



# The Corporation of Haldimand County Council in Committee Agenda

**Date:** January 13, 2026

**Time:** 9:30 A.M.

**Location:** Council Chambers - Haldimand County Administration Building

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## Pages

- A. Call to Order
- B. Land Acknowledgement  
Councillor Lawrence
- C. Roll Call
- D. Disclosures of Pecuniary Interest
- E. Public Meeting for Planning Applications  
Councillor McKeen - Chair

- |  |   |    |
|--|---|----|
| 1.   | PDD-05-2026 Nelles Estates Zoning By-law Amendment Recommendation Report  | 1  |
|  | <p>THAT Report PDD-05-2026 Nelles Estates Zoning By-law Amendment Recommendation Report be received;</p> <p>AND THAT application PLZ-HA-2025-062 to amend the Haldimand County Zoning By-law HC 1-2020 by rezoning the subject lands from ‘Agriculture “(A)” Zone to ‘Open Space “(OS)” Zone (Part 1); ‘Hamlet Residential “(RH-H)” Zone, subject to Special Provision RH.8 with a Holding (H) provision (Part 2) and ‘Hamlet Residential “(RH)” Zone, subject to Special Provision RH.8 (Part 3), be approved for reasons outlined in Report PDD-05-2026;</p> <p>AND THAT the proposal is deemed to be consistent with the Provincial Planning Statement, 2024, conforms with the Haldimand County Official Plan and has sufficient regard for matters of Provincial interest under the Planning Act, R.S.O. 1990, c. P.13;</p> <p>AND THAT the General Manager of Development Services be authorized to remove the Holding (H) provision on the subject lands when the conditions have been satisfied;</p> <p>AND THAT the by-law attached to Report PDD-05-2026 be approved at a future Council meeting.</p> |    |
| 2.   | PDD-06-2025 Information Report for a Combined Official Plan Amendment, Zoning By-law Amendment, and Plan of Subdivision, to Facilitate a Residential Development (Micor Lands), Caledonia   | 21 |
|  | <p>THAT Report PDD-06-2025 Information Report for a Combined Official Plan Amendment, Zoning By-law Amendment, and Plan of Subdivision, to Facilitate a Residential Development (Micor Lands), Caledonia be received.</p>   |    |
| <b>F. Presentations and Consideration of Related Reports (11 a.m.)</b> |   |    |
| 1.   | CEC-M01-2026 Accessibility Initiatives and Advisory Committee Update for 2025   | 37 |
|  | <p>THAT Memorandum CEC-M01-2026 Accessibility Initiatives and Advisory Committee Update for 2025 be received.</p>   |    |
| 2.   | CPP-01-2026 Hagersville Active Living Centre – Programming and Operations Update  | 40 |
|  | <p>THAT Report CPP-01-2026 Hagersville Active Living Centre – Programming and Operations Update be received;</p> <p>AND THAT the operating agreement between The Corporation of Haldimand County and The Carolinian Café, attached to Report CPP-01-2026, be approved;</p>  |    |



AND THAT, in keeping with the partnership principles of Haldimand County's Community Halls Program, Haldimand proceed with the incorporation of a Hagersville Active Living Centre Operating Board, at an estimated cost of \$500, to be charged to the Hagersville Active Living Centre Development project;

AND THAT the operating agreement between The Corporation of Haldimand County and the Hagersville Active Living Centre Operating Board, attached to Report CPP-01-2026, be approved;

AND THAT the Mayor and Clerk be authorized to execute all necessary documents to give effect to the above-noted agreements;

AND THAT authority be delegated to the General Manager of Community Safety and Wellness to execute the necessary documentation for the term extensions, as applicable and approved by Council, for both of the above-noted operating agreements;

AND THAT the recommended temporary increase in 2026 hours of operation for the new facility, and associated staffing, as outlined in Report CPP-01-2026, be approved for immediate implementation;

AND THAT the draft impacts from the addition of 3.0 FTEs, as outlined in Report CPP-01-2026, be approved in principle and incorporated in to the 2026 Tax Supported Operating Budget;

AND THAT the Haldimand County User Fees and Service Charges Policy be amended to include a preliminary subsidy level for the Hagersville Active Living Centre of 78%;

AND THAT Haldimand County User Fees and Service Charges By-law 2647/25 be amended to reflect the proposed amendments to Schedule G (Facility Rentals), Schedule J (Recreation, Heritage and Culture), and Schedule P (DSD), as outlined in Report CPP-01-2026, be approved at a future Council meeting;

AND THAT a review of the proposed temporary increase in hours of operation and staffing, including related revenue and final subsidy impacts, be assessed and considered during development of the 2027 Tax-Supported Operating Budget;

AND THAT the by-law attached to Report CPP-01-2026, associated with the operating agreement for Carolinian Cafe, be approved at a future Council meeting.

AND THAT the by-law attached to Report CPP-01-2026, associated with the operating agreement for Hagersville Lions Operating Committee, be approved at a future Council meeting.

#### **G. Motions of Consent**

THAT the consent motions 1 through 4 be approved:

1. FIN-01-2026 Statement of Lease Financing Policies and Goals 103  
THAT Report FIN-01-2026 Statement of Lease Financing Policies and Goals be received;  
AND THAT the Lease Financing Policy (Policy No. 2003-05) be repealed;  
AND THAT the Statement of Lease Financing Policies and Goals as attached to Report FIN-01-2026 be enacted.
2. FIN-02-2026 Debenture Issuance 2026 115  
THAT Report FIN-02-2026 Debenture Issuance 2026 be received;  
AND THAT the Treasurer and Mayor be authorized to confirm acceptance of an interest rate offered by Infrastructure Ontario;  
AND THAT the Mayor, Clerk and Treasurer be authorized to execute the documents required to complete the debenture issuance, as outlined in Report FIN-02-2026;  
AND THAT the Borrowing By-law attached to Report FIN-02-2026 be approved at a future Council meeting;  
AND THAT the necessary by-laws authorizing the issuance of a debenture be approved at a future Council meeting.
3. PDD-01-2026 Planning Application Circulation and Notification Review 137  
THAT Report PDD-01-2026 Planning Application Circulation and Notification Review be received;  
AND THAT Planning Staff be directed to review opportunities to incorporate plain-language summaries into public notice materials, including a review of notices from other municipalities and report back to Council;  
AND THAT Planning Staff be directed to explore best practices related to Public Notice Signs, and report back to Council with proposed changes;  
AND THAT Planning Staff be directed to continue to collaborate with Communications Staff to explore best practices related to posting notices online, and report back to Council with proposed changes to current procedures.

4. PDD-02-2026 Unsolicited Offer to Purchase Part of Martin Street and Tuscarora Street, Cayuga

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THAT Report PDD-02-2026 Unsolicited Offer to Purchase Part of Martin Street and Tuscarora Street, Cayuga, be received;

AND THAT the surplus property formally known as part of Tuscarora Street in Cayuga, which was previously stopped up and closed by By-Law 242, reconfirmed through By-law 1305/12, shown in green (Parcel A) on Attachment 1 to Report PDD-02-2026, and legally described as PIN 38230-0096 (LT) Tuscarora Street Village of Cayuga East of Grand River (also known as Tuscarora Street East) between Fishcarrier Street and Martin Street; Haldimand County, be sold to the abutting landowner, HML Holdings Ltd. and John Edelman (herein the Applicant), for the purchase price of \$15,000 plus HST plus costs of conveyance inclusive of Haldimand County's legal fees;

AND THAT the surplus property formally known as part of Tuscarora Street in Cayuga, which was previously stopped up and closed by By-Law 242, reconfirmed through By-law 1305/12, shown in green (Parcel B) on Attachment 1 to Report PDD-02-2026, and legally described as PIN 38230-0097 (LT) Tuscarora Street Village of Cayuga East of Grand River (also known as Tuscarora Street East) between Martin Street and Johnson Street; Haldimand County, be sold to the abutting landowner, the Applicant, for the purchase price of \$15,000 plus HST plus costs of conveyance inclusive of Haldimand County's legal fees;

AND THAT the surplus property formally known as part of Martin Street in Cayuga, which was previously stopped up and closed by By-Law 242, reconfirmed through By-law 1305/12, shown in yellow (Parcel C) on Attachment 1 to Report PDD-02-2026, and currently forming part of PIN 38230-0424 (LT), being Martin Street, Village of Cayuga, east of the Grand River (also known as Martin Street South), Haldimand County, be severed from PIN 38230-0424 (LT) by the preparation and registration of a reference plan, and that the lands so described on the reference plan be sold to the abutting landowner, the Applicant, for a purchase price of \$10,000 plus HST, plus all costs of conveyance, including Haldimand County's legal fees, subject to the completion of the reference plan to define the parcel to be conveyed;

AND THAT public notice of the proposed conveyance be given;

AND THAT a by-law be approved to authorize the conveyance at a future Council meeting;

AND THAT the Mayor and Clerk be authorized to execute all necessary documents.

**H. Departmental Staff Reports**

1. Development Services

Councillor Lawrence - Chair

1. PDD-03-2026 Declare as Surplus – Part of PIN 38122-0410 -  
Located Adjacent to 275 Ramsey Drive, Dunnville

THAT Report PDD-03-2026 Declare as Surplus – Part of PIN 38122-0410 - Located Adjacent to 275 Ramsey Drive, Dunnville be received;

AND THAT Council declare the portion of lands identified through the forthcoming reference plan—excluding the 1.2 hectares (3 acre) Emergency Services parcel, the required road widening along the north/west side, and the cul-de-sac area—as surplus to the needs of the Municipality;

AND THAT staff be directed to complete a reference plan to delineate the retained municipal parcels, road-related blocks, and lands to be declared surplus;

AND THAT the surplus lands be listed for sale based on Option (\_\_\_) from Report PDD-03-2026 based upon completion of Jim Gregory Drive, ensuring finalized access, and road infrastructure are in place;

AND THAT the listing of the surplus lands with a local realtor proceed on an 'as is, where is' basis, with prospective purchasers required to acknowledge that the Municipality provides no representations, warranties, or guarantees regarding environmental condition, and that staff will report back to Council on any offers received for further direction.

2. Other Business

## 2. Community Safety and Wellness

Mayor Bentley - Chair

1. Other Business

## 3. Public Works Operations

Councillor Adams - Chair

1. Other Business

## 4. Engineering and Capital Works

Councillor Metcalfe - Chair

1. Other Business

## 5. Financial Services

Councillor O'Neill - Chair

1. Other Business

6. Corporate Services

Councillor Shirton - Chair

1. Other Business

7. Corporate Affairs

Mayor Bentley - Chair

1. Other Business

**I. Delegations and Consideration of Related Reports (1 p.m.)**

**J. Unfinished Business**

**K. New Business**

1. Draft Motion Re: Request for a Staff Report on Options to Extend the No-Parking Zone on Craddock Boulevard in Jarvis

Notice Submitted by Councillor McKeen at the December 15, 2025 Council Meeting

THAT staff report back on the feasibility and options to extend the no-parking zone on Craddock Boulevard to 30 metres north of Peel Street in Jarvis.

2. Draft Motion Re: Request for a Closed Meeting to Explore a Potential Acquisition of Land in Ward 1 for Public Use

Notice Submitted by Councillor McKeen at the December 15, 2025 Council Meeting

THAT as per Section 239 (2)(c) of the Municipal Act, 2001, as amended, a closed meeting be held at an upcoming Council in Committee meeting to explore a potential acquisition of land in Ward 1 for public use.

3. Draft Motion Re: Request for a Staff Report on Options to Reduce the Speed Limit on Haldimand Road 9

Notice Submitted by Councillor Adams at the December 15, 2025 Council Meeting

THAT staff report back on the feasibility and options to reduce the speed limit of Haldimand Road 9 to 50 km/h between Singer Road and 465 metres east of Haldimand Road 56.

4. Correspondence from the City of Welland Re: Reforms to Bail, Sentencing, and Parole Provisions and more Stringent Use of National Sex Offender Registry

WHEREAS the current provisions of Christopher's Law (Sex Offender Registry), 2000, restricts access to the Ontario Sex Offender Registry to law enforcement agencies, limiting public awareness of individuals convicted of sexual offences living within their communities;

AND WHEREAS public access to information about registered sex offenders can empower residents to take informed precautions to enhance community safety, particularly for vulnerable populations such as children;

AND WHEREAS transparency and access to information are key components of public safety policy, and a public version of the registry could balance safety and privacy;

NOW THEREFORE BE IT RESOLVED

THAT that Haldimand County Council requests that the Government of Ontario amend Christopher's Law (Sex Offender Registry), 2000, to permit public access to the Ontario Sex Offender Registry;

AND THAT a copy of this resolution be circulated to the Premier of Ontario, the Attorney General of Ontario, the Solicitor General of Ontario, and Haldimand-Norfolk M.P.P. Bobbi Ann Brady.

**L. Reports, Inquiries, Announcements and Concerns of Councillors**

**M. Closed Session**

THAT pursuant to Section 239 (2)(c) of the Municipal Act, 2001, as amended, Council convene in a meeting at \_\_\_\_\_ p.m. closed to the public, to discuss:

1. PDD-04-2026 Potential Offers and Development Strategy for 678 Nanticoke Creek Parkway, Jarvis

**Section 239 (2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board**

**N. Motions Arising from Closed Session**

**O. Motion of Receipt**

**P. Adjournment**

THAT this meeting is now adjourned at \_\_\_\_\_ p.m.

# Haldimand County

## Report PDD-05-2026 Nelles Estates Zoning By-law Amendment Recommendation Report

For Consideration by Council in Committee on January 13, 2026



### Objective:

To consider rezoning the subject lands from 'Agriculture "(A)" Zone to 'Hamlet Residential "(RH)" Zone, subject to special provisions, to facilitate approval of a future residential Draft Plan of Subdivision application on the subject lands.

### Recommendations:

1. THAT Report PDD-05-2026 Nelles Estates Zoning By-law Amendment Recommendation Report be received;
2. AND THAT application PLZ-HA-2025-062 to amend the Haldimand County Zoning By-law HC 1-2020 by rezoning the subject lands from 'Agriculture "(A)" Zone to 'Open Space "(OS)" Zone (Part 1); 'Hamlet Residential "(RH-H)" Zone, subject to Special Provision RH.8 with a Holding (H) provision (Part 2) and 'Hamlet Residential "(RH)" Zone, subject to Special Provision RH.8 (Part 3), be approved for reasons outlined in Report PDD-05-2026;
3. AND THAT the proposal is deemed to be consistent with the Provincial Planning Statement, 2024, conforms with the Haldimand County Official Plan and has sufficient regard for matters of Provincial interest under the Planning Act, R.S.O. 1990, c. P.13;
4. AND THAT the General Manager of Development Services be authorized to remove the Holding (H) provision on the subject lands when the conditions have been satisfied;
5. AND THAT the by-law attached to Report PDD-05-2026 be approved at a future Council meeting.

**Prepared by:** Neil Stoop, M.Sc., MCIP, RPP, Supervisor, Planning & Development

**Reviewed by:** Shannon VanDalen, MCIP, RPP, Manager, Planning & Development

**Respectfully submitted:** Mike Evers, MCIP, RPP, BES, General Manager, Development Services

**Approved:** Michael Di Lullo, MPA, CMM III, Chief Administrative Officer

### Executive Summary:

Haldimand County received a Zoning By-law Amendment (PLZ-HA-2025-062) and Subdivision application (PL28T-2025-051) for lands located between Nelles Street East and Gowland Road, north of John Street, in the Hamlet of York. This report is to consider the Zoning By-law Amendment Application to facilitate the review of the submitted Draft Plan of Subdivision. The submitted subdivision application intends to create thirty (30) residential building lots, a 1.7-hectare (4.24 acre) open space block, a 0.15-hectare ( 0.37 acre) stormwater management block and two new streets that would be conveyed to the municipality. The details related to detailed design of the subdivision will be reviewed and finalized through subdivision process.

The subject lands are currently designated “Hamlet” in the Haldimand County Official Plan with areas identified as “Riverine Hazard Lands” and containing “Significant Natural Environmental Area Features”. The lands are currently zoned ‘Agriculture “(A)”’ zone, in the Haldimand County Zoning Bylaw HC 1-2020, and the Zoning By-law Amendment is to change the zoning to ‘Hamlet Residential “(RH)”’ zone, subject to special provisions to facilitate the subdivision.

Staff review of the concurrent Subdivision application is ongoing with external agencies.

## **Background:**

### **Description of Subject Lands**

The subject lands are currently vacant and located within the Hamlet of York, between Nelles Street East and Gowland Road, north of John Street. The lands have an irregular shape, with an approximate area of 8.67 hectares (21.43 acres). The frontage along the south side Nelles Street East is 235.57 metres (773 feet), while the frontage along the north side Gowland Road is 162.80 metres (534 feet). It is noted that Gowland Road is not a constructed and opened road along the frontage.

Surrounding land uses include existing low-density residential uses to the west and south (within the hamlet boundary), and agricultural uses on the surrounding lands to the north and east, which lay beyond the Hamlet Boundary. The lands are approximately 450 metres (1475 feet) east of the Grand River.

### **Current Land Use Permissions**

The subject lands are designated ‘Hamlet’ in the Haldimand County Official Plan, with areas identified as ‘Riverine Hazard Lands’ and containing ‘Significant Natural Environmental Area Features’. The Official Plan permits and recognizes that the primary development form within the ‘Hamlet’ designation is low-density residential development that is appropriate on private sewage and water services.

