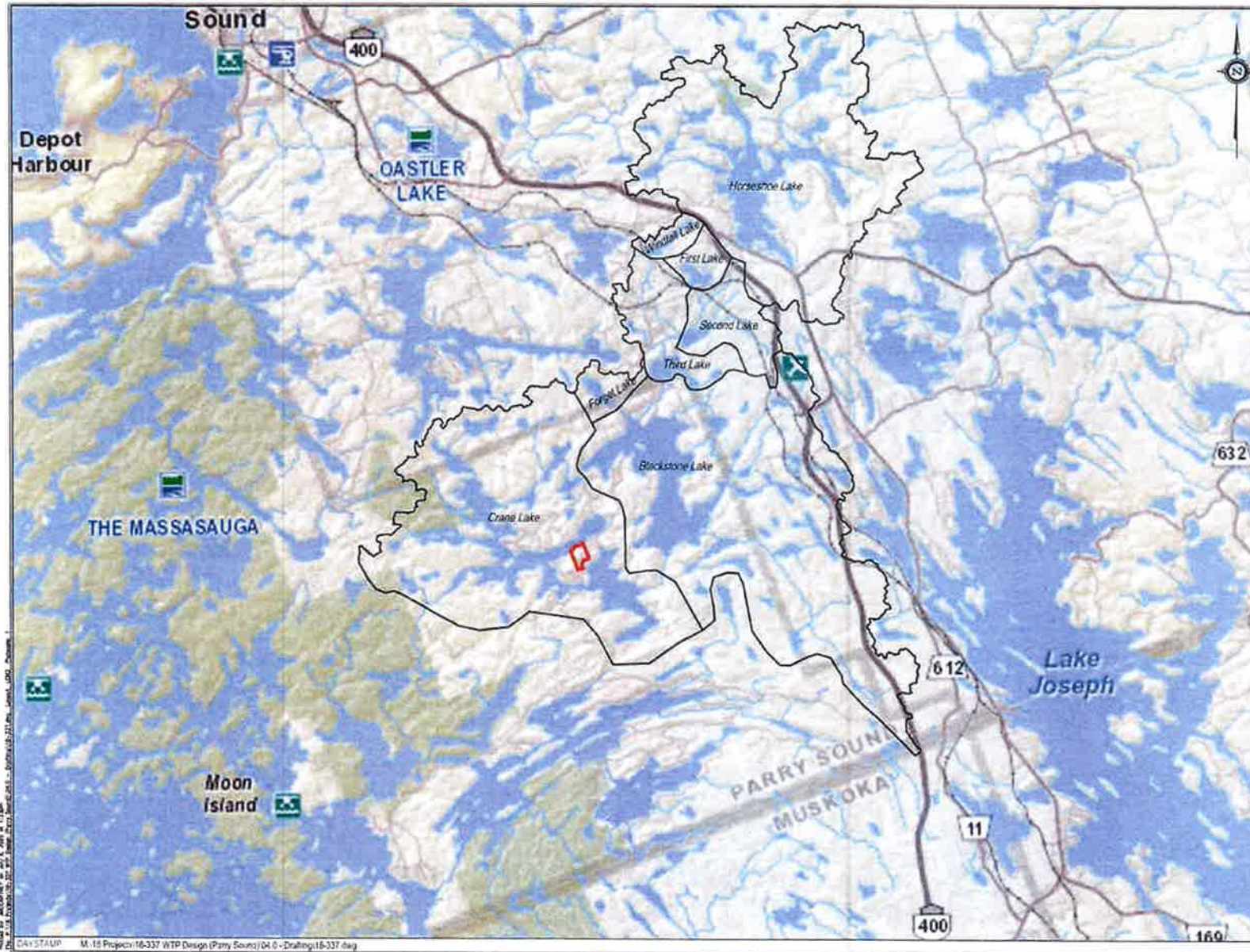


Study Area Location

LCM Study - Crane Lake Watershed
 Crane Lake Condominium Development,
 510 Blackstone Crane Lake Rd., Archipelago

DATE ISSUED: July 2020
 CREATED BY: JLM
 PROJECT NO.: 18-337
 REFERENCE: MNRF

Figure No
 1



LEGEND:
 — Approx. Property Boundary
 — Local Watersheds

1500m 0 3000m
 HORIZONTAL SCALE 1:100,000

Watershed Mapping

LCM Study - Crane Lake Watershed
 Crane Lake Condominium Development,
 510 Blackstone Crane Lake Rd., Archipelago

DATE ISSUED	July 2020	2
CREATED BY	JLP	
PROJECT NO	16-337	
REFERENCE	OPSGN	

196



LEGEND:

- Approx. Retained Parcel (~18.8ha)
- Severed Lands (~1.7ha)
- Water's Edge
- Septic Bed Areas (white)
- Borehole Locations (Golder)
- BH1 4.27m
- BH2 2.74m
- BH3 2.44m

KEY MAP

15m 0 30m
HORIZONTAL SCALE 1:1,250

SMITH ENVIRONMENTAL CONSULTING INC.

**Proposed Development Concepts
(Sewage Systems)**

LCM Study - Crane Lake Watershed
Crane Lake Condominium Development,
510 Blackstone Crane Lake Rd., Archipelago

DATE ISSUED	July 2020	Fig. 10-102
CREATED BY	JM	3
PROJECT NO	18-337	
REFERENCE	WPSQW	

APPENDIX B

LCM Lake Summary Sheets

APPENDIX B1 - LCM CALCULATIONS - HORSEHOE LAKE

input data
constant/coefficient
calculation

Catchment/ Basin Morphology

Lake Area	ha
Catchment Area (excluding lake)	ha
Wetland	%
Forest (includes natural cleared area)	%
Lake Volume	m ³
Maximum Depth	m
Mean Depth	m

Existing

370
3300
1.1
91.8
4720000
20
6.5

Watershed Load - Natural TP Inputs

Current Overland Coefficient (Table 1)	kg/yr/m ²
Background (runoff from terrestrial) =	kg/yr
Atmospheric Deposition	kg/ha/yr
Atmospheric Load =	kg/yr

5.50E-06
181.50
0.167
61.79

Flow/ Hydrology

Mean Annual Runoff (MAR)	m/yr
Lake outflow (Q) = (Ad+Ao)*MAR	m ³ *yr-l
Areal water load (qs) =	m*yr-l
Water replenishment rate = Q/V _l	times
lake response time	yr

0.510
18,717,000
5.06
3.97
2.37

Anthropogenic TP Inputs

Septic systems

Septic Load Rate	kg/cap/yr
Septic Removal Efficiency	%

0.66

Occupancy	Usage (cap yrs/yr)
Permanent	2.56
Extended Seasonal	1.27
Seasonal	0.69
Trailer parks:	
Seasonal	0.37
Vacant undeveloped lots:	
Permanent	2.56
Extended Seasonal	1.27
Seasonal	0.69
Total Existing	
Total Buildout	

Units	Load (kg/yr)
54	91
188	158
91	41
2	
175	43
55	
8	13
27	22
13	6
335	333
390	368

Lots

Number of Developed lots	
Export coefficient	mg/m ² /year
Average Lot Size	m ²
Load	kg/lot/yr
Lot Load	kg/yr

Existing	Full Buildout
335	390
9.80	9.80
3798	3798
0.04	0.04
12.5	14.5

Agriculture and Urbanization

Area	ha
Area	ha
Load	kg/ha/yr
Area Load	kg/yr

0.0
0.0
0.3
0.0

Losses

Is the lake anoxic/shallow?	
Settling Velocity (v)	m/yr
in lake retention (Rp) =	prop

N
12.4
0.710

APPENDIX B1 - LCM CALCULATIONS - HORSEHOE LAKE

input data
constant/coefficient
calculation

Loading Summary

Source

Atmospheric Load	kg/yr
Runoff from Terrestrial	kg/yr
Septic	kg/yr
Lot Runoff	kg/yr
Agriculture and Urbanization	kg/yr
Upstream Load	kg/yr
Total Load	kg/yr
Total Area Loading rate (LT)	mg/m2/yr
Total Export from land	kg/ha/yr
Export load to downstream lake	kg/yr

Existing	Full Buildout	Background
62	62	62
181	181	181
333	368	
12.5	14.5	
0	0	0
0	0	0
588	625	242.79
159	169	66
169	180	70

Modelled TP

TP _{outflow} = 0.956 x TP Lake I/F	µg/L
Tplate (ice-free) modelled	µg/L

9.02	9.59	3.7
9.4	10.0	3.9

Muskoka threshold (background plus 50%)	µg/L
Mean Measured Tp (Lake Partner Program)	µg/L
% difference from measured to modelled	%
Increase over Background (existing)	%
Increase over Background (full buildout)	%

		5.8
8.7		
7.8%		
142%		
158%		

APPENDIX B2 - LCM CALCULATIONS - FIRST LAKE

input data
constant/coefficient
calculation

Catchment/ Basin Morphology

Lake Area	ha	28
Catchment Area (excluding lake)	ha	3700
Local Catchment area	ha	160
Wetland	%	3.7
Forest (includes natural cleared area)	%	94.1
Lake Volume	m ³	422000
Maximum Depth	m	4.000
Mean Depth	m	1.5

Former development

Watershed Load - Natural TP Inputs

Background (runoff from terrestrial) Eq 2, Table 1	kg/yr	8.86
Atmospheric Deposition	kg/ha/yr	0.167
Atmospheric Load =	kg/yr	4.68

Flow/ Hydrology

Mean Annual Runoff (MAR)	m/yr	0.510
Lake outflow (Q) = (Ad+Ao)*MAR	m ³ *yr-l	19,012,800
Areal water load (qs) =	m ³ *yr-l	67.90
Water replenishment rate = Q/V _L	times	45.05
lake response time	yr	0.66

Anthropogenic TP Inputs

Septic systems

Septic Load Rate	kg/cap/yr	0.66
Septic Removal Efficiency	%	

Occupancy

	Usage (cap yrs/yr)	Units	Load (kg/yr)
Permanent	2.56	0	0
Extended Seasonal	1.27	17	14
Seasonal	0.69	1	0.5
Vacant undeveloped lots		3	
Extended Seasonal	1.27	3	2.4
Seasonal	0.69	0.17	0.1
Total Existing		18	15
Total Buildout		21	17

Lots

		Existing	Full Buildout
Number of Developed lots		18	21
Export coefficient	mg/m ² /year	9.80	9.80
Average Lot Size	m ²	3,798	3,798
Load	kg/lot/yr	0.64	0.64
Lot Load	kg/yr	0.7	0.8

Agriculture and Urbanization

Area	ha	0.0
Area	ha	0.0
Load	kg/ha/yr	0.3
Area Load	kg/yr	0.0

Losses

Is the lake anoxic/shallow?		N
Settling Velocity	m/yr	12.4
in lake retention (Rp) =	prop	0.154

Loading Summary

APPENDIX B2 - LCM CALCULATIONS - FIRST LAKE

input data
constant/coefficient
calculation

Source

Atmospheric Load	kg/yr
Runoff from Terrestrial	kg/yr
Septic	kg/yr
Lot Runoff	kg/yr
Agriculture and Urbanization	kg/yr
Upstream Load Horseshoe Lake	kg/yr
Total Load	kg/yr
Total Area Loading rate (LT)	mg/m2/yr
Total Export from land	kg/ha/yr
Export load to downstream lake	kg/yr

Existing	Full Buildout	Background
4.7	4.7	4.7
8.9	8.9	8.9
15	17	0
0.7	0.8	0
0.0	0	0
169	180	70
198	210.99	83.23
706	754	297
166	177	70

Modelled TP

$TP_{outflow} = 0.956 \times TP_{Lake\ I/F}$	µg/L
Tplate (ice-free) modelled	µg/L
Muskoka threshold (background plus 50%)	µg/L
Mean Measured Tp (Lake Partner Program)	µg/L
% difference from measured to modelled	%
Increase over Background (existing)	%
Increase over Background (full buildout)	%

Existing		
8.7	9.3	3.7
9.1	9.7	3.8
		5.8
7.9		
13%		
138%		
154%		

APPENDIX B3 - LCM CALCULATIONS - SECOND LAKE

input data
constant/coefficient
calculation

Catchment/ Basin Morphology

Lake Area	ha	25
Catchment Area (excluding lake)	ha	3490
Local Catchment area	ha	670
Wetland	%	7.4
Forest (includes natural cleared area)	%	92.5
Lake Volume	m ³	4720000
Maximum Depth	m	3.500
Mean Depth	m	1.7

Former development

Watershed Load - Natural TP Inputs

Background (runoff from terrestrial) Eq 2. Table 1	kg/yr	49.03
Atmospheric Deposition	kg/ha/yr	0.167
Atmospheric Load =	kg/yr	4.18

Flow/ Hydrology

Mean Annual Runoff (MAR)	m/yr	0.510
Lake outflow (Q) = (Ad+Ao)*MAR	m ³ *yr-l	17,926,500
Areal water load (qs) =	m*yr-l	71.71
Water replenishment rate = Q/V _L	times	3.80
lake response time	yr	0.54

Anthropogenic TP Inputs

Septic systems

Septic Load Rate	kg/cap/yr	0.66
Septic Removal Efficiency	%	

Occupancy	Usage (cap yrs/yr)	Units	Load (kg/yr)
Permanent	2.56	0	0
Extended Seasonal	1.27	3	3
Seasonal	0.69	0	0
Vacant undeveloped lots		3	
Extended Seasonal	1.27	3	3
Total Existing		3	3
Total Buildout		6	5

Lots

		Existing	Full Buildout
Number of Developed lots		3	6
Export coefficient	mg/m ² /year	9.80	9.80
Average Lot Size	m ²	3,798	3,798
Load	kg/lot/yr	0.037	0.037
Lot Load	kg/yr	0.1	0.2

Agriculture and Urbanization

Area	ha	
Area	ha	0.0
Load	kg/ha/yr	0.3
Area Load	kg/yr	0.0

Losses

Is the lake anoxic/shallow?		N
Settling Velocity	m/yr	12.4

APPENDIX B3 - LCM CALCULATIONS - SECOND LAKE

input data
constant/coefficient
calculation

in lake retention (Rp) =	prop.
--------------------------	-------

0.147

Loading Summary

Source

Atmospheric Load	kg/yr
Runoff from Terrestrial	kg/yr
Septic	kg/yr
Lot Runoff	kg/yr
Agriculture and Urbanization	kg/yr
Upstream Load First Lake	kg/yr
Total Load	kg/yr
Total Area Loading rate (LT)	mg/m2/yr
Total Export from land	kg/ha/yr
Export load to downstream lake	kg/yr

Existing	Full Buildout	Background
4.2	4.2	4.2
49.0	49.0	49.0
3	5	0
0.1	0.2	0
0	0	0
166	177	70
222	235	122.93
886	941	492
187	199	103.8

Modelled TP

TP _{outflow} = 0.956 x TP Lake I/F	µg/L
T_{lake} (ice-free) modelled	µg/L
Muskoka threshold (background plus 50%)	µg/L
Mean Measured Tp (Lake Partner Program)	µg/L
% difference from measured to modelled	%
Increase over Background (existing)	%
Increase over Background (full buildout)	%

10.4	11.1	5.8
10.9	11.6	6.1
		9.1
10.1		
7.5%		
80%		
91%		

APPENDIX B4 - LCM CALCULATIONS - THIRD LAKE

input data
constant/coefficient
calculation

Catchment/ Basin Morphology

Lake Area	ha	37
Catchment Area (excluding lake)	ha	5160
Local Catchment area	ha	780
Wetland	%	11.5
Forest (includes natural cleared area)	%	86.3
Lake Volume	m ³	4720000
Maximum Depth	m	9.0
Mean Depth	m	4.5

Watershed Load - Natural TP Inputs

Background (runoff from terrestrial) Eq 2, Table 1	kg/yr	72.10
Atmospheric Deposition	kg/ha/yr	0.167
Atmospheric Load =	kg/yr	6.18

Flow/ Hydrology

Mean Annual Runoff (MAR)	m/yr	0.510
Lake outflow (Q) = (Ad+Ao)*MAR	m ³ *yr ⁻¹	26,504,700
Areal water load (qs) =	m*yr ⁻¹	71.63
Water replenishment rate = Q/V _t	times	5.62
lake response time	yr	1.33

Anthropogenic TP Inputs

Septic systems

Septic Load Rate -	kg/cap/yr	0.66
Septic Load Rate - youth camps	kg/cap/yr	0.125
Septic Removal Efficiency	%	

Occupancy	Usage (cap yrs/yr)	Units	Load (kg/yr)
Permanent	2.56	0	0
Extended Seasonal	1.27	6	5.0
Seasonal	0.69	0	0
Youth Camp (Bob Rumball Camp)		1	
Camp Seasonal (no. of beds)	0.37	300	13.9
Vacant undeveloped lots:		3	
Extended Seasonal	1.27	3	3
Total Existing		7	19
Total Buildout		10	21

Lots

		Existing	Full Buildout
Number of Developed lots		7	10
Export coefficient	mg/m ² /year	9.80	9.80
Average Lot Size	m ²	3798	3798
Load	kg/lot/yr	0.037	0.037
Lot Load	kg/yr	0.3	0.4

Agriculture and Urbanization

Area 1 - farmland	ha	35.0	35.0
Area 2 - farmland	ha	20.0	20.0
Area 3 - dirt bike tracks	ha	12.0	12.0
Load	kg/ha/yr	0.3	0.3
Area Load	kg/yr	20.1	20.1

Losses

Is the lake anoxic/shallow?		N
-----------------------------	--	---

APPENDIX B4 - LCM CALCULATIONS - THIRD LAKE

Settling Velocity	m/hr
in lake retention (Rp) =	prop

12.4
0.148

input data
constant/coefficient
calculation

Loading Summary

Source	
Atmospheric Load	kg/yr
Runoff from Terrestrial	kg/yr
Septic	kg/yr
Lot Runoff	kg/yr
Agriculture and Urbanization	kg/yr
Upstream Load Second Lake	kg/yr
Total Load	kg/yr
Total Area Loading rate (LT)	mg/m2/yr
Total Export from land	kg/ha/yr
Export load to downstream lake	kg/yr

Existing	Full Buildout	Background
6	6	6
72	72	72
19	21	0
0.3	0.4	0
20	20	0
187	199	104
305	319	182.10
823	862	492
257	269	154

Modelled TP

TP _{outflow} = 0.956 x TP Lake I/F	µg/L
Tplate (ice-free) modelled	µg/L

9.7	10.2	5.8
10.2	10.6	6.1

Muskoka threshold (background plus 50%)	µg/L
Mean Measured Tp (Lake Partner Program)	µg/L
% difference from measured to modelled	%
Increase over Background (existing)	%
Increase over Background (full buildout)	%

		9.1
10.3		
-1.5%		
67%		
75%		

APPENDIX B5 - LCM CALCULATIONS - FORGET LAKE

input data
constant/coefficient
calculation

Catchment/ Basin Morphology

Lake Area	ha
Catchment Area (excluding lake)	ha
Local Catchment area	ha
Wetland	%
Forest (includes natural cleared area)	%
Lake Volume	m ³
Maximum Depth	m
Mean Depth	m

Former development

27
160
160
17.0
85.7
4700000
21
13

Watershed Load - Natural TP Inputs

Background (runoff from terrestrial) Eqt 2, Table 1	kg/yr
Atmospheric Deposition	kg/ha/yr
Atmospheric Load =	kg/vr

18.90
0.167
4.51

Flow/ Hydrology

Mean Annual Runoff (MAR)	m/yr
Lake outflow (Q) = (Ad+Ao)*MAR	m ³ *yr-l
Areal water load (qs) =	m*yr-l
Water replenishment rate = Q/V _L	times
lake response time	yr

0.511
955.570
3.54
--
--

Anthropogenic TP Inputs

Septic systems

Septic Load Rate	kg/cap/yr
Septic Removal Efficiency	%

0.66

Occupancy

Usage (cap yrs/yr)

Permanent	2.56
Extended Seasonal	1.27
Seasonal	0.69
Vacant undeveloped lots:	
Permanent	2.56
Extended Seasonal	1.27
Seasonal	0.69
Total Existing	
Total Buildout	

Units	Load (kg/yr)
0	0
1	0.8
0	0.0
2	
2	1.0
1	0.84
3	1.0

Lots

Number of Developed lots	lots
Export coefficient	mg/m ² /year
Average Lot Size	m ²
Load	kg/lot/yr
Lot Load	kg/yr

Existing	Full Buildout
1	3
9.80	9.80
3798	3798
0.037	0.037
0.4	0.5

Agriculture and Urbanization

Area	ha
Area	ha
Load	kg/ha/yr
Area Load	kg/vr

0.0
0.0
0.3
0.0

Losses

Is the lake anoxic/shallow?	
Settling Velocity	m/yr
in lake retention (Rp) =	prop

N
12.4
0.778

Loading Summary

APPENDIX B5 - LCM CALCULATIONS - FORGET LAKE

Source

Atmospheric Load	kg/yr
Runoff from Terrestrial	kg/yr
Septic	kg/yr
Lot Runoff	kg/yr
Agriculture and Urbanization	kg/yr
Upstream Load (top of west watershed)	kg/yr
Total Load	kg/yr
Total Area Loading rate (LT)	mg/m2/yr
Export load to downstream lake	kg/yr

Modelled TP

TP _{outflow} = 0.956 x TP Lake I/F	µg/L
T_{lake} (ice-free) modelled	µg/L
Muskoka threshold (background plus 50%)	µg/L
Mean Measured TP (Lake Partner Program)	µg/L
% difference from measured	%
Increase over Background (existing)	%
Increase over Background (full buildout)	%

input data
constant/coefficient
calculation

Existing	Full Buildout	Background
4.5	4.5	4.5
18.9	18.9	18.9
0.8	1.0	0
0.4	0.5	0
0.0	0	0
0	0	0
25	25	23.41
91	92	87
5.4	5.5	5.1

5.7	5.7	5.4
5.9	6.0	5.6
		8.5

6.1
-3%
5%
6%

APPENDIX B6 - LCM CALCULATIONS - BLACKSTONE LAKE

input data
constant/coefficient
calculation

Catchment/ Basin Morphology

Lake Area	ha	516
Catchment Area (excluding lake)	ha	9700
Local Catchment area	ha	4503
Wetland	%	10.4
Forest (includes natural cleared area)	%	85.8
Lake Volume	m3	4720000
Maximum Depth	m	58
Mean Depth	m	20

Former development

Watershed Load - Natural TP Inputs

Current Overland Coefficient (Table 1)	kg/yr/m2	5.50E-06
Existing	kg/yr	247.67
Background (runoff from terrestrial) =	kg/yr	247.67
Atmospheric Deposition	kg/ha/yr	0.167
Atmospheric Load =	kg/yr	86.17

Flow/ Hydrology

Mean Annual Runoff (MAR)	m/yr	0.511
Lake outflow (Q) = (Ad+Ao)*MAR	m3*yr-l	52,203,760
Areal water load (qs) =	m*yr-l	10.12
Water replenishment rate = Q/V _L	times	11.06
lake response time	yr	6.80

Anthropogenic TP Inputs

Septic systems

Septic Load Rate	kg/cap/yr	0.66
Septic Removal Efficiency	%	

Occupancy

Usage (cap yrs/yr)

Permanent	2.56
Extended Seasonal	1.27
Seasonal	0.69
Resort/ trailer park:	
Anglers Inn (no. of trailers)	0.37
No. of Vacant undeveloped lots:	
Permanent	2.56
Extended Seasonal	1.27
Seasonal	0.69

Units

Load (kg/yr)

7	12
0	0
116	53
1	
33	8
42	
2.4	4
0	0
39	18

Total Existing

Total Buildout

124	72.71
166	76.72

Lots

Number of Developed lots	
Export coefficient	mg/m2/year
Average Lot Size (1.6 acres)	m2
Load	kg/lot/yr
Lot Load	kg/yr

Total Existing	Total Buildout
124	166
9.80	9.80
3798	3798
0.037	0.037
4.6	6.2

Agriculture and Urbanization

Area	ha	109.9
Area	ha	0.0
Load	kg/ha/yr	0.3
Area Load	kg/yr	33.0

APPENDIX B6 - LCM CALCULATIONS - BLACKSTONE LAKE

input data
constant/coefficient
calculation

Losses

Is the lake anoxic/shallow?	
Settling Velocity	m/yr
in lake retention (Rp) =	prop.

N
12.4
0.551

Loading Summary

Source	
Atmospheric Load	kg/yr
Runoff from Terrestrial	kg/yr
Septic	kg/yr
Lot Runoff	kg/yr
Agriculture and Urbanization	kg/yr
Upstream Load from Third Lake	kg/yr
Total Load	kg/yr
Total Area Loading rate (LT)	mg/m2/yr
Total Export from land	kg/ha/yr
Export load to downstream lake	kg/yr

Existing	Total Buildout	Background
86	86	86
248	248	248
72.7	76.7	0
4.6	6.2	0
	33.0	0
263	275	159
674	724	493
131	140	95
300	322	219

Modelled TP

TP _{outflow} = 0.956 x TP Lake I/F	µg/L
T_{lake} (ice-free) modelled	µg/L
Muskoka threshold (background plus 50%)	µg/L
Mean Measured Tp (Lake Partner Program)	µg/L
% difference from measured to modelled	%
Increase over Background (existing)	%
Increase over Background (full buildout)	%

5.7	6.2	4.2
6.0	6.5	4.4
		6.6
5.0		
16%		
37%		
47%		

APPENDIX B7-LCM CALCULATIONS - CRANE LAKE

input data
constant coefficient
calculation

Catchment/ Basin Morphology

	Former development
Lake Area	ha 513
Catchment Area (excluding lake)	ha 13700
Local Catchment area	ha 3487
Wetland	% 1.6
Forest (includes natural cleared area)	% 99.0
Lake Volume	m3 4720000
Maximum Depth	m 34
Mean Depth	m 9.2

Proposed Dev. SCN 4

Permanent use
513
13700
3487
3.58
99.000
4720000
34
9.2

Proposed Dev. SCN 2

Hybrid mixed use
513
13700
3487
1.58
99.000
4720000
34
9.2

Watershed Load - Natural TP Inputs

Background (tunol) from terrestrial) Eq 2, Table 1	kg/yr 191.95
Atmospheric Deposition	kg/ha/yr 0.167
Atmospheric Load =	kg/yr 85.67

Flow/ Hydrology

Mean Annual Runoff (MAR)	m/yr 0.511
Lake outflow (Q) = (A _{LI} + A _{LI}) * MAR	m ³ *yr-1 72.628.430
Areal water load (q _s) =	m ³ *yr-1 14.2
Water replenishment rate = Q/V _L	times 15.4
lake response time	yr 4.8

Anthropogenic TP Inputs

Septic systems

Septic Load Rate	kg/cap/yr 0.66
Resort Guests	kg/cap/yr 0.308
Septic Removal Efficiency	%

Occupancy	Usage (cap yr/yr)	Units	Load (kg/yr)
Permanent	2.56	0	0
Extended Seasonal	1.27	160	134
Seasonal	0.69	64	29
Vacant undeveloped lots		27	
Permanent	2.56	0	0
Extended Seasonal	1.27	19	16
Seasonal	0.69	8	3.5
Crane Lake Seasonal Resort:		1	
15 extended seasonal cottages	1.27	15	13
resort		0	0
Crane Lake Condominium Development		0	0
permanent	2.56		
Hybrid usage factor =	1.99		
Total Existing		225	191
Total Buildout		752	211

Lots

Number of Residential Developed lots	255	252
Export coefficient	9.8	9.8
Average Lot Size	m2 3798	3798
load	kg/lot/yr 0.04	0.04
Lot Load	kg/yr 8.4	9.4

Existing	255	252
9.8	9.8	9.8
3798	3798	3798
0.04	0.04	0.04
8.4	8.4	9.4

Existing	255	252
9.8	9.8	9.8
3798	3798	3798
0.04	0.04	0.04
8.4	8.4	9.4

191.95
0.167
85.67

0.511
72.628.430
14.2
15.4
4.8

0.66
0.308

Units	Load (kg/yr)
0	0
160	134
64	29
27	0
0	0
19	16
8	3.5
1	
18	22.5
225	185
252	205

APPENDIX B7- LCM CALCULATIONS - CRANE LAKE

input data
constant/coefficient
calculation

Agriculture and Urbanization

Area	ha	0.0
Load	kg/ha/yr	0.3
Area Load	kg/yr	0.0

0.0
0.3
0.0

0.0
0.3
0.0

Losses

Is the lake anoxic/shallow?		N
Settling Velocity	m/yr	12.4
in lake retention (Rp) =	prop	0.467

N
12.4
0.467

N
12.4
0.467

Loading Summary

Source:		Existing	Full Buildout	Background
Atmospheric Load	kg/yr	86	86	86
Runoff from Terrestrial	kg/yr	192	192	192
Septic	kg/yr	191	211	
Lot Runoff	kg/yr	8.4	9.4	
Agriculture and Urbanization	kg/yr	0.0	0.0	
Upstream Load (Blackstone Creek)	kg/yr	300	322	219
Total Load	kg/yr	777	820	497
Total Area Loading rate (LT)	mg/m2/yr	151	160	97
Export load to downstream lake	kg/yr	410	433	262

Proposed	Full Buildout	Background
86	86	86
192	192	192
193	212	
8.4	9.4	
0.0	0.00	
300	322	219
779	822	497
152	160	97
411	434.0	262.5

Proposed	Full Buildout	Background
86	86	86
192	192	192
185	205	
8.4	9.4	
0.0	0.00	
300	322	219
771	814	497
150	159	97
407	430	262

Modelled TP

		Former development
TP _{model} = 0.956 x TP _{Lake, TP}	µg/L	5.6
TP _{Lake (ice-free)} modelled	µg/L	5.91
Muskoka threshold (background plus 50%)	µg/L	3.78
Mean Measured TP (Lake Partner Program)	µg/L	4.8
% difference from measured to modelled	%	18.8%
Increase over Background (existing)	%	56.32%
Increase over Background (full buildout)	%	65.00%

Proposed Dev. SCN 1

5.66	5.98	3.61
5.92	6.25	3.78
		5.67
56.70%		
65.37%		

Proposed Dev. SCN 2

5.61	5.92	3.61
5.86	6.19	3.78
		5.67
55.13%		
63.80%		

APPENDIX C

TP Water Quality Data

APPENDIX C - SUMMARY OF TOTAL PHOSPHORUS DATA
Crane Lake Assimilative Capacity Study

Lake Name	Township	STN	Site ID	Site Description	Date	TP1 (µg/L)	TP2 (µg/L)	Average (µg/L)	Mean Average (µg/L)
BLACKSTONE LAKE	ARCHIPELAGO	461	2	Driscoll 1	28-Apr-06	5.0	4.6	4.84	
		461	3	Driscoll 2	28-Apr-06	4.4	4.7	4.54	
		461	4	Driscoll 3	28-Apr-06	4.2	4.9	4.52	
		461	5	Driscoll 4	28-Apr-06	3.3	6.5	4.91	
		461	6	BL02	18-May-16	5.2	5.4	5.30	
		461	7	BL03	18-May-16	5.2	5.4	5.30	
		461	8	BL04	18-May-16	5.2	4.8	5.00	
		461	9	BL01	18-May-16	5.8	5.8	5.80	5.03
CRANE LAKE	CONGER	1014	1	Mid-bay, deep spot	20-May-07	3.2	4.0	3.62	
		1014	1	Mid-bay, deep spot	20-May-08	3.4	3.5	3.44	
		1014	1	Mid-bay, deep spot	24-May-10	3.6	3.8	3.70	
		1014	1	Mid-bay, deep spot	16-May-11	6.0	5.6	5.80	
		1014	1	Mid-bay, deep spot	10-May-12	5.2	4.8	5.00	
		1014	1	Mid-bay, deep spot	8-May-13	5.6	5.8	5.70	
		1014	1	Mid-bay, deep spot	7-May-14	5.4	5.0	5.20	
		1014	1	Mid-bay, deep spot	7-May-15	5.2	5.2	5.20	
		1014	1	Mid-bay, deep spot	10-May-16	4.6	4.4	4.50	
		1014	1	Mid-bay, deep spot	21-May-17	5.2	5.6	5.40	
		1014	1	Mid-bay, deep spot	19-Jul-18	5.0	5.4		
		1014	1	Mid-bay, deep spot	6-Jun-19	5.8	5.6	5.70	
		1014	2	N end, Off Marsh Is	2-Jun-02	6.9	6.0	6.45	
		1014	2	N end, Off Marsh Is	19-May-03	4.5	5.9	5.20	
		1014	2	N end, Off Marsh Is	24-May-04	4.0	4.5	4.23	
		1014	2	N end, Off Marsh Is	22-May-05	3.1	3.6	3.33	
		1014	2	N end, Off Marsh Is	20-May-07	3.3	3.4	3.35	
		1014	2	N end, Off Marsh Is	20-May-08	4.0	4.3	4.13	
		1014	2	N end, Off Marsh Is	24-May-10	4.2	4.0	4.10	
		1014	2	N end, Off Marsh Is	16-May-11	4.8	4.8	4.80	
		1014	2	N end, Off Marsh Is	10-May-12	4.4	5.2	4.80	
		1014	2	N end, Off Marsh Is	8-May-13	5.0	5.4	5.20	
		1014	2	N end, Off Marsh Is	7-May-14	5.0	5.0	5.00	
		1014	2	N end, Off Marsh Is	7-May-15	5.8	6.2	6.00	
		1014	2	N end, Off Marsh Is	10-May-16	5.4	4.0	4.70	
		1014	2	N end, Off Marsh Is	21-May-17	4.8	4.6	4.70	
		1014	2	N end, Off Marsh Is	19-Jul-18	4.6	4.6		
		1014	2	N end, Off Marsh Is	16-Jun-19	5.4	7.4	6.40	4.83
FIRST LAKE	SEGUIN	1470	1	Mid lake, deep spot	16-May-12	7.4	6.8	7.10	
		1470	1	Mid lake, deep spot	7-Jun-13	5.2	5.0	5.10	
		1470	1	Mid lake, deep spot	14-May-14	6.4	6.2	6.30	
		1470	1	Mid lake, deep spot	14-May-15	8.8	9.0	8.90	
		1470	1	Mid lake, deep spot	2-Jun-17	7.8	8.0	7.90	
		1470	1	Mid lake, deep spot	14-Jun-18	12.2	12.0	12.10	7.9
FORGET LAKE	SEGUIN	1531	1	Mid lake, deep spot	13-May-10	5.2	4.6	4.90	
		1531	1	Mid lake, deep spot	31-May-13	5.2	5.2	5.20	
		1531	1	Mid lake, deep spot	13-May-15	5.6	5.6	5.60	
		1531	1	Mid lake, deep spot	19-Aug-15	3.6			
		1531	1	Mid lake, deep spot	19-Aug-15	5.0			
		1531	1	Mid lake, deep spot	17-May-17	6.4	7.2	6.80	
		1531	1	Mid lake, deep spot	22-May-19	8.0	7.8	7.90	6.1
HORSESHOE LAKE	SEGUIN	2026	1	Sta 1, Christie Bay	4-May-02	13.0	7.3	10.17	
		2026	1	Sta 1, Christie Bay	11-May-03	7.4	11.7	9.55	
		2026	1	Sta 1, Christie Bay	24-May-04	10.8	10.1	10.45	
		2026	1	Sta 1, Christie Bay	21-May-05	5.4	6.5	5.95	
		2026	1	Sta 1, Christie Bay	30-Apr-06	8.9	10.4	9.62	
		2026	1	Sta 1, Christie Bay	6-May-07	7.2	5.8	6.49	
		2026	1	Sta 1, Christie Bay	8-Jun-08	8.6	8.7	8.65	

APPENDIX C - SUMMARY OF TOTAL PHOSPHORUS DATA
Crane Lake Assimilative Capacity Study

Lake Name	Township	STN	Site ID	Site Description	Date	TP1 (µg/L)	TP2 (µg/L)	Average (µg/L)	Mean Average (µg/L)
		2026	1	Stn 1, Christie Bay	31-May-09	4.6	4.6	4.63	
		2026	1	Stn 1, Christie Bay	24-May-10	8.8	11.0	9.90	
		2026	1	Stn 1, Christie Bay	15-May-11	8.0	8.6	8.30	
		2026	1	Stn 1, Christie Bay	6-May-12	7.4	8.6	8.00	
		2026	1	Stn 1, Christie Bay	19-May-13	9.0	9.2	9.10	
		2026	1	Stn 1, Christie Bay	18-May-14	10.0	9.6	9.80	
		2026	1	Stn 1, Christie Bay	31-May-15	7.2	7.0	7.10	
		2026	1	Stn 1, Christie Bay	27-May-16	8.8	6.4	7.60	
		2026	1	Stn 1, Christie Bay	22-May-17	10.6	6.8	8.70	
		2026	1	Stn 1, Christie Bay	21-May-18	7.4	7.0	7.20	
		2026	1	Stn 1, Christie Bay	21-May-19	6.8	5.8	6.30	
		2026	2	Stn 2, Gibraltar Bay	15-May-02	7.4	7.2	7.30	
		2026	2	Stn 2, Gibraltar Bay, near hwy	19-May-03	18.4	10.8	14.60	
		2026	2	Stn 2, Gibraltar Bay, near hwy	24-May-04	6.4	6.0	6.21	
		2026	3	N of Elysee Is.	21-May-05	8.5	8.4	8.43	
		2026	3	N of Elysee Is.	6-May-06	7.0	6.1	6.55	
		2026	3	N of Elysee Is.	29-May-07	7.9	12.2	10.02	
		2026	3	N of Elysee Is.	8-Jun-08	7.1	7.2	7.11	
		2026	3	N of Elysee Is.	31-May-09	5.4	6.4	5.90	
		2026	3	N of Elysee Is.	24-May-10	7.6	5.4	6.50	
		2026	3	N of Elysee Is.	15-May-11	6.0	7.2	6.60	
		2026	3	N of Elysee Is.	6-May-12	7.4	7.4	7.40	
		2026	3	N of Elysee Is.	19-May-13	7.2	11.8	9.50	
		2026	3	N of Elysee Is.	18-May-14	6.4	6.2	6.30	
		2026	3	N of Elysee Is.	31-May-15	5.0	5.0	5.00	
		2026	3	N of Elysee Is.	27-May-16	8.2	9.4	8.80	
		2026	3	N of Elysee Is.	22-May-17	6.6	6.0	6.30	
		2026	3	N of Elysee Is.	21-May-18	6.2		6.20	
		2026	3	N of Elysee Is.	21-May-19	6.6	8.6	7.60	
		2026	4	Driscoll-1	28-Apr-06	5.3	4.9	5.09	
		2026	5	Driscoll-2	28-Apr-06	4.6	5.2	4.93	
		2026	6	Driscoll-3	28-Apr-06	8.5	5.1	6.83	
		2026	7	Driscoll-4	28-Apr-06	6.2	6.0	6.09	
		2026	8	Horseshoe I - deep spot	17-May-10	9.6	7.6	8.60	
		2026	8	Horseshoe I - deep spot	17-May-12	5.0	5.2	5.10	
		2026	8	Horseshoe I - deep	27-May-13	6.4	7.0	6.70	
		2026	8	Horseshoe I - deep	27-May-13	7.8	8.0	7.90	
		2026	8	Horseshoe I - deep	27-May-13	6.2	4.8	5.50	
		2026	8	Horseshoe I - deep	27-May-14	8.6	7.8	8.20	
		2026	8	Horseshoe I - deep	14-May-15	7.8	7.6	7.70	
		2026	8	Horseshoe I - deep	1-Jun-16	6.6	6.2	6.40	
		2026	8	Horseshoe I - deep	31-May-17	6.4	6.4	6.40	
		2026	8	Horseshoe I - deep	17-Aug-17	7.6	8.2		
		2026	8	Horseshoe I - deep	21-May-19	6.8	6.4	6.60	
		2026	8	Horseshoe I - deep	23-Aug-19	6.6			
		2026	8	Horseshoe I - deep	23-Aug-19	92.0		92.00	
		2026	9	HorseshoeII - deep	27-May-14	5.8	5.8	5.80	
		2026	9	HorseshoeII - deep	14-May-15	6.4	6.0	6.20	
		2026	9	HorseshoeII - deep	19-Aug-15	3.6			
		2026	9	HorseshoeII - deep	19-Aug-15	5.8			
		2026	9	HorseshoeII - deep	1-Jun-16	5.6	4.8	5.20	
		2026	9	HorseshoeII - deep	7-Jun-19	7.2	5.6	6.40	
		2026	9	HorseshoeII - deep	23-Aug-19	6.6			
		2026	9	HorseshoeII - deep	23-Aug-19	16.6			
		2026	10	HorseshoeIII - deep	27-May-14	5.8	6.2	6.00	
		2026	10	HorseshoeIII - deep	14-May-15	6.4	6.4	6.40	
		2026	10	HorseshoeIII - deep	19-Aug-15	3.2			
		2026	10	HorseshoeIII - deep	19-Aug-15	4.0			

APPENDIX C - SUMMARY OF TOTAL PHOSPHORUS DATA
Crane Lake Assimilative Capacity Study

Lake Name	Township	STN	Site ID	Site Description	Date	TP1 (µg/L)	TP2 (µg/L)	Average (µg/L)	Mean Average (µg/L)
		2026	10	HorseshoeIII- deep	1-Jun-16	5.6	5.8	5.70	
		2026	10	HorseshoeIII- deep	7-Jun-19	6.4	8.0	7.20	
		2026	10	HorseshoeIII- deep	23-Aug-19	6.0		6.00	
		2026	10	HorseshoeIII- deep	23-Aug-19	78.0			8.7
SECOND LAKE	SEGUIN	4856	1	Mid lake, deep spot	16-May-12	11.0	11.4	11.20	
		4856	1	Mid lake, deep spot	10-Jun-13	3.8	4.6	4.20	
		4856	1	Mid lake, deep spot	14-May-14	8.8	9.0	8.90	
		4856	1	Mid lake, deep spot	13-May-16	13.6	13.2	13.40	
		4856	1	Mid lake, deep spot	18-May-18	12.6	12.8	12.70	10.1
THIRD LAKE	SEGUIN	5340	1	Mid lake, deep spot	16-May-12	10.8	10.4	10.60	
		5340	1	Mid lake, deep spot	10-Jun-13	7.8	7.2		
		5340	1	Mid lake, deep spot	14-May-14	10.8	14.2	12.50	
		5340	1	Mid lake, deep spot	13-May-16	10.8	10.6	10.70	
		5340	1	Mid lake, deep spot	18-May-18	9.6	10.8	10.20	11.0
WINDFALL LAKE	SEGUIN	5920	1	Mid lake, deep spot	27-May-13	5.8	7.8	6.80	
		5920	1	Mid lake, deep spot	20-May-15	7.2	7.0	7.10	
		5920	1	Mid lake, deep spot	25-May-17	10.0	8.0	9.00	
		5920	1	Mid lake, deep spot	31-May-19	8.4	9.2	8.80	7.9

Reference: Lake Partner Program

APPENDIX D

Shoreline Land Use Occupancy Data

APPENDIX D- LAND USE OCCUPANCY
Crane Lake Assimilative Capacity Study

Crane Lake Development:	Units	Value	Assumptions	Reference
Total Lots	lots	267		CLA, 2015
Total Water Access	lots	79	developed	CLA, 2015
Total Road access	lots	188	developed	CLA, 2015
Total undeveloped lots		42	~15 water access not developable	CLA, 2015
Not developable		15		CLA, 2015
Total Developed Lots		225 (267-42)		
Total Undeveloped lots:	lots	42	estimate based on Crane Lake Plan	
Water access	lots	15	~15 not developable	
Road access	lots	27	developable	
Total developable/ vacant lots=	lots	27	road access	
Total Developed Lots:	lots	225	~42 lots not developed	
Water access	lots	64	~15 lots undevelopable	
Road access	lots	161	~27 not developed	
Assumptions for Road Access Lots	lots	161	developed	
Seasonal		64	water access	
Permanent	lots	0		
Extended seasonal	lots	161	road access including Crane Lake	
Blackstone Lake Development:	Units	Value	Assumptions	Reference
Total Lots	lots	166		Blackstone Lake Plan
Total Undeveloped lots:	lots	42		Blackstone Lake Plan
Water access lots	lots			
Road access	lots			
No access	lots			
total undevelopable lots	lots	0	assumption	
Total Developable Vacant lots:	lots	42		
Total Developed Lots:	lots	124		
Water access	lots			
Road access	lots			
Assumptions for Road Access Lots	lots	124		Blackstone Lake Plan
Seasonal		116		Blackstone Lake Plan
Permanent	lots	7		Blackstone Lake Plan
resort	lots	1	Angler's Inn	Blackstone Lake Plan
Third Lake	Units	Value	Assumptions	Reference
Total Lots	lots	10	mapping	WpsgnGIS Archipelago
Total Water Access	lots	0		
Total Road access	lots	10		
No access		0		
Total Undeveloped lots:	lots	3		
Water access lots	lots	0		
Road access	lots	3		
No access	lots	0		
total undevelopable lots	lots	0	EP	
Total Developable Vacant lots:	lots	3		
Water access lots -	lots	0	seasonal	
Road access lots	lots	3	extended seasonal	
Developed Lots:	lots	7		
Water access	lots	0		

APPENDIX D- LAND USE OCCUPANCY
Crane Lake Assimilative Capacity Study

Road access	lots	7		
Assumptions for Road Access Lots	lots	7		
Seasonal		0		
Permanent	lots	0		
Extended seasonal	lots	6	road access	
Bob Rumball Camp of the Deaf		1	road access - 300 beds	Ref: Jennine Loewen
Second Lake	Units	Value	Assumptions	Reference
Total Lots	lots	7	mapping	WpsenGIS Seguin
Total Water Access	lots	0		
Total Road access	lots	7		
No access		0		
Total Undeveloped lots:	lots	4		
Water access lots	lots	0		
Road access	lots	4		
No access	lots	0		
total undevelopable lots	lots	1		
Total Developable Vacant lots:	lots	3	vacant	
Water access lots -	lots	0	seasonal	
Road access lots	lots	3	extended seasonal	
Developed Lots:	lots	3		
Water access	lots	0		
Road access	lots	3		
Assumptions for Road Access Lots	lots	3		
Seasonal		0	water access	
Permanent	lots	0		
Extended seasonal	lots	3	road access	
First Lake	Units	Value	Assumptions	Reference
Total Lots	lots	22	mapping	WpsenGIS Seguin
Total Water Access	lots	2		
Total Road access	lots	19		
No access		1		
Total Undeveloped lots:	lots	4		
Water access lots	lots	1		
Road access	lots	2		
No access	lots	1		
total undevelopable lots	lots	1		
Total Developable Vacant lots:	lots	3		
Water access lots -	lots	1	seasonal	
Road access lots	lots	2	extended seasonal	
Developed Lots:	lots	18		
Water access	lots	1		
Road access	lots	17		
Assumptions for Road Access Lots	lots	18		
Seasonal		1	water access	
Permanent	lots	8	8 year round homes	
Extended seasonal	lots	9	road access	

APPENDIX D- LAND USE OCCUPANCY
Crane Lake Assimilative Capacity Study

Horseshoe Lake	Units	Value	Assumptions	Reference
Total Lots	lots	406	mapping	WpsgnGIS Seguin
Total Water Access	lots	114		
Total Road access	lots	288		
No access		4		
Total Undeveloped lots:	lots	71		
Water access lots	lots	22		
Road access	lots	46		
No access	lots	3		
total undevelopable lots	lots	16	2 water, 11 road and 3 NA	
Total Developable Vacant lots:	lots	55		
Water access lots -	lots	20	seasonal	
Road access lots	lots	35	extended seasonal	
Developed Lots:	lots	335		
Water access	lots	93		
Road access	lots	242		
Assumptions for Road Access Lots	lots	335		
Seasonal		93	water access	
Permanent	lots	54	54 year round homes	
Extended seasonal	lots	188	road access	