The lands are currently zoned “Agriculture (A)” zone, in the Haldimand County Zoning By-law HC 1-2020. An amendment to the zoning by-law is required to facilitate the development as proposed and to bring the lands into conformity with the Official Plan.

### **Subject Application/Development Proposal**

To facilitate the development as proposed, a subdivision application and Zoning By-law Amendment have been submitted. The Zoning By-law Amendment is seeking to rezone the lands from ‘Agriculture “(A)”’ zone to ‘Hamlet Residential “(RH)”’ zone with site-specific special exceptions to alter the Minimum Lot Area, Minimum Lot Frontage, Minimum Front Yard, Minimum Exterior Side Yard and Minimum Rear Yard provisions of the “Hamlet Residential ‘(RH)’” zone. The amendment is also proposing a Maximum Gross Floor Area provision of 600 square metres (6,458.3 square feet).

The submitted subdivision application is seeking to create thirty (30) residential building lots, a 1.7-hectare (4.24 acre) open space block, a 0.15 hectare (0.37 acre) stormwater management block and two new streets that would be conveyed to the municipality. The details of the subdivision are not directly being considered as part of the subject report and related by-law. While the zoning by-law is intended to enable the subdivision, review of the detailed design of the subdivision and related studies is ongoing.



In support of the applications, the proponent has submitted a number of technical studies and materials including:

1. Archaeology Report;
2. Environmental Impact Study and addendum;
3. Planning Justification Report;
4. Public Consultation Strategy;
5. Draft Plan of Subdivision;
6. Urban Design Brief;
7. Transportation Operation Study;
8. Hydrogeological Investigation;
9. D-5-4 Hydrogeological Assessment;
10. Topographic Survey;
11. Environmental Site Assessment;
12. Floodplain Analysis Report; and
13. Geotechnical Investigation.

Both applications, and supporting materials, have been circulated to relevant internal Haldimand County departments for comments as well as external agencies. Received comments to date have been shared with the applicants. Revisions have been made to the proposed by-law amendment in light of comments received. The proposed amendment presented through this report differs from the info report as a result of updated comments and ongoing discussions with County staff.

## **Previous Report**

An information report (PDD-33-2025) was presented in a Public Meeting at the October 28, 2025 Council-In-Committee meeting, wherein the principles of the proposal were identified and input was received from members of the public. From the feedback, and based on subsequent discussions with the proponent, the zoning amendment was revised and is now being put forward as a recommendation report. The concerns raised included:

- Density and lot size;
- Combination of relief requested is not minor;
- Grading and drainage; and
- Traffic and access.

The matters noted – including responses thereto – will be explored through the Analysis Section of this report and in the Planning Comments.

## **Process**

The purpose of this report is to consider the submitted Zoning By-law Amendment application. Should the proposed amendment be approved, this would enable the subsequent review of the detailed design of the Draft Plan of Subdivision. The approval of the Draft Plan of Subdivision is a staff delegated process. Provided the final design of the subdivision conforms to the provisions of the Official Plan and the Zoning By-law, as amended, the subject development will not return to Council for further consideration.

## Analysis:

### Provincial Policy

#### Planning Act, R.S.O. 1990, Chapter P.13

The Planning Act (Act) is provincial legislation that establishes the framework for land use planning in Ontario. Section 18 of the Planning Act sets out the applicable regulations for municipal official plans. Section 34 of the Planning Act sets out the applicable regulations for municipal zoning by-laws. All land use decisions must also have sufficient regard for the matters of provincial interest outlined in Section 2 of the Planning Act including, but not limited to:

- The orderly development of safe and healthy communities;
- The adequate provision of a full range of housing, including affordable housing;
- The adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- The appropriate location of growth and development; and,
- The promotion of built form that;
  - i. Is well-designed,
  - ii. Encourages a sense of place, and,
  - iii. Provides for public spaces that are of high quality, safe, accessible, attractive and vibrant.

Staff are satisfied that the Zoning By-law Amendment application has sufficient regard for Section 2 of the Planning Act.

#### Provincial Planning Statement, 2024 (PPS)

The Provincial Planning Statement, 2024 (PPS) contains policies that encourage and focus growth and development within existing settlement areas, including rural settlement areas, such as York. Notably, the policies of Section 2.5 speak to development in Rural Areas of Municipalities, including Rural Settlement Areas. The intent is to ensure efficient and effective use of rural infrastructure and services, have consideration for land use compatibility and provide for wise land use and resource management. However, it is noted that there is increased emphasis on housing policies which is set out in the Vision of the PPS which prioritizes the provision of more residential dwellings:

“Ontario is a vast, fast-growing province that is home to many urban, rural and northern communities distinguished by different populations, economic activity, pace of growth, and physical and natural conditions. More than anything, a prosperous Ontario will see the building of more homes for all Ontarians. This is why the province has set a goal of getting at least 1.5 million homes built by 2031.

Ontario will increase the supply and mix of housing options, addressing the full range of housing affordability needs. Every community will build homes that respond to changing market needs and local demand. Providing a sufficient supply with the necessary mix of housing options will support a diverse and growing population and workforce, now and for many years to come.”

The PPS directs that Planning authorities are to continue providing an appropriate range and mix of housing options and densities to meet projected needs of current and future residents. The proposed zoning by-law amendment and subdivision will facilitate the creation and development of rural residential lots in the Hamlet of York.

**Planning Comment:** The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system. A key planning matter that will be evaluated is the consistency of the proposal with the Provincial Policy Statement.

Several items of consideration were highlighted in the previous Information Report (PDD-33-2025) to ensure conformity with the goals of the PPS. Those items are listed below:

1. The proposal's impact on housing affordability and the range and mix of housing types;  
**Planning Comment:** It is anticipated that the majority of residential units brought to market through this project will be premium rural residential units. While these units would not be classified as affordable, they do increase the overall supply of housing within Haldimand County which has a positive impact on affordability of housing in general. Further, the proposed amendments to the zoning by-law allow for variation among lot sizes and frontage within the development creating variability within the development and within the current landscape of hamlet residential uses within Haldimand County.
2. The proposal's ability to be adequately serviced by safe and appropriate on-site private services (i.e., well and septic system);  
**Planning Comment:** The applicant provided Haldimand County with a D-5-4 Hydrogeological Assessment as part of a complete application. The assessment concluded that the lands could adequately support the proposed number of onsite private water and sanitary systems, subject to conditions and detailed design considerations that will be reviewed and required through the Draft Plan of Subdivision process.
3. The proposal's ability to use rural infrastructure and public service facilities efficiently;  
**Planning Comment:** The proposed development is anticipated to be serviced by a single storm water management facility, in keeping with standard practice for other rural subdivisions. Further, it is important to be mindful that the subject lands are located within the settlement boundary, and were planned to accommodate residential uses. The proposed site specific amendments allow for a modest increase to the total number of units on these lands. The increase in units as a result of this development are not anticipated to negatively impact the provision of public service facilities.
4. The proposal's impact on surrounding transportation infrastructure;  
**Planning Comment:** The proposed development will connect to Nelles Street East and no traffic will be directed to Gowland Road or nearby John Street under the current configuration. As noted above, the lands have already been included in the settlement area boundary and were anticipated for residential development. The subject Zoning By-law Amendment will result in a minor increase in traffic volume relative to a development that was not seeking any amendments to the 'Hamlet Residential "(RH)"' zone. The proposed development is not anticipated to unduly impact the surrounding transportation infrastructure.
5. The proposal's impact on cultural heritage and archaeological resources; and,  
**Planning Comment:** The lands have been evaluated by a qualified archaeologist. A small area remains where further investigation and eventual reporting is required. This area has been denoted by an 'H' holding provision on the attached by-law to ensure development does not occur prior to the necessary assessments and registration of reports. Further the recommendations of the assessments will be included, as necessary, in conditions to a future subdivision agreement. The proposed development is not anticipated to negatively impact cultural heritage or archaeological resources on the lands.
6. The proposal's impact on municipal intensification and density targets.  
**Planning Comment:** The subject lands have existed within York boundary for many years and are anticipated to assist in the growth projections and housing accommodations as set out within the municipal policy framework.

The subject Zoning By-law Amendment Application conforms to the intent of the PPS. The submitted technical studies will continue to inform the review of the detailed design of the development through the Draft Plan of Subdivision application.

It is the opinion of Planning staff that the subject application is consistent with the PPS.

## **Haldimand County Official Plan (HCOP)**

The Haldimand County Official Plan (HCOP) creates the long-term framework for guiding land use changes in the municipality by protecting and managing the natural environment, directing and influencing growth patterns and facilitating the vision of Haldimand as expressed through its residents. The HCOP also provides the avenue through which Provincial Policy is implemented into the local context.

The subject lands are designated 'Hamlet' in the Haldimand County Official Plan with areas identified as 'Riverine Hazard Lands' and containing 'Significant Natural Environment Area Features'. The proposed development does not require any amendments to the Official Plan, and it is expected that the proposed subdivision and proposed amendments to the Zoning By-law will conform to the policies of the Official Plan.

Section 2 of the Haldimand County Official Plan contains policies and direction related to the environment. Notably, section 2.A.1) speaks to Significant Natural Environment Areas and 2.C.2) speaks to Riverine Hazard Lands.

**Planning Comment:** As part of a complete application an Environmental Impact Study (EIS) was submitted. The EIS recommended a 15 metre (49.2 feet) buffer from the watercourse and wetlands found onsite. This buffer and the existing floodplain on the lands have been incorporated within the Open Space zone proposed by this application. The current draft plan shows area of road within the buffer. This encroachment was considered through an addendum to the original EIS. The addendum requires additional review by Haldimand County staff. If it is deemed appropriate and supported by technical studies, encroachment into this buffer may be permitted subject to conditions and compliance with the zoning by-law through the subdivision process.

Section 4 of the Official Plan contains policies relate to Growth Management. Section 4.D provides direction for the development of Haldimand County's Hamlets, including York. These policies require consideration for:

a) The traditional form of servicing in the Hamlet areas has been individual water services and onsite sanitary sewage systems designed and installed as per the Ontario Building Code, and where serviced by an individual water supply and an on-site sanitary sewage system, such systems shall be designed and installed as per the Ontario Building Code;

**Planning Comment:** As part of the application submission, Geotechnical and Hydrogeological evaluations and studies were provided which demonstrate that the proposed subdivision and individual lots can be serviced by private septic systems without negative impact to the subject or surrounding lands.

b) The availability and provision of adequate stormwater management facilities and legal and adequate drainage outlets;

**Planning Comment:** A stormwater management pond is included within the draft plan of subdivision concept which is being reviewed through the technical supporting documents to ensure that the size and function is designed appropriately to accommodate the development. The facility will be captured through the Plan of Subdivision application process and conditions of draft plan approval. The pond would legally outlet to the adjacent watercourse.

c) New development should be a logical extension of the existing built-up area;

**Planning Comment:** The proposed development is utilizing existing vacant lands within the hamlet boundary, which is intended for residential purposes. Additionally, the subdivision would have connection to a municipal arterial road and will maintain a similar built form to the existing residential dwellings within York.

d) In-depth development rather than linear development along roads is the preferred form of development in Hamlets;

**Planning Comment:** Access is being obtained from Nelles Street/Haldimand Road 9, which is considered an arterial road, and the development will be serviced with a new internal local road network. The draft subdivision configuration utilizes a large parcel in an efficient and effective manner.

e) Provision shall be made at appropriate locations to permit access from main roads to second or third tiers of lots behind existing development;

**Planning Comment:** As noted in the previous bullet point, the impact to the existing secondary roads within the hamlet will be minimal as the primary access is from a main arterial road and the new lots will be serviced by a new internal road.

f) Proximity to, and the potential impact on Natural Environment Areas, Hazard Lands and cultural heritage resources should be addressed; and

**Planning Comment:** The impact of the Natural Environment Area and Hazard Lands is being managed through the zoning amendment and placing the areas of significance under an Open Space (OS) zone that restricts specific forms of development.

g) The standards for separating residential uses from existing, new or expanding livestock facilities shall be the Minimum Distance Separation formulae.

**Planning Comment:** There are no livestock operations in the area and the proposed development will not have a negative impact on any existing operations or from a Minimum Distance Separation (MDS) perspective.

Staff continue to work with partner agencies to review all of the submitted materials as they relate to detailed design of the subdivision. The subject application seeks to amend the zoning by-law to enable the detailed design and review of the subdivision application. Based on the review of submitted material Planning staff are confident that an appropriate and functional subdivision design exists for the subject lands inclusive of the proposed zoning amendments.

It should be noted that the subject application to amend the Zoning By-law will align the permitted uses for the lands across the Official Plan and Zoning By-law. Many of the items above relate more directly to the review of detailed design through the Draft Plan of Subdivision. It is Planning staff's opinion that the submitted Zoning By-law Amendment application conforms with the Official Plan.

## **Haldimand County Zoning By-law HC 1-2020**

The purpose of the Haldimand County Zoning By-law HC 1-2020 is to control the use of land within Haldimand County by stating exactly how land may be used, where buildings and other structures can be located, the types of buildings that are permitted and how they can be used, permitted lot sizes and dimensions, parking space requirements, building heights, and setbacks from the street. The Zoning By-law implements the Official Plan and is legally enforceable.

The subject lands are currently zoned "Agriculture (A)" zone. The submitted Zoning By-law Amendment application is proposing to re-zone the lands to the "Hamlet Residential (RH)" Zone, with special

exceptions to the main zone provisions. The RH zone would align with the current Official Plan designation on the lands and promote development in keeping with the surrounding area and other hamlets in Haldimand County. The proposed amendments to the RH zone provisions will represent deviations from the standard development provisions. The proposed amendments are summarised in the table below. Of note, a column has been included which demonstrates what was initially proposed as part of the staff information report PDD-33-2025.

<b>Provision</b>	<b>RH Zone Provision (with no municipal sanitary services)</b>	<b>Proposed RH Provision for Nelles Estates</b>	<b>Initial Proposal</b>
<b>Minimum Lot Area (Interior Lot)</b>	1,855 sq. meters (19,913.2 sq. feet)	1,100 sq. meters (11,840.3 sq. feet)	1,000 sq. metres (10,764 sq. Ft)
<b>Minimum Lot Area (Corner Lot)</b>	1,855 sq. m (19,913.2 square feet))	1,100 sq. m (11,840.3 square feet)	1,000 sq. metres (10,764 sq. Ft)
<b>Minimum Lot Frontage (Interior Standard Lot)</b>	30 m (98.4 ft)	24 m (78.7 ft)	20 m (65.6 ft)
<b>Minimum Lot Frontage (Interior Pie Shaped Lot)</b>	30 m (98.4 ft)	20 m (65.5 ft)	20 m (65.6 ft)
<b>Minimum Lot Frontage (Corner Lot)</b>	30 m (98.4 ft)	25 m (82 ft)	20 m (65.6 ft)
<b>Minimum Front Yard</b>	9 m (29.5 ft)	7 m (23 ft)	6 m (19.7 ft)
<b>Minimum Exterior Side Yard</b>	9 m	4.5 m (14.7 ft)	1.2 m (3.9 ft)
<b>Minimum Rear Yard</b>	9 m	7 m (23 ft)	7 m (22.9 ft)
<b>Maximum Gross Floor Area</b>	N/A	N/A	600 m <sup>2</sup> (6,458 sq. ft)

Table 1 RH Zoning Provisions

Any requirements of the RH zone not listed above, including the maximum height and interior side yard setback are intended to maintain the standard set in the Zoning By-law. It should be noted that some of the deviations from the zone standard presented the related Information Report (PDD-33-2025) have been eliminated, and those that remain have stayed the same or are requesting less relief.

The subject application is seeking to reduce the minimum lot size from 1,855 sq. m (19,967 sq. Ft) to 1,100 sq. m (0.27 acres) for both interior and corner lots. The minimum lot size provision is intended to ensure that lots have sufficient space to accommodate a dwelling, typical accessory buildings and on site sanitary and water services. The proposed development will have a range of lot sizes, with 1,100 sq. m (0.27 acres) representing the smallest. While this is smaller than the zone standard there are several existing functional lots within Haldimand County and York that are smaller than the proposed 1,100 sq. m (0.27 acres), Staff are confident that the proposed minimum lot size is suitable to accommodate a dwelling, typical accessory structures and on-site servicing. This has been

demonstrated through the various technical studies submitted which have been overviewed previously in this report.

As noted in the table above, the application is seeking to reduce the minimum lot frontage for interior and corner lots. The application is seeking a minimum lot frontage of 25 metres (82 feet) for corner lots, 24 metres (78.7 feet) for standard interior lots and 20 metres (66 feet) for interior pie shaped lots. The current minimum required lot frontage for all lots in the RH zone is 30 metres (98 feet). The minimum lot frontage seeks to ensure lots have adequate width to accommodate development in addition to maintaining an appropriate distance from driveways. The applicant has demonstrated the lots are able to accommodate a variety of dwelling styles, without reduced interior side yards at the proposed frontage. Further the standard minimum frontage provision in the RH zone is a conservative approach recognizing that some hamlet lots front onto major roads within Haldimand County accommodating through traffic, that may be travelling above the posted speed limit. The proposed configuration of the development would result in no through traffic, and only local traffic using proposed streets 'A' and 'B'. As such Planning staff are satisfied that the proposed reductions to lot frontage are safe and appropriate.

The subject Zoning By-law Amendment is also seeking a reduction of the minimum required front yard from 9 metres (29.5 feet) to 7 metres (22.9 feet). The required front yard ensures that vehicles can be parked in front of a dwelling and that any structures do not impede sight lines for motorists. This is a balancing act as there is substantial research to show that reduced front yards has positive impacts on urban design, community feel and can even act as a traffic calming measure. The proposed reduction allows for vehicles to be parked in front of the dwelling, being 1.2 metres (3.9 feet) longer than a standard parking space in Haldimand County. Further, as noted above all of the proposed dwellings within the development will front onto low traffic, low speed interior streets. The reduced front yard requirements are not anticipated to lead to any traffic safety concerns, and may even aid in ensuring motorists obey the posted speed limit.

The comments above related to reduced setbacks to street lines being appropriate on the interior streets of the proposed subdivision, and their contribution to overall traffic calming, also hold true for reduced exterior side yards. Further, it is not typical to park a vehicle lengthwise in a side yard. Therefore Planning Staff also support the proposed exterior side yard reduction from 9 metres (29.5 feet) to 4.5 metres (14.9 feet).

The final requested reduction is to permit a minimum rear yard of 7 metres (22.9 feet) where 9 metres (29.5 feet) is required. A minimum rear yard requirement, particularly in a rural subdivision is to ensure there is enough space on a lot for an onsite sanitary system (septic), and to ensure there is sufficient outdoor amenity area. Through submitted material the applicant has demonstrated that lots with a reduced rear yard are still a sufficient size to accommodate appropriate on site servicing. Further, the proposed minimum rear yard would align with the 'Urban Residential Type 1-C "(R1-C)" zone, which is also intended to accommodate single detached dwellings and sufficient rear yard amenity space. It is the opinion of Planning staff that the proposed reduction to the rear yard is appropriate and maintains the intent of the provisions. It is noted that the lots backing onto the existing residential dwellings along John Street will have additional separation and spacing given the presence of the Open Space Zone that will provide buffer space between the new and existing homes.

The applicant is seeking to include a maximum gross floor area (GFA) provision limiting the size of a dwelling to 600 sq. m (6,458 sq. ft). There is currently no maximum GFA in any residential zone. This provision corresponds with requirements related to fire fighting in rural subdivisions, and ensures that no dwelling exceeds the maximum area. This maximum area is not intended to be the target or anticipated floor area for dwellings within the development.

In addition to the proposed special provisions above, the zoning by-law amendment will also delineate an Open Space Zone on the property. The proposed open space zone will accommodate the watercourse and wetlands along the western edge of the property and a 15 metre (49.2 feet) buffer, as recommended by the submitted EIS. This zone will also accommodate the entirety of the modelled floodplain impacting the subject lands. The EIS and a flood modelling have been reviewed by Haldimand County Staff as well as the Grand River Conservation Authority (GRCA). The Open Space zone is intended to denote the limits of development on the site. Encroachments into this zone may be permitted in accordance with the provisions of the Zoning By-law, subject to updated studies, reviews and conditions through the detailed design and subdivision process.

A Holding 'H' provision is also proposed to be affixed to a portion of the lands. This provision recognizes that ongoing Archaeological Assessments on the lands have recommended further investigations in this area. This work is currently being carried out, and the assessments will be reviewed and registered with the Province prior to the holding provision being lifted. The holding provision will ensure that areas of archaeological potential are not disturbed prior to the necessary steps being taken. A complete review of all archaeological assessments and their recommendations will be conducted through the subdivision process and any necessary conditions will be included.

Based on the analysis above, it is the opinion of Planning staff that the proposed amendments to the Haldimand County Zoning By-law HC 1-2020 are appropriate and represent good planning.

### **Financial/Legal Implications:**

Not applicable.

### **Stakeholder Impacts:**

#### **Public Input**

Public comments were previously received and presented to Council with the related information report PDD-33-2025. At the time of writing this report no new comments have been received.

### **Development Engineering – Development Technologist**

Development Engineering has completed a thorough review of the submission for Zoning Amendment PLZ-HA-2025-062, as amended.

Our review considered the proposed land use and zoning changes in relation to rural subdivision standards, including municipal stormwater servicing requirements and road design implications. Based on this assessment, there are no outstanding concerns at this stage.

Development Engineering looks forward to working closely with the developer's team as the project progresses toward draft plan approval.

### **Building and Municipal Enforcement Services**

Each property to be serviced by appropriate private on-site water and wastewater systems (cistern/well and septic) in accordance in the Ontario Building Code.

### **Mississaugas of the Credit First Nation**

Comment carried forward from the Information Report (PDD-33-2025).

The Mississaugas of the Credit First Nation (MCFN) are the Treaty Holders of the land on which the project will take place – specifically, the Between the Lakes Treaty No. 3, of 1792. The MCFN holds



Indigenous and Treaty Rights specific to the project location and its environs, which may be adversely impacted by it. The Department of Consultation and Accommodation (DOCA) is designated by the MCFN to handle consultation matters on its behalf.

The DOCA consultation team has reviewed the project-related correspondence identified above, in addition to any associated documentation. The following DOCA Units have completed a review and their questions and comments have been included below.

### **Archaeology Unit**

For this assessment MCFN-DOCA would recommend three additional sites for Stage 3.

Scatter 4 - AgGx-1126

Scatter 5 - AgGx-1124

Scatter 8 -AgGx-1123

These sites did not meet MCM Standards for CHVI but the Nation retains an interest in these sites and would like to see them recommended for Stage 3 work under the basis of Section 2.2 Guideline 1 of the 2011 Standards and Guidelines for Consultant Archaeologists: "The consultant archaeologist may engage with relevant Aboriginal communities to determine their interest(general or site-specific) in the Aboriginal archaeological resources found during Stage 2 and to ensure there are no unaddressed Aboriginal archaeological interests connected with the land surveyed or sites identified."

### **Environment Unit**

Will cumulative effects be assessed when the detailed studies are complete? I'm concerned about the encroachment on properties 21 and 22, and although it's noted that this is only 2.56 hectares, that area is a fair proportion of the natural heritage system that is being retained. I'd like to see the full buffer without any encroachment and with exclusionary fencing to keep people away from the area. I understand that this is still preliminary and that more refinement will be done, and will look forward to seeing the full buffer in place.

Until the questions, concerns, and/or interests identified in this letter have been satisfactorily addressed, the project must not receive approval or proceed with any ground-altering activities. We request a response to our feedback within two to three weeks' time.

DOCA expects to be notified of any and all future project updates and/or changes.

**Planning Comment:** A holding provision has been recommended to be applied to a portion of the lands to ensure the necessary Archaeological work is completed in keeping with the above comment. The proponent continues to work to fulfill obligations related to archaeology on the site.

The entirety of the proposed 15 m buffer around the watercourse and wetlands on the subject lands have been included in the proposed Open Space zone. As noted in the report, there may be future encroachment into these areas. Any encroachment will require updates to the submitted reports through the detailed design stage.

As the proposed development continues to work through the detailed design stages, MCFN will continue to be circulated on received materials.

### **Six Nations of the Grand River**

No comments received at this time. Six Nations of the Grand River will continue to be circulated all updated and forthcoming materials as received.

## **Report Impacts:**

Agreement: No

By-law: Yes

Budget Amendment: No

Policy: No

## **References:**

1. [Planning Act \(1990\)](#)
2. [Provincial Planning Statement \(2024\)](#)
3. [Haldimand County Official Plan](#)
4. [Haldimand County Zoning By-law HC 1-2020](#)

## **Attachments:**

1. Location Map
2. Owner's Sketch 1
3. Owner's Sketch 2
4. Draft Zoning By-law

**HALDIMAND ROAD 9  
GEOGRAPHIC TOWNSHIP OF SENECA  
WARD 4**

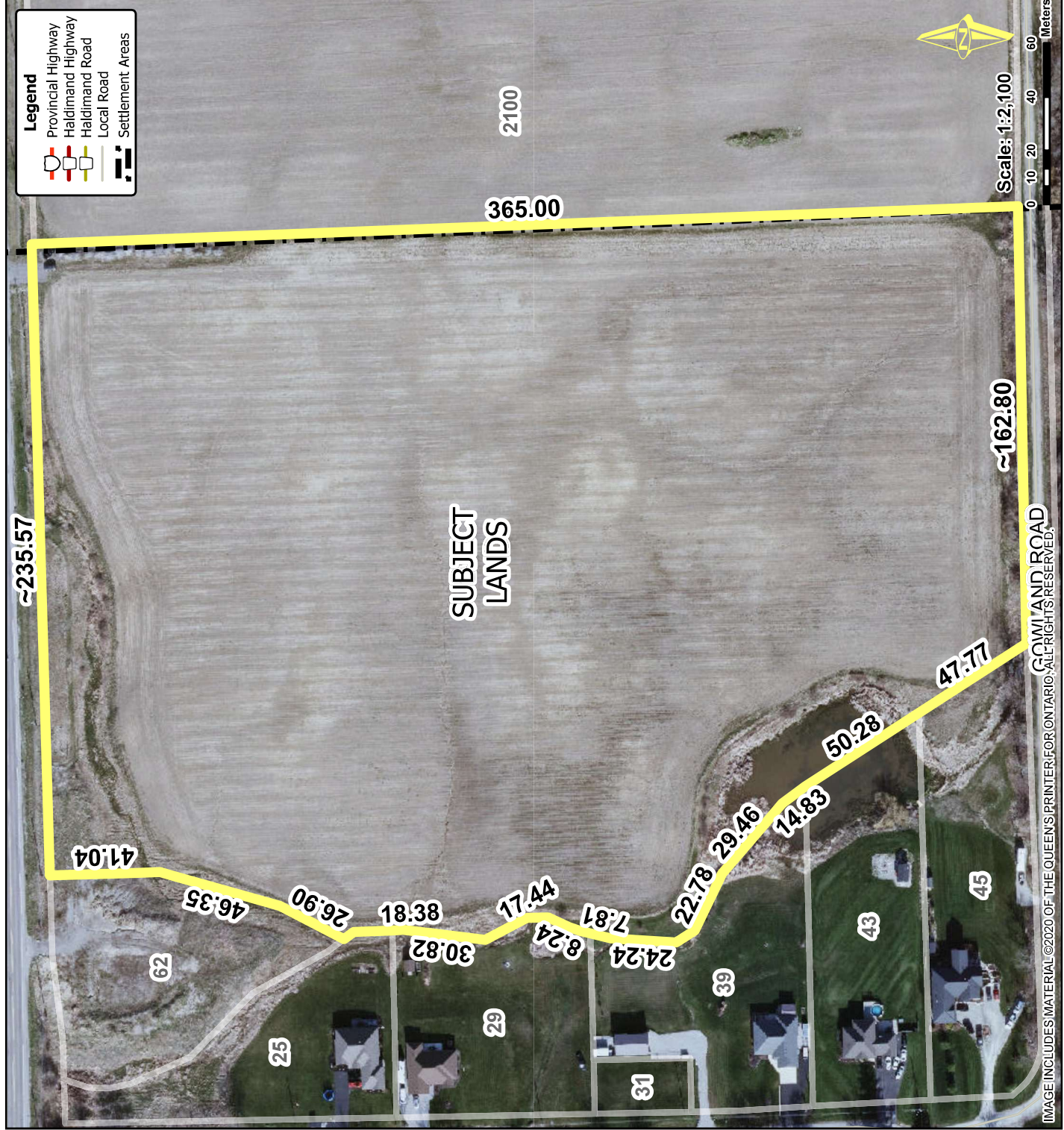
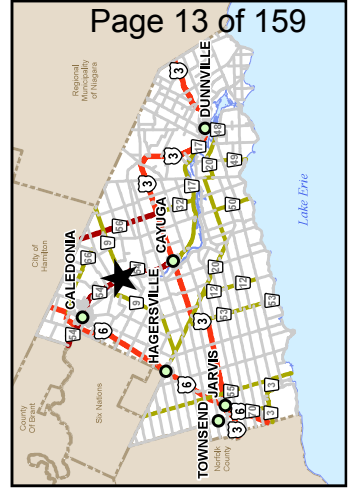
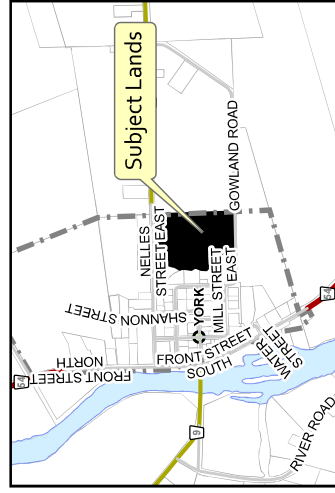
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18R6735 PT PART 1

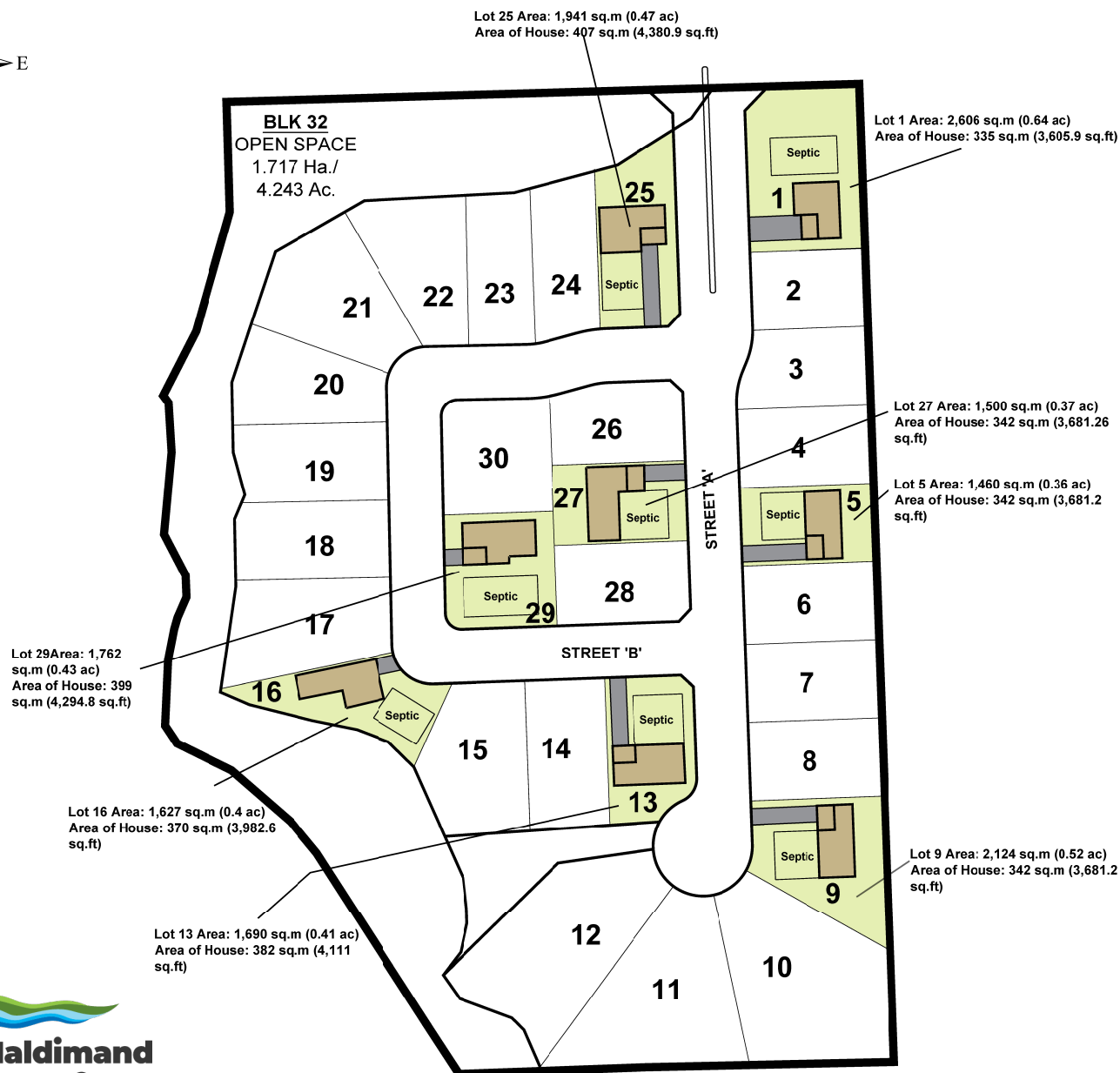
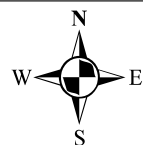
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**8.67 Hectares (21.43 Acres)**

A (Agricultural), GRCA (Regulated Lands) & HCOP (Riverine Hazard Lands)

HALDAMAND COUNTY, IT'S EMPLOYEES, OFFICERS AND AGENTS ARE NOT RESPONSIBLE FOR ANY ERRORS, OMISSIONS OR INACCURACIES WHETHER DUE TO THEIR OWN NEGLIGENCE OR OTHERWISE. DO NOT USE FOR OPERATING MAP OR DESIGN PURPOSES.