APPENDIX E

Crane Lake Calculations
(Sewage Volumes and TP Loadings)

APPENDIX E - SUMMARY OF DESIGN SEWAGE VOLUMES
Crane Lake Assimilative Capacity Study

Original Sewage Design Basis							Proposed Sewage Design				
Facility	Staf	Unit No.	Unit No.	OBC Sewage Volumes (L/day)		Total Sewage Volume (L/day)	Facility	Unit No.	No. of Units	OBC Sewage Volumes (L/day)	Total Sewage Volume (L/day)
A. Main Building											
Restaurant	10		41	75	751 /pp	3075	A. 3-three bedroom units	16, 1718	3	1600	4800
lounge	2		22	125	1251 /pp	2750		--		--	--
Patio	2		63	125	1251./pp	7875		--		--	--
Meeting Room			45	36	451./pp	1620		--		--	--
Store	2		45	5	51L/ sq/ ft.	225		--		--	--
B. Laundry			3	2000		6000	B. Laundry		3	2000	6000
C. Two bedroom Apartment	2		1	1100		1100	C. Two bedroom Apartment	15	1	1600	1600
D. Cabins:							D. Condo Units:				
Three bedroom	3	1	1	1600	1/ bedroom	1600	Three bedroom	1	1	1600	1600
Five bedroom	5	2	1	2500	1/ bedroom	2500	Five bedroom	2	1	2500	2500
Three bedroom	3	3	1	1600	1/ bedroom	1600	Three bedroom	3	1	1600	1600
Five bedroom	5	4	1	2500	1/ bedroom	2500	Five bedroom	4	1	2500	2500
Three bedroom	3	5	1	1600	1/ bedroom	1600	Three bedroom	5	1	1600	1600
Three bedroom	3	6	1	1600	1/ bedroom	1600	Three bedroom	6	1	1600	1600
Three bedroom	3	7	1	1600	1/ bedroom	1600	Three bedroom	7	1	1600	1600
Three bedroom	3	8	1	1600	1/ bedroom	1600	Three bedroom	8	1	1600	1600
Three bedroom	3	9	1	1600	1/ bedroom	1600	Three bedroom	9	1	1600	1600
Three bedroom	3	10	1	1600	1/ bedroom	1600	Three bedroom	10	1	1600	1600
Three bedroom	3	11	1	1600	1/ bedroom	1600	Three bedroom	11	1	1600	1600
Three bedroom	3	12	1	1600	1/ bedroom	1600	Three bedroom	12	1	1600	1600
Three bedroom	3	13	1	1600	1/ bedroom	1600	Three bedroom	13	1	1600	1600
Three bedroom	3	14	1	1600	1/ bedroom	1600	Three bedroom	14	1	1600	1600
					Total	46845				Total	36600

ECA Permit approved for 48500Lpd
 No. of dining seats 126

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APPENDIX E2 - PRE AND POST DEVELOPMENT TOTAL PHOSPHORUS LOADINGS

Crane Lake Assimilative Capacity Study

Pre-development TP Load (Former Crane Lake Resort)

Scenario's	Unit rates	Units	Assumptions
A) Cottage TP Loading:			
No. of seasonal units	15	units	seasonal cottages
Phosphorus Loading from septic systems	0.66	kg/ cap/year	200L / person/ day and 9mg/L TP
Usage Rate	1.27	capita yrs/ yr	extended seasonal, MECP, 2010
A) Total TP loading from 15 cottages	12.5	kg/a	seasonal units with reliable year round access
B) Resort TP Loading:			
1) Scenario 1 - equivalent per person loading rate:			
No. of cottages	15	units	
Average occupancy	3.07	people/cottage	MECP, 2010
Total no. of people (cottages)	46.1	per 15 cottages	15 seasonal cottages
TP cottage loading	12.5	kg/a	total loading from 15 cottages
Total no. of people (resort dining)	63.0	people	based on 126 seats at 50% capacity
Scenario 1 - Total TP loading from resort	17.1	kg/a	based on equivalent per person loading rate
2) Scenario 2 - equivalent unit rate:			
No. of cottages	15	units	
Total no. of people (cottages)	46.1	per 15 cottages	
Total no. of people (resort dining)	63.0	people	126 seats at 50% capacity
equivalent units (resort)	20.5	units	equivalent unit rate
Phosphorus Loading from septic systems	0.66	kg/ cap/year	200L/ person/ day and 9mg/L TP
Usage Rate	1.18	capita yrs/ yr	resort, MECP 2010
Scenario 2 - Total TP loading from resort	15.9	kg/a	based on equivalent unit rate
Total Pre-development TP loading	28.4	kg/a	Crane Lake cottages + resort

Post-development TP Load (Condominium Units)

Scenario's	Unit rates	Units	Comments
C) Condominium Units			
1) Scenario 1 - Permanent Usage Rate:			
No. of Permanent homes	18	year round condo units	
Phosphorus Loading from septic systems	0.66	kg/ cap/year	200L / person/ day and 9mg/L TP
Usage Rate Lakeshore permanent	2.56	capita yrs/ yr	Lakeshore Capacity Assessment Handbook permanent usage
Scenario 1 - Total Post-development TP loading	30.3	kg/a	Permanent year round usage rate
2) Scenario 2 - Mix Use, Hybrid Usage Rate			
No. of Permanent homes	18	year round condo units	
Phosphorus Loading from septic systems	0.66	kg/ cap/year	200L/ person/ day and 9mg/L TP
Usage Rate Hybrid Factor	1.90	capita yrs/ yr	Average between extended seasonal and permanent
Scenario 2 - Total Post -development TP loading	22.5	kg/a	Hybrid factor rate

Permanent year round usage rate	7%	increase in TP loading
Hybrid factor rate	21%	decrease in TP loading

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SECTION 9

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On 1/21/2021 12:05 PM, john jackson wrote:

Gentlemen.

Things are progressing but typically slowly during these wild times.

The separation of the Crane Lake Marina property from the resort was at least accomplished and it was truly believed that the existing operator, Mike Steele, would be the likely candidate to acquire the marina.

Mike Steele has decided not to purchase the marina and it was put on the market. There is an offer to purchase the marina, but the new owner wishes to have the ability to place a dwelling on the marina property. It may be recalled that there was a concern that there may be an attempt to create a new cottage lot on Crane Lake so that the rezoning of the lands was worded to restrict a dwelling (See By-Law No. 2082-17)

This restriction was not a particular issue when Mike Steele was to acquire the marina since his residence was nearby on Crane Lake Road.

Given the current interest in the marina, and the likely on going desire by a new owner to either reside or have a manger reside on the property, we would like to amend the restriction to allow for an accessory residence. In fact there is a current offer to purchase the marina subject to obtaining approval to allow an accessory dwelling on the property.

Many marinas that are in operation today have accessory residences associated with the business. These are in place for convenience, need, and security. In order to return a dwelling to the uses permitted on this property.

I have included a rezoning application with the required fee and would hope to be able to proceed to a public meeting.

I believe that as long as the proposed dwelling use is allowed as an ancillary or accessory use to the marina there would be no fear that the marina use could disappear.

We are hoping that the Township is able to consider the applications complete and proceed to a public meeting as soon as possible. It would be helpful to have this procedure dealt with before the commencement of the new marina season. The new owner wishes to be able to commence the operation of the marina this spring.

If you have any questions, please let me know and I will try to provide the information needed.

There is no specifics in terms of where a dwelling may be located on the marina property, but the attached imagery clearly shows lands on this property where one could locate a dwelling.

Regardless, the marina lands are subject to site plan control and these details would follow.

Many Thanks

John Jackson

John Jackson Planner Inc.

70 Isabella Street, Unit#110
Parry Sound, ON
P2A 1M6

Phone: 705-746-5667
FAX: 705-746-1439

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705-746-4243 • FAX: 705-746-7301
www.thearchipelago.on.ca

Reply Attention of: Cale Henderson
Telephone Extension: 305
Internet Address: chenderson@thearchipelago.on.ca

January 28, 2021

John Jackson Planner Inc.
70 Isabella Street, Unit 110
Parry Sound, ON P2A 1M6

Dear Mr. Jackson:

Re: N.D. McLennan – Crane Lake Marina

In accordance with Section 14.66 of the Official Plan, please be advised that prior to submitting an application for a Zoning By-law Amendment, you are required to pre-consult with Township staff. Please ensure that in the future, pre-consultation with the municipality is completed prior to submitting an application.

After completing a preliminary review of the submitted application, it was found that additional information is required. In accordance with Section 14.67 of the Official Plan, please provide the Township with the following additional information:

- a copy of the property deed;
- a strategy for consulting with the public;
- a complete site plan which illustrates the actual layout of the property, that depicts the location of all existing development, and the proposed dwelling, including accompanying services; and,
- a planning justification report outlining conformity with relevant provincial and municipal policies.

A site plan, depicting the location(s) of the future dwelling and services, is required to better understand how the property could accommodate additional, accessory uses, while ensuring it could still operate and function as a marina. Your email references 'attached imagery', which clearly depicts locations for a future dwelling. The imagery was not provided in your email. When you do submit the site plan, it needs to clearly illustrate where a future dwelling and services would be located.

The additional information will help us demonstrate to the community why the amendment is needed, and how it will facilitate the continued operation of the marina.

Once the additional information has been provided, Township staff will work as quickly as possible to facilitate Council's consideration of the application.

Regards,

Cale Henderson, MCIP, RPP
Manager Development & Environmental Services

Subject: Re: Crane Lake Marina - N.D McLennan Rezoning
From: john jackson <jjplan@cogeco.net>
Date: 1/29/2021, 2:07 PM
To: Cale Henderson <chenderson@thearchipelago.on.ca>
CC: jfior@archipelago.on.ca, Ian Mead <ianm@vianet.ca>, Ned McLennan <nedmclennan@yahoo.ca>, Gerald Epstein <gerald@geraldepstein.com>

Cale,

I got your letter in response to the rezoning application. I certainly did not want to leave the impression that I was trying to circumvent any particular steps in the process. I was hoping my covering email would be sufficient to qualify as the necessary pre-consultation.

This is a matter that has some serious urgency given the timing of the year and unless we act swiftly, there will be no marina service for Crane Lake this coming season.

I would submit that the policies of 17.4 and 18.13 to protect marina operations more than off sets any administrative policies that would otherwise slow the process down.

If there is any hope to have a marina up and running this season I would ask that you consider the following.

1. Deed

The planning board will have a copy of the deed on file since this would have been certified a few short months ago.

2. Public Consultation

I would submit that the normal public meeting times would suffice to allow the zoning amendment to proceed. This change truly would reflect what every other marina zone in the Township would permit. Based upon this, I would not believe this to represent a significant change in use from what is considered an integral part of marina use.

3. Site Plan

The site plan that you have on file is all that exists. It must be kept in mind that the purchase and sale and agreement include the conditions that the zoning permits an accessory dwelling.

This contract has an April 23, 2021 closing. The prospective purchaser has not indicated where or when he may build a dwelling. Therefore, such details are premature at this time.

4. Planning Justification

My hope was to provide sufficient information in the previous email to allow an understating of

the need to adjust the zoning on this property.

Without this amendment, there would be no marina to service the lake. I cannot believe that any more justification is needed.

A three or four bedroom house is not particularly impactful and as indicated earlier, this process will include a building permit and site plan approval

The imagery was simply that found on WPSGN. It would be helpful to know that the current marina property is presently abandoned, and no boats are stored on the property.

It is hopefully we can proceed to a public meeting as soon as possible or the marina season will be lost.

Please call if you wish to discuss.

Many thanks,
John

John Jackson

John Jackson Planner Inc.

70 Isabella Street, Unit#110
Parry Sound, ON
P2A 1M6

Phone: 705-746-5667
FAX: 705-746-1439

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On 1/28/2021 4:25 PM, Cale Henderson wrote:

Please see the attached letter.

Regards,

Cale Henderson

Cale Henderson, MCIP, RPP
Manager of Development and Environmental Services
Township of The Archipelago
Phone: (705) 746-4243 ext.305



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705-746-4243 • FAX: 705-746-7301

www.thearchipelago.on.ca

Reply Attention of: Cate Henderson
Telephone Extension: 305
Internet Address: chenderson@thearchipelago.on.ca

February 4, 2021

John Jackson Planner Inc.,
70 Isabella Street, Unit 110
Parry Sound, ON P2A 1M6

Dear Mr. Jackson:

Re: N.D. McLennan (Crane Lake Marina)
Zoning By-law Amendment No. Z03-20

Thank you for your follow up email. I appreciate the urgency in the matter; however, in order to expedite any application, it is important that staff receives a complete application package.

With respect to timelines, the Township of The Archipelago's Council-approved process to review and consider a Zoning By-law Amendment application, is as follows:

- Step 1: Application is provided to Council for receipt, determination of completeness and direction to circulate for a Public Meeting.
- Step 2: A public meeting is scheduled and completed.
- Step 3: A decision is made on the Application.
- Step 4: 20-Day appeal period.

Each of these steps is completed at a separate meeting of Council. Should the application be approved, there is also a 20-day appeal period from the date of a notice of passing. As a result, assuming there are no delays or issues, the process will take a minimum of 4 months. Should there be any delays; the length of the process could be extended significantly. Ensuring an application is complete and that sufficient information has been provided, will significantly help to avoid potential delays in this process. Please be advised that even under the best case scenario, the closing date of April 23, 2021 will not allow for the process, including timelines for an appeal period, to be completed.

Deed:

We have searched Township records and have obtained the following deed (see attached). In the future, please ensure that you submit a copy of the deed with all planning applications, as it is the responsibility of the applicant/agent to provide a complete application package.

.../2

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Site Plan:

After reviewing our records, we have determined that the Township does not have an adequate site plan that identifies the existing and proposed development (store, washroom, septic, dwelling) and depicts the current lot configuration. Please include an updated site plan, which clearly identifies the existing and proposed development (store, washroom, septic and future dwelling) and the current lot configuration.

Planning Justification Report:

Your email helps to provide some background and rationale for the proposal; however, it does not meet the expectations of the Township. As you have in the past, please provide a complete planning justification report in accordance with planning industry standards, including a complete review of all relevant Official Plan Policies.

Township staff will continue to make every effort to efficiently process this application; however, your cooperation is needed on this matter. If a complete application package, including the required information is received by Monday, February 8, 2021, Township staff will be able to place it on the agenda for the February 18 & 19, 2021 Committee and Council meetings for their consideration and direction.

Regards,



Cale Henderson, MCIP, RPP
Manager Development &
Environmental Services

CH:jn

encl.

LRO # 42 Transfer

Received as GB132295 on 2020 07 28 at 09:57

The applicant(s) hereby applies to the Land Registrar.

yyyy mm dd Page 1 of 5

Properties

PIN 52188 - 0420 LT Interest/Estate Fee Simple ☒ Split
Description PART OF PCL 3040 SEC SS, PT BROKEN LT 21 CON 9 CONGER AND PART OF PCL 5717
SEC SS, PT LT 21 CON 9 CONGER AND PART OF THE ORIGINAL SHORE ROAD
ALLOWANCE IN FRONT THEREOF; DESIGNATED AS PARTS 2, 4, 8 AND 9 ON PLAN 42R-
21246; TOWNSHIP OF THE ARCHIPELAGO,
SEE SCHEDULE
Address ARCHIPELAGO

Consideration

Consideration \$0 00

Transferor(s)

The transferor(s) hereby transfers the land to the transferee(s)

Name N. D. MCLENNAN LIMITED
Address for Service 8 Ranchwood Place
Brampton, Ontario
L6R 1W5

I, NED MCLENNAN, President, have the authority to bind the corporation
This document is not authorized under Power of Attorney by this party

Transferee(s)

Capacity

Share

Name N D MCLENNAN LIMITED
Address for Service 8 Ranchwood Place
Brampton, Ontario
L6R 1W5

Statements

The ARCHIPELAGO AREA PLANNING BOARD OF THE TOWNSHIP OF THE ARCHIPELAGO has consented to the severance herein
See Schedules

Schedule: See Schedules

Signed By

Odysseas Papadimitriou 610-4100 Yonge St acting for Signed 2020 07 28
Toronto Transferor(s)
M2P 2B5

Tel 416-250-5800

Fax 416-250-5300

I am the solicitor for the transferor(s) and the transferee(s) and this transfer is being completed in accordance with my professional standards

I have the authority to sign and register the document on behalf of all parties to the document

Odysseas Papadimitriou 610-4100 Yonge St acting for Signed 2020 07 28
Toronto Transferee(s)
M2P 2B5

Tel 416-250-5800

Fax 416-250-5300

I am the solicitor for the transferor(s) and the transferee(s) and this transfer is being completed in accordance with my professional standards

I have the authority to sign and register the document on behalf of all parties to the document

Submitted By

HARRIS, SHEAFFER LLP 610-4100 Yonge St 2020 07 29
Toronto
M2P 2B5

Tel 416-250-5800

Fax 416-250-5300

232

LRO # 42 Transfer

Received as GB132295 on 2020 07 29 at 09:57

The applicant(s) hereby applies to the Land Registrar.

yyyy mm dd Page 2 of 5

Fees/Taxes/Payment

Statutory Registration Fee	\$65.05
Provincial Land Transfer Tax	\$0.00
Total Paid	\$65.05

File Number

Transferor Client File Number	131096
Transferee Client File Number	131096

LAND TRANSFER TAX STATEMENTS

In the matter of the conveyance of: 52188 - 0420 PART OF PCL 3040 SEC SS; PT BROKEN LT 21 CON 9 CONGER AND PART OF PCL 5717 SEC SS; PT LT 21 CON 9 CONGER AND PART OF THE ORIGINAL SHORE ROAD ALLOWANCE IN FRONT THEREOF; DESIGNATED AS PARTS 2, 4, 8 AND 9 ON PLAN 42R-21246; TOWNSHIP OF THE ARCHIPELAGO;

SEE SCHEDULE

BY: N D MCLENNAN LIMITED
TO: N D MCLENNAN LIMITED

I, NED MCLENNAN,

I am

- ☐ (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
☐ (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
☐ (c) A transferee named in the above-described conveyance;
☐ (d) The authorized agent or solicitor acting in this transaction for _____ described in paragraph(s) () above
☒ (e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for N D MCLENNAN LIMITED described in paragraph(s) (c) above.
☐ (f) A transferee described in paragraph () and am making these statements on my own behalf and on behalf of _____ who is my spouse described in paragraph () and as such, I have personal knowledge of the facts herein deposed to

3. The total consideration for this transaction is allocated as follows:

(a) Monies paid or to be paid in cash	\$0.00
(b) Mortgages (i) assumed (show principal and interest to be credited against purchase price)	\$0.00
(ii) Given Back to Vendor	\$0.00
(c) Property transferred in exchange (detail below)	\$0.00
(d) Fair market value of the land(s)	\$0.00
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	\$0.00
(f) Other valuable consideration subject to land transfer tax (detail below)	\$0.00
(g) Value of land, building, fixtures and goodwill subject to land transfer tax (total of (a) to (f))	\$0.00
(h) VALUE OF ALL CHATTELS - items of tangible personal property	\$0.00
(i) Other considerations for transaction not included in (g) or (h) above	\$0.00
(j) Total consideration	\$0.00

4

Explanation for nominal considerations:

a) other: The Transferor is conveying the lands to effect a severance of the lands pursuant to the Consent granted by The Archipelago Area Planning Board for the Township of The Archipelago. There is no consideration passing with respect to the conveyance.

5. The land is subject to encumbrance

6. Other remarks and explanations, if necessary

1. The information prescribed for purposes of section 50.1 of the Land Transfer Tax Act is not required to be provided for this conveyance.
2. The transferee(s) has read and considered the definitions of "designated land", "foreign corporation", "foreign entity", "foreign national", "specified region" and "taxable trustee" as set out in subsection 1(1) of the Land Transfer Tax Act. The transferee(s) declare that this conveyance is not subject to additional tax as set out in subsection 2(2.1) of the Act because:
3. (b) This is not a conveyance of "designated land"
4. The transferee(s) declare that they will keep at their place of residence in Ontario (or at their principal place of business in Ontario) such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act for a period of at least seven years.
5. The transferee(s) agree that they or the designated custodian will provide such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act, to the Ministry of Finance upon request.

PROPERTY Information Record

A. Nature of Instrument: Transfer
LRO 42 Registration No GB132295 Date: 2020/07/29

B. Property(s): PIN 52188 - 0420 Address ARCHIPELAGO Assessment -
Roll No

C. Address for Service: 8 Ranchwood Place
Brampton, Ontario
L6R 1W5

D. (i) Last Conveyance(s): PIN 52188 - 0420 Registration No GB84147
(ii) Legal Description for Property Conveyed: Same as in last conveyance? Yes ☐ No ☒ Not known ☐

E. Tax Statements Prepared By: Odysseas Papadimitriou
610-4100 Yonge St
Toronto M2P 2B5

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Form 1

Planning Act

CERTIFICATE OF OFFICIAL


Under Subsection 53(42) of the *Planning Act*, R.S.O. 1990, as amended, I certify that the consent of The Archipelago Area Planning Board, of the Township of the Archipelago, in the Province of Ontario was given on the 15th day of August, 2019, by Decision Numbers B01-16 and B02-16, to a **CONSENT TO CONVEY THE FOLLOWING PARCEL OF LAND AND EASEMENTS/RIGHTS-OF-WAYS:**

PART OF PCL 3040 SEC SS: PT BROKEN LT 21 CON 9 CONGER AND PART OF PCL 5717 SEC SS: PT LT 21 CON 9 CONGER AND PART OF THE ORIGINAL SHORE ROAD ALLOWANCE IN FRONT THEREOF; DESIGNATED AS PARTS 2, 4, 8 AND 9 ON PLAN 42R-21246; TOWNSHIP OF THE ARCHIPELAGO;

BEING PART OF P.I.N. 52188-0420 (LT).

RESERVING a rights of way or rights in nature of easements in perpetuity in favour of the owner(s), its successors and assigns, of Parts 1, 3, 5, 6, and 7 on plan 42R-21246, being part of PIN 52188-0420 (LT), in, on, over, along, upon, across, and through Part 8 on Plan 42R-21246 for the purpose of providing pedestrian and vehicular access and utilities:

DATED the 24th day of July, 2020.


Name: _____
Title: Secretary-Treasurer
The Archipelago Area Planning Board
Township of The Archipelago

Solicitor: Odysseas Papadimitriou
Harris, Sheaffer LLP
4100 Yonge Street, Suite 610
Toronto, ON M2P 2B5

SOLICITOR'S UNDERTAKING

TO: THE TOWNSHIP OF THE ARCHIPELAGO

RE: N. D. McLennan Limited and the requirement to register a restriction pursuant to Section 118 of the *Land Titles Act* (the "Section 118 Restriction") against those lands and premises legally described as Parts 2, 4, 8, and 9 on Plan 42R-21246 (the "Lands"), pursuant to the conditions set out in severance applications B01-16 and B02-16.

THE UNDERSIGNED, being the solicitors for N. D. MCLENNAN LIMITED, the registered owner of the above-noted Lands, hereby undertakes to cause to be registered on title to the Lands a Section 118 Restriction, substantially in the form appended hereto, promptly upon creation of a new parcel register for the above-noted Lands, and to provide a copy of such registered Section 118 Restriction to The Township of The Archipelago.