## CONCEPTUAL HOUSE AND SEPTIC LAYOUT

### LEGEND

House Layout

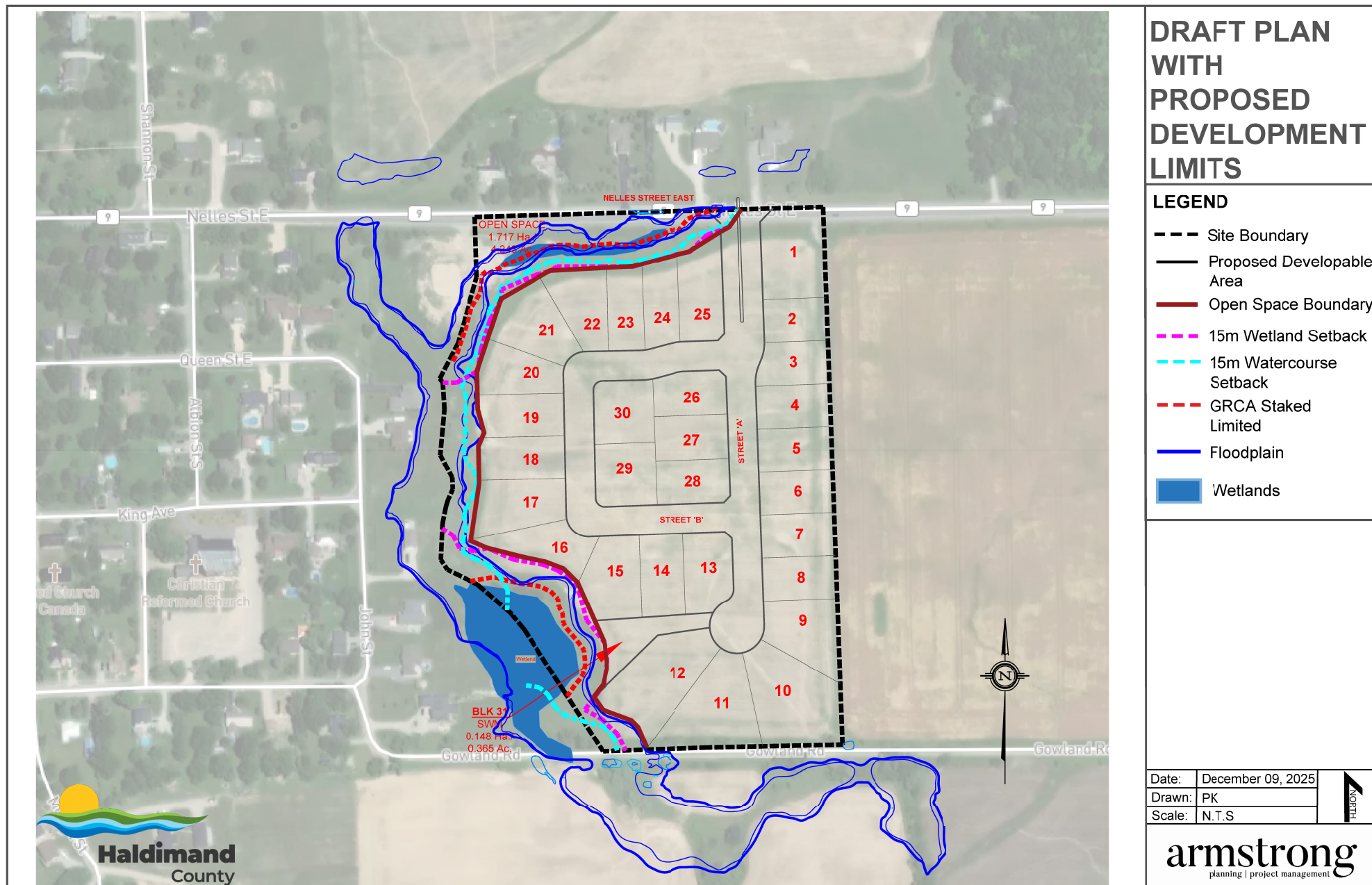
Septic Tank



Date:	December 09, 2025
Drawn:	PK
Scale:	N.T.S

**armstrong**  
planning | project management





Reference: PDD-05-2026

**THE CORPORATION OF HALDIMAND COUNTY**

By-law Number -HC/XX

**Being a by-law to amend Zoning By-law HC 1-2020, as amended, for property described in the name of 1000946882 Ontario Inc**

**WHEREAS** Haldimand County is authorized to enact this by-law, by virtue of the provisions of Section 34 and 36(1) of the *Planning Act*, R.S.O. 1990, CHAPTER P.13, as amended;

**AND WHEREAS** this by-law conforms to the Haldimand County Official Plan,

**NOW THEREFORE, the Council of The Corporation of Haldimand County enacts as follows:**

1. **THAT** this by-law shall apply to lands described as Seneca Part James Davis Tract, Part 1 Registered Plan 18R6735 and shown on Maps “A” and “B” attached to and forming part of this by-law.
2. **THAT** Schedule “A” of By-law HC 1-2020, as amended, is hereby further amended by changing the zoning of the subject lands identified as Part 1 on Map “B” (attached to and forming part of this by-law) from Agriculture (A) *Zone* to Hamlet Residential (RH) *Zone*.
3. **THAT** Schedule “A” of By-law HC 1-2020, as amended, is hereby further amended by changing the zoning of the subject lands identified as Part 2 on Map “B” (attached to and forming part of this by-law) from Agriculture (A) *Zone* to Hamlet Residential (RH-H) *Zone* with a hold.
4. **THAT** Schedule “A” of By-law HC 1-2020, as amended, is hereby further amended by changing the zoning of the subject lands identified as Part 3 on Map “B” (attached to and forming part of this by-law) from Agriculture (A) *Zone* to Open Space (OS) *Zone*.
5. **THAT** Schedule “A” of By-law HC 1-2020, as amended, is hereby further amended by delineating the lands identified as Part 1 and Part 2 of the subject lands on Map “B” (attached to and forming part of this by-law) as having reference to Subsection RH.8.
6. **THAT** Subsection 6.4 Special Exceptions is hereby further amended by adding the following:

6.4.7.8 RH.8 In lieu of the corresponding provisions in the RH *Zone*, the following shall apply:

HALDIMAND COUNTY

By-law Number -HC/XX

- a) minimum *lot area (interior lot)*: 1,100 square metres;
  - b) minimum *lot area (corner lot)*: 1,200 square metres;
  - c) minimum *lot frontage (interior lot)*: 24 metres;
  - d) minimum *lot frontage (interior lot)*, pie shaped lot: 20 metres
  - e) minimum *lot frontage (corner lot)*: 25 metres;
  - f) minimum *front yard*: 7 metres;
  - g) minimum *exterior side yard*: 4.5 metres;
  - h) minimum *rear yard*: 7 metres;
  - i) maximum *dwelling gross floor area*: 600 square metres;
7. **THAT** the Holding “(H)” provision of this by-law shall be removed upon completion of necessary Archaeological Assessment(s) and subsequent registration in the Ontario Public Register of Archaeological Reports to the satisfaction of Haldimand County.
8. **THAT** Schedule “A” of By-law HC 1-2020, as amended, is hereby further amended by removing the symbol “(H)” on the subject lands identified on Part 2 of Map “B” (attached to and forming part of this by-law).
9. **THAT** this by-law shall come into force in accordance with the provisions of the *Planning Act*.

ENACTED this 21 day of January, 2026.

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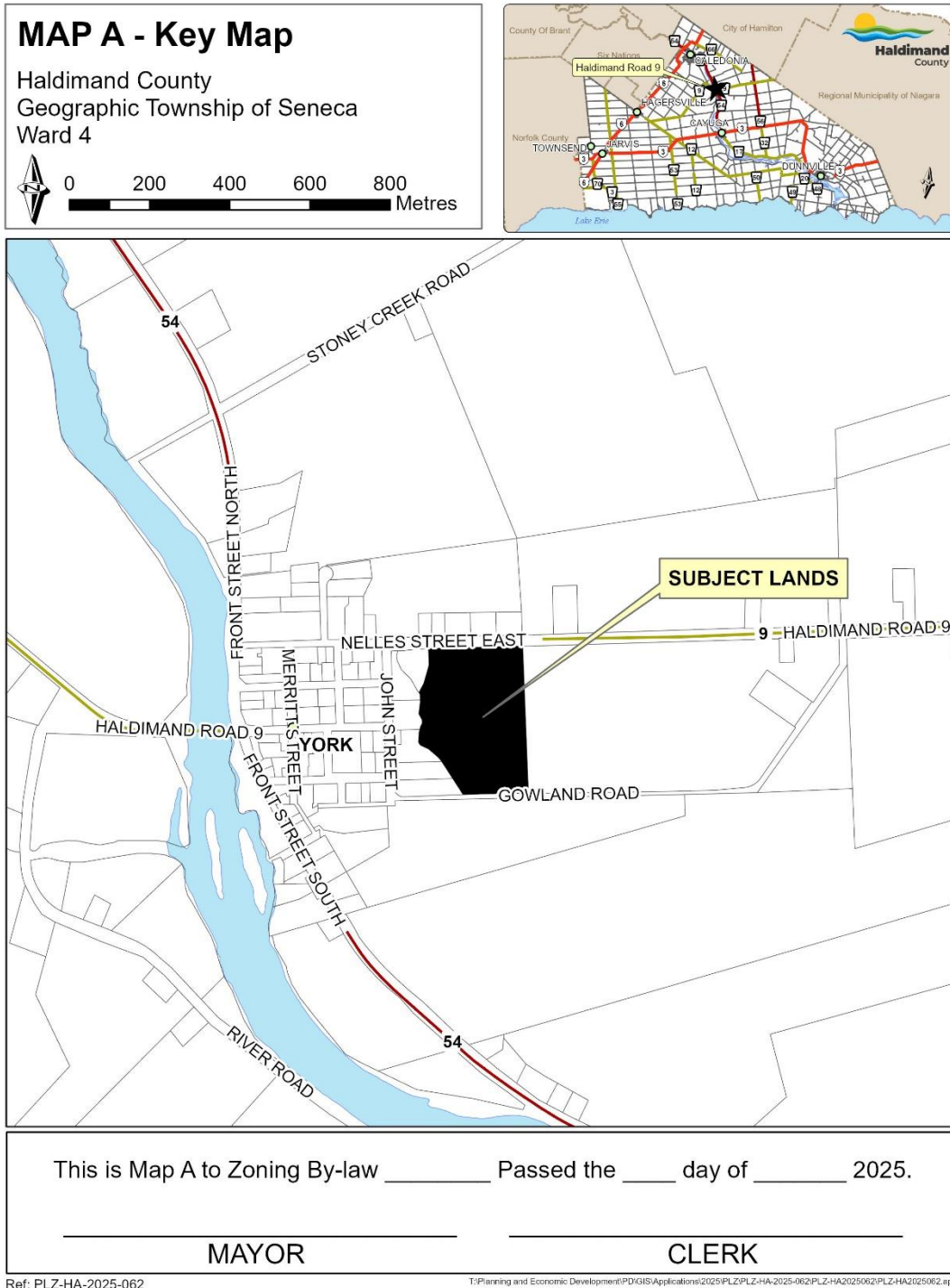
MAYOR

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CLERK

HALDIMAND COUNTY

By-law Number -HC/XX



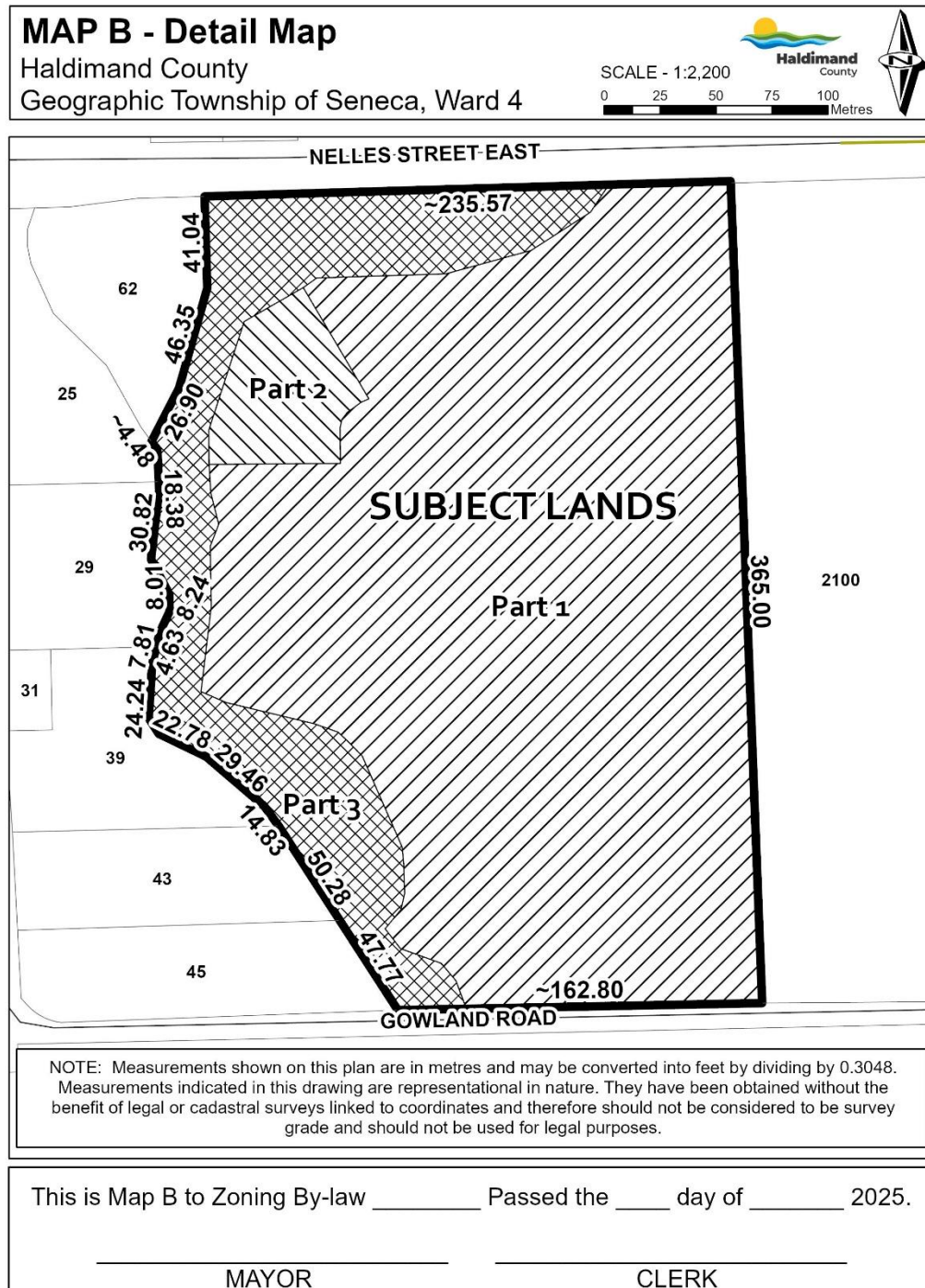
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HALDIMAND COUNTY

By-law Number -HC/XX



Ref: PLZ-HA-2025-062

HALDIMAND COUNTY

By-law Number -HC/XX

**Purpose and Effect of By-law -HC/XX**

The subject lands are legally described as Seneca Part James Davis Tract, Part 1 Registered Plan 18R6735.

The purpose of this by-law is to rezone the subject lands from the current Agriculture (A) Zone to a combination of Hamlet Residential (RH) Zone with a special provision (Part 1), Hamlet Residential (RH-H) Zone (Part 2) with a hold and special provision, and Open Space (OS) Zone (Part 3).

The amendments are required to ensure conformity with the existing Official Plan designation for the subject lands and to facilitate future residential development.

A holding provision is being applied to a portion of the lands. The holding provision can be lifted when the final archaeological assessment has been completed and registered with the Province.

Report Number: PDD-05-2026  
File No: PLZ-HA-2025-062  
Related File No.: PL28T-2025-051  
Name: 1000946882 ONTARIO INC  
Roll No. 2810.152.003.0450.0000

## Haldimand County

### Report PDD-06-2025 Information Report for a Combined Official Plan Amendment, Zoning By-law Amendment, and Plan of Subdivision, to Facilitate a Residential Development (Micor Lands), Caledonia



For Consideration by Council in Committee on January 13, 2026

### Objective:

To inform Council of applications for a combined Official Plan and Zoning By-law Amendment and Plan of Subdivision for the development of 2,475 residential units, including:

- 759 Single Detached units;
- 128 Semi-Detached dwellings;
- 530 Townhouse units;
- 508 Apartment units; and,
- 550 units in a Retirement Block.

The proposal also includes 1,920 sq. m (20,667 sq. ft.) of commercial space, 4.16 hectares (10.27 acres) of park space consisting of one (1) larger central park and four (4) smaller parkettes, natural heritage space, a school block, and stormwater management facilities.

### Recommendations:

1. THAT Report PDD-06-2025 Information Report for a Combined Official Plan Amendment, Zoning By-law Amendment, and Plan of Subdivision, to Facilitate a Residential Development (Micor Lands), Caledonia be received.

**Prepared by:** Noor Hermiz, Senior Planner, Planning and Development

**Reviewed by:** Shannon VanDalen, MCIP, RPP, Manager, Planning and Development

**Respectfully submitted:** Mike Evers, MCIP, RPP, BES, General Manager, Development Services

**Approved:** Michael Di Lullo, MPA, CMM III, Chief Administrative Officer

### Executive Summary:

Haldimand County has received a combined Official Plan Amendment (OPA) and Zoning By-law Amendment (ZBA) application, and Plan of Subdivision for lands located on the southeast corner of McClung Road and Haldimand County Road 66, known municipally as 206 McClung Road and 390 Haldimand County Road 66, Caledonia. The application seeks to facilitate a planned community with up to 2,475 residential units across a range of housing types, including single detached, semi-detached, townhouse, apartment, as well as retirement/long-term care units. Additionally, there is a planned commercial component and a school block.

The subject lands are currently designated “Residential” in the Official Plan via site-specific policy HCOP-58 and zoned “Agriculture” in Zoning By-law HC 1-2020.

The proposed OPA is required to adopt a Secondary Plan for the lands, while the ZBA would rezone the lands to permit the proposed residential uses and associated open space, stormwater, and natural heritage features. The concurrent Draft Plan of Subdivision application evaluates the overall layout and design, and technical components. Supporting technical studies have been provided, with a Stage 2 Archaeological Assessment and Urban Design Brief/Landscape Plan to be submitted at a later date.

The subject report is intended to provide an overview of the proposal, including key areas that will undergo assessment by staff and external agencies. A recommendation report will be presented at a future Council in Committee meeting, once the applications are fully processed, reviews satisfactorily completed and all necessary requirements are met to make a fully informed decision.

## **Background:**

The subject lands are located on the southeast corner of McClung Road and Haldimand County Road 66, known municipally as 206 McClung Road and 390 Haldimand Road 66, with a total area of approximately 79.67 hectares (196.80 acres), approximately 800 metres of frontage on McClung Road, and 650 metres on Haldimand County Road 66. (Attachment 1 - Location Map).

The subject lands are currently vacant and are being farmed as an interim use. Surrounding land uses consist of agricultural lands with accessory dwellings to the north (across Haldimand Road 66, with Killman Zoo further north), immediately south are vacant development lands, with Caledonia Sports Complex and the eastern portion of the Avalon subdivision further south, east are agricultural lands and forested areas, and lastly to the west, across McClung Road, are vacant development lands.

## **Current Land Use Permissions**

The subject lands are within the urban boundary of Caledonia and designated “Residential” in the Haldimand County Official Plan (HCOP) pursuant to site-specific policy HCOP-58, which permits a wide variety of residential uses as well as associated commercial and open space uses. The lands are zoned “Agriculture” in Zoning By-law HC 1-2020. The proposed OPA would establish a Secondary Plan to guide detailed development, while the ZBA would introduce site-specific residential zones and zones for the complementary uses such as commercial, institutional, recreational and open space.

## **Pre-Consultation Meeting and Application Submission**

Pre-consultation for the proposal occurred prior to formal submission. On October 10, 2024, Weston Consulting, on behalf of the registered owner, submitted combined Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision applications. The applications were formally deemed complete under the Planning Act on May 15, 2025. In accordance with legislative requirements, surrounding property owners were notified that a complete application had been received. The applications were circulated for comment to various Haldimand County departments and external agencies on June 5, 2025 with a commenting deadline of June 23, 2025. Please refer to the Stakeholder Impacts section of this report for a summary of internal Haldimand County staff, external agency, and public comments received to date. In support of the applications, the proponent’s consulting team submitted a number of reports and plans to justify the proposed development and demonstrate its suitability. These are listed in the Submitted Supporting Materials section of this report and are continuing to be assessed as part of the application review process. The applicant has advised that a Stage 2 Archaeological Assessment is currently underway and will be submitted at a later date, along with an Urban Design Brief and Landscape Plan.

## Subject Application/Development Proposal

The combined Official Plan/Zoning By-law Amendment application, together with the Draft Plan of Subdivision, seeks to facilitate a planned community with 2,475 residential units arranged as follows:

- 759 Single Detached units;
- 128 Semi-Detached dwellings;
- 530 Townhouse units;
- 508 Apartment units; and
- 550 units in a Retirement Block (long-term care or retirement home uses).

The proposal includes 1,920 square metres (20,667 sq ft.) of commercial retail space within the mixed-use residential blocks. Additionally the proposal includes open space through a central neighbourhood park and four smaller parkettes totalling 4.16 ha (10.27 ac.). A school block is also proposed. A Natural Heritage System covering 3.48 ha (8.60 ac.) with a 0.596 hectare buffer is located primarily in the southeast, with public access via a parkette. A 6.14 ha (15.17 ac.) stormwater management facility is proposed on the west side abutting McClung Road, along with a 0.27 ha (0.67 ac.) vista and walkway block. The road network follows a grid-like pattern with four external access points (two to McClung Road and two to Haldimand County Road 66) and a future southern connection. Internal streets have proposed right-of-way widths of 18 to 20 metres. A conceptual site plan is included as Attachment 2 to this report, and A Draft Plan of Subdivision is included as Attachment 3.

Development is proposed in four phases:

### **Phase 1 (Seniors' Campus):**

A master-planned campus including seniors' living, retirement, and long-term care facilities. This phase proposes a density of 140 units per hectare for approximately 510 units. Development is intended to be privately serviced in the interim until municipal services are completed within McClung Road. Anticipated timing of construction is 2026.

### **Phase 2:**

Proposes a maximum of 400–410 low-rise units (single-family, semi-detached, and townhouses). The key benchmark for this phase is the establishment of the regional stormwater management pond. Anticipated completion is 2027.

### **Phase 3:**

Proposes a maximum of 950–1,000 low-rise units (single-family, semi-detached, and townhouses). The key benchmark for this phase is the advancement of the internal road network. Anticipated completion is 2030.

### **Phase 4:**

Proposes a maximum of 540–550 units, providing flexibility for mixed-use developments, senior residences, and back-to-back townhouses. Anticipated completion is 2033–2034.

The applicant has noted that these unit counts are approximate estimates that will be refined through future Site Plan Approval and detailed design stages. Phasing flexibility is requested to allow for adjustments without requiring further Official Plan or Secondary Plan amendments, provided maximum density and unit thresholds are maintained. The applicant has also indicated that Phase 1 (Seniors' Campus) may require interim private servicing until municipal services are extended within McClung Road. The feasibility of this interim solution, as well as the transition to permanent municipal services, will be evaluated by County Engineering staff through the Site Plan Approval process.

In support of the application submitted to amend the Official Plan and Zoning By-law, the proponent submitted a number of supporting materials, including:

1. Application for Amendment of Combined Official Plan and Zoning By-law;
2. Application for Draft Plan of Subdivision;
3. Cover Letter (Weston Consulting);
4. Secondary Plan (Weston Consulting);
5. Conceptual Site Plan (Weston Consulting);
6. Planning Justification Report (Weston Consulting);
7. Civil Engineering Package (Urbantech):
  - a. Functional Servicing and Stormwater Management Report
  - b. Grading Plan
  - c. Servicing Plan;
8. Geotechnical Report (Lantek);
9. Hydrogeological Report (Lantek);
10. Water Balance Assessment (Lantek);
11. Environmental Impact Study (GEI);
12. Agricultural Impact Assessment (Stovell and Associates);
13. Archaeological Assessment Stage One (Parslow Heritage Consultancy);
14. Cultural Heritage Impact Assessment (Parslow Heritage Consultancy);
15. Noise and Vibration Study (RWDI);
16. Traffic Impact Study (Paradigm); and
17. Market Analysis (Urbanmetrics).

Haldimand County staff and agencies have completed an initial review of the submitted materials and have provided the applicant some questions/comments for their consideration and action. The applicant has indicated that a Stage Two Archaeological Assessment is currently underway and will be submitted at a later date, along with an Urban Design Brief and Landscape Plan.

## Process

The purpose of this report is as follows:

1. To advise Council of the details relating to the subject applications (as described above); and
2. To provide a summary of key planning and development issues.

This is an approach implemented by Haldimand County for applications that are identified as complex and/or those that would have a significant public interest component (such as Official Plan and Zoning By-law Amendment applications). This approach allows for a formal public meeting to be held and public input to be received and considered in advance of Planning staff making a recommendation and Council making a decision. It also works as an opportunity for the identification of any issues early on in the process, which is invaluable as it allows for early public engagement in the planning process. It

should be noted that through this process a second public meeting is held when the recommendation report comes forward.

## **Analysis:**

The planning considerations identified below apply to this proposal. Planning staff summarize the relevant policies that must be addressed without providing opinion or recommendation and summarize the studies provided with the applications below.

The subject applications comprise a combined Official Plan Amendment - to create a Secondary Plan and the policy foundation; a Zoning By-law Amendment – to establish a full range of implementing zones, permitted uses and provisions; and a concurrent Draft Plan of Subdivision application to establish the road network and lot fabric configuration.

A Secondary Plan is a high-level land-use document that provides a more detailed planning framework for a specific geographic area within the County. Unlike the general Official Plan, it goes beyond general Official Plan policies by establishing site-specific requirements for infrastructure, transportation networks, and community design to ensure large-scale developments are well-planned, integrated, and cohesive.

It is anticipated that, once the land-use framework is approved, subsequent applications will be required, including Site Plan Control applications (particularly for any of the high-density residential, commercial or institutional blocks), potential Condominium applications, Part-lot Control Exemption, and detailed engineering drawings for assumption of roads and services.

Additional approvals will also be required from external agencies such as the Grand River Conservation Authority, the Ministry of Citizenship and Multiculturalism (archaeological clearance), and the Ministry of Transportation (entrance permits and potential corridor impacts).

This Information Report has been prepared in accordance with Haldimand County's established practice for complex, large-scale, or high-public-interest applications. The report provides Council and the public with an early overview of the proposal, the policy framework, submitted technical materials, and initial agency and departmental comments prior to staff formulating a formal recommendation.

This approach facilitates early identification of issues, encourages meaningful public engagement, and allows the proponent to address concerns before a statutory public meeting is held on a future Recommendation Report. A second statutory public meeting will be scheduled when the Recommendation Report is presented to Council for decision.

## **Planning Act**

The Planning Act (Act) is the provincial legislation that establishes the framework for land use planning in Ontario. Section 18 of the Planning Act sets out the applicable regulations for municipal official plans. Section 34 of the Planning Act sets out the applicable regulations for municipal zoning by-laws.

Through a series of legislative amendments over the past several years, the Province has fundamentally shifted the planning landscape in Ontario to place a heightened emphasis on the accelerated delivery of housing. These reforms are specifically designed to reduce red tape and remove historical barriers to development, mandating a more streamlined and efficient planning process. The intent of these changes is to compel municipal decision-making to prioritize the development of a broad range of housing types and affordability levels to meet the needs of a growing population.

All land use decisions must also have sufficient regard for the matters of provincial interest outlined in Section 2 of the Planning Act including, but not limited to:

- The orderly development of safe and healthy communities;
- The adequate provision of a full range of housing, including affordable housing;
- The adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- The appropriate location of growth and development; and
- The promotion of built form that:
  - i. Is well-designed,
  - ii. Encourages a sense of place, and,
  - iii. Provides for public spaces that are of high quality, safe, accessible, attractive and vibrant.

The proposed development and submitted technical materials are being evaluated to determine if there has been sufficient regard given to the provincial interest in Section 2 of the Planning Act.

### **Provincial Planning Statement, 2024 (PPS)**

The Provincial Planning Statement, 2024 (PPS) contains policies that encourage and focus growth and development within existing settlement areas, ensure efficient and effective use of municipal infrastructure and services, have consideration for land use compatibility, and provide for wise land use and resource management. It provides province-wide direction on matters of provincial interest related to land use planning and development. The PPS establishes a policy-led system that prioritizes the building of more homes, supports a full range and mix of housing options, promotes complete communities, and protects the environment, public health and safety, and the economy while accommodating growth forecasted to 2051. A core vision of the PPS is to ensure Ontario meets its goal of constructing at least 1.5 million homes by 2031. The PPS achieves this by:

- Directing the vast majority of growth to existing settlement areas with full municipal water and wastewater services;
- Encouraging a significant amount of residential development within built-up areas and on designated greenfield lands;
- Requiring planning authorities to establish minimum density targets for designated greenfield areas;
- Promoting a diverse mix of housing types and densities, including additional residential units and “gentle density” (missing-middle) forms; and
- Supporting the development of long-term care homes and retirement homes within settlement areas.

### **Planning Comments**

The proposal is being evaluated for consistency with the PPS, 2024. Key policy tests include:

- Contribution to the range, mix, and affordability of housing;
- Efficient use of existing and planned infrastructure and public service facilities;
- Achievement of greenfield density targets;
- Compatibility with surrounding land uses and appropriate transition;



- Protection of natural heritage features and water resources, and the proposal's impact on cultural heritage and archaeological resources; and,
- Provision of an appropriate level and quality of community amenities (parks, pathways, school sites).

The proposed development and supporting technical studies are being reviewed against these and other applicable PPS policies to confirm consistency. The PPS supports improved land use planning and management. A key planning matter that will be evaluated is the consistency of the proposal with the Provincial Planning Statement.

The subject lands are located within the Caledonia Urban Area (settlement area) and were previously added to the urban boundary specifically to accommodate residential growth. The proposed Secondary Plan and zoning amendments would facilitate 2,475 residential units - including single-detached, semi-detached, townhouse, apartment, and retirement/long-term care units - on lands with full municipal servicing, thereby directly contributing to the Province's housing supply objectives.

## **Haldimand County Official Plan (HCOP)**

The Haldimand County Official Plan (HCOP) creates the long-term framework for guiding land use changes in the County by protecting and managing the natural environment, directing and influencing growth patterns and facilitating the vision of Haldimand County as expressed through its residents. The HCOP also provides the avenue through which Provincial Policy is implemented into the local context.

### **i. Designation**

The subject lands are within the Urban Area of Caledonia and are designated site-specific "Residential" policy HCOP-58.

### **ii. Residential Designation**

The HCOP "Residential" designation permits a wide variety of residential uses as well as associated commercial and open space uses. The proposed Secondary Plan – required under special policy HCOP-58 - would provide detailed policy direction for density, built form, and supporting uses.

Planning Comment:

Staff are evaluating whether the proposed Secondary Plan and zoning align with the intent of the "Residential" designation and site-specific policy HCOP-58.

HCOP-58 was established through the Official Plan update and the Municipal Comprehensive Review approved in 2021, which included policies that require the completion of secondary plans and servicing strategies, satisfactory to the County and any other approval agency demonstrating that all servicing requirements, including extensions, upgrades and capacities can be satisfied; there is full consideration of the transportation network; cultural and archaeological assessments are completed; a land use evaluation and compatibility analysis is completed; and an environmental analysis is done.

The full review of the complete submission and supporting studies and reports are on-going and will be included as part of a future recommendation report.

### **iii. Growth Management**

The lands were brought into the Caledonia Urban Boundary to accommodate residential growth. The proposal contributes to municipal housing supply and mix.

Planning Comment:

Staff are reviewing the proposal against growth management policies, including servicing capacity, greenfield density requirements, and transportation impacts.

#### **iv. Servicing**

Policy 5.B.1)1 of the Official Plan states that new development and redevelopment in the Urban Areas shall generally proceed where the development is fully serviced by municipal water, sanitary sewers, adequate drainage and stormwater management facilities. A Functional Servicing and Stormwater Management Report was provided to identify servicing connections and stormwater management.

Planning Comment:

The development is proposed on full municipal services; modelling will confirm capacity. Any required upgrades will be funded by the development. The phasing component will be a key consideration as part of the servicing assessment.

#### **v. Traffic/Transportation**

Policy 5.A.1)17 states that traffic studies may be required where development may impact the road network. McClung Road and Haldimand Road 66 are identified as Arterial Roads with 36-metre (118 feet) right-of-way's.

Planning Comment:

A Traffic Impact Study has been submitted and is under review to assess impacts and required improvements. Staff have flagged for further review the proposed road widths of 20 metres (66 feet) for collector roads and 18 metres (59 feet) for local roads.

#### **vi. Natural Heritage**

Policy 6.G.3 requires identification and protection of natural heritage features. An Environmental Impact Study has been submitted addressing the wetland feature and 30-metre (98 feet) buffer.

Planning Comment:

Staff and agencies are evaluating the EIS to confirm feature protection and buffer adequacy.

#### **vii. Archaeological Resources**

Policy 6.G.3 requires archaeological assessments where potential exists. A Stage 1 Archaeological Assessment has been submitted; Stage 2 is underway.

Planning Comment:

Stage 2 results and MCM clearance will be required prior to final consideration.

### **Haldimand County Zoning By-law HC 1-2020**

The subject lands are zoned "Agriculture" under Haldimand County Zoning By-law HC 1-2020. The proposed Zoning By-Law Amendment would introduce site-specific mixed use neighbourhood commercial zones for low, medium, and high-density uses, including retail uses, open space, and stormwater blocks.

Planning Comment:

The proposed development and submitted materials are being evaluated to ensure conformity with the intent and purpose of the Zoning By-law. Future zoning may contemplate Holding (H) Provisions for technical matters.

## **Submitted Supporting Materials:**

### **Planning Justification Report (Weston Consulting, October 10, 2024)**

The Planning Justification Report, prepared by Weston Consulting, provides a comprehensive planning analysis and opinion in support of the proposed Official Plan Amendment (Secondary Plan), Zoning By-law Amendment, and Draft Plan of Subdivision. The report evaluates the proposal against the Planning Act, the Provincial Planning Statement, 2024, the Haldimand County Official Plan, and Zoning By-law HC 1-2020. It concludes that the proposed development represents good planning, is consistent with the PPS, conforms to the Official Plan, and satisfies the intent of the Zoning By-law. Staff will undertake its own independent evaluation of the proposal against the same policy framework.

### **Secondary Plan & Draft OPA/ZBA (Weston Consulting, October 10, 2024)**

The applicant has submitted a proposed Secondary Plan document together with draft amending by-laws for both the Official Plan and Zoning By-law HC 1-2020. The Secondary Plan establishes detailed land-use designations, density policies, phasing provisions, urban design guidelines, and implementation policies specific to the subject lands. The draft Zoning By-law Amendment introduces a full range of new residential zones (low, medium, and high density), open-space zones, stormwater management blocks, and site-specific provisions to facilitate the proposed built form and retirement/long-term care uses. These documents are currently under detailed review by Planning staff.