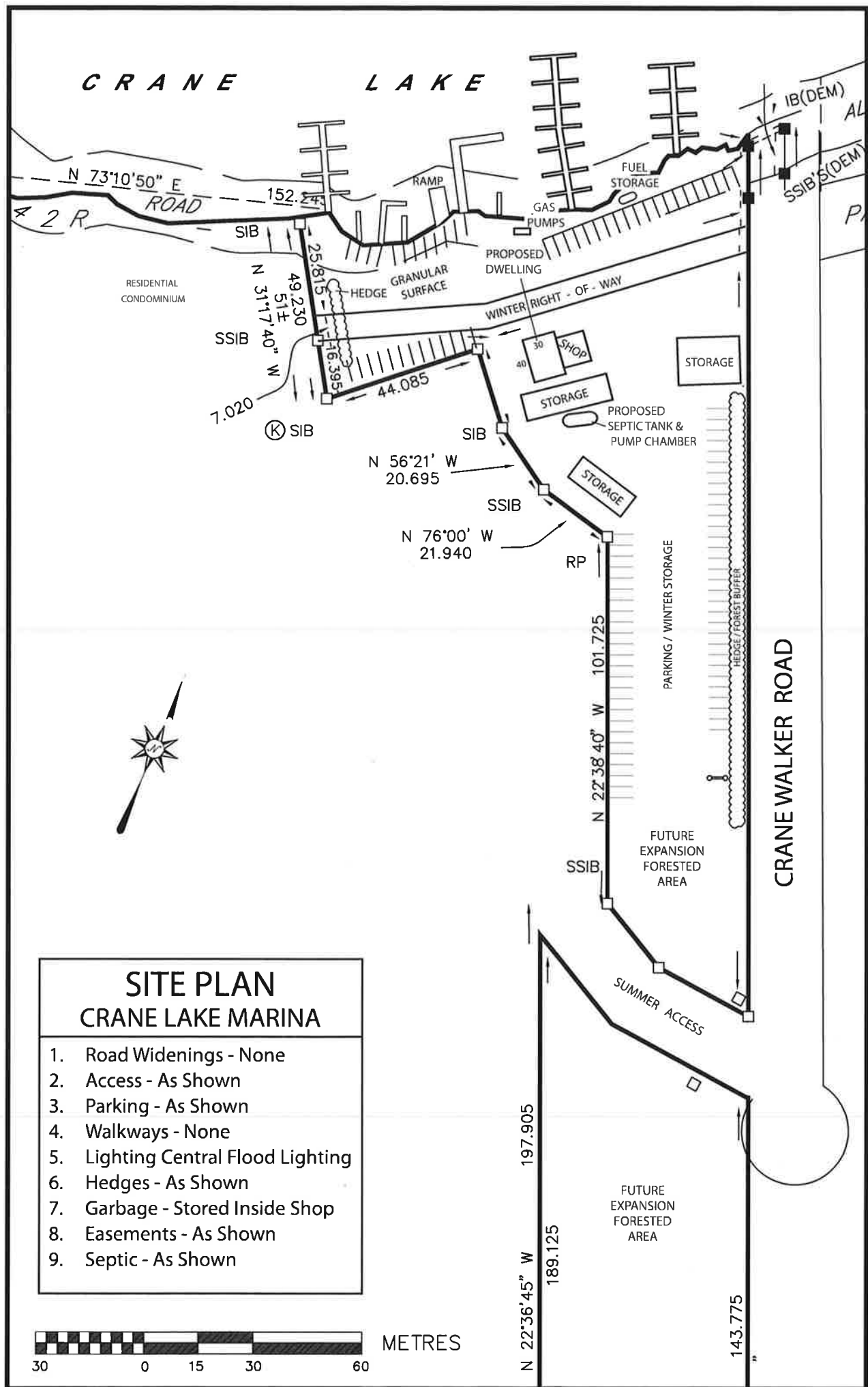
DATED this 23rd day of July, 2020.

HARRIS, SHEAFFER LLP

Per:


ODYSSEAS PAPADIMITRIOU

SECTION 10





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

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

DATE: February 18, 2021

RE: Preliminary Report
Zoning By-law Amendment No. Z04- 21
303 Healey Lake Road
Part 1 on Plan 42R-8714, located in Concession 5, Part Lot 19
in the geographic Township of Conger.

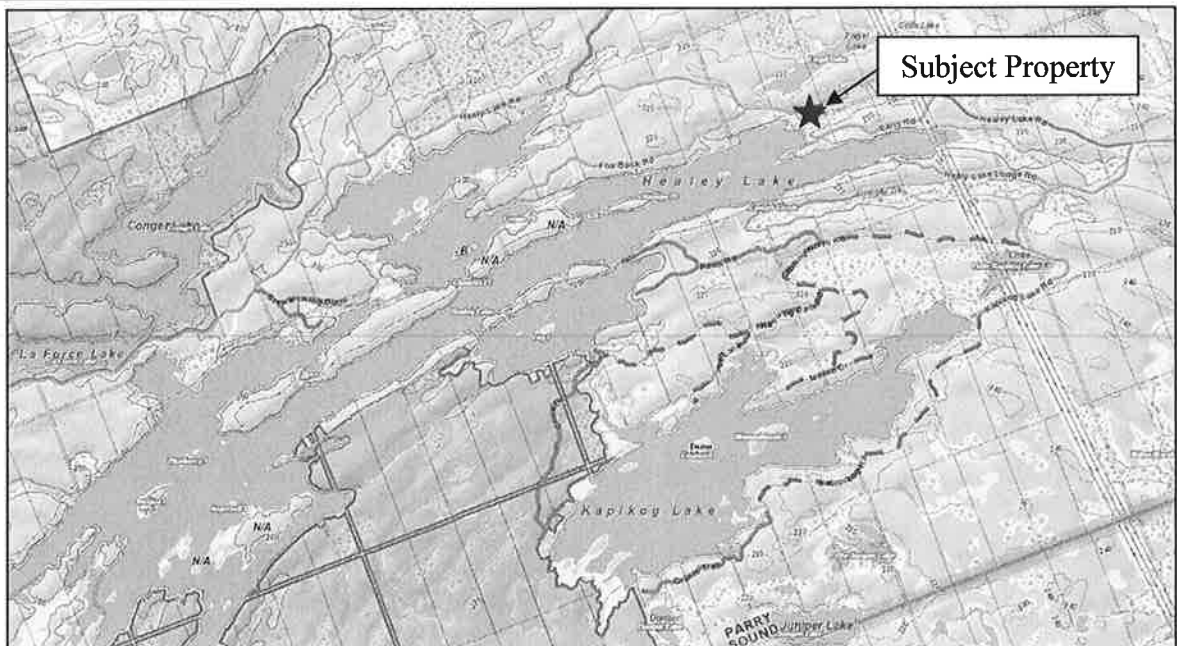
OWNERS: Township of The Archipelago

APPLICANT: Healey Lake Property Owners Association (Lease Holder)

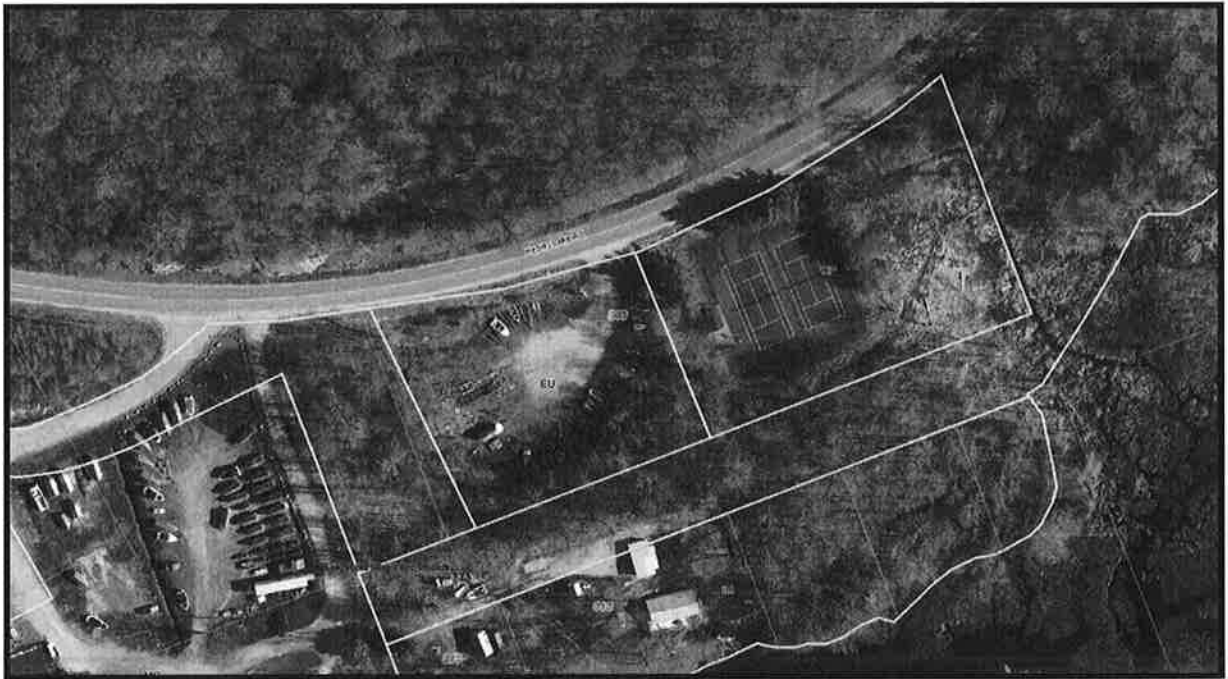
PROPOSAL

The purpose and effect of the application is to rezone a portion of the subject lands from the 'Existing Use (EU)' Zone to a zoning category that would allow a storage building or structure to be located on the lands.

LOCATION MAP



ZONING MAP



BACKGROUND

The subject property, which is Township-owned lands, is located within the Healey Lake Neighbourhood, fronting Healey Lake Road. The property is currently being used as a parking lot and tennis courts. In November 2020, The Healey Lake Property Owners Association entered into a 10-year lease with the Township of The Archipelago, to use and maintain the portion of the lands used as a parking lot.

Through the lease renewal process, the Healey Lake Property Owners Association indicated that it would like to add either a 30 m² (320 ft²) storage building or 15 m² (160 ft²) shipping container-type structure. Due to the restrictive "Existing Use" (EU) zoning, which only permits existing uses, buildings and structures, additional buildings or structures are not permitted on the portion of the property zoned Existing Use (EU).

PLANNING INFORMATION

Ward:	6
Official Plan Neighbourhood:	Healey Lake
Neighbouring Uses:	Marina, Tennis Courts & Residential
Zoning:	Existing Use (EU) & Community Facility (CF)
Lot Area:	0.94 ha (2.32 ac)
Frontage:	170 metres (560 ft)
Access:	Public Road

The subject property is currently zoned 'Community Facility (CF)' and 'Existing Use (EU)'. The portion of the property zoned Existing Use (EU) is currently used as a parking lot. As previously discuss, the Existing Use (EU) Zone is very restrictive and only permits existing uses and buildings. Section 21 – Existing Use is outlined below:

'Section 21 - Existing Use (EU) Zone

Within an Existing Use (EU) Zone, no person shall use any land, or erect, alter or use any building or structure for or except such purposes and according to such provisions as set out in the following sub-sections.

21.1 General Use Provisions:

21.1.1 Permitted Uses

Main Uses

- *Uses existing at the date of passing of this by-law*

Accessory Uses

- *Accessory uses to the permitted uses existing at the date of passing of this by-law*

21.1.2 Permitted Buildings and Structures

- *Buildings and structures existing at the date of passing of this By-law.*

21.1.3 Zone Standards

- *As existing at the date of passing of this By-law.*

21.1.4 Provisions for Residential Uses

- a) *Existing single detached dwelling, as existing at the date of passing of this By-law, is permitted to continue to be used for residential purposes;*
- b) *No new buildings or structures or expansions to existing buildings or structures, either horizontally or vertically are permitted in the (EU) Zone. The restriction on expansions to structures also applies to docks and decks.*

APPLICATION FEES

The applicants have requested the \$1200 application fees be waived or reduced, in recognition of the property being used and maintained by the Healey Lake Property Owners Association, for the benefit of the community.

NEXT STEPS

If Council deems it appropriate to consider the application, it must formally determine whether fees will be waived or reduced, and direct staff to complete a full review, circulate notice to the surrounding neighbourhood, and schedule at least one public meeting.

Respectfully submitted,



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

APPENDIX 'A'
APPLICATION AND
LEASE AGREEMENT



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

Print Form

Application for Amendment to the Comprehensive Zoning By-law

under Section 34 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

David Latter

Address

City Toronto Province / State Postal / Zip Code

Home Phone No. Business Phone No. mail

2. Owner(s) Information

Name of Owner(s)

Healey Lake Property Owners Association (HLPOA)

Address

P.O. Box 132

City Mactier Province / State ON Postal / Zip Code P0C 1H0

Home Phone No. 4162337425 Business Phone No. 4164074965 email dlatter@bellnet.ca

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

If known, please provide the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land.

The land is owned by the Township of the Archipelago (The HPLOA leases the land from the Township)

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

Assessment Roll Number 4905- N/A Lot 1 Concession 5 Island No.

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

Reference Plan No. (if any) Plan No. 42R -8714 Part No. 19

Parcel No. Other Description Parts C and D on site plan

Dimensions of Subject Property:

Depth (metres) 22 Frontage (metres) 54 Hectares

4. Purpose of Application

What is the existing zoning of the subject land?

What is the nature and extent of the rezoning being requested?

The association would like to install a storage shed (wooden shed 16' x 20' or a metal container 8' x 20')

on this site. The site is leased from the township by the HLPOA. The shed or container are not permanent.

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4. Purpose of Application (cont'd)

What are the reasons for the proposed rezoning?

The zoning needs to be re-classified as no structures are permitted on this parcel of land.

5. Land Use

What is the existing Official Plan designation(s), if any, of the subject land?

How does this application conform to the policies of the Township's Official Plan?

Is the application consistent with the Provincial Policy Statements issued under subsection 3(1) of the Planning Act? ☒ Yes ☐ No

Is the subject property within an area of land designated under any Provincial plan or plans?

☐ Yes ☒ No

If yes, does the application conform to or not conflict with the applicable Provincial plan or plans?

☒ Yes ☐ No

What are the existing uses of the subject land?

Trailer parking lot

How long have the existing uses of the subject land continued?

At least 30 years

What are the proposed uses of the subject land?

Trailer park with a storage shed

6. History of Land

When was the subject land acquired by the current owner?

N/A

Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?

If YES and if known, provide the application number and the decision made on the application.

Not to our knowledge

Has the subject land ever been the subject of an application under Section 34 of the Planning Act?

☐ Yes ☐ No ☒ Unknown

Has the subject land ever been the subject of a Minister's Zoning Order? If known, please provide the Ontario Regulation number of the Zoning Order.

☐ Yes ☐ No ☒ Unknown Ontario Regulation Number

7. 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.

Water

- ☐ Privately owned and operated individual well ☐ Privately owned and operated communal well
☐ Lake ☐ Other Means _____

Sewage Disposal (check appropriate box)

- ☐ Privately owned and operated individual septic system ☐ Privy
☐ Privately owned and operated communal septic system ☐ Other Means n/a

Please provide a copy of the building permit or certificate of approval for the existing septic system on the property, if applicable.

Pursuant to the Planning Act, if the requested amendment would permit development on a privately owned and operated individual or communal septic system and more than 4500 litres of effluent would be produced per day as a result of the development being completed, the applicant may be requested to provide the Township with a servicing options report and a hydrogeological report.

8. Buildings and Structures (on or proposed for the subject land)

EXISTING - List all existing buildings and structures					DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	Date of Construction	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)	Front	Rear	Side	Side
None								

PROPOSED - List all proposed buildings and structures				PROPOSED DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)	Front	Rear	Side	Side
Storage Shed or	one	4.9	6.1				
Shipping Container	one	2.44	6.1				

9. 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 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.

10. Other Information

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

See lease agreement

11. Affidavit or Sworn Declaration

Dated at the _____ this _____ day of _____, 20____

I, _____ 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 _____ of _____

in the _____ of _____ this _____ day of _____, 20____.

A Commissioner of Oaths

Signature of Owner or authorized Applicant / Agent

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, _____, am/are the owner(s) of the land that is the subject of this application and I/we authorize _____ to make this application on my/our behalf.

Date _____ Signature of Owner _____

Date _____ Signature of Owner _____

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, _____, 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 _____ 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 _____ Signature of Owner _____

Date _____ Signature of Owner _____

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, _____, 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 _____ Signature of Owner _____

Date _____ Signature of Owner _____

Date _____ Signature of Owner _____

Date _____ Signature of Owner _____

The Corporation of the
TOWNSHIP OF THE ARCHIPELAGO

By-Law No. 20- 49

Being a By-law to authorize the execution of a Lease Agreement between
the Corporation of the Township of The Archipelago and the
Healey Lake Property Owners Association

WHEREAS pursuant to the Municipal Act, 2001, S.O. 2001, c.25, S. 9, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Corporation of the Township of The Archipelago is the owner of lands legally described as Part Lot 1 on Plan RP 42R-8714, Concession 5, Part Lot 19;

AND WHEREAS an existing Lease Agreement authorized by By-law 2007-34 expired on October 16, 2016;


AND WHEREAS Council of the Corporation of the Township of The Archipelago agree to resume an agreement with The Healey Lake Property Owners Association;

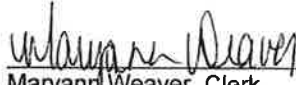
NOW THEREFORE BE IT ENACTED as a By-law of the Council of the Corporation of the Township of The Archipelago as follows:

1. That the Reeve and the Clerk be hereby authorized to execute a Lease Agreement between the Corporation of the Township of The Archipelago and The Healey Lake Property Owners Association, for a term of ten years, from October 1, 2020 to September 31, 2030, in a form the same or substantially the same as attached hereto as Schedule 'A', and to the satisfaction of the CAO and the Township Solicitor;
2. That this By-law shall come into force and take effect on the day of the final passing thereof.
3. That By-law 2020-46 is hereby repealed.

READ and FINALLY PASSED in **OPEN COUNCIL** this **19th** day of **November, 2020**.

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO


Bert Liverance, Reeve


Maryann Weaver, Clerk



AGREEMENT made on the _____ day of _____, 2020.

between

The Corporation of the Township of The Archipelago
(hereinafter called the "Lessor")

and

The Healey Lake Property Owners Association
(hereinafter called the "Lessee")

WHEREAS pursuant to Section 8 of the Municipal Act, 2001, c.25, as amended, the Council for the Township of The Archipelago have agreed to lease a parcel of land in the Township of The Archipelago to the Healey Lake Property Owners Association, as shown on the attached plan, for the purposes of a trailer storage lot, and temporary vehicle parking lot for special events;

NOW THEREFORE in consideration of the recitals herein contained and the sum of Two dollars the Lessor agrees to lease that portion of land as shown on the plan attached hereto and referred to as Part C and D on Schedule "B", to the Healey Lake Property Owners Association, subject to the following conditions:

1. Property

The Lessor in consideration of the rents, covenants, and agreements agrees to lease to the Lessee the property as set out in Schedule "B" attached.

2. Term

- a) To have and to hold the said property for a term of ten years to be computed from October 1, 2020 to September 30, 2030 subject to renewal.
- b) The Lease may be terminated by either party upon giving (90) days written notice prior to the expiration of the term.
- c) Members of the Healey Lake Property Owners Association shall be entitled to use the facilities with limited restrictions to prevent abuse.

3. Facilities and Maintenance

3.1 General

The Lessee shall ensure that only boat trailers are stored on the lot, except for temporary vehicle parking during special events. No overnight parking of vehicles are permitted.

The Lessee shall be responsible for the purchase, tracking and tagging of all trailers stored in the lot. The Lessee shall monitor the lot and be responsible for the use and misuse of the lot.

The Lessee shall be responsible for the maintenance of the lot. The Lessee agrees to keep the property at all times in a clean and orderly state, free from all garbage and refuse. The Lessee also agrees to leave the property in such condition at the termination of this lease.

The Lessee shall ensure that there is no storage of hazardous or environmentally sensitive materials on the property.

3.2 Storage Building

If the property is successfully rezoned to allow for storage building, the Lessee shall be permitted a small storage building to house Healey Lake Property Owners Association equipment.

) LESSEE:
) HEALEY LAKE PROPERTY OWNERS
) ASSOCIATION
)

) Per: _____
)

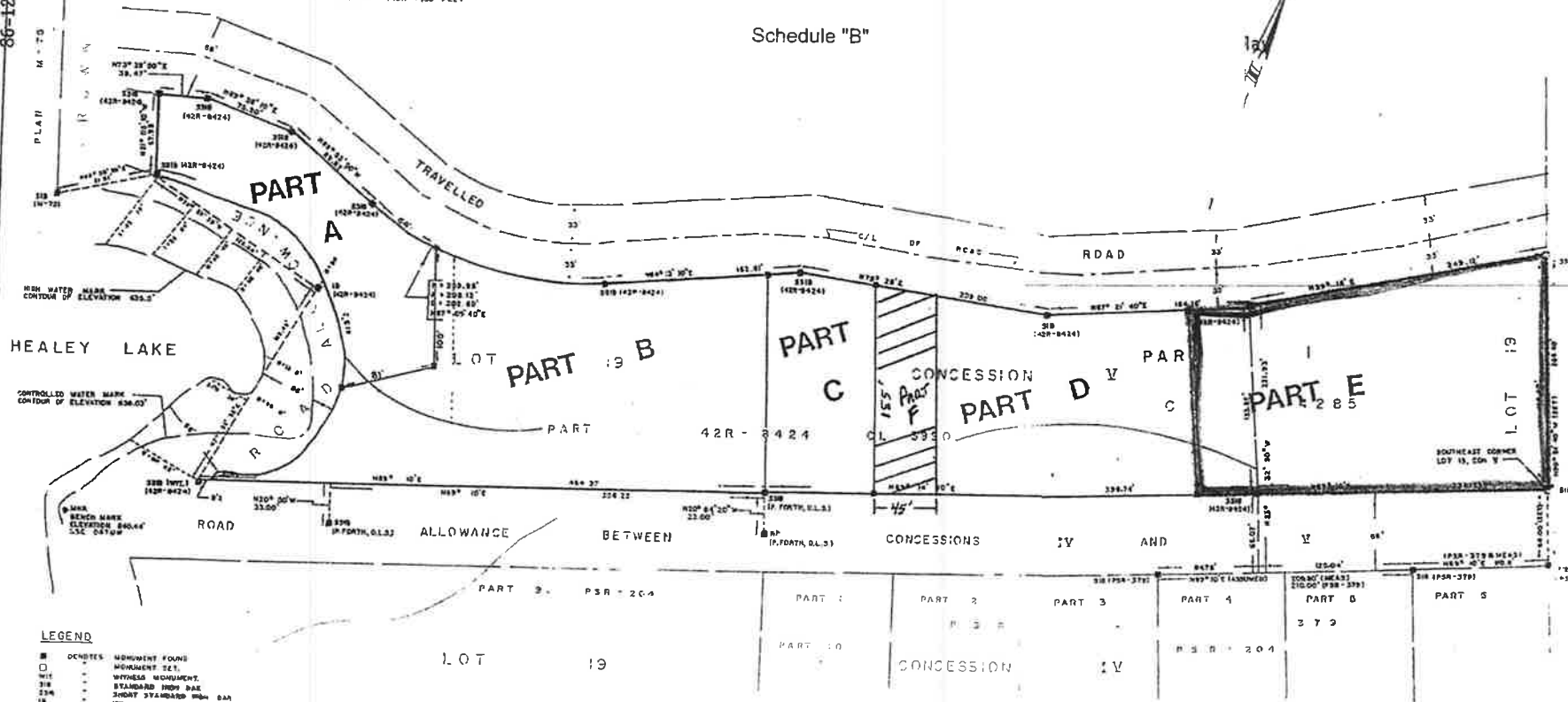
) Name:

) Title:

) I/We have the authority to bind the Corporation
)

DETAIL PLAN
SCALE: 1 INCH = 100 FEET

Schedule "B"