### **Functional Servicing and Stormwater Management Report (Urbantech, September 10, 2024)**

A Functional Servicing and Stormwater Management Report, together with preliminary grading and servicing plans, has been prepared by Urbantech. The report demonstrates how the proposed development can be serviced with municipal water and sanitary sewers, identifies proposed connections to existing infrastructure along McClung Road and Haldimand Road 66, and outlines stormwater quantity and quality controls (including a 6.14-hectare stormwater management pond). Updated sanitary and water modelling, based on the most recent Caledonia Master Servicing Plan, will be required to confirm available capacity and any necessary off-site upgrades. All modelling and any required external works will be at the proponent's expense.

### **Environmental Impact Study (GEI, October 6, 2024)**

An Environmental Impact Study has been completed by GEI Consultants. The study identifies a wetland feature in the southeast portion of the site, confirms its boundaries, and recommends a 30-metre buffer. The EIS concludes that the proposed development, with the recommended protection measures and enhancements, will result in no negative impact on the natural heritage system. The study is being reviewed by County staff and will be circulated to the Grand River Conservation Authority for comment.

### **Traffic Impact Study (Paradigm, October 6, 2024)**

A Traffic Impact Study has been prepared by Paradigm Transportation Solutions Limited. The study evaluates existing and future traffic conditions (2033 and 2043 horizons) with and without the proposed development, assesses the four proposed access points onto McClung Road and Haldimand Road 66, and identifies required intersection improvements and signalization. The report concludes that the surrounding road network can accommodate the development-generated traffic with recommended upgrades. Given the scale and complexity of the proposal, Haldimand County requires a third-party peer review of the TIS at the applicant's expense.

### **Stage 1 Archaeological Assessment (Parslow Heritage Consultancy, April 11, 2023)**

A Stage 1 Archaeological Assessment has been completed and entered into the provincial registry. The assessment identifies archaeological potential across the majority of the subject lands due to their

proximity to historic transportation routes and watercourses. A Stage 2 Archaeological Assessment is currently underway, and the final report and Ministry of Citizenship and Multiculturalism letter of clearance will be required prior to final approval of any planning instruments.

### **Additional Materials**

Additional supporting studies submitted include a Geotechnical Report, Hydrogeological Report, Water Balance Assessment, Agricultural Impact Assessment, Cultural Heritage Impact Assessment, Noise and Vibration Study, and Market Analysis. These reports are also under review by the appropriate County departments and external agencies.

### **Planning Comment:**

The proposed development and submitted technical materials are being evaluated to ensure conformity with the intent and purpose of the Haldimand County Official Plan and Zoning By-law HC 1-2020.

A future Zoning By-law may contemplate a Holding (H) Provision to address various technical matters, including developer obligations.

### **Conclusion and Next Steps:**

The subject report is intended to assist Council in understanding the potential impacts of the proposal and to provide an opportunity for public involvement and engagement in the planning process before Planning staff makes a recommendation and Council makes a decision on the subject applications.

### **Key outstanding items**

- Submission of the Stage 2 Archaeological Assessment, Urban Design Brief, and Landscape Plan;
- Completion of sanitary and water modelling;
- Peer review of the Traffic Impact Study;
- Technical review of the Stormwater Management Facility;
- Refinements to road/laneway widths, daylight triangles, parkette safety, and zoning provisions (e.g., CN zone, site-specific high-density provisions);
- Inclusion of a school block per Grand Erie criteria;
- Consultation with Six Nations regarding treaty rights and accommodation.

Staff anticipate refinements to the proposal following technical meetings and agency reviews. Following this report, further analysis and submission of outstanding reports, Planning staff will bring a Recommendation report forward at a future Council in Committee meeting. Public input will be invited and considered at the future public meeting.

### **Financial/Legal Implications:**

Not applicable.

### **Stakeholder Impacts:**

### **Planning and Development**

- Concerns relating to the proposed road widths (collector = 20 metres; local 18 metres). Consideration to increase the road width, in particular for the collector road, to the minimum

standard as the collector ROW is intended to accommodate larger volumes of traffic, parking and the overall network.

- School block to be included and centrally located. Suggestion for potential inclusion and expansion of neighbourhood park. Also depending on Phasing – please see comments and site criteria from Grand Erie School Board.
- Downtown Commercial (CD) zone, not appropriate for the subdivision. Consideration for Neighbourhood Commercial (CN) zone. CD zone is intended for downtown cores within the urban areas.
- Site Specific provisions needed for high density residential blocks – to accommodate residential and LTC uses.
- Part 10 for the Natural Heritage Area should be a scoped Open Space (OS) zone to limit the consideration of uses.
- Consideration for more integration of towns or semi-detached dwelling units into the balance of the development.
- Design considerations should be taken for accommodation for Additional Dwelling Units (ADUs) as part of the draft plan. i.e. spacing for entrances, parking and building elevations.
- Linkages and traffic movements to be incorporated with the development lands to the south and the potential road upgrades for McClung and Haldimand Road 66.
- Consideration for rear lane towns to traditional street townhouse configuration.

## **Development Engineering**

The proposed Stormwater Management Facility will be subject to a technical review by a qualified consultant listed on Haldimand County's approved roster during the detailed engineering phase. The cost of this review is to be borne by the applicant.

A phasing plan must be submitted with the development proposal. This plan should be based on infrastructure requirements outlined in the latest Caledonia Master Servicing Plan. Relevant information is available through Planning and Development upon request.

Sanitary and water modelling will be required at the applicant's expense. Haldimand County will coordinate the modelling once updated FSR, SWMR, and engineering plans have been submitted for technical review.

Traffic Impact Assessment (Paradigm – October 2024):

The proposed development will significantly increase traffic volumes in the study area. Several intersections will require upgrades to maintain acceptable service levels. Continued coordination with Haldimand County and the Ministry of Transportation (MTO) and monitoring of traffic conditions is required.

## **Building Department:**

Building and Municipal Enforcement Services staff provided a number of detailed comments related to the proposed zoning for the subject lands, along with comments related to the potential external upgrades to the water infrastructure for water supply/flows to service the proposed development. Those will be reviewed in connection with other technical comments to inform any required design changes and/or special provisions for the future amending bylaw.

## Grand Erie School Board

### Site Size/location

- Approximately 2.8 hectares (7 acres) is required for school development purposes
- Preferred site would be located adjacent to a municipal park block to create a larger contiguous greenspace in the community.
- Dual road frontage required - 120 metres primary (118feet), 60 metres (120 feet) secondary) to disperse congestion during pick up/drop off, and to allow more access points to the school site.
- Ideally located centrally within the development to promote active transportation to school.

### Timing

- Available in Phase 1 or 2 of a development and not independently staged (should be part of a larger phase with abutting streets and services).

## Six Nations of the Grand River

There is a request for a 10:1 tree replacement ratio.

We would like to meet with applicant discuss accommodation opportunities for development within our treaty lands in the Haldimand Tract. This proposal will adversely affect our treaty rights and that needs to be mitigated. These lands are subject to litigation.

## Canada Post Corporation

Please be advised that this development will require Community mailboxes for the single, duplex and townhouse units and I will work with the developer on site locations. The Apartment buildings will require a mail room if over 100 units with rear loading mailboxes and front access for the tenants. The long term care facility will be a 1 mail drop for any unit that is not an apartment style and just a room.

## Hydro One (High Voltage/Corridor)

Hydro One is in receipt of your Application for Subdivision, PLOPZB2024229 dated 2025-05-20, and have reviewed the documents concerning the noted Plan with no comments or concerns at this time. Preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.

## Grand Erie Public Health (GEPH)

Grand Erie Public Health (GEPH) encourages developments that make it easier for people to choose active forms of transportation (walking, cycling, wheeling) for short trips, including access to food, ideally within 1km. Additionally, GEPH encourages the development of complete communities.

This development is displaced from amenities, including a grocery store or farmer's market. To improve access to food, the developer could choose to allot space for a community garden; a shared green space planned and maintained by residents. Community gardens offer many health benefits, such as fresh and affordable produce, physical activity, a space to connect with others and a sense of community pride. Access this toolkit for more information on how to start a community garden.

The proposed street network including sidewalks and pedestrian connections/paths is encouraged to facilitate opportunities for active transportation within the proposed community. Consider adding lighting to these paths where possible.

As per the Market Analysis Study included in the application, both school boards have indicated a need for additional school sites to accommodate further growth in Caledonia. Pedestrian infrastructure and safety features are encouraged to be planned in accordance with the newly proposed schools. Design features are encouraged to prioritize making routes to school and school zones safer.

Mixed use development within the proposed community is encouraged to contribute to a complete neighborhood.

### **Outstanding Agency Comments:**

- Emergency Services
- Grand River Conservation Authority
- Mississaugas of the Credit First Nation
- Ministry of Transportation
- Ministry of Culture

### **Report Impacts:**

Agreement: No

By-law: Yes

Budget Amendment: No

Policy: No

### **References:**

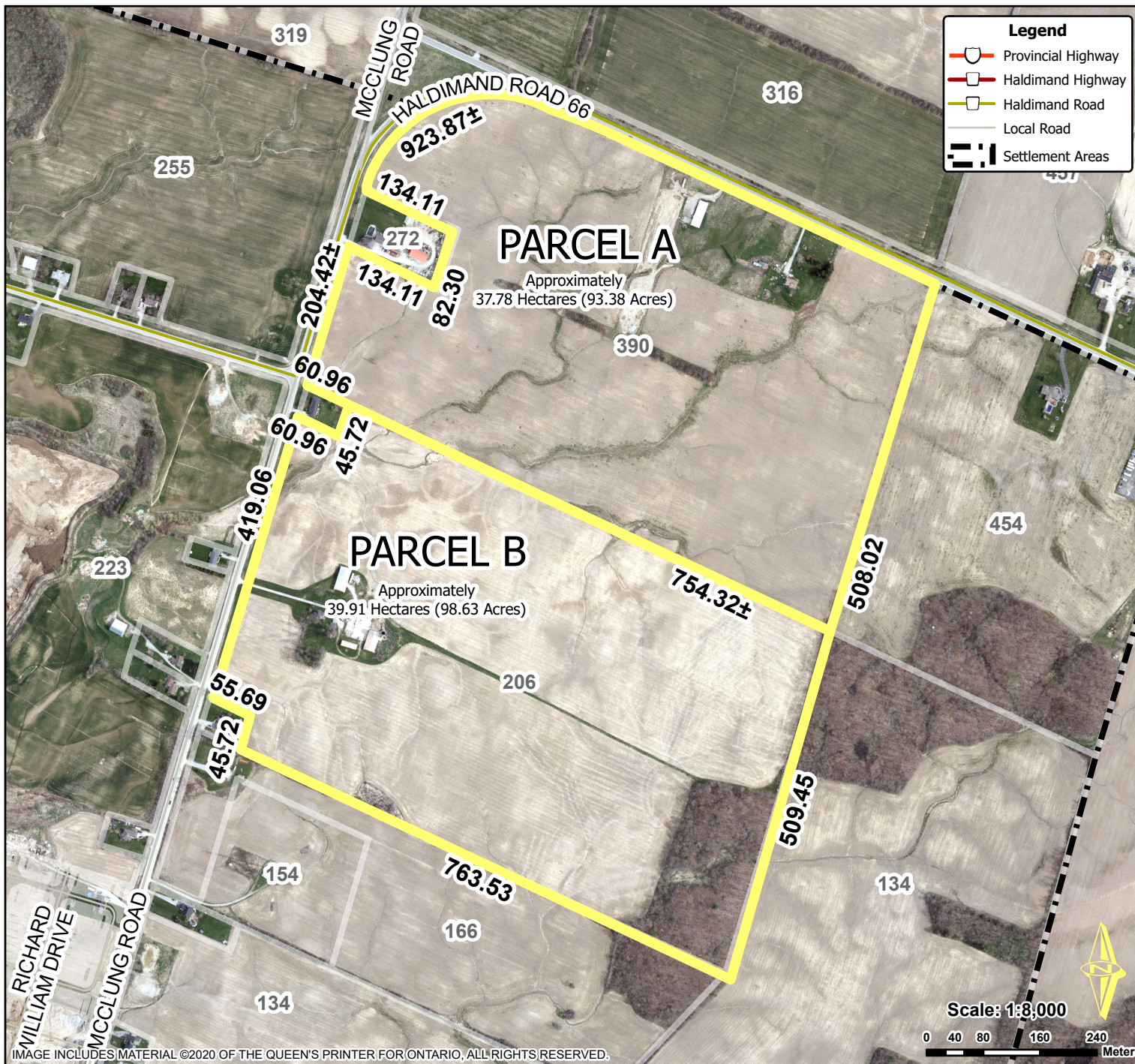
1. [Planning Act \(1990\)](#)
2. [Provincial Planning Statement \(2024\)](#)
3. [Haldimand County Official Plan](#)
4. [Haldimand County Zoning By-law HC 1-2020](#)

### **Attachments:**

1. Location Map
2. Conceptual Site Plan
3. Draft Plan of Subdivision



# Location Map FILE #PLOPZB-2024-229 APPLICANT: Corragreen Properties Limited



**Location:**  
**PARCEL A: 390 HALDIMAND ROAD 66**  
**PARCEL B: 206 MCCLUNG RD**  
**URBAN AREA OF CALEDONIA**  
**WARD 4**

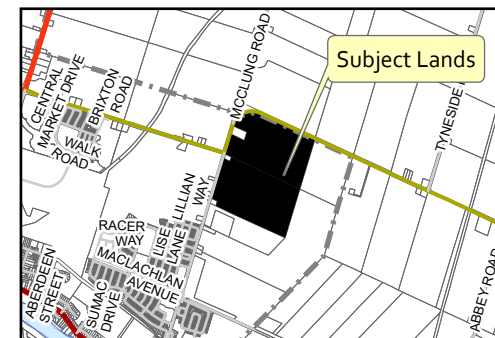
**Legal Description:**  
**SEN RANGE 3 EPR PT LOT 5,**  
**SEN RANGE 3 EPR PT LOT 6**

**Property Assessment Number:**  
**PARCEL A: 2810 152 005 05800 0000**  
**PARCEL B: 2810 152 005 05600 0000**

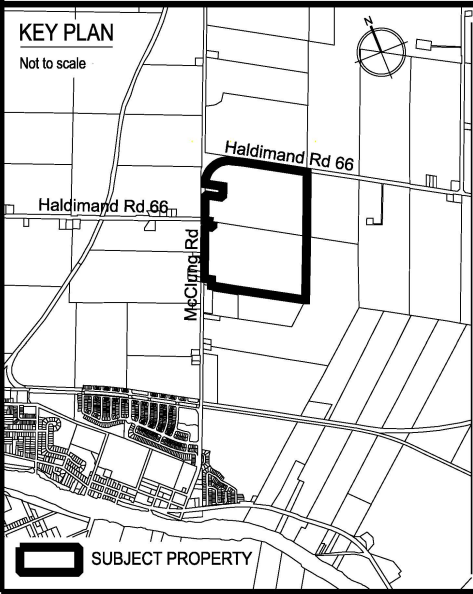
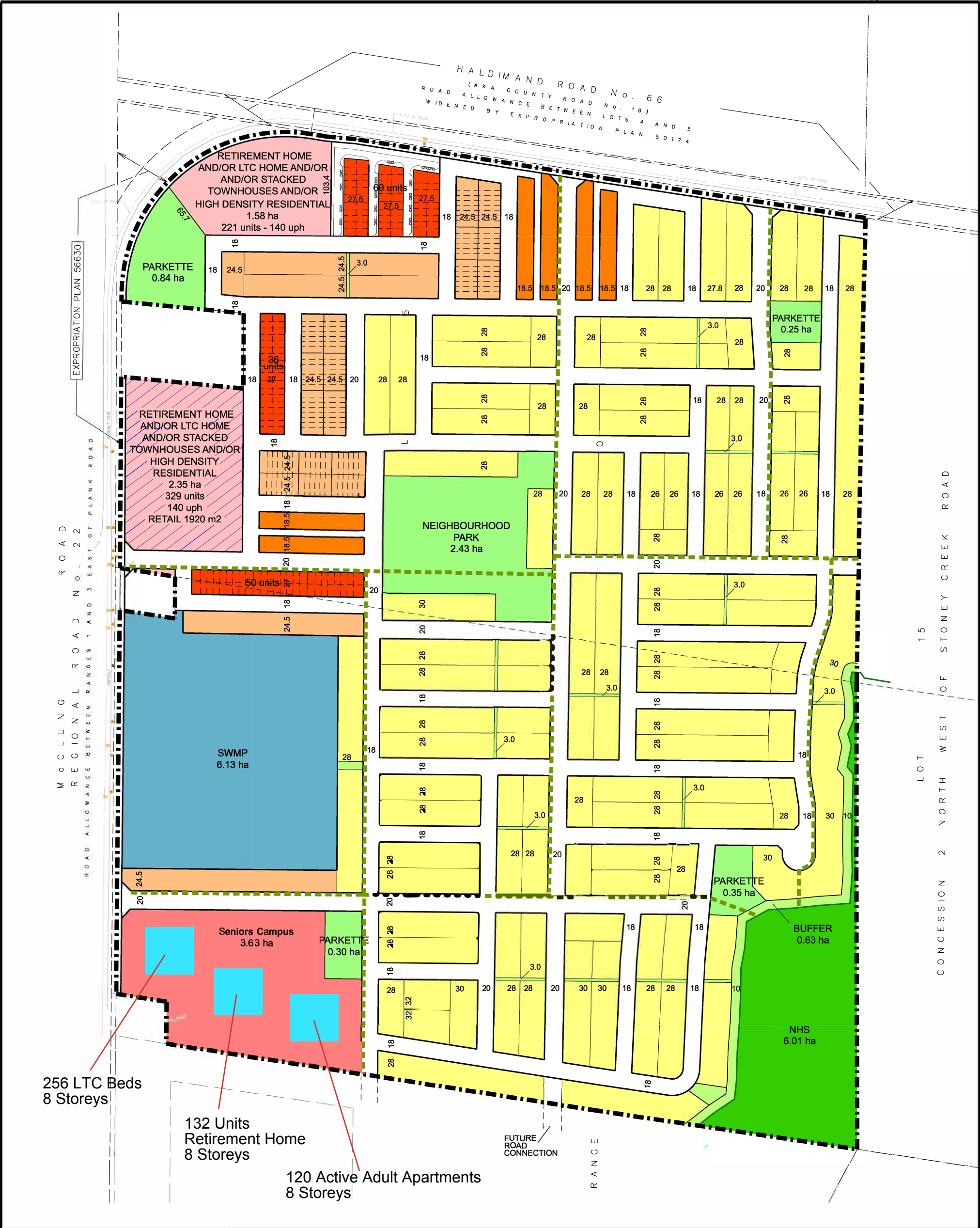
**Size:**  
**PARCEL A: Approx. 37.78 Hectares (93.38 Acres)**  
**PARCEL B: Approx. 39.91 Hectares (98.63 Acres)**  
**TOTAL: Approx. 77.69 Hectares (192.01 Acres)**

**Zoning:**  
**A (Agriculture)**  
**GRCA (Regulated Lands), GRCA (Wetland)**  
**HCOP (Natural Environment Wetland Area)**

HALDIMAND COUNTY, ITS EMPLOYEES, OFFICERS AND AGENTS ARE NOT RESPONSIBLE FOR ANY ERRORS, OMISSIONS OR INACCURACIES WHETHER DUE TO THEIR OWN NEGLIGENCE OR OTHERWISE. DO NOT USE FOR OPERATING MAP OR DESIGN PURPOSES. ALL INFORMATION TO BE VERIFIED.