Permit Comparison Summary

Issued For Period JAN 1,2021 To JAN 31,2021

Name	Type	Number	Property
KATERBERG, TIMOTHY	-SEASONAL DWELLING	2021-0001	
KATERBERG, TIMOTHY	-DOCK	2021-0002	
MACDONALD, ROBERT BRUCE	-LIVING ADDITION	2021-0003	1 A247 ISLAND
MACDONALD, ROBERT BRUCE	-LIVING ADDITION	2021-0004	1 A247 ISLAND
MACDONALD, ROBERT BRUCE	-BOATHOUSE	2021-0005	1 A247 ISLAND
PETERS, ROBERTA GOOCH	-DOCK	2021-0006	1 B217 ISLAND
GREEN, MICHAEL JOHN	-SLEEPING CABIN	2021-0007	1 B295 ISLAND
GREEN, MICHAEL JOHN	-SLEEPING CABIN	2021-0008	1 B295 ISLAND
GREEN, MICHAEL JOHN	-SLEEPING CABIN	2021-0009	1 B295 ISLAND
GREEN, MICHAEL JOHN	-DOCK	2021-0010	1 B295 ISLAND
SEBBEN, ELIZABETH JANE	-DEMOLITION	2021-0011	12 GEORGIAN BAY
SEBBEN, ELIZABETH JANE	-GARAGE/STORAGE BUILDING	2021-0012	12 GEORGIAN BAY
SEBBEN, ELIZABETH JANE	-RENOVATION	2021-0013	12 GEORGIAN BAY
SEBBEN, ELIZABETH JANE	-ACCESSORY BUILDING	2021-0014	12 GEORGIAN BAY
WEIR, JOHN DUNCAN	-DECK	2021-0015	51 B207 ISLAND
RESZCZYNSKI, DANIEL	-SEASONAL DWELLING	2021-0016	COWPER PLAN M346 LOT 1 REM
RESZCZYNSKI, DANIEL	-SEWAGE CLASS 2	2021-0017	COWPER PLAN M346 LOT 1 REM
RESZCZYNSKI, DANIEL	-DOCK	2021-0018	COWPER PLAN M346 LOT 1 REM
BEINGESSNER, LAURA	-LIVING ADDITION	2021-0019	96 A30 ISLAND
GIFFIN, DONALD JOHN PROCTOR	-SLEEPING CABIN	2021-0020	1 B639 ISLAND

Permit Comparison Summary

Issued For Period JAN 1,2021 To JAN 31,2021

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
-ACCESSORY BUILDING	0	0.00	0.00	1	118.00	10,800.00
-BOATHOUSE	1	275.00	25,000.00	1	462.00	42,000.00
-DECK	0	0.00	0.00	1	825.00	75,000.00
-DEMOLITION	1	50.00	0.00	1	50.00	0.00
-DOCK	1	50.00	40,000.00	4	200.00	40,000.00
-GARAGE/STORAGE BUILDING	1	118.00	10,800.00	1	635.00	57,750.00
-LIVING ADDITION	0	0.00	0.00	3	1,837.00	167,100.00
-RENOVATION	0	0.00	0.00	1	125.00	11,450.00
-SEASONAL DWELLING	0	0.00	0.00	2	3,760.00	341,840.00
-SEWAGE CLASS 2	0	0.00	0.00	1	175.00	5,000.00
-SLEEPING CABIN	0	0.00	0.00	4	9,009.00	819,000.00

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	4	20
Total Dwelling Units Created	0	2
Total Permit Value	75,800.00	1,569,940.00
Total Permit Fees	493.00	17,196.00
Total Compliance Letters Issued	1	3
Total Compliance Letter Fees	0.00	0.00

BUILDING PERMIT SUMMARY (comparison 2020 to 2021)

2020

Month	Total No.	Value	Fees	Permit Area (Sq. Feet)
JAN	4	75,800.00	493.00	516
FEB				
MAR				
APR				
MAY				
JUN				
JUL				
AUG				
SEP				
OCT				
NOV				
DEC				
TOTALS	4	\$75,800.00	\$493.00	516

2021

Month	Total No.	Value	Fees	Permit Area (Sq. Feet)
JAN	20	1,569,940.00	17,196.00	10,561
FEB				
MAR				
APR				
MAY				
JUN				
JUL				
AUG				
SEP				
OCT				
NOV				
DEC				
TOTALS	20	\$1,569,940.00	\$17,196.00	10,561

The Township of The Archipelago

Information Report to Council

Report No.: Operational Services 2021-002

Date: 18th February 2021

Originator: Greg Mariotti, Manager of Operational Services

Subject: Operational Services Update

Winter Control Activities

February seems to be the new December – staff have had a busy few weeks but are managing well. Training newcomers on winter control has not been the easiest during Covid-19 (not being able to share a vehicle), however everyone is doing their very best – and positive feedback from ratepayers is an indicator of this.

2021 Budget

Preliminary operational and capital budget proposals have been shared with the Public Works and Finance Committees.

Skerryvore Community Road Resurfacing Tender Results

There were six bidders for the resurfacing project with Fowler Construction being the lowest at \$2,058,466.30. Tatham Engineering had estimated the project to cost \$2,145,955.00. Tatham is currently reviewing the whole submission to ensure it is compliant and a tender recommendation report will be issued.

Three Legged Lake Road

Three Legged Lake Road is a seasonal road that services all of Three Legged Lake. There are 41 cottages in The Archipelago that are serviced by this road in Seguin Township. The road also services the Massassauga Provincial Park and is heavily travelled during peak season. The last 330 metre section of road leading to water's edge is steep and suffers from washboarding. The Archipelago is working in partnership with Seguin Township and the Provincial Park authorities to ditch the hill, line the ditches with gabion stone, add gravel, pack and surface treat the hill. The Archipelago's cost for this should be less than \$10,000. This item was in the 2020 capital budget and is reintroduced for 2021.


2021 Marina Fees

Marina fees have not increased since 2014 and rates are significantly lower than surrounding marinas. While it is understood that Holiday Cove is a minimal service marina, the current average rate of \$43/ft is far below the local industry average of \$65/ft. Rates for existing customers will go up by 6%, from \$943.45 to \$1,000 for boats up to 21ft. Anything over 21ft will be an additional \$50/ft. For new customers rates will be \$1155 up to 21ft, then \$55/ft thereafter. In reaching out to local marinas to gather some background information, many were very happy to hear we are aligning our prices closer to the area norm.

OGRA Milestones Magazine

An article on the Skerryvore Community Road culvert replacement project was featured in the Ontario Good Roads Association 2021 Conference Edition (see attached). The Archipelago and GBB will also be speaking about the subject at the virtual conference in a morning plenary session.

Respectfully Submitted,



Greg Mariotti
Manager of Operational Services

I concur with this report,



John B. Fior
Chief Administrative Officer





WHAT'S GOOD FOR TURTLES IS GOOD FOR ROADS

Finding a Win-Win for Species near Roads

By **Tianna Burke**, Conservation Biologist,
Georgian Bay Biosphere Reserve

A road project in the Township of The Archipelago, resulted in tangible benefits for community, government and the environment. The project has provided a solid demonstration of sustainability practices for road management including numerous ecological, cultural, educational, and financial benefits of collaboration to provide a higher quality strategy for road work that benefits conservation at a comparable cost to conventional road work methods.

Roads are known to have significant effects on the landscapes and habitats they bisect. Over the past couple of decades, research has improved our understanding of how wildlife populations are affected by roads. The development of this field of study known as "road ecology" has highlighted the threats posed for wildlife populations and explored ways that roads can be constructed and maintained to mitigate that harm. Population modelling suggest that many turtle species are in decline because of high annual rates of road mortality. Turtles are especially vulnerable to traffic mortality because of how they grow, survive, and reproduce. For most turtle species, it takes several

years (sometimes more than 20 years) to reach maturity for reproduction. In fact, it is not uncommon for turtles to be struck by traffic before they are old enough to even reproduce and replace themselves in their populations.

During the summer of 2020, biologists from the Georgian Bay-Mnidoo Gamii Biosphere (GBB) and Shawanaga First Nation as part of a pending road construction schedule, began conducting road mortality surveys on 12km of Skerryvore Community Road. Located about 15 minutes north of Parry Sound in the Georgian Bay Biosphere region, a UNESCO designated Biosphere Reserve, this road is located on Anishinabek territory, just outside Shawanaga First Nation and situated within the Robinson-Huron Treaty of 1850 and Williams Treaty of 1923. The road was built in 1997 and was partly paid for by the private property owners of the Skerryvore Community.

While cycling down Skerryvore, the biologists record any dead or living snakes and turtles found on or adjacent to the road, note turtle nesting sites and record other salient ecological information associated with sightings. The aim of these surveys was two-fold: first, there is interest in better understanding where snakes and turtles are using the road for crossing or nesting to improve knowledge of where these "reptile hotspot" areas are so that appropriate decisions can be made to reduce reptile mortality most effectively. Second, the increased presence of ecologists along with turtle nest mitigation work was used to eliminate the need for temporary exclusion fencing as part of the road construction specifications. Together, this work is part of a regional and coastal initiative to bring groups together to develop strategies

and decision-making tools that make it easier for municipalities, First Nations, homeowners and businesses to achieve habitat and the species conservation. Effective planning and management is just one goal of the Eastern Georgian Bay 'Community Nominated Priority Place' project.

In 2019, the Georgian Bay Biosphere Region was designated a Community Nominated Priority Place (CNPP) for Species at Risk. This CNPP designation is special as it is one of only 15 in Canada funded for four years by Environment and Climate Change Canada and serves to highlight the importance of species at risk conservation and stewardship efforts in the region. Priority Places share common goals of involving multiple partners to protect species at risk, habitat, and biodiversity as a whole; to accelerate knowledge generation and collective decision making for species at risk using cultural and western knowledge; and to work collaboratively in learning, sharing, and partnerships to benefit conservation. The project involves a range of parties including the Ganewenim Meshkiki part of the Eastern Georgian Bay initiative associated with the Henvey Wind Project.

Skerryvore Community Road presented itself as a priority roadway for 2020 because the Township of The Archipelago was seeking assistance with species at risk planning in preparation for upcoming construction along the road. Bisecting forests, wetlands, and rock barrens, the Skerryvore Community Road is home to a wide range of species, including several species at risk. This presented not only an opportunity to study reptiles using the road, but also an opportunity to mitigate the effects of the construction work and the finished roadway, making this road safer for reptiles in the future.





"Undertaking a construction project during Covid-19 was challenging at the best of times, however The Archipelago prides itself in being at the forefront of environmental conservation; so it was a "no brainer" when Georgian Bay Biosphere approached The Archipelago with this novel proposal. The successful bidder for the culvert replacement project along Skerryvore Community Road also happened to be local (Hall Construction), and is therefore familiar with The Archipelago's environmental stewardship. To see local members of the community become involved with this project, patiently support the delays caused by the culvert replacements and even bring coffees to the construction crews was extremely rewarding," said Greg Mariotti, Manager of Operational Services.

Biologists from Georgian Bay Biosphere and Shawanaga First Nation worked with the Township of The Archipelago, Tatham Engineering Ltd., and Hall Construction to implement feasible ways to reduce impacts of construction and the road itself on the local reptile population. This included: collection of turtle eggs around impacted areas, species at risk training for all workers, upsizing culverts, and testing mitigation measures such as the use of cobblestone to deter turtles from nesting on road shoulders. Staff from Hall Construction were also trained in the identification and importance of moving species off the construction site. Workers were excellent at species management and in calling biologists when unique situations with species arose.

Combined over the summer, the collective distance travelled of all surveyors on Skerryvore Community Road was 3,828 km. Survey crews observed 9 species of snake and 3 species of

turtle, including 6 species at risk. In total, 234 individual snakes (219 dead on road) and 55 individual turtles (9 dead on road) were observed.

Through the teachings of Sherrill Judge, Maawaanji'iwe (brings people together) Manager with the Georgian Bay Biosphere and member of Shawanaga First Nation; and Gracie Crafts, summer student and member of Wasauksing First Nation, Biosphere staff incorporated a semaa (tobacco) offering into daily road surveys. This represents a step towards a "two-eyed seeing" cultural approach to conservation work that incorporates both Indigenous and western scientific ways of learning and sharing knowledge.

Turtles on Skerryvore Community Road received a boost this year thanks to the CNPP designation and this collaboration. Crews from Hall Construction worked with the biologists to ensure all turtle eggs were removed from harm's way before beginning construction. CNPP partners had permits to collect



turtle eggs from nests found at the culverts on Skerryvore Community Road, then incubate the eggs until hatching. Eggs were carefully excavated from nests before the construction work on the culverts began. Once the incubated eggs hatched, the turtles were released back to the wetlands where their nests were found.

A total of 1,113 turtle eggs were collected, primarily from Snapping Turtle nests. In total, 91% of the eggs collected were successfully hatched and returned to the wetlands they were collected from. The incubation program provided these little turtles with a big head start; in the wild, many nests succumb to predation. For Snapping Turtles (the most-frequently encountered species), only 23–43% of nests are estimated to survive predation in the wild.

"We are so thankful to have been part of this partnership," said Tianna Burke, biologist with the Georgian Bay Biosphere, "This type of work was new to the construction team, but they were curious and eager to help out. Together we developed ways to clear the site for eggs and provided encouragement for each individual to feel responsible for the health of the environment around them." Burke adds that: "completing these upgrades to Skerryvore Community Road in an environmentally responsible manner is not only beneficial to the wildlife we are working to protect, but kept the job on schedule and created a best practice in road work."

The evidence of effectiveness is found not just in the number of hatched turtles released to the wetlands adjacent to their original nests. A post-construction evaluation of the work highlighted that the total cost of ecological effort for this project was approximately the same and possibly less than if The Archipelago had implemented normal species at risk (SAR) mitigation costs, such as temporary exclusion fencing, maintenance of the temporary fencing, ecological site consultant and surveys, and so on. Replacing fencing with active monitoring likely resulted in net savings, provided opportunities for education and learning by the construction crews, community and biology community, and definitively resulted in ecological improvements for the future.

Greg Mariotti adds that "One of the highlights was also to witness the turtle hatchling release where we learned of the spiritual significance of the turtle to First Nations, the sheer number of hatchlings that were saved during this project and of the variety of different turtle and snake species that were saved, many of which are at risk. To top this all off, we can demonstrate that environmentally proactive programs can be cost neutral, if not cost positive."

Mariotti says: "The Archipelago wanted to take this opportunity to share its positive experience with our municipal colleagues. This coming year brings a repeat opportunity to protect our environment

Through this project we:

- Determined areas in need of mitigation
- Conducted 94 road surveys in lieu of temporary fencing to monitor and mitigate active SAR and turtles. *289 species and 137 turtle nest observations recorded.*
- Trained construction crew on species at risk including identification & mitigation during construction.
- Had biologists available for 'immediate' nest recovery or other SAR needs. *Responded to 7 calls.*
- Developed a new way to clear site of turtle nests prior to construction.
- Released 1,014 hatchling turtles from 44 nests located within construction area
- Fostered a relationship between Shawanaga First Nation community and Township/construction team through turtle release ceremonies.
- Held 8 public turtle release days and 7 turtle hatchery tours for invited guests and project partners to attend.
- Provided outreach opportunities to all stakeholders and road users on reptiles
- Installed riprap at wetland crossings for a research opportunity on mitigation design.

while still being fiscally efficient as we undertake resurfacing of the 11.7km stretch of road. We look forward to working with all our stakeholders, namely, our municipal and First Nations communities, Georgian Bay Biosphere, Tatham Engineering and the to-be-determined resurfacing contractor for another successful upcoming project."

The Skerryvore Community Road, road mortality study, demonstrates the conservation opportunities that emerge through collaboration of diverse groups and knowledge systems. The project will continue into future years, allowing time for the mitigation efforts to be evaluated and built upon as part of a research partnership with Laurentian University. Overall, exploration of alternative approaches has had multiple benefits for many different groups involved and concerned with road management and landscape conservation.

For more information, visit gbr.ca and thearchipelago.on.ca

30-Nov						
ADMINISTRATION						
2018	2019	2020			2021	
Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
\$1,367,100	\$1,364,200	\$1,362,100	\$1,362,100	\$1,362,100	\$1,365,800	
		\$30,000	\$0	\$0	\$0	
\$0	\$676,170	\$0				
\$367,267	\$446,365	\$345,000	\$196,777	\$240,000	\$245,000	
\$0	\$0					
\$1,734,367	\$2,485,735	\$1,737,100	\$1,558,677	\$1,602,100	\$1,610,800	
					-7%	
\$ 922,676	\$ 824,271	\$ 977,700	\$ 775,499	\$ 900,000	\$ 1,058,100	
\$ 17,138	\$ 8,620	\$ 20,000	\$ 11,381	\$ 12,000	\$ 20,000	
\$ 8,266	\$ 3,767	\$ 9,000	\$ 1,221	\$ 1,300	\$ 8,000	
\$ 48,416	\$ 44,643	\$ 55,000	\$ 34,027	\$ 35,000	\$ 66,700	
\$ 32,015	\$ 30,468	\$ 40,400	\$ 29,834	\$ 31,000	\$ 40,900	
\$ 72,270	\$ 68,314	\$ 80,000	\$ 52,431	\$ 60,000	\$ 80,000	
		\$ 70,000	\$ -	\$ -	\$ 60,000	
\$ 46,532	\$ 48,379	\$ 74,000	\$ 42,582		\$ 82,560	
\$ 13,429	\$ 11,730	\$ 13,700	\$ 10,679	\$ 13,000	\$ 13,800	
\$ 78,109	\$ 66,364	\$ 92,000	\$ 30,755	\$ 92,000	\$ 112,000	
\$ 10,456	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	
\$ 5,648	\$ 1,167	\$ 5,000	\$ 5,409	\$ 6,720	\$ 6,000	
\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ 35,000	
\$ 12,569	\$ 2,209	\$ 5,000	\$ 153	\$ 153	\$ 2,000	
					\$ 30,000	
		\$ 30,000	\$ -	\$ -	\$ -	
\$ (3,990)	\$ 1,068,947	\$ 6,000	\$ -	\$ -	\$ 31,300	
\$ 83,608	\$ 80,745	\$ 67,950	\$ 69,557	\$ 70,200	\$ 68,950	
	\$ 100					
	\$ 675,170					
\$ 1,347,344	\$ 1,688,947	\$ 1,600,750	\$ 1,064,528	\$ 1,221,373	\$ 1,713,300	

SALE/PURCHASE OF MUNICIPAL LANDS						
2019		2020			2021	
Actuals	Actuals	Budget	Actuals	Forecasted		Budget
\$34,279						
\$277	\$679					
\$34,555	\$679	\$0	\$0	\$0		\$0

2018	2019	2020			2021
Actuals	Actuals	Budget	Actuals	Forecasted	
\$ 498	\$ 1,231				
\$ 7,227	\$ 7,057	\$ 6,906	\$ 6,906	\$ 6,906	\$ 6,906
\$ 4,752	\$ 4,682	\$ 4,589	\$ 4,589	\$ 4,589	\$ 4,589
\$ 12,477	\$ 12,970	\$ 11,495	\$ 11,495	\$ 11,495	\$ 11,495

CANVASSER LEGISLATION					
2018	2019		2020		2021
Actuals	Actuals	Budget	Actuals	Forecasted	Budget
	\$23,933	\$ -			\$
	30				

new ECDEV (Economic Development)					
2018	2019		2020		2021
Actuals	Actuals	Budget	Actuals	Forecasted	Budget
	0				
		\$ 2,500			\$ 2,500
		\$ 7,500			\$ 7,500
		\$ 10,000			\$ 10,000

Tourism
ECDEV

8B

30-Nov						
ELECTIONS						
2018	2019	2020	2021			
Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
Revenue						
Miscellaneous	\$1,929					
Trsf from Reserves	\$20,384					
Total Revenues	\$0	\$22,313	\$0	\$0	\$0	\$0
Expenditures						
Salaries & Benefits						
Education/Training	\$1,669					
Travel	\$21					
Material & Supplies	\$5,463					
Communications						
Building Expenses	\$1,960					
Professional Services	\$11,075					
Misc. Consultants	\$0	\$1,476	\$2,000	\$1,476	\$1,476	\$1,476
Other Equipment Rental						
Transfer to Reserves						
Total Expenditures	\$20,177	\$1,476	\$2,000	\$1,476	\$1,476	\$1,476

Datafix

-26%

30-Nov						
COMMUNICATIONS TOWER						
2018	2019	2020	2021			
Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
Revenue						
Miscellaneous	\$150,133					
Trsf from Reserves	\$0	\$150,133	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$150,133	\$0	\$0	\$0	\$0
Expenditures						
Salaries & Benefits			\$173	\$173		
Education/Training						
Travel						
Material & Supplies			\$423	\$423		
Communications	\$4,513	\$30,000	\$0	\$0	\$30,000	\$30,000
Building Expenses						
Professional Services			\$935	\$12,101	\$10,000	\$10,000
Misc. Consultants			\$1,323	\$1,323	\$25,000	\$25,000
Other Equipment Rental						
Transfer to Reserves						
Total Expenditures	\$0	\$4,513	\$30,000	\$2,854	\$16,594	\$65,000

community broadband development
community broadband development

117%

30-Nov						
COVID \$403,700 = \$34,000						
2018	2019	2020	2021			
Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
Revenue						
Grant			\$403,700			
Trsf from Reserves						
Total Revenues	\$0	\$0	\$0	\$403,700	\$0	\$0
Expenditures						
Material & Supplies			\$27,855			
Communications			\$250			
Building Expenses			\$37,221			
Professional Services			\$2,425			
Misc. Consultants						
Towers						
Total Expenditures	\$0	\$0	\$0	\$57,751	\$0	\$0

#DIV/0!