LEGEND		SALEABLE FRONTAGE		ESTIMATED UNIT COUNT	
UNIT TYPE					
	Single-Detached & Semi-Detached (28m DEPTH)	+/- 9897.5 m	(min 11m/7.5m Lot Frontage)	900 units	
	Street Townhouses (24.5m DEPTH)	+/- 1591.1 m	(5.5 m Lot Frontage)	265 units	
	Rear Lane Townhouses (18.5m DEPTH)	+/- 712.8 m	(5.5 m Lot Frontage)	118 units	
	Back to Back Townhouses (13.5m DEPTH)	+/- 1047.0 m	(7.0 m Lot Frontage)	146 units	
	Retirement Home &/or LTC Home &/or HD Residential &/or Stacked TH	-		550 units	
	HD Residential &/or Stacked TH	-		508 units	
<b>TOTAL</b>		<b>13,248.4 m</b>		<b>2487 units</b>	
	Park Provided:	4.17 ha			
	Park Required:	4.14 ha @ 1 ha/600 units			
	SWMP				
	NHS				
	Multi-Use Path				
Area of Subject Lands		79.67 ha			

**NOTE:** Unit count, land use designation, and developable area limit will be further determined through technical review by other agencies. Weston Consulting does not hold accountability for these determinations.

**SCALE**

0 50 100 150m

METRES

## DEVELOPMENT CONCEPT

206 McCLUNG ROAD &  
390 HALDIMAND ROAD 66  
TOWN OF CALEDONIA

**WESTON**  
CONSULTING



Vaughan:  
201 Midway Ave. Suite 19  
Vaughan, Ontario L4K 5K8  
T. 905.738.8080 F. 905.738.6637

Toronto:  
268 Bessley St.  
Toronto, Ontario M5A 2X5  
T. 416.640.9917 F. 905.738.6637

### REVISIONS LIST

15 AUG 2024	HD block text revisions	Revise Singles/Semis Unit count estimate & Legend.
29 MAY 2023	Revise parks, Northwest HD block and adjacent residential areas.	
09 MAY 2023	Revise Northwest HD block & convert Back to Back Townhouses to condo block	
10-18 APR 2023	Revise NHS buffer to 10m and adjust roads & blocks	Revise south HD block and parkette.
05 APR 2023	Revise Seniors/High Density block & adjacent park.	Total unit yield adjusted to 2400 units.
MAR 28 2023	Revisions per client markup.	Reduce parkland dedication, add walkways.
FEB 09 2023	Digitize SWM Pond per consultant & modify adjacent residential blocks.	
AUG 25 2022	Add 30m NHS Buffer & revise concept design	

File Number: 10494  
Drawn By: SM  
Planner: KP  
Scale: see scale bar  
CAD: 10494/Concepts/C8.dgn

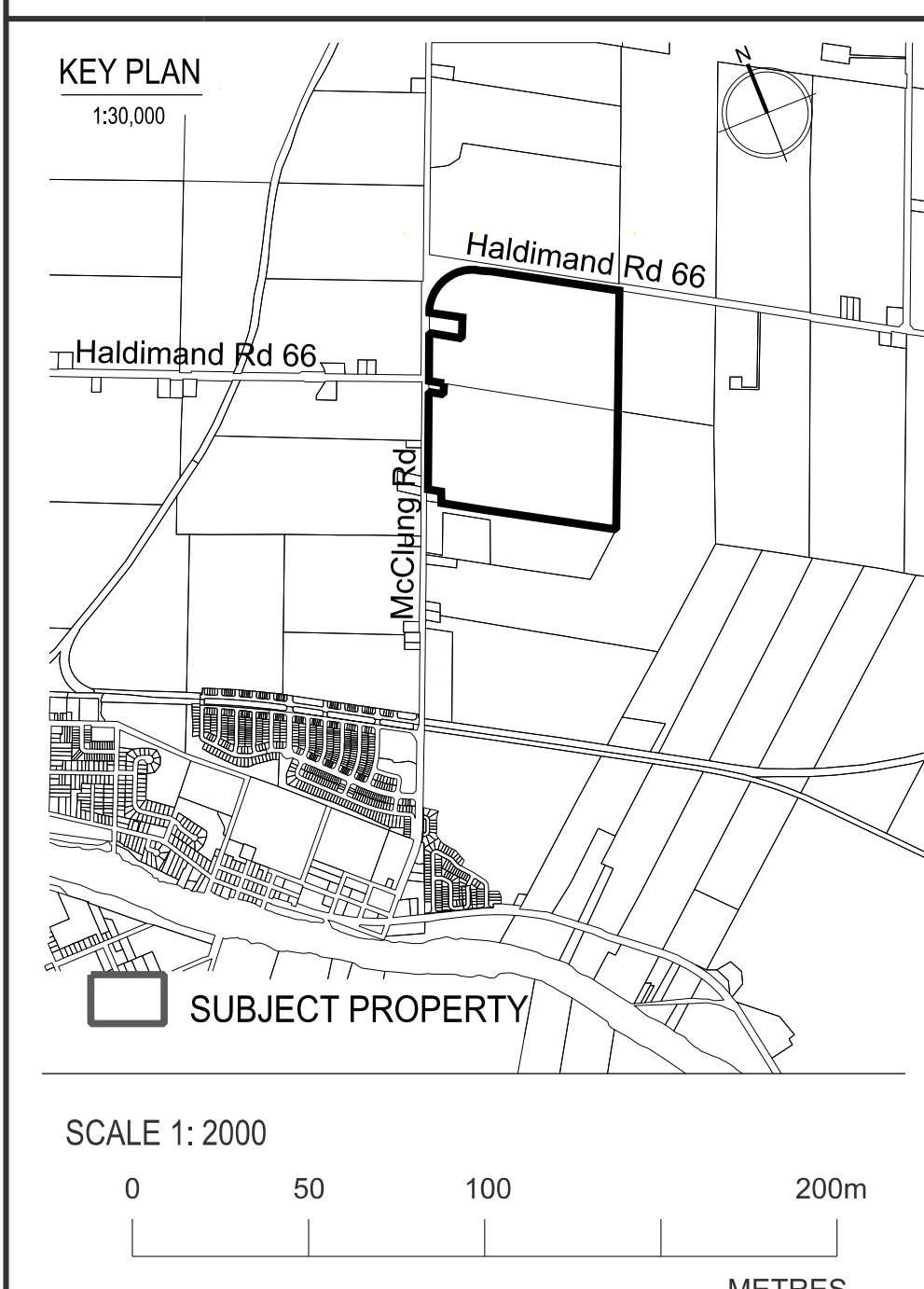
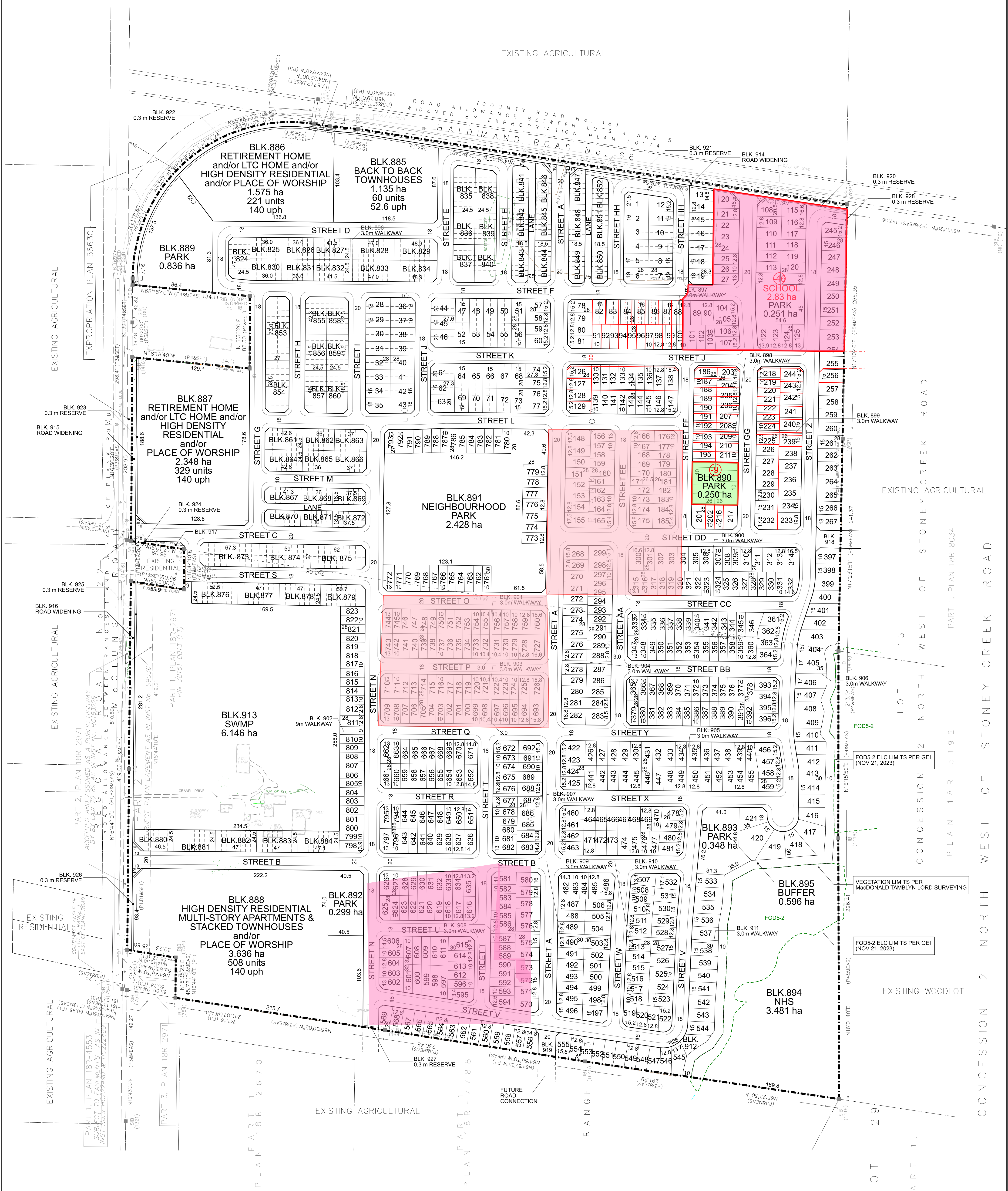


Drawing Number:

**C8**



## EXISTING AGRICULTURAL



DEVELOPMENT STATISTICS:	UNITS	AREA(HA)
Residential Single Detached [Lots 1,12-14,20-27,57-60, 74-81, 88-823]:	705	<del>760</del> 26.214
Residential Semi-Detached [Lots 2-11,15-19,28-56, 61-73,82-87]:	126	<del>2097</del>
Residential Townhouses [Blocks 824-840,855-866,876-884]:	272	4.035
Residential Rear Lane Townhouses [Blks 841-852,867-872]:	117	1.366
Residential Back to Back Townhouses [Blks 853,854,873-875]:	86	0.856
Residential Back to Back Townhouses [Blk 885]:	60	1.135
Retirement Home [Blks 886,887]:	550	3.923
High Density [Blk. 888]:	508	3.636
Park [Blocks 889-893]:		4.162
NHS [Block 894]:		3.481
Buffers [Block 895]:		0.596
Walkways [Block 896-911]:		0.262
Vista Block [Block 912]:		0.046
Storm Water Management Pond [Block 913]:		6.146
Road widening [Blocks 914-916]:		0.781
Future Development [Blk 917]:		0.022
Future Roads [Blk 918-919]:		0.117
0.3m Reserves [Blks 920-928]:		0.039
Roads & Laneways:		<del>19.957</del>
<b>TOTAL</b>	<b>2424</b>	<b><del>2479</del> 79.671</b>

**ADDITIONAL INFORMATION:**

[Section 51(17) of the Planning Act, R.S.O. 1990, c. P.13],  
as amended to October 04, 2024

a), b), e), f), g), & j) - on plan.  
c) - on key plan  
d) - see statistics  
h) - piped water to be installed by developer  
i) - sand and sandy silt  
k) - all services to be made available by developer  
l) - easements as shown on plan

---

**OWNER'S CERTIFICATE:**

I authorize Weston Consulting Group Inc. to prepare and  
submit this plan for draft approval.

Date: \_\_\_\_\_

\_\_\_\_\_  
MICOR LAND CORP  
c/o MICHAEL CORRADO  
  
email: micorlandcorp@gmail.com

---

**SURVEYOR'S CERTIFICATE:**

I hereby certify that the boundaries of the lands being  
subdivided and their correct relationship to the adjacent  
lands are accurately and correctly shown on this plan.

## DRAFT PLAN OF SUBDIVISION

206 McLUNG ROAD AND  
390 HALDIMAND ROAD No. 66  
GEOGRAPHIC TOWNSHIP OF SENECA  
NOW IN THE  
COUNTY OF HALDIMAND  
REGIONAL MUNICIPALITY OF HALDIMAND-NORFOLK

REVISIONS LIST	
24 JUNE 2025	Outline 7 ac School & Park Option 1. Red-line lotting revisions.
10 OCT 2024	Renumber Bk 832-928 & update development statistics
15 AUG 2024	Add walkway Bk 909, rename Bk 910 Vista Bk & renumber Bk 910-927. Rename Streets
06 AUG 2024	Add legal survey text, renumber Bk 8 & 1 reserve blocks
14 DEC 2023	Revise 100' buffer based on ELC boundary by GEI. Calculate list stats.
01 NOV 2023	1st Draft completion of Lot & Bk numbering and statistics
03 AUG 2023	1st Draft Based on C8 Concept Plan.

# WESTON

## CONSULTING



File Number: 10494

Date: 2025-06-24

Drawn By: SM

Planner: KP

CAD: 10494/draft plans/D3.1.dgn

Drawing

D3.1



# Haldimand County

## Memorandum CEC-M01-2026 Accessibility Initiatives and Advisory Committee Update for 2025

For Consideration by Council in Committee on January 13, 2026



**To:** Mayor Bentley and Members of Council

**From:** Erin Lindeboom, Accessibility Coordinator, Customer Experience & Communications

### Recommendations:

1. THAT Memorandum CEC-M01-2026 Accessibility Initiatives and Advisory Committee Update for 2025 be received.

### Executive Summary

In 2025, Haldimand County advanced accessibility through facility upgrades, digital improvements, and policy updates. Key achievements included new accessible amenities funded by the Inclusive Spaces Fund, enhanced staff training, expanded in-house document remediation, and adoption of a Corporate Accessibility Policy following a successful AODA Desk Audit. The Accessibility Advisory Committee provided input on major projects and supported awareness initiatives. Looking ahead, 2026 priorities include expanding outdoor accessibility features, formalizing public consultation processes, exceeding website compliance, and integrating accessibility into the Trails Master Plan.

### 2025 Accessibility Initiatives

Under the AODA, municipalities are required to develop Annual Accessibility Status Reports yearly and make those reports publicly available through the website. Through this memorandum, staff are proud to showcase Haldimand's commitment to making the community welcoming, inclusive and accessible for everyone. In line with the 2023-2027 accessibility plan, 2025 saw a number of key achievements towards this commitment, across a variety of divisions and staff-led, accessibility related initiatives.