30-Nov						
Modernization Funds \$475,170						
2018	2019	2020	2021			
Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
Revenue						
Miscellaneous						
Trsf from Reserves						
Total Revenues	\$0	\$0	\$0	\$0	\$0	\$282,000
Expenditures						
Salaries & Benefits						\$17,000
Education/Training						\$10,000
Travel						
Material & Supplies			\$10,000	\$0	\$0	\$10,000
Communications						
Building Expenses						
Professional Services						
Misc. Consultants						
Towers						\$255,000
Total Expenditures	\$0	\$0	\$10,000	\$0	\$0	\$282,000

11000 + 6000 window treatments

30-Nov						
EMERGENCY MEASURES 800						
2018	2019	2020	2021			
Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
Expenditures						
Salaries & Benefits	\$ 5,500	\$ -	\$ 18,100	\$ 425	\$ 18,100	\$ 10,000
Training & Development	\$ -	\$ -	\$ 2,000	\$ 119	\$ 119	\$ 2,000
Travel						
Communication Costs						
Building Expenses						
Material & Supplies	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
Professional Services						
Total Expenses	\$ 5,500	\$ -	\$ 30,100	\$ 544	\$ 18,219	\$ 22,000

4000 + 6000

-27%

30-Nov						
911						
2018	2019	2020	2021			
Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
Revenue						
Miscellaneous	\$ 2,000	\$ 597	\$ 2,000	\$ 880	\$ 2,000	\$ 2,000
Trsf from Reserves						
Total Revenues	\$ 2,000	\$ 597	\$ 2,000	\$ 880	\$ 2,000	\$ 2,000
Expenditures						
Salaries & Benefits	\$ 3,610	\$ 3,731	\$ 4,000	\$ 1,830	\$ 1,997	\$ 4,000
Education/Training	\$ 466	\$ 1,066	\$ 1,000	\$ 593	\$ 620	\$ 1,000
Travel						
Communication Costs						
Building Expenses						
Material & Supplies						
Professional Services						
Total Expenses	\$ 6,076	\$ 5,394	\$ 7,000	\$ 3,304	\$ 4,617	\$ 7,000

10%

30-Nov						
OIS						
2018	2019	2020	2021			
Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
Revenues						
Grants		\$3,933	\$39,985	\$16,369		\$18,000
Miscellaneous	\$35	\$45,965		\$24,251		\$53,000
Transfers/Loans	\$16,239					
Total Revenues	\$16,239	\$3,968	\$85,970	\$16,369	\$24,251	\$69,000
Expenditures						
Salaries & Benefits	\$ 150	\$ 27,595	\$ 108,340	\$ 59,628	\$ 67,000	\$ 104,000
Training & Development	\$ 8,627	\$ 988	\$ 2,500	\$ 896	\$ 896	\$ 2,500
Travel	\$ 283	\$ 851	\$ 1,000	\$ -	\$ -	\$ 1,000
General Office			\$ 2,000	\$ -	\$ -	\$ 2,000
Communication Costs			\$ -			\$ -
Computer Costs	\$ 19,066	\$ 11,259	\$ 12,000	\$ 10,295	\$ 12,000	\$ 12,000
Building Expenses			\$ -			\$ -
Material & Supplies	\$ 2,374	\$ 67	\$ 1,000	\$ -	\$ -	\$ 1,000
Professional Services	\$ -		\$ 14,500	\$ -	\$ 14,500	\$ 14,500
Total Expenses	\$ 30,500	\$ 40,861	\$ 141,340	\$ 70,820	\$ 94,396	\$ 137,000

80000 - 24000

wpsgh

-3%

30-Nov						
WPSGN						
2018	2019	2020	2021			
Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
Revenue						
Miscellaneous	\$155,521	\$122,093	\$136,050	\$143,579	\$143,579	\$140,500
Trsf from Reserves	\$0					
Total Revenues	\$155,521	\$122,093	\$136,050	\$143,579	\$143,579	\$140,500
Expenditures						
Salaries & Benefits	\$ 92,472	\$ 93,093	\$ 97,400	\$ 87,097	\$ 97,400	\$ 100,000
Education/Training	\$ 11,703	\$ 12,153	\$ 3,500	\$ 8,721	\$ 8,721	\$ 3,500
Travel	\$ 462	\$ 896	\$ 500	\$ -	\$ -	\$ 500
Communication Costs	\$ 821	\$ 2,336	\$ 1,000	\$ 575	\$ 575	\$ 1,000
Computer Costs	\$ 22,418	\$ 32,644	\$ 47,650	\$ 37,857	\$ 37,857	\$ 49,500
Building Expenses						
Material & Supplies	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 500
Professional Services						
Total Expenses	\$ 127,876	\$ 141,123	\$ 150,550	\$ 134,251	\$ 144,553	\$ 155,000

3%

205

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12/31/2020 not final

1 2021 BUDGET

BY-LAW ENFORCEMENT

	2018	2019		2020			2021
	Actuals	Actuals		Budget	Actuals	Forecasted	Budget
4 Revenues							
5 Miscellaneous	\$520	\$420		\$500	\$0	\$0	\$500
6 Transfers/Loans				\$1,000	\$0	\$1,000	\$1,000
7 Total Revenues	\$520	\$420		\$1,500	\$0	\$1,000	\$1,500
8							0%
9 Expenditures							
10 Salaries & Benefits				\$15,000	\$0	\$10,000	\$15,000
11 Public Education/Training	\$0	\$601		\$1,500	\$0	\$0	\$1,500
12 Travel	\$464	\$61		\$1,000	\$0	\$0	\$1,000
13 Communications	\$135	\$0		\$1,500	\$0	\$0	\$1,500
14 Material & Supplies	\$1,167	\$2,873		\$2,000	\$163	\$163	\$2,000
15 Professional Services	\$24,485	\$27,200		\$31,500	\$28,800	\$28,800	\$31,500
16 Trsf from Fire Protection		\$0		\$0			
17 Transfer to Reserves	\$0						
18							
19							
20 Total Expenses	\$26,251	\$30,735		\$52,500	\$28,963	\$38,963	\$52,500
							0%

Joe \$10000 Liam \$5000

12/31/2020 not final

POA & COURT SECURITY FINES

	2018	2019		2020			2021
	Actuals	Actuals		Budget	Actuals	Forecasted	Budget
33 Revenue							
34 POA & Court Security Fines	\$19,855	\$8,507		\$10,000	\$709	\$709	\$500
							-95%

2100

12/31/2020 not final

2021 BUDGET		FIRE PROTECTION - NORTH					
		2018	2019	2020			2021
		Actuals	Actuals	Budget	Actuals	Forecasted	Budget
Expenditures							
Salaries & Benefits		\$3,000	\$3,000	\$3,000		\$3,000	\$3,000
Training & Development			\$0	\$1,000		\$0	
Agreements - MNR		\$3,114	\$3,185	\$3,233	\$3,233	\$3,233	\$3,257
Communication Costs			\$58	\$100		\$0	\$100
Computer Costs			\$0	\$0			
Material & Supplies			\$1,341	\$300	\$325	\$325	\$300
Professional Services		\$600	\$600	\$2,350		\$0	\$1,200
Transfers-General		\$1,100	\$1,100	\$1,100		\$0	\$1,100
Transfer to By-law Enforcement							\$500
Total Expenses		\$7,814	\$9,285	\$11,083	\$3,558	\$6,558	\$9,457

12/31/2020 not final

FIRE PROTECTION - SOUTH						
2018	2019		2020			2021
Actual	Actual	Budget	Actual	Forecasted		Budget
\$2,200	\$2,200	\$2,200		\$2,200		\$2,200
	\$0	\$1,000		\$0		
\$9,342	\$9,556	\$9,698	\$9,698	\$9,698		\$9,770
	\$88	\$100		\$0		\$100
\$308	\$1,341	\$300	\$325	\$325		\$300
\$900	\$2,321	\$2,650		\$0		\$1,800
						\$500
-15%	\$12,750	\$15,505	\$15,948	\$10,023	\$12,223	\$11,670

12/31/2020 not final									
EMERGENCY PROTECTION - SEGUIN (911 - whole south area)									
		2018	2019		2020			2021	
Revenues		Actual	Actual		Budget	Actual	Forecasted		Budget
Special Levy-BL									
Special Levy-CL									
Transfers/Loans									
Total Revenues		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures									
Contracted Services-BL		\$1,485	\$0		\$5,000	\$0	\$0		\$5,000
Contracted Services-CL									
Total Expenses		\$1,485	\$0		\$5,000	\$0	\$0		\$5,000

FIRE EMERGENCY PROTECTION - SEGUIN						
2018	2019		2020			2021
Actual	Actual		Budget	Actual	Forecasted	Budget
\$ 30,208	\$ 30,208		\$ 30,208	\$ 30,208	\$ 30,208	\$ 30,208
\$ 51,684	\$ 51,684		\$ 51,684	\$ 51,684	\$ 51,684	\$ 51,684
\$81,892	\$81,892		\$81,892	\$81,892	\$81,892	\$81,892
\$30,208	\$30,208		\$30,208	\$30,208	\$30,208	\$30,208
\$51,920	\$51,920		\$51,920	\$51,920	\$51,920	\$51,920
0%	\$82,128	\$82,128	\$82,128	\$82,128	\$82,128	\$82,128

$$\begin{array}{r} 52128 \\ 5050 \\ 14670 \\ \hline 101798 \end{array}$$

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	DONATIONS	30-Nov					
		2018	2019	2020		2021	
		Actuals	Actuals	Budget	Actuals	Forecasted	Budget
1	Recreation-General						
2	Festival of The Sound	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
3	Museum	\$28,522	\$26,550	\$27,612	\$27,612	\$27,612	\$27,612
4	P.S. Area Chamber of Commerce	\$1,500	\$1,950	\$1,950	\$1,950	\$1,950	\$1,950
5	Community Business & Dev.	\$8,250	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
6	Heart & Soul Campaign-Sudbury	\$520	\$520	\$512	\$512	\$512	\$512
7	Canadore College Bursary	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
8	WPSHC	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000
9	National Seniors Day at PABCC	\$985	\$1,450	\$1,500	\$0	\$0	\$500
10	Northern Ontario School of Medicine Bursary Fund	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
11	WPS Smart Community Network	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
12	Great Lakes Waterfront Cycling Route		\$500	\$500	\$500	\$500	\$500
13	Sail Parry Sound Inc.	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250
14							
20	Georgian Bay Forever (Phragmites)		\$10,000	\$0			\$0
30	Kawartha Turtle	\$500	\$500	\$500	\$500	\$500	\$500
31	Eastern Georgian Bay Stewardship Council (this was confirm	\$1,000	\$1,000	\$0			
32	Other			\$1,000	\$0		\$1,000
33	Parry Sound Rotary Club		\$1,750	\$1,750	\$1,750	\$1,750	\$1,750
34	PS Festival of Authors			\$200	\$200	\$200	\$200
35			\$7,200				
36	Total-General	\$57,527	\$71,670	\$55,774	\$53,274	\$53,274	\$54,774
40	Recreation-North	Actuals	Actuals	Budget	Actuals	Forecasted	Budget
41	PAB Arts & Culture	\$3,500	\$3,500	\$0	\$0	\$0	\$0
42	PAB Community Christmas Party Event	\$2,000	\$2,000	\$2,000	\$0	\$0	\$2,000
43	Ojibway Historical (grants)		\$7,200	\$0	\$0	\$0	
44	Community Organization (grants)	\$27,658	\$28,336	\$29,000	\$31,318	\$31,318	\$32,000
45	Remembrance Day Service			\$1,000	\$0	\$0	\$0
46							
47	Total-North	\$33,158	\$41,036	\$32,000	\$31,318	\$31,318	\$34,000
50	Recreation-South	Actuals	Actuals	Budget	Actuals	Forecasted	Budget
51	Community Organization (grants)	\$8,576	\$8,957	\$10,000	\$10,499	\$10,499	\$11,000
52							
53	Total-South	\$8,576	\$8,957	\$10,000	\$10,499	\$10,499	\$11,000

\$511.97 fr 2003 Res #03-097 authorizes a donation totalling \$10,239.40 payable at \$511.97/yr for a period of 20 years

recruitment

benefits whole twp

\$1,024 fr 2005 to 2013 & \$1,500 fr 2014 to 2016

annually

started in 2014 - committed for 5 yrs Res #14-082 7/18/2014 2018 Last Year

\$8,000 one time + \$2,000 annually (in future will be under environment)

now under GBBR in Environment Section
was 0 now \$1,000

-2%

Arts on The Bay cancelled for 2020

was \$30,000 now \$29,000

6%

10%

LINE	A	B	C	D	E	F	G	H
					30-Nov			
1	2021 BUDGET	LIBRARY						
2		2018	2019		2020		2021	
3		Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
4	Revenues							
5	Grants	\$ 15,072	\$ 15,072	\$15,072	\$ 15,072	\$ 15,072	\$15,072	
6								
7	Total Revenues	\$ 15,072	\$ 15,072	\$15,072	\$ 15,072	\$15,072	\$15,072	0%
8								
9	Expenditures							
10	Travel	\$ 175	\$ 1,353	\$ 1,500	\$ 652	\$ 900	\$ 1,500	
11	Internet Costs							
12	Computer Costs							
13	Material & Supplies							
14	Other Expenses							
15	Transfers to PS Library	\$ 30,726	\$ 31,196	\$ 31,196	\$ 31,196	\$ 31,196	\$ 31,820	
16	Transfers							
17								
18	Total Expenses	\$ 30,901	\$ 32,549	\$ 32,696	\$ 31,848	\$ 32,096	\$ 33,320	2%

1	2021 BUDGET	PAB LIBRARY/MACTIER						
2		2018	2019		2020		2021	
3		Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
4	Revenues							
5	Grants							
6								
7	Total Revenues	\$ -	\$ -	\$0	\$ -	\$0	\$0	
8								
9	Expenditures							
10	Travel							
11	Internet Costs	\$0	\$0	\$ 800	\$0	\$0	\$ 800	
12	Computer Costs	\$0	\$126	\$ 1,200	\$132	\$132	\$ 1,200	
13	Material & Supplies	\$0	\$24	\$ 500	\$0	\$0	\$ 500	
14	Other Expenses	\$3,146	\$3,216	\$ 3,380	\$2,418	\$2,800	\$ 3,420	
15	Transfers	\$0	\$0	\$ 50	\$0	\$0	\$ 50	
16								
17	Total Expenses	\$ 3,146	\$ 3,367	\$ 5,930	\$ 2,550	\$ 2,932	\$ 5,970	1%

CAPITAL for 2021		2019			2020			2021		Page 35A	
		Budget	Actuals	Forecasted	Budget	Actuals	Forecasted	Budget			
1	G/G computer hardware	\$18,000	\$12,999	\$12,999	\$70,000	\$4,922		\$50,000			
2	Software	\$10,000	\$9,723	\$9,723							
3	Office equipment				\$40,000	\$0		\$40,000			
6	Office Generator				\$60,000	\$0		\$60,000			
7	Purchase Communication Tower	\$150,000	\$140,520	\$141,258	\$0						
8	Phone System	\$30,000	\$0	\$0	\$30,000	\$22,316					
9	Photocopier	\$25,000	\$15,330	\$15,330	\$0	\$0					
Replace light fixtures with LEDs and install motion activated sensors								\$15,000	Will use govt. rebates and will result in maintenance and energy cost savings.		
		\$233,000	\$178,572	\$179,310	\$200,000	\$27,238	\$0	\$165,000			
10	PPP										
11	Vehicle										
12	Boat										
13	2020 Truck					\$39,392	\$39,392				
14	Motor	\$0			\$0			\$0			
		\$0	\$0	\$0	\$0	\$39,392	\$39,392	\$0			
20	ROADS										
21	North										
22	South Shore Resurface Complete	\$52,000	\$43,536	\$54,321	\$0						
24	Reconstruction/Rehab rest of Skerryvore Road - Culvert Replacements				\$1,200,000	\$934,373			Slurry Seal received \$5404 - 1350 in revenue	debtenture?	
25	Reconstruction/Rehab rest of Skerryvore Road - Road Resurfacing				\$0			\$2,200,000			
26	10 km section Skerryvore Road improvements (if no funding)	\$455,000	\$21,233	\$20,177					Culvert/Water crossings Slurry Seal		
27	North Shore Road Complete	\$42,000	\$55,277	\$55,277							
28	Skerryvore Road Culvert Repairs							\$19,000			
		\$549,000	\$120,046	\$129,775	\$1,200,000	\$934,373	\$0	\$2,219,000			
30	South										
32	Joe Koran Road	\$30,000	\$1,550		\$63,000	\$57,293					
33	Kapikog Rd-Rehab/Resurf	\$55,000	\$0		\$60,000	\$60,334			Slurry Seal		
34	Blackstone Crane Lake - Micro Surfacing - deferred to 2020	\$0			\$165,000	\$155,891			155000	Will require re-evaluation in spring	
35	Blackstone Crane Lake - Crack Filling				\$15,000	\$0			Healey-Crane		
36	Healey Lake - Microsurfacing - deferred to 2020	\$0			\$360,000	\$399,570			150000	Will require re-evaluation in spring	
37	For Back Road - \$56,000 for Gravel/trucking/grading & \$5,000 for drainage	\$81,000	\$1,254	\$1,254					Ops Expense		
38	Earls Road - gravel/trucking/grading	\$33,000	\$814	\$814					Ops Expense Complete		
39	Jacklin Road - gravel/trucking/grading	\$15,000	\$906	\$906					Ops Expense Complete		
40	Lodge Road - gravel/trucking/grading	\$37,000	\$2,282	\$2,282					Ops Expense Complete		
41	Joe Koran Road - Gravel \$73,000/ \$100,000 for Surface, \$20,000 for drainage/budget	\$193,000	\$212,614	\$208,531					Ops Expense Complete		
42	Aga-Ming Road - gravel/trucking/grading				\$11,000	\$0		\$10,000	new		
43	3 Legged Lake Road Hill ditching and surface treatment				\$23,000	\$12,700			new		
44	James Bay Junction Road paving 150 m							\$140,000	\$127,000 based on 2017 engineering recommendation re paving delay pending traffic counter survey		
45	Blackstone Lake Road Bridge repairs							\$16,000			
	Kapikog Lake Road Culvert Repairs										
		\$424,000	\$219,300	\$213,667	\$697,000	\$685,788	\$0	\$166,000			
General											
51	1 tonne pick up truck to replace 6 year old unit							\$60,000			
52	Cover for PW Shop sand shed							\$25,000			
53	Backhoe (for North and South roads)							\$185,000			
54	PW Shop water system							\$7,500	Assumed water is reasonably treatable - TBC with Water Master		
54B	2020 Pickup to replace Maude				\$30,000	\$36,148					
55	2020 Pickup - Covid					\$29,244					
56	2020 Pickup Replace 01 - with plow				\$50,000	\$51,585					
57	Scanner for equipment				\$7,200	\$7,113					
58	Barriers (Covid) 18					\$6,131					
59	Radar Speed Monitor				\$6,000			\$6,000	2nd unit for placement north and south		
60	Replacement Unit 09	\$260,000	\$0	\$0	\$291,200	\$292,007					
61	Tiger Dams				\$17,800	\$17,731					
		\$260,000	\$0	\$0	\$402,200	\$429,959	\$0	\$263,500			

60	SOLID WASTE											
61												
	Site 9 weigh scale											
63	Recycling Compactors 10 bins @ 5 sites											
64	New Roll-off											
	work at Site 9 Complete - included in Annuity Professional Services - Remove											
65												
66	PAB Transfer Station Shack											
68	Devil's Elbow dock/cnb replacement											
69	Woods Bay dock extension for high water levels											
	New Stanley boat											
70	Replace Old Building boat for waste south transportation											
71	New Outboard for old building boat											
72												
75	HEALTH											
76												
77	Nursing Station/Ambulance Base											
80	RECREATION											
81												
82	PABCC Pierch											
84	PABCC generator											
85	PABCC Air Conditioning											
86	PABCC Playground											
	PABCC re-bed sand filters for water system											
87	PABCC roof											
88	PABCC boiler											
89	PAB Wharf modifications - high water protection											
90	Hi Wendy - Roof arm has been removed - FYI											
	Replace light fixtures with LED's and install motion activated sensors											
	PAB Lighthouse - Electrical upgrade (\$4k) and Water system (\$10k)											
91	Signage for Nursing station, community centre, banners and highway welcome to PAB signs											
	Total Capital Expenditures											
	Access Points - South											
	Dock and cnb replacement at Foxback											
	2 dock replacements at Pine Bay											
	Dock replacement at Kapiokop Lake											
100	Holiday Cove											
101	Expenditures											
102	Breakwater/Dock											
103	Building											
104	Capital Expenditures-land/bldg improvements											
	Road maintenance & increase parking											
105	Holiday Cove											
106												
107												

Non-Controllable

30-Nov

1	2021 BUDGET	MPAC						
2		2018	2019		2020		2021	
3		Actuals	Actuals		Budget	Actuals	Forecasted	Budget
4	Misc. Consultants	\$165,418	\$163,568		\$162,264	\$162,264	\$162,264	\$160,547
5								
6	Total Expenditures	\$165,418	\$163,568		\$162,264	\$162,264	\$162,264	\$160,547

-1%

10		OPP						
11		2018	2019		2020		2021	
12		Actuals	Actuals		Budget	Actuals	Forecasted	Budget
13	Misc. Consultants	\$0	\$0					
14	Transfers-General	\$732,120	\$661,095		\$710,660	\$527,486	\$710,660	\$700,447
15	Transfers to Reserves							
16								
17	Total Expenses	\$732,120	\$661,095		\$710,660	\$527,486	\$710,660	\$700,447

-1%

20		Ambulance						
21		2018	2019		2020		2021	
22		Actuals	Actuals		Budget	Actuals	Forecasted	Budget
23	Transfers-General	\$ 604,427	\$ 611,344		\$ 624,831	\$ 692,743	\$ 692,743	\$ 652,136
24	Transfers to Reserves							
25								
26	Total Expenses	\$ 604,427	\$ 611,344		\$ 624,831	\$ 692,743	\$ 692,743	\$ 652,136

4%

30		Health Unit						
31		2018	2019		2020		2021	
32		Actuals	Actuals		Budget	Actuals	Forecasted	Budget
33	Transfers-General	\$ 21,288	\$ 26,453		\$ 27,775	\$ 25,539	\$ 25,539	\$ 25,539
34								
35	Total Expenses	\$ 21,288	\$ 26,453		\$ 27,775	\$ 25,539	\$ 25,539	\$ 25,539

-8%

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LINE	A	B	C	D	E	F	G	H
40		Belvedere Heights						Page 178
41		2018	2019		2020		2021	
42		Actuals	Actuals		Budget	Actuals	Forecasted	Budget
43	Infrastructure Costs	\$118,720	\$112,000		\$0			
44	Transfer to Reserves							
45	Transfers-Levy	\$ 330,444	\$ 334,339		\$ 333,292	\$ 333,292	\$ 333,292	\$ 297,309
46								
47	Total Expenses	\$ 449,164	\$ 446,339		\$ 333,292	\$ 333,292	\$ 333,292	\$ 297,309 -11%

50		DSSAB						
51		2018	2019		2020		2021	
52		Actuals	Actuals		Budget	Actuals	Forecasted	Budget
53	Transfer to Reserves							
54	Transfers-Levy	\$ 920,849	\$ 921,823		\$ 914,179	\$ 914,178	\$ 914,178	\$ 909,553 final
55								
56	Total Expenses	\$ 920,849	\$ 921,823		\$ 914,179	\$ 914,178	\$ 914,178	\$ 909,553 -1%

60		Education						
61		2018	2019		2020		2021	
62		Actuals	Actuals		Budget	Actuals	Forecasted	Budget
63	Transfer to Reserves							
64	Transfers-Levy	\$ 3,456,427	\$ 3,341,864		\$ 3,234,621	\$ 2,434,903	\$ 3,234,621	\$ 3,245,530
65								
66	Total Expenses	\$ 3,456,427	\$ 3,341,864		\$ 3,234,621	\$ 2,434,903	\$ 3,234,621	\$ 3,245,530 0%

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Request that Minister Clark review the Municipal Elections Act and provide amendments to provide clearer, stronger wording to assist Municipal Clerks in addressing issues to allow for a more definitive decision to be made when adding names to the voters' list.

- 21- WHEREAS** the Township of The Archipelago recognizes that the current language in the Municipal Elections Act, with regards to non-resident electors, is weak and ambiguous;

AND WHEREAS the Township of The Archipelago wishes to ensure the integrity of the election process;

NOW THEREFORE BE IT RESOLVED that Council of the Corporation of the Township of The Archipelago hereby request that the Minister of Municipal Affairs and Housing, the Honourable Steve Clark, initiate a review the Municipal Elections Act and make amendments to provide such clearer, stronger wording, to assist Municipal Clerks in addressing issues related to non-resident electors, and to allow for a more definitive decision to be made when adding names to the voters' list;

AND FURTHER BE IT RESOLVED that Council of the Corporation of the Township of The Archipelago request that the Minister of Municipal Affairs and Housing, the Honourable Steve Clark, ensure that there is a clear and accessible way to enforce the rules described in the Municipal Elections Act;

AND FURTHER BE IT RESOLVED that this resolution be sent to the Premier of Ontario, the Minister of Municipal Affairs and Housing, Norm Miller MPP, all Ontario Municipalities and the Association of Municipalities of Ontario.

Election Officials

MEA, s.11, 12 15

Clerk

The Clerk of a municipality is responsible for conducting elections:

- within the municipality;
- for members of school boards (subject to exceptions as provided in the Regulations of the *Education Act*); and
- county and regional governments.

The Clerk is responsible for preparing for the election, preparing for and conducting recounts, and maintaining peace and order in connection with the election. The Clerk, in conducting the election, shall have regard to the needs of electors and candidates with disabilities, shall prepare a plan regarding the identification, removal and prevention of barriers to accessibility of the election, and make the plan available to the public before Voting Day, and within 90 days after Voting Day, prepare a report regarding accessibility during the election and make it available to the public. These are statutory functions and therefore the responsibility lies with the Clerk to make all necessary decisions. The decision of the Clerk is final.

Discretionary Authority

MEA, s.12

A Clerk who is responsible for conducting an election may provide for any matter or procedure that;

- is not otherwise provided for in an Act or regulation; and
- in the Clerk's opinion, is necessary or desirable for conducting the election.

Other than the forms prescribed by the Minister, the Clerk has the authority to establish forms, including forms for oaths and declarations that are required to be used.

The Clerk's authority also includes the power to require a person to furnish proof that is satisfactory to the election official as to the person's identity or qualifications including citizenship or residency. The Clerk's authority does not include the power to require a person for the purposes of the procedure set out in s.52(1) – (Voting Procedure) to furnish proof of identity and residence in addition to what is prescribed.

The discretionary authority provided to the Clerk in the MEA brings with it a degree of risk and inherent liability. In order to mitigate the exposure to liability, it is suggested that the Clerk consider adopting, in writing, a procedure or administrative policy that clearly defines the nature of the discretionary power being exercised, the manner in

which the power will be exercised and the person or persons responsible for the exercise of the discretionary authority.

For example, given that the Clerk has discretion relative to the provision of notice to the public concerning the conduct of the vote, it may be advisable for the Clerk to establish, in writing, the matters that will be subject to notice, the timing of such notice, the manner in which notice will be given and who will be responsible for giving the notice, if that authority is to be delegated from the Clerk.

Under the revised MEA, Clerks have expanded powers/discretion, where no Council approval is required in the following areas:

- establishment of advance voting dates, locations and hours;
- establishment of reduced voting hours at long term care facilities;
- management of the Voters' List (additions/deletions/modifications);
- determination of whether filing of financial statements electronically will be permitted and any conditions or limits associated with electronic filing; and
- authority to develop a policy and present to Council for adoption of a by-law by May 1 of an election year to define circumstances under which a recount would be conducted.

Noted below is a chart which outlines the Implied and Direct Discretionary Authority of the Clerk. It is not an exhaustive list, but captures a large amount of the legislation.

Section	Short Description
	Summary of Broad Discretionary Authority
7;8(7);45	The Clerk has authority and control over the costs incurred for an election.
7(3)1	The Clerk shall bill a local board or upper tier municipality for the costs of a recount in a regular election for a local board or municipality, a by-law or question submitted by an upper tier or local board or Minister.
7(3)4	The Clerk shall bill for costs when the Clerk counts the votes or conducts a recount of a ranked ballot election for an upper-tier municipality, if the member of council of the upper-tier municipality is not also elected to the council of the lower-tier municipality within the upper-tier municipality.
7(12)	The Clerk of a municipality can incur expenses in respect to a question which are required or authorized by this Act to be incurred.
8(6)	The Clerk is responsible for giving notice to the public for any question on the ballot, regardless of whether it was initiated by a municipality, an upper tier or a Minister.
11(1)	The Clerk is responsible for conducting elections. Unless otherwise provided, the Clerk has broad discretionary authority to determine

	the form and method of communication for notices, forms and other information provided by the Act.
12(1)	The Clerk may provide for any matter or procedure that is not specifically provided for in the Act or Regulations.
12(2)	The Clerk may establish forms such as oaths, statutory declarations and has the power to require their use.
12(3) *	The Clerk may require a person to furnish proof of identity, qualification or any other matter.
12(4)	The power given the Clerk does not include the power to require a person for the purposes of s.52(1) – voting procedure – to furnish proof of identity and residence in addition to what is prescribed.
12.1	The Clerk shall have regard to the needs of electors and candidates with disabilities.
12.1(2)	The Clerk shall prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the plan available to the public before Voting Day in a regular election.
12.1(3)	Within 90 days after Voting Day in a regular election, the Clerk shall prepare a report about the identification, removal and prevention of barriers that affect electors and candidates with disabilities.
13(1)	The Clerk shall determine the form, manner and timing of any notice or other information required by the Act.
22(2)	For the purposes of subsection (1) – correction of errors in the preliminary list, the Clerk may use any information that is in the local municipality's custody or control.
53(1)	The Clerk has discretion in determining what constitutes an emergency or circumstances that will undermine the integrity of the election.
53(2)	The Clerk has discretion in a declared emergency to make any arrangements deemed necessary for the conduct of the election.
53(4)	The Clerk determines when the emergency has passed.
55(4.1)	The Clerk shall, as soon as possible after Voting Day, make information available on the number of votes for each candidate, the number of declined and rejected ballots and the number of votes (yes or no) on a by-law or question and determine website or electronic format.
Cost of Elections	
7(2)(4); 8(7)	The Clerk has authority and control over the finances of an election.
Notice of By-laws and Questions	
8(6)	The Clerk shall determine the form and method of notice to the electors of by-laws and questions to be placed on the ballot.

	Certification of Vote Results
8(9)	The Clerk shall determine the form of certification when giving the result of the vote on a question or by-law.
	Information to Electors
12.1(1)	The Clerk shall identify strategies to provide for the needs of electors and candidates with disabilities.
12.1(2)	The Clerk shall prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities before Voting Day in a regular election.
12.1(3)	Within 90 days after Voting Day in a regular election, the Clerk shall prepare a report about the identification, removal and prevention of barriers that affect electors and candidates with disabilities.
13(2)	The Clerk may determine what information is necessary to inform electors how to exercise their rights under the Act.
45(8)	The Clerk may issue instructions to Deputy Returning Officers (DRO) regarding attending on an elector in an institution or retirement home.
	Appointment of Election Officials
15(1)	The Clerk shall appoint a Deputy Returning Officer (DRO) for each voting place.
15(1)	The Clerk may appoint other election officials in addition to DRO's. The Clerk determines what instruction and training is provided to election officials.
	Delegation of Authority
15(2)(3)(4)	The Clerk may delegate to election officials in writing, any of the Clerk's powers and duties, however, the Clerk may continue to exercise the delegated powers and duties, despite delegation.
	Creation of Voting Subdivisions
18(1)	The Clerk may divide the municipality into voting subdivisions (on or before March 31 in the year of regular election).
18(2)	If the Clerk creates voting subdivisions, he or she shall inform MPAC (on or before March 31 in the year of a regular election).
	Correction of Preliminary List of Electors
19(1)(1.1)	The Clerk and MPAC may agree on a date for the delivery of the Preliminary List of Electors (which must be a date earlier than September 1). If no date agreed upon or prescribed – July 31.
22(1)	The Clerk may correct any obvious errors in the Preliminary List of Electors, and shall notify MPAC of the corrections.
22(2)	For the purposes of subsection (1), the Clerk may use any information that is in the local municipality's custody or control.
25(4)	The Clerk shall determine the format and manner of the written application to remove a deceased person's name.

	Reproduction / Revision of Voters' List
23(2)(a)(b)	The Clerk shall have the Voters' List reproduced on or before September 1 st and determine where and at what time applications for revisions to the Voters' List may be made under s.24 and s.25.
24(1)(2)	From September 1 st to the close of voting on Voting Day, a person may make an application to be added or removed from the Voters' List or have the information on the Voters' List relating to that person amended.
24(3) *	The Clerk may approve or deny applications for revision to the Voters' List.
27(1)(a)(b)	During the period beginning September 15 and ending September 25, the Clerk shall prepare an interim list of changes to the Voters' List approved on or before September 15, and give a copy to each certified candidate and to each person who received a copy of the Voters' List under s.23.
27(2)(a)(b)	The Clerk shall within 30 days after Voting Day prepare a final list of the changes to the Voters' List and give a copy to MPAC.
28(1)	The Clerk shall prepare and certify the Voters' List for use in each voting place.
	Nominations
11.1(4)	The upper-tier Clerk responsible for accepting nominations can determine the format in which to send the names of candidates to lower-tier Clerk.
32	The Clerk shall give notice of the offices for which persons may be nominated and the nomination procedure under this act.
33(1.3)	The Clerk is entitled to rely upon the information filed by the candidates (endorsements).
35(2)(3)	The Clerk shall certify the nomination of qualified persons, and reject the nomination if not satisfied the person is qualified.
35(4)	The Clerk can determine the form and method of giving notice when a nomination is rejected and shall give notice to the person who sought to be nominated and to all candidates for the office, as soon as possible.
	Acclamations
37(1)(2)	The Clerk can determine the method of declaring acclamations.
	Notice of Election
40(a)(b)(c)(d)	The Clerk shall give notice to the electors and determine the form and method of giving such notice about the location of voting places, dates and times open, the manner in which electors may use voting proxies if applicable and if alternative voting methods, the manner in which electors may use the alternative voting methods.

	Ranked Ballots
41.1(4)2	The regulation may establish the powers that the Clerk may exercise in administering ranked ballot elections.
41.1(5)	Regulation may authorize the Clerk to establish procedures.
	Ballot Form
41(2)3	The Clerk can agree to permit another name that a candidate uses to appear on the ballot.
41(2)5	If the surnames of two or more candidates for an office are identical or in the Clerks opinion so similar as to cause possible confusion, the Clerk shall differentiate the candidates on the ballots as the Clerk considers appropriate.
41(3)	The Clerk shall change some or all of the ballots to facilitate voting by the visually impaired without assistance.
41(4)	The Clerk can decide to use separate or composite ballots.
	Voting or Vote Counting Equipment or Alternative Voting Method
42(3)(a)(i)(ii)	Where there is a by-law providing for voting or vote counting equipment or an alternative voting method, the Clerk has discretion in establishing forms and procedures for carrying out the intent of the by-law.
42(3)(b)	The Clerk can determine the method for providing a copy of the procedures and forms to candidates and shall provide a copy of the procedures and forms to each candidate when his or her nomination is filed.
	Advance Vote
42(2)	The Clerk shall establish the date or dates, number, location and hours of Advance Voting.
43(5)(b)(ii)	The Clerk determines how to keep safe any Advance Vote ballot boxes and all other material and documents relating to the Advance Vote.
43(7)	The Clerk determines the method of updating Voters' Lists to reflect Advance Voting and ensures that the Voters' Lists for all voting places are updated to reflect voting that took place at an advance vote.
	Proxies
44(7)	The Clerk may determine what is required to verify that persons are qualified to appoint and be appointed as a voting proxy and if satisfied that the person who appointed the voting proxy is entitled to do so, and that the person appointed is entitled to act as the voting proxy, shall apply a certificate in the prescribed form to the appointing document.

	Voting Places and Procedures
45(1)(3)(5)	The Clerk has discretion in identifying the number and location of voting places and designating the area.
45(2)	In establishing the locations of voting places, the Clerk shall identify strategies that ensure that each voting place is accessible to electors with disabilities.
45(7)1,2,3	A voting place shall be located in an institution for the reception, treatment or vocational training of members or former members of Canadian Forces; an institution which on September 1 st 20 beds or more are occupied by persons who are disabled; chronically ill or infirm; and in a retirement home which on September 1 st , 50 beds or more are occupied.
45(8)	The Clerk may issue instructions to DRO's regarding attending on an elector in an institution or retirement home to allow him or her to vote.
45(9)	The Clerk shall issue instructions to DRO's regarding attending on electors with a disability, including mobility impaired, anywhere within the defined voting place.
46(2)	The Clerk may establish specific voting places to open on Voting Day before 10:00 am.
46(3)	The Clerk may establish reduced voting hours for a voting place that is only for the use of residents of the institution or retirement home.
47(1)(a)	The Clerk has the discretion to go to or remain in voting places during voting or when votes are being counted.
	Emergency
53(1)	The Clerk has discretion in determining what constitutes an emergency or circumstances that will undermine the integrity of the election.
53(2)	The Clerk has discretion in a declared emergency to make any arrangements deemed necessary for the conduct of the election.
53(4)	The Clerk determines when the emergency has passed.
	Opening Ballot Box
55(3)	The Clerk shall determine the results of the election by compiling the statements of results received from the DRO.
55(4)	The Clerk shall, as soon as possible after Voting Day, declare the elected candidate(s) and the result of the vote on any by-law or question.
55(4.1)	As soon as possible after Voting Day, the Clerk shall make information available on number of votes for each candidate, number of declined and rejected ballots, number of votes (yes or no) on a by-law or question.

55(5)	The Clerk, in the presence of the DRO, can decide to open a ballot box to assist with interpreting the statement of results.
	Recounts
56(1)(1.1)(2)	The Clerk shall hold a recount in accordance with policy within 15 days after declaration of results.
59	The Clerk may decide to include other candidates for an office in a recount.
61(1)1	The Clerk may be present at a recount in the case of a tie vote, or any policy passed, when the Council, Board or Minister requires a recount and when the Ontario Superior Court of Justice orders a recount – s.56,57,58,63
61(2)1	The Clerk may be present at a recount for a by-law or question.
61(6)	The Clerk determines disputes concerning the validity of a ballot or the counting of votes in a ballot.
61(7)	The Clerk may permit others to be present at a recount.
62(3)63(10)	If the recount leaves two candidates tied, the Clerk shall choose the successful candidate by lot.
	By-Elections
65(4)1	The Clerk sets the date of Nomination Day, in the case of a by-election.
65(5)1	The Clerk sets the date of voting if the by-election relates to a question or by-law.
	Financial Reporting
33.0.1(1)	The Clerk determines the form of the preliminary certificate of maximum campaign expenses, upon the filing of a person's nomination and shall give the person, or their agent filing the nomination for the person, a certificate of the applicable maximum amount as of the filing date.
33.1	The Clerk shall, before Voting Day, give notice of the penalties under s.88.23(2) and s.92(1) related to election campaign finance to each person nominated for an office.
88.20(13)(a)(b)	The Clerk determines the form and method of delivery of the certificate of maximum campaign expenses. The Clerk shall calculate the maximum amounts permitted by subsections 6(candidate expenses) and subsection 9(expenses, parties etc.) for each office for which nominations have been filed and shall give a certificate of the applicable amounts to each candidate on or before September 25 in a regular election, and within 10 days after the Clerk makes the required corrections in the case of a by-election.
88.22(3)	The Clerk determines the form and process of the notice of default.
88.25(9)	The Clerk determines the form and method of delivery of notice to candidates of the campaign expense filing requirements and shall give notice at least 30 days before the filing date.

	Election Records
88(2)(a)(b) *	When the 120-day period has elapsed, the Clerk shall destroy the ballots and may destroy other documents and materials related to the election.
88(4)	The Clerk shall retain the financial statements until the next election.
88(9.1)	The Clerk shall make the documents filed under s.88.25, 88.29 and 88.32 available at no charge for viewing by the public on a website or in another electronic format as soon as possible after the documents are filed.

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).
	Land Supply Analysis	Fulfill requirements of province to ensure Archipelago maintains sufficient land for growth.	1 (R)	2022-2023	Preliminary Review and review opportunities to complete as a regional initiative completed.

DEVELOPMENT & ENVIRONMENTAL SERVICES	PROJECT TITLE	DESCRIPTION	PRIORITY (1-5)	TIMELINE	CURRENT STATUS
	Phragmites Education & Advocacy	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.
	Community Safety and Well Being Plan	Develop and Implement a community safety Plan with relevant agencies.	1 (R, S)	July, 2021	Preliminary training and discussions with regional municipalities.
	Shawanaga Island IPCA	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.
	Seabins (Collects floating debris in water)	Purchase and install Seabins at appropriate municipal location(s), train staff & implement monitoring program with GBF. Fulfill requirements of province and complete additional studies within Woods Bay Neighbourhood.	2(E)	Summer 2021	Working to obtaining Council support to purchase Seabins.
ADDITIONAL PROJECTS	Woods Bay Neighbourhood Study	Fulfill requirements of province and complete additional studies within Woods Bay Neighbourhood.	2 (R)	2023-2024	Not started
	Blackstone Lake - Lake Capacity Review	Review implications of recent lake capacity findings and determine if policy amendments are needed.	2 (R, E)	2022	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				

Subject: Insurance rate Increase - Data
From: "FONOM Office/ Bureau de FONOM" <fonom.info@gmail.com>
Date: 2/8/2021, 3:27 PM
To: undisclosed-recipients;;
BCC: mweaver@thearchipelago.on.ca

Good afternoon

Thank you very much to all those of you that provided your Municipal Insurance rate increases, I thought I would share the data with all of you. Also, the information collected and that from the Northwest, will be shared with AMO to gain their assistance in the future on this issue.

Again, thanks for all your help

Talk soon, Mac

Mac Bain
Executive Director
The Federation of Northern Ontario Municipalities
615 Hardy Street North Bay, ON, P1B 8S2
Ph. 705-478-7672

P.S. FONOM GoNorth Promotional Videos
<https://www.youtube.com/watch?v=X81-vtsgs0w>
<https://www.youtube.com/watch?v=LUeGyXL2AXk>
www.youtube.com/watch?v=qkEeQSnLHnA

— Attachments: —

Copy of Insurance % Inrese 2020-2021 (1).xlsx

18.4 KB

<i>District</i>	<i>Name1</i>	<i>Pop</i>	<i>2020 Fee</i>	<i>2021 Fee</i>	<i>% Increase</i>					
Algoma	Blind River	3651			15%	Renewing in May 2021				
Algoma	Bruce Mines	588	\$ 49,742.00	\$ 57,723.00	16%					
Algoma	Dubreuilville	846	\$ 50,016.00	\$ 55,606.00	11%					
Algoma	Elliot Lake	11558	\$ 543,456.00	\$ 780,196.00	43.56%					
Algoma	Hilton	234								
Algoma	Hilton Beach	173								
Algoma	Hornepayne	1273	\$ 63,070.00	\$ 102,174.00	62%					
Algoma	Huron Shores	1632	\$ 111,706.00	\$ 130,777.00	17.07%					
Algoma	Jocelyn	246								
Algoma	Johnson	583								
Algoma	Laird	997	\$ 65,226.28			budgeting 10.2% for increase				
Algoma	MacDonald Meredith and A	1413								
Algoma	Wawa	3211	\$ 154,008.00	\$ 166,413.00	8%					
Algoma	Plummer Additional	625	\$ 37,143.28	\$ 41,757.68	12.40%					
Algoma	Prince	985								
Algoma	Sault Ste. Marie	72779								
Algoma	Spanish	740	\$ 42,817.00	\$ 45,019.00	5.14%					
Algoma	St. Joseph	1122								
Algoma	Tarbutt & Tarbutt Additional									
Algoma	North Shore	554								
Algoma	Thessalon	1293				Waiting for Quote				
Algoma	White River	889	\$ 81,976.00	\$ 93,151.00	13.60%					
Cochrane	Black River-Matheson	2796	\$ 111,445.00	\$ 230,882.00	107%					
Cochrane	Cochrane	5457	\$ 357,042.00	\$ 357,042.00	2.25%	1st year with new provider				
Cochrane	Fauquier-Strickland	666								
Cochrane	Hearst	5174	\$ 218,000.00	\$ 255,900.00	18%					
Cochrane	Iroquois Falls	5175	\$ 248,723.00	\$ 295,936.00	19%					
Cochrane	Kapuskasing	8699		548382.00	9.16%	(previous rate was for 6 months				
Cochrane	Mattice-Val Cote	836	\$ 66,716.00	\$ 77,593.00	16%	no cyber and increase deductible				
Cochrane	Moonbeam									
Cochrane	Moosonee	1430								

Cochrane	Opasatika	310							
Cochrane	Smooth Rock Falls	1672	\$ 76,176.00	\$ 81,154.00	6.53%				
Cochrane	Timmins	43024			18.99%				
Cochrane	Val Rita-Harty	1000							
Manitoulin	Assiginack	765							
Manitoulin	Billings								
Manitoulin	Burpee and Mills	330							
Manitoulin	Central Manitoulin	1742							
Manitoulin	Gordon / Barrie Island	423							
Manitoulin	Gore Bay	799	\$ 72,549.00	\$ 82,046.00	13.09%				
Manitoulin	Northeastern Manitoulin ar	2315							
Manitoulin	Tehkummah	350	\$ 36,201.00	\$ 57,985.00	60%				
Manitoulin	Cockburn Island	3							
Nipissing	Bonfield	2096							
Nipissing	Calvin	596							
Nipissing	Chisholm	1236	\$68,575.00						
Nipissing	East Ferris	4249							
Nipissing	Mattawa	2114	\$ 94,000.00						
Nipissing	Mattawan	97							
Nipissing	North Bay	51082			10%				
Nipissing	Papineau-Cameron	904							
Nipissing	South Algonquin	1194							
Nipissing	Temagami	799							
Nipissing	West Nipissing	12874							
Parry Sound	Armour	1241	\$ 46,228.32	\$ 55,320.00	19.67%				
Parry Sound	Burk's Falls	848	\$ 100,321.00	\$ 107,014.00	6%				
Parry Sound	Callander	3157	\$ 109,365.00	\$ 129,653.00	18.55%				
Parry Sound	Carling	1055	\$ 75,000.00	\$ 102,000.00	37%				
Parry Sound	Joly	259							
Parry Sound	Kearney	731							
Parry Sound	Machar	782	\$ 32,179.00	\$ 39,145.00	21.60%				
Parry Sound	Magnetawan	1197							
Parry Sound	McDougall	2510							
Parry Sound	McKellar	885							
Parry Sound	McMurrich/Monteith	655	\$ 79,583.04	\$ 92,540.60	16.28%				

According to my broker, I am being told to anticipate a 20-30% increase for 2020/2021 - renewal April

renewal May 2021

renewal in April

Budgeted increase, renewing in May

Waiting for this years Quote

Parry Sound	Nipissing	1557								
Parry Sound	Parry Sound	5357	\$ 350,914.00	\$ 467,464.00	33.20%					
Parry Sound	Perry	1929	\$ 64,750.00	\$ 75,852.00	18.00%					
Parry Sound	Powassan	3278	\$ 144,875.32			increase from 2019 was 13.67%				
Parry Sound	Ryerson	591	\$ 60,225.80	\$ 70,219.20	16.60%					
Parry Sound	Seguin	3340								
Parry Sound	South River	955	\$ 71,983.88	\$ 88,780.88	23.33%					
Parry Sound	Strong	1289	\$ 64,854.00	\$ 94,551.00	45.70%	2019 increase was 44.4%				
Parry Sound	Sundridge									
Parry Sound	The Archipelago	548	\$ 64,987.00	\$ 80,724.00	24.22%					
Parry Sound	Whitestone	728								
Sudbury	Baldwin	570			11.25%					
Sudbury	Chapleau	2600								
Sudbury	Espanola	5079	\$ 114,159.00	\$ 171,096.00	49.88%	increased deductible by \$15,000-and was able to reduce amount by \$13,125				
Sudbury	French River	2788	\$ 127,631.00	\$ 155,685.00	22%					
Sudbury	Greater Sudbury	155339								
Sudbury	Killarney	433								
Sudbury	Markstay-Warren	2666								
Sudbury	Nairn and Hyman	408								
Sudbury	Sables-Spanish Rivers	2943								
Sudbury	St. Charles	1280	\$ 73,888.28	\$ 97,511.05	31.97%					
Timiskaming	Armstrong	1265	\$ 61,454.00	\$ 69,004.00	12%					
Timiskaming	Brethour	153								
Timiskaming	Casey	374								
Timiskaming	Chamberlain	346								
Timiskaming	Charlton and Dack	670								
Timiskaming	Cobalt	1103								
Timiskaming	Coleman	531				Waiting for Quote				
Timiskaming	Englehart	1546								
Timiskaming	Evanturel	464	\$ 33,397.80	\$ 47,246.40	41%					
Timiskaming	Gauthier	131								
Timiskaming	Harley	526								
Timiskaming	Harris	491								
Timiskaming	Hilliard	227								
Timiskaming	Hudson	457								

Timiskaming	James	474	\$ 57,550.00	\$ 70,038.00	21.70%					
Timiskaming	Kerns	349								
Timiskaming	Kirkland Lake	9278								
Timiskaming	Larder Lake	753								
Timiskaming	Latchford	293	\$ 70,747.00	\$ 80,226.00	13.50%					
Timiskaming	Matachewan	366	\$ 40,298.36	\$ 43,961.32	9.09%	2019 & 2020 numbers renewing in March				
Timiskaming	McGarry	828	\$ 68,075.00	\$ 76,477.00	12%	working on renewal				
Timiskaming	Temiskaming Shores	10125	\$ 417,034.00	\$ 480,430.00	15%					
Timiskaming	Thornloe	110								
					0.228028901					

002

2021 Council Meeting Schedule

Committee Meetings 9:15 a.m.	Council Meetings 9:15 a.m.	Notes
January 21 st	January 22 nd	New Year's Day – Wed., Jan. 1 st ROMA – Jan. 23 rd – 26 th T.O.
February 18 th	February 19 th	Family Day – Mon., Feb. 15 th OGRA – Feb. 21 th – Feb 24 th T.O.
March 11th	March 12th	March Break – Mar 15 th – 19 th
April 15 th	April 16 th	Good Friday – Fri., Apr 2 nd Easter Sunday – Sun., Apr. 4 th Easter Monday – Apr. 5 th
May 20 th	May 21 st	Victoria Day – Mon., May 24 th FONOM – May 13 th - 15 th GLSLCI–May 13 th –15 th
June 17 th	June 18 th	
July 15 th	July 16 th	Canada Day - Mon., July 1 st
August 19 th	August 20 th	Civic Day – Mon., Aug. 2 nd AMO – Aug. 15 th -18 th London
September 16 th	September 17 th	Labour Day – Mon., Sept. 6 th
October 21 st	October 22 nd	Thanksgiving – Mon., Oct. 11 th
November 18 th	November 19 th	Remembrance Day–Thurs., Nov. 11 th
December 9th	December 10th	Xmas Day – Fri., Dec. 25 th Boxing Day –Sat., Dec. 26 th

Dates shown in red deviate from this due to holidays.

****January – April Meetings Approved November 19, 2020**

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12/31/2020 not final

1	2021 BUDGET	PLANNING						
2		2018	2019	2020			2021	
3	Revenues	Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
4	Grants							
5	Miscellaneous	\$57,901	\$53,446	\$45,000	\$31,275	\$62,000	\$50,000	
6	Transfers/Loans		\$0	\$30,000	\$0	\$0	\$30,000	
6	Total Revenues	\$57,901	\$53,446	\$75,000	\$31,275	\$62,000	\$80,000	
7	Expenditures							
8	Salaries & Benefits	\$250,385	\$249,348	\$260,000	\$264,670	\$266,000	\$265,000	
9	Training & Development	\$2,796	\$4,853	\$5,000	\$2,294	\$2,300	\$5,000	
10	Travel	\$1,849	\$1,328	\$3,000	\$316	\$500	\$1,500	
11	General Office	\$603	\$1,252	\$2,000	\$0	\$500	\$1,500	
12	Communication Costs	\$2,153	\$3,006	\$3,000	\$1,837	\$1,850	\$4,000	
13	Vehicle/Vessel Expenses	\$367	\$370	\$500	\$0	\$0	\$500	
14	Material & Supplies	\$0	\$3	\$500	\$0	\$0	\$500	
15	Professional Services	\$19,469	\$21,169	\$34,000	\$14,614	\$18,000	\$35,000	
16	Zoning By-law Update		\$7,417	\$30,000	\$4,366	\$7,000	\$30,000	
17	OMB Costs	\$534	\$2,708	\$0	\$0	\$0	\$0	
18	Refunds	\$5,231	\$3,350	\$0	\$0	\$0	\$0	
19	Transfer to Reserves	\$0	\$0	\$0	\$0	\$0	\$0	
20	Transfers-to Planning Board	\$24,500	\$24,500	\$24,500	\$24,500	\$24,500	\$24,500	
21								
22	Total Expenses	\$307,886	\$319,304	\$362,500	\$312,597	\$320,650	\$367,500	

7%

1%

LINE	A	B	C	D	E	F	G	H
1	2021 BUDGET							
2								
3								
4	Revenues							
5	Miscellaneous	\$161,148	\$204,422	\$120,000	\$173,086	\$0	\$150,000	
6	Transfers/Loans re:old boat							
7	Total Revenues	\$161,148	\$204,422	\$120,000	\$173,086	\$0	\$150,000	25%
8								
9	Expenditures							
10	Salaries & Benefits	\$289,437	\$288,532	\$306,000	\$304,629	\$300,000	\$309,060	
11	Training & Development	\$3,324	\$3,326	\$7,800	\$1,374	\$1,585	\$7,878	
12	Travel	\$734	\$461	\$3,000	\$53	\$150	\$3,030	
13	General Office	\$125	\$0	\$1,000	\$0	\$0	\$1,010	
14	Communication Costs	\$777	\$1,872	\$2,100	\$809	\$900	\$2,121	
15	Computer Costs	\$975	\$2,699	\$3,100	\$2,798	\$2,798	\$3,131	
16	Vehicle Expenses	\$6,688	\$4,215	\$8,200	\$4,102	\$3,100	\$8,282	
17	Boat Expenses	\$19,824	\$15,810	\$20,800	\$12,018	\$14,000	\$21,008	
18	Material & Supplies	\$364	\$90	\$1,000	\$91	\$91	\$1,010	
19	Professional Services	\$340	\$0	\$1,000	\$340	\$340	\$1,010	
20	Transfer to Reserves							
21								
22	Total Expenses	\$322,587	\$317,006	\$354,000	\$326,214	\$322,964	\$357,540	1%
30-Nov								
	New Vehicle				\$39,392	\$39,392		
					\$365,606	\$362,356		

LINE A B C D E F G

ENVIRONMENT

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12/31/2020 not final

1 2021 BUDGET

ENVIRONMENTAL PROGRAM - GBBR

	2018	2019		2020			2021
	Actuals	Actuals		Budget	Actuals	Forecasted	Budget
4 Expenditures							
5 Office	\$12						
10 Travel							
11 Training & Development							
12 Communication Costs							
13 Material & Supplies							\$6,520
6 Professional Services-GBBR	\$79,892	\$81,823		\$92,500	\$68,208	\$89,000	\$95,000
7 Professional Services-GBF				\$10,000	\$0	\$10,000	\$10,000
8 Transfers-General							
9							
10 Total Expenses	\$79,904	\$81,823		\$102,500	\$68,208	\$99,000	\$111,520

seabins

9% over 2020 budget

GBF

2000

294

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30-Nov

LINE	2021 ROADS BUDGET - NORTH						
	2018	2019	2020			2021	
	Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
1							
2							
3	Revenue						
4	Miscellaneous	\$686	\$254	\$0	\$2,570	\$2,570	\$0
5	Transfers/Loans						
6							
7	Total Revenues	\$686	\$254	\$0	\$2,570	\$2,570	\$0
8							
9	Maintenance Expenditure						
10	Bridges and Culverts	\$158	\$5,952	\$8,000	\$6,609	\$7,210.35	\$4,000
11	Roadside Maintenance	\$4,218	\$29,717	\$20,000	\$16,120	\$17,585.18	\$17,000
	Phragmites Control						\$5,000
12	Hardtop Maintenance	\$16,893	\$23,458	\$20,000	\$28,579	\$31,177.59	\$18,000
13	Loosetop Maintenance	\$9,789	\$3,937	\$3,000	\$22,901	\$24,982.96	\$8,000
14	Winter Control	\$89,922	\$138,510	\$90,000	\$90,693	\$98,938.08	\$100,000
15	Winter/Summer Inspection	\$1,270	\$10,317	\$12,000	\$7,373	\$8,043.67	\$8,000
16	Safety Devices	\$9,621	\$16,164	\$10,000	\$6,874	\$7,498.53	\$8,000
17	Administration	\$150,843	\$210,374	\$200,000	\$163,493	\$178,355.73	\$204,500
18	P/W Depot						
19	Total Maintenance	\$282,715	\$438,430	\$363,000	\$342,643	\$373,792	\$372,500
20							
21	Road Loan - COMRIF	\$31,763	\$5,494	\$0			
22	Road Loans - North Roads	\$39,568	\$39,561	\$0			
23	Road Loans - SK			\$0			
24	Road Loans - Sk Comm. Rd. Reconstruction	\$9,582	\$75,554	\$75,554	\$75,554	\$75,554	\$75,554
25	Transfer to Reserves-SK Loan Payment						
26	Road Loans - North Shore Road	\$14,118	\$13,836	\$13,609	\$13,609	\$13,609	\$13,609
27	Road Loans - Sk Comm. Rd. Recon & Rehab	\$14,880	\$14,880	\$14,880	\$14,880	\$14,880	\$14,880
28	Road Loans - Sk 10 km	\$35,000	\$34,300	\$33,814	\$33,814	\$33,814	\$33,814
29							
30	Total Equip/Construction/Loans	\$144,911	\$183,625	\$137,857	\$137,857	\$137,857	\$137,857
31							
32	Total North Maintenance & Loans	\$427,626	\$622,054	\$500,857	\$480,500	\$511,649	\$510,357

last payment in 2019

last payment in 2019

last payment in 2017 for SK Levy

1.90%

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30-Nov

2021 ROADS BUDGET - SOUTH

	2018	2019	2020			2021
	Actuals	Actuals	Budget	Actuals	Forecasted	Budget
Revenue	\$11,304	\$11,232	\$11,304	\$11,304	\$11,304	\$0
Levy	\$352	\$610		\$160	\$160	
Miscellaneous						
Transfers/Loans						
Total Revenues	\$11,656	\$11,842	\$11,304	\$11,464	\$11,464	\$0
Maintenance Expenditures						
Bridges and Culverts	\$1,615	\$4,531	\$9,000	\$5,672	\$6,187.42	\$4,000
Roadside Maintenance	\$11,889	\$42,499	\$20,000	\$24,665	\$26,907.05	\$24,000
Phragmites Control						\$5,000
Hardtop Maintenance	\$11,287	\$16,843	\$15,000	\$20,116	\$21,944.91	\$19,000
Loosetop Maintenance	\$22,073	\$60,750	\$25,000	\$35,363	\$38,577.85	\$30,000
Winter Control	\$127,895	\$180,308	\$110,000	\$103,546	\$112,958.92	\$120,000
Winter/Summer Inspection	\$985	\$14,048	\$15,000	\$6,962	\$7,594.95	\$8,000
Safety Devices	\$1,070	\$2,069	\$5,000	\$3,450	\$3,763.80	\$4,000
Administration	\$248,933	\$313,282	\$285,000	\$243,525	\$265,663.82	\$288,000
P/W Depot						
Total Maintenance	\$425,747	\$634,330	\$484,000	\$443,299	\$483,599	\$502,000
Road Loans - South Rds except H/L	\$237,406	\$237,364	\$0			
Road Loans - H/L Stimulus	\$64,078	\$62,796	\$62,207	\$62,207	\$62,207	\$62,207
Road Loans - Blst/CL Stimulus	\$38,255	\$37,490	\$37,140	\$37,140	\$37,140	\$37,140
Road Loans - Jacklyn culvert	\$3,150	\$2,992	\$2,894	\$2,894	\$2,894	\$2,894
Road Loans - H/L Road Washout	\$9,131	\$8,948	\$8,814	\$8,814	\$8,814	\$8,814
Road Loans - H/L Rd 2nd Culvert	\$3,278	\$3,213	\$3,164	\$3,164	\$3,164	\$3,164
Road Loans - Joe Koran Road	\$3,560	\$3,489	\$3,489	\$3,469	\$3,469	\$3,469
Road Loans - Koran Rd-base & culvert repairs	\$2,100	\$2,058	\$2,029	\$2,029	\$2,029	\$2,029
Total Equip/Construction/Loans	\$360,958	\$358,350	\$119,737	\$119,717	\$119,717	\$119,717
Total South Maintenance & Loans	\$786,705	\$992,681	\$603,737	\$563,016	\$603,316	\$621,717

final year Blackstone/Crane Lake Road Lev
2011-2020

-100%

Ditching

Guiderails,etc

last payment in 2019

2.98%

LINE	A	B	C	D	E	F	G	H
80	2021 ROADS BUDGET - GENERAL							Page 11C
81		2018	2019		2020		2021	
82	Revenue	Actuals	Actuals	Budget	Actuals	Forecasted	Budget	
83	Miscellaneous		\$4,212		\$3,460			
84	Transfers/Loans							
85	Total Revenues	\$0	\$4,212	\$0	\$3,460	\$0	\$0	
86	Expenditures							
87	to be transferred to other accounts	\$4,960			\$83,942			
88	Professional fees	\$15,184	\$5,192		\$3,761		\$4,000	Includes \$4k for OPP spei
89	Finance Costs	\$26,571	\$26,489	\$25,725	\$25,725	\$25,725	\$25,725	
90	Transfer to Reserves							
91		\$46,714	\$31,681	\$25,725	\$113,428	\$25,725	\$29,725	-3%

LINE	A	B	C	D	E	F	G	H
					30-Nov			
1	2021 SOLID WASTE BUDGET - NORTH							
2		2018	2019		2020		2021	
3		Actuals	Actuals		Budget	Actuals	Forcasted	Budget
4	Grants	\$40,435	\$46,510		\$50,000	\$22,500	\$33,749.73	
5	Miscellaneous	\$21,837	\$28,052		\$18,000	\$22,204	\$33,305.73	
6	Transfers from Reserves/Loans							
7	Total Revenues	\$62,272	\$74,562		\$68,000	\$44,704	\$67,055	\$0 -100%
8								
9	Expenditures							
10	Salaries & Benefits	\$ 296,129	\$ 302,144		\$ 307,500	\$ 294,498	\$321,270.44	\$ 325,000
11	Training & Development	\$ 193	\$ 1,407		\$ 2,500	\$ 496	\$541.45	\$ 500
12	Travel	\$ 162	\$ 582		\$ 1,000	\$ 37	\$40.67	\$ 500
13	General Office	\$ 1,922	\$ 1,580		\$ 2,000	\$ 1,500	\$1,635.93	\$ 1,750
14	Communication Costs	\$ 6,137	\$ 6,538		\$ 7,000	\$ 6,349	\$6,926.54	\$ 8,500 cameras, internet, phones
15	Computer Costs	\$ -	\$ -		\$ 1,000	\$ -	\$0.00	
16	Building Expenses	\$ 7,373	\$ 7,253		\$ 12,000	\$ 11,241	\$12,262.48	\$ 12,000 power upgrade + 3,000
17	Vehicle/Vessel Expenses	\$ 40,157	\$ 53,269		\$ 51,000	\$ 20,713	\$22,596.47	\$ 25,000
18	Material & Supplies	\$ 4,409	\$ 3,482		\$ 5,000	\$ 15,916	\$17,363.39	\$ 18,000
19	Professional Services	\$ 16,317	\$ 13,401		\$ 15,000	\$ 7,274	\$7,934.80	\$ 8,000
20	Bin Repairs	\$ 1,805	\$ 1,403		\$ 3,000	\$ -	\$0.00	\$ 2,000
21	Contracted Services	\$ 17,883	\$ 4,416		\$ 15,000	\$ 21,258	\$23,190.17	\$ 24,000
22	Recycling/HHW	\$ 8,025	\$ 23,447		\$ 22,000	\$ 22,619	\$24,675.08	\$ 30,000
23	Tipping	\$ 9,435	\$ 11,267		\$ 12,000	\$ 12,826	\$13,992.31	\$ 15,000
24	Other Services (Rentals,etc.)	\$ 14,618	\$ 39,505		\$ 14,000	\$ 20,371	\$22,223.00	\$ 20,000
25	Grinding/Grading						\$0.00	
26	Finance Costs	\$ 52,969	\$ 51,175		\$ 52,470	\$ 52,470	\$52,470.00	\$ 52,470
27	Waste Audit				\$ 20,000	\$ -	\$0.00	\$ 5,000
28	Transfer to Reserves							
29	Total Expenses	\$ 477,533	\$ 520,870		\$ 542,470	\$ 487,568	\$ 527,123	\$ 545,720 0.60%

30-Nov

2021 SOLID WASTE BUDGET - SOUTH

	2018	2019	2020			2021
	Actuals	Actuals	Budget	Actuals	Forecasted	Budget
Revenues						
Grants	\$60,653	\$69,765	\$72,000	\$27,500		
Miscellaneous	\$15,593	\$12,066	\$10,200	\$8,739		
Transfers from Reserves/Loans						
Total Revenues	\$76,246	\$81,831	\$82,200	\$36,239	\$0	\$0

19%

Expenditures

Salaries & Benefits	\$ 284,782	\$ 312,971	\$ 312,625	\$ 323,857	\$353,298.65	\$ 355,000
Training & Development	\$ 290	\$ 1,855	\$ 2,000	\$ 112	\$122.72	\$ 500
Travel	\$ 21	\$ 723	\$ 500	\$ -	\$0.00	\$ 500
General Office	\$ 3,987	\$ 1,822	\$ 4,000	\$ 2,239	\$2,443.00	\$ 2,000
Communication Costs	\$ 8,684	\$ 9,850	\$ 10,000	\$ 12,771	\$13,932.09	\$ 12,000
Computer Costs	\$ -	\$ -	\$ 1,500	\$ -	\$0.00	\$ -
Building Expenses	\$ 7,009	\$ 8,208	\$ 9,000	\$ 5,037	\$5,494.69	\$ 7,000
Vehicle/Vessel Expenses	\$ 50,160	\$ 65,359	\$ 59,000	\$ 27,824	\$30,353.33	\$ 30,000
Material & Supplies	\$ 39,796	\$ 28,697	\$ 25,000	\$ 14,714	\$16,051.51	\$ 15,000
12 Mile Bay Rd Transfer Station agreement	\$ 19,019	\$ 23,931	\$ 25,000	\$ 17,103	\$18,657.83	\$ 25,000
Professional Services	\$ 1,196	\$ 1,221	\$ 1,500	\$ 1,982	\$2,161.89	\$ 2,500
Bin Repairs	\$ 2,614	\$ 2,370	\$ 3,000	\$ 1,828	\$1,994.54	\$ 2,000
Other Expenses (Rentals, etc.)	\$ 7,574	\$ 7,323	\$ 7,500	\$ 6,985	\$7,620.13	\$ 7,000
Contracted Services	\$ 29,574	\$ 9,975	\$ 35,000	\$ 28,936	\$31,566.71	\$ 30,000
Recycling/HHW	\$ 31,272	\$ 46,201	\$ 30,000	\$ 49,279	\$53,758.49	\$ 50,000
Tipping	\$ 87,789	\$ 88,293	\$ 82,000	\$ 94,199	\$102,762.89	\$ 100,000
Barging	\$ 53,536	\$ 45,271	\$ 55,000	\$ 43,753	\$47,730.58	\$ 50,000
Finance Costs	\$ 48,881	\$ 47,119	\$ 46,036	\$ 46,045	\$46,045.00	\$ 46,045
Transfer to Reserves						
Total Expenses	\$ 676,183	\$ 701,189	\$ 708,661	\$ 676,665	\$ 733,994	\$ 734,545

Cameras, internet, phones

3.65%

30-Nov

2021 SOLID WASTE BUDGET - GENERAL

	2018	2019	2020			2021
	Actuals	Actuals	Budget	Actuals	Forecasted	Budget
Expenditures						
to be transferred to other accounts	\$ -			\$ 8,967		
Transfers-General	\$ 13,970	\$ 14,277	\$ 14,500	\$ 14,446	\$ 14,446	\$ 14,700
Transfers to Reserves						
Total Expenses	\$ 13,970	\$ 14,277	\$ 14,500	\$ 23,413	\$ 14,446	\$ 14,700

1%

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11/30/21

2021 BUDGET

POINTE AU BARIL CEMETERY

	2018	2019	2020	2021
	Actuals	Actuals	Budget	Budget
1 Revenues				
2 Miscellaneous				
3 EMS				
4 Transfers/Loans				
5 Total Revenues	\$0	\$0	\$0	\$0
6 Expenditures				
7 Salaries & Benefits	\$113	\$451	\$4,000	\$2,899
8 Training & Development		\$0	\$500	\$0
9 Travel				\$0.00
10 General Office	\$194	\$182	\$300	\$172
11 Building Expenses	\$0	\$0	\$5,000	\$3,992
12 Material & Supplies	\$1,532	\$1,492	\$2,000	\$1,386
13 Professional Services	\$2,551			\$0.00
14 Other Expenses				\$0.00
15 Finance Costs				\$0.00
16 Transfers to Reserves			\$7,500	\$7,500
17 Total Expenses	\$ 4,390	\$ 2,124	\$ 19,300	\$ 15,950
18			\$ 16,718	\$ 12,800
19				-34%

insurance

Deck R&M, flag pole, etc.

landscaping, flowers, shrubs

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30-Nov

2021 BUDGET

PAB NURSING STATION

	2018	2019	2020	2021
	Actuals	Actuals	Budget	Budget
1 Revenues				
2 Miscellaneous	\$3,112	\$3,516	\$6,000	\$3,223
3 EMS		\$35,572	\$35,572	\$17,786
4 Transfers/Loans				\$35,572
5 Total Revenues	\$3,112	\$39,088	\$41,572	\$21,009
6 Expenditures				
7 Salaries & Benefits		\$44	\$1,000	\$58
8 Training & Development				
9 Travel		\$47		
10 General Office		\$0	\$0	
11 Building Expenses	\$5,904	\$1,930	\$5,000	\$6,670
12 Material & Supplies	\$0	\$112	\$1,000	\$132
13 Professional Services	\$664			
14 Other Expenses	\$1,247	\$1,500	\$1,300	\$913
15 Finance Costs	\$21,400	\$32,459	\$62,722	\$62,722
16 Finance Costs			\$1,400	\$0
17 Transfers to Reserves				
18 Total Expenses	\$ 29,216	\$ 36,093	\$ 72,422	\$ 70,496
19			\$ 62,722	\$ 79,822
20				10.22%

15 yr term

insurance budget not high enough

engineering fees to help

20 yr term

300

LINE

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Holiday Cove

1	2021 BUDGET		2018	2019		2020		2021
2			Actuals	Actuals		Budget	Actuals	Budget
3	Revenues							
4	Grants		\$0	\$0		\$0		
5	Dockage		\$94,947	\$93,318		\$58,800	\$99,944	\$106,000
6	Storage		\$21,305	\$11,650		\$6,000	\$7,360	\$7,500
7	Fuel		\$84,835	\$58,057		\$39,000	\$57,880	\$58,000
8	Miscellaneous		\$35,383	\$25,861		\$22,200	\$6,230	\$6,500
9	Transfers/Loans							
10	Total Revenues		\$236,470	\$188,885		\$126,000	\$171,415	\$178,000

41%

11								
12	Expenditures							
13	Salaries & Benefits		\$81,381	\$66,288		\$74,000	\$83,737	\$91,349.17
13B	Salaries & Benefits-Covid						\$6,126	\$6,682.93
14	Training & Development		\$813	\$888		\$1,000	\$869	\$948.33
15	Travel		\$60	\$432		\$300	\$0	\$0.00
16	General Office		\$157	\$317		\$300	\$34	\$36.62
17	Licence & Permit fees		\$2,570	\$2,366		\$2,700	\$2,420	\$2,639.62
18	Communication Costs		\$500	\$2,323		\$1,500	\$1,049	\$1,144.35
19	Computer Costs		\$8	\$569		\$300	\$11	\$11.83
20	Building/Grounds		\$6,853	\$3,092		\$5,000	\$7,547	\$8,233.30
21	Vehicle/Vessel		\$689	\$2,672		\$2,500	\$1,642	\$1,791.08
22	Material & Supplies		\$4,254	\$1,845		\$1,300	\$6,582	\$7,180.89
23	Material & Supplies-Recoverable		\$74,740	\$47,145		\$32,000	\$51,936	\$56,657.73
24	Environmental Service/Misc. Consultant		\$1,194	\$1,481		\$1,500	\$1,459	\$1,591.51
25	McDougall Tipping Fees		\$0				\$0	\$0.00
26	Finance Charges		\$2,914	\$2,575		\$2,300	\$2,475	\$2,700.23
27	Other Expenses		\$4,916	\$2,695		\$5,000	\$2,354	\$2,568.48
28	Transfer to Reserves		\$0					
29	Total Operating Expenses		\$181,049	\$134,689		\$129,700	\$168,241	\$183,536

11%

30								
31	FINANCE							
32	Finance Costs		\$50,536	\$50,995		\$42,327	\$42,328	\$42,328
33								
34								
35	Total Expenditures		\$231,585	\$185,684		\$172,027	\$210,569	\$225,864

9%

36								
37								
38	Emergency Situations - Gas Pump			\$15,362				
39				\$201,045				
40	Capital			\$151,321				
41				\$352,366				

-\$8,778

302