### Inclusive Spaces Fund – Capital Improvements

- Added a wheelchair-accessible swing at Grandview Lodge
- Installed new automatic door openers at the Cayuga Kinsmen Hall and the Selkirk Library
- Introduced sensory kits at camps and libraries
- Purchased a wheelchair-skating aid for local arenas
- Added new benches and rest areas throughout community trail networks

### Community Engagement

- Launched the Accessibility in Public Spaces survey during National AccessAbility Week in May
- Staff participated in the 2025 Small Business Breakfast to highlight the benefits of accessibility for local businesses

## Training and Awareness

- Incorporated AODA and Human Rights training into in-person onboarding with Human Resources
- Added on-demand training options for accessible documentation

## Digital Accessibility

- Continued progress through the Accessibility Ambassadors' efforts to create accessible public content
- Over 80 documents remediated in-house in 2025, producing significant cost savings from avoiding remediation through external vendors
- Pilot of an accessibility-scanning tool

## Policy and Compliance

- Successfully completed the 2025 AODA Desk Audit
- Adopted a new Corporate Accessibility Policy
- Submitted 2025 Accessibility Compliance Report to the Ministry of Seniors and Accessibility, declaring full compliance with all requirements encompassed by the AODA

## Accessibility Advisory Committee Contribution

In addition to staff resources, the Accessibility Advisory Committee was established in the early 2000s. Community members, appointed by Council, generously volunteer their time to provide information and advice to Council and staff on identifying, proactively preventing and eliminating barriers to people with disabilities in municipal program, services, public spaces and facilities. Once again, in 2025 the committee provided invaluable insight and guidance, with a few highlights as follows.

## Committee Contributions

- Continued to provide meaningful guidance and support throughout the year
- Welcomed two new members
- Acknowledged the arrival of a new accessible taxi operator

## Project Input

- Cayuga Kinsmen parking lot
- Grand Vista Trailhead
- Selkirk Waterfront Way
- Three new pedestrian crossovers
- Accessibility enhancements at Edinburgh Square

## Awareness & Education Initiatives

- Supported the new AccessAbility Week flag raising
- Recommended Dementia Friendly training for:

- Local community centres
- Libraries
- Grandview Lodge

## Looking Forward

Staff and the committee alike, look forward to continuing responding to accessibility needs and proactively working towards a welcoming, inclusive and accessible Haldimand. Under the Inclusive Spaces Fund, 2026 initiatives will focus on installing additional automatic door openers, expanding pathways to outdoor amenities, creating new public eating areas, and adding benches along community trails. Beyond these projects, other key accessibility priorities include formalizing the public consultation process for AODA-related projects, developing process maps to guide project managers, implementing a compliance-based system to monitor website accessibility, creating simplified AODA and Human Rights training for volunteers, and actively participating in the Trails Master Plan to ensure legislative compliance and embed accessibility as a core focus.

## References:

1. [Multi-year Accessibility Plan 2023-2027](#)
2. [Policy No. 2025-07 Corporate Accessibility Policy](#)

## Attachments:

1. None.

# Haldimand County

## Report CPP-01-2026 Hagersville Active Living Centre – Programming and Operations Update

For Consideration by Council in Committee on January 13, 2026



### Objective:

To provide Council with an update regarding the opening of the Hagersville Active Living Centre, including operations, programming and partnership agreements.

### Recommendations:

1. THAT Report CPP-01-2026 Hagersville Active Living Centre – Programming and Operations Update be received;
2. AND THAT the operating agreement between The Corporation of Haldimand County and The Carolinian Café, attached to Report CPP-01-2026, be approved;
3. AND THAT, in keeping with the partnership principles of Haldimand County's Community Halls Program, Haldimand proceed with the incorporation of a Hagersville Active Living Centre Operating Board, at an estimated cost of \$500, to be charged to the Hagersville Active Living Centre Development project;
4. AND THAT the operating agreement between The Corporation of Haldimand County and the Hagersville Active Living Centre Operating Board, attached to Report CPP-01-2026, be approved;
5. AND THAT the Mayor and Clerk be authorized to execute all necessary documents to give effect to the above-noted agreements;
6. AND THAT authority be delegated to the General Manager of Community Safety and Wellness to execute the necessary documentation for the term extensions, as applicable and approved by Council, for both of the above-noted operating agreements;
7. AND THAT the recommended temporary increase in 2026 hours of operation for the new facility, and associated staffing, as outlined in Report CPP-01-2026, be approved for immediate implementation;
8. AND THAT the draft impacts from the addition of 3.0 FTEs, as outlined in Report CPP-01-2026, be approved in principle and incorporated in to the 2026 Tax Supported Operating Budget;
9. AND THAT the Haldimand County User Fees and Service Charges Policy be amended to include a preliminary subsidy level for the Hagersville Active Living Centre of 78%;
10. AND THAT Haldimand County User Fees and Service Charges By-law 2647/25 be amended to reflect the proposed amendments to Schedule G (Facility Rentals), Schedule J (Recreation, Heritage and Culture), and Schedule P (DSD), as outlined in Report CPP-01-2026, be approved at a future Council meeting;
11. AND THAT a review of the proposed temporary increase in hours of operation and staffing, including related revenue and final subsidy impacts, be assessed and considered during development of the 2027 Tax-Supported Operating Budget;

12. AND THAT the by-law attached to Report CPP-01-2026, associated with the operating agreement for Carolinian Cafe, be approved at a future Council meeting.

13. AND THAT the by-law attached to Report CPP-01-2026, associated with the operating agreement for Hagersville Lions Operating Committee, be approved at a future Council meeting

**Prepared by:** Katrina Schmitz, Manager, Community Programming and Partnerships

**Reviewed and respectfully submitted by:** Scott Luey, MBA, CPA, General Manager, Community Safety and Wellness

**Approved:** Michael Di Lullo, MPA, CMM III, Chief Administrative Officer

## **Executive Summary:**

In February 2026, Haldimand County will open its first non-arena indoor recreation and community centre, representing an exciting new level of accessible, inclusive, year-round service for all residents of the County and neighbouring communities.

The Hagersville Library + Active Living Centre (HL+ALC) is Haldimand's newest recreation/community facility since the opening of the arenas in Cayuga and Dunnville in 2011. It is located at 11 Athens Street, at the east end of Grant Kett Park (Attachment 1) and on the same site as the Hagersville Arena, three ball diamonds (including the outdoor amphitheatre which the facility overlooks), a playground and associated park amenities. Opening in the year of the Corporation of Haldimand County's 25th anniversary, the HL+ALC has the opportunity to become a model for how the municipality delivers on the community's expressed desire for more meaningful, diverse and accessible programming.

This \$15 million facility is shaped by local identity, co-design processes, partnership opportunities (both private and not-for-profit), innovation and impact measurement.

Co-located with the Hagersville Public Library Branch, the Empire Homes Active Living Centre (ALC) and associated L + L McKeen Program Room (MPR) were designed in keeping with the collaborative principles of placemaking, ensuring the creation of a public facility and adjacent spaces that are vibrant and foster social connection, cultural expression and quality of life. The Clark Companies Atrium—which includes a café operated by a private third party, to be confirmed through report CPP-01-2026—invites the public into the HL+ALC, offering inclusive spaces for gathering, socialization and relaxation.

Programming at the ALC will take a holistic approach to the physical and emotional well-being of residents and visitors of all ages and abilities through social connection, physical activity and wellness, leisure, cultural activities and exhibitions and mental engagement programs. The multi-functional ALC serves as both a gymnasium and as Hagersville's new municipal community centre, the latter to be operated by an incorporated, not-for-profit Board of Directors, to be confirmed through report CPP-01-2026, in collaboration with Haldimand County.

The new level of service to be provided in all non-Library areas has resulted in Haldimand County's Community Programming & Partnerships Division having to create a new service delivery model, including:

- Introduction of new membership and program modules through ActiveNet (Haldimand County's registration software) with options that incentivize residents and users to come to and register for programs at the new facility;
- Creating an innovative, inclusive, multi-generational schedule of potential programs and activities for all areas (ALC, MPR, commercial kitchen, atrium) that is based on community input and trends in recreation, leisure, health and wellness, culture and making, etc.

- A staffing model that addresses the need to:
  - Maximize revenues by ensuring the facility is open and offering programming during peak revenue-generating times (weekends, early morning, late afternoon/evening), promoting rentals (including opportunities to piggy-back on other activities at the site or in the community, e.g. tournaments, festivals and events) and engaging or collaborating with community partners and the Library to create unique experiential activities.
  - Ensure everyone coming to the HL+ALC has a great customer experience by being welcomed, oriented to the new facility and service options, registered for programs and directed to their choice of activity;
  - Ensure all public spaces of the facility (ALC, MPR, commercial kitchen, atrium, washrooms, coat room, etc.) are clean and meet public health requirements during operating hours; and,
  - Manage/oversee partnership agreements for sustainability and success.
- Revised user fees and service charges for all new programs (registered or drop-in) and rentals (indoor areas of the facility and some exterior spaces in the Park).
  - A preliminary subsidy level is set at 78%, for Council approval, to be included in the User Fees and Service Charges Policy.

Report CPP-01-2026 outlines the above-noted, including recommendations to revisit original operating assumptions and decisions made about the hours of operation of the new facility and associated impacts.

## **Background:**

Hagersville is Haldimand County's second-fastest-growing urban community – particularly for youth and seniors – with a projected population of 8,920 by 2051 (from 3,276 in 2021). It is anticipated the Hagersville Library + Active Living Centre (HL+ALC), which replaces Hagersville's existing Library and the former Community Centre, will serve residents and visitors from throughout Haldimand County as well as Norfolk County, Mississaugas of the Credit First Nation and Six Nations of Grand.

Although initiated prior to Council's 2024 approval of the Community & Recreation Facilities Strategy (CRFS), which was undertaken to identify the major facility needs across Haldimand County over the next twenty years, the HL+ALC aligns with all the guiding principles of the CRFS, including:

- Building a healthy and engaged community, fostering healthy lifestyles and promoting skills development;
- Providing inclusive, affordable and accessible recreational opportunities for all Haldimand residents, especially youth and seniors;
- Ensuring that major facilities are multi-use, multi-generational, programmable year-round and responsive to the needs of our local communities;
- Fostering and supporting partnerships that create synergies, leverage resources and allow Haldimand County to maintain core services; and,
- Making decisions that are financially responsible and sustainable for Haldimand County and its residents.

The initiative to build the co-located HL+ALC also aligns with and supports many other Haldimand County strategic initiatives including the 2025-2045 Strategic Plan, the Public Arts and Culture Strategy (2025), the Population, Household & Employment Forecast Update (2024) and the Parks and Recreation Service Plan (2018).



## Community Engagement and Needs Assessment:

The HL+ALC was designed following two years of community consultation about both the facility itself as well as potential programming; year one included public engagement to determine preliminary community needs and wants, which informed the design/construction tender, while year two provided opportunities for public feedback to the proposed design.

In order to support a broad collaborative process, six in-person engagement sessions took place, an online webpage was available throughout to capture ongoing community input and address community questions/feedback, and stakeholder meetings took place with community organizations, service clubs, Council Advisory Committees (Seniors; Youth; Trails; Accessibility; Diversity, Equity and Inclusion etc.) and both neighbouring First Nations communities. The community was also tasked with, and successfully completed, a fund-raising campaign which raised \$1.5 million towards the construction of the new facility and an additional \$270,000 towards enhancements to operating equipment. The details of current planned enhancements were approved by Council through CPP-19-2025 in December, 2025.

While committed to ensuring the HL+ALC would be a “made in Haldimand” facility reflecting the needs and values of the local communities, staff also did considerable research into best practices in multi-functional facility design and service delivery, including opportunities to enhance the existing outdoor spaces on the Grant Kett Park site to complement the activities of the ALC. Research and environmental scanning was undertaken into current recreation, wellness and cultural programming trends as well as opportunities to introduce new and innovative programs that would attract residents/visitors to the new facility.

To support shared learning and continuous improvement, a ‘learning tour’ was undertaken of recreation and community facilities—which ranged from rural to urban and old to new—to gain real-world examples of effective practices in programming and operations and common challenges. These included:

- Brant County (Cainsville Community Centre, Dawdy Park, Syl Apps Community Centre);
- City of Hamilton (Ancaster Senior Achievement Centre);
- City of London (East Lions Community Centre, Star Tech Community Centre/YMCA/Library);
- Niagara Falls (McBain Community Centre);
- Norfolk County (Simcoe Recreation Centre, Simcoe Seniors Centre);
- Town of Pelham (Meridian Community Centre);
- St. Catharines (Canada Games Park, Meridian Centre);
- Welland (Youngs Sportsplex); and,
- West Lincoln Community Centre.

The key takeaways from the above-noted activities were the following:

- Recreation services, opportunities and experiences are crucial to the community’s well-being and success. They contribute significantly to social, economic and environmental priorities by providing spaces for services and programs that benefit and support community building. Universal access to community and recreation opportunities that address diverse needs and offer affordable, high-quality opportunities are vital to individual and community health and prosperity. (Community & Recreation Facilities Strategy, Public Arts and Culture Strategy).
- Lack of free time is a barrier to recreational participation. Activities such as organized sports – particularly at competitive levels – often require considerable time and resources. There is a growing interest in casual drop-in and unstructured activities. Municipalities are evolving their service delivery models to respond to this trend by extending operating hours and expanding the range and frequency of drop-in programs (Parks and Recreation Service Plan).

- According to the World Health Organization (WHO), social disconnection is a global public health threat, negatively impacting physical and mental health as well as productivity and economic success. (Commission on Social Connection; June 2025). In Canada, more than 40% of older adults (50+) report being socially isolated or lonely (National Institute on Aging) while 15-25% of Canadians aged 15-24 years of age report feeling lonely often or always. Municipalities already shape many of the shared spaces and programs where connection can happen and are in a good position – through their recreation and culture assets – to help address this issue (WHO, Seniors Advisory Committee, Youth Advisory Committee).
- Residents want the municipality to take a more direct, ongoing role in the coordination and facilitation of recreation programs and services in order to create greater stability (e.g. there can be uncertainty when depending on small agencies, volunteers or third parties to deliver programming), consistency in pricing and quality assurance (CRFS, PRSP, SAC, YAC).
- Is there a way to better use existing Haldimand County facilities to support the delivery of programs and services (e.g. providing limited programming at rural community halls)? (CRFS, PRSP, PACS).
- Continue to support partnership opportunities to maximize genuine collaboration and reflect community needs, interests and goals (CRFS, PACS, PRSP).

Some of the early feedback received through the above-noted processes has already been incorporated into the HL+ALC project or associated activities, including:

- The future construction – by Empire Homes – of a trail linking Grant Kett Park and the HL+ALC to the adjacent Livingston subdivision;
- Enhancements (paving and lighting) to an existing trail and a further paved extension around the upper ball diamonds, connecting the ball fields to the HL+ALC;
- Redesigning the planned concession/washroom/storage building replacement to complement the HL+ALC and relocating the enhanced fieldhouse closer to the HL+ALC for increased service and rental opportunities;
- Installation of a smaller field maintenance building at the batting cages for use by ball groups;
- As approved in the CRFS, completion of a Community Programming Strategy in 2026 to more rigorously develop a programming approach for the whole of Haldimand County, including potential expansion of programming and partnerships, potential locations, a staffing analysis and a review of user fees and service charges; and,
- The 2026 Tax-Supported Capital Budget includes two initiatives from the Ward Councillor to allocate Ward-Specific Funds to enhancements to the playground replacement in Grant Kett Park and complete the lighting of the pathway.

## **Analysis:**

The Hagersville Library + Active Living Centre (HL+ALC) was developed as an intentional and flexible space which can evolve over its lifespan to meet programming and service delivery needs.

## **Operating Partnerships:**

In keeping with Haldimand County's community partnership approach, two operators will assist in the service delivery model of the ALC, and Council is being asked to approve both proposed agreements.

The first is for the operations of the café in the atrium. Through a public Expression of Interest procurement process, The Carolinian Café was the successful bidder for this service. An Operating Agreement (Attachment 2), developed by staff in Community Programming & Partnerships (CPP) and Legal & Support Services (LSS), outlines the details of the contract, which is similar in nature to

Haldimand County's existing contracts with concession operators in arenas. The draft bylaw for this Operating Agreement can be found as Attachment 8 to this report.

The second partner will be an independently incorporated Board of Directors, comprised of members of the Hagersville District Lions Club and other community members, to assist in the operations of the 'community centre' function of the ALC. This relationship has been discussed and supported by Haldimand County since the project was first approved in the 2021 Tax-Supported Capital Budget and is in keeping with Haldimand County's Community Halls Program, although it is somewhat unique in that the new Operating Board will be responsible only for limited rentals, as determined through a collaborative arrangement with Haldimand County's Programming Unit, and not the entire facility. A revenue-sharing plan has been developed in consultation with Finance staff with the Operating Board receiving 80% of the fee for rentals it manages and oversees while the remaining 20% is allocated to Haldimand to cover projected operating costs (utilities, taxes and administrative time). This operating agreement, including the revenue-sharing calculation, was developed by LSS with support from CPP (Attachment 3). The draft bylaw for this Operating Agreement can be found as Attachment 9 to this report.

### **Approved Daily Operations and Staffing:**

It was originally anticipated that the HL+ALC would open in fall 2025, and the 2025 Tax-Supported Operating Budget included a staffing complement of three FTE Community Recreation Programmers (two permanent full-time and two permanent part-time, up to 17.5 hours per week). This approved staffing complement was carried forward in the 2026 Tax-Supported Operating Budget.

Based on the approved staffing, Community Programming & Partnerships (CPP) staff worked with the Library – which planned to be open two additional days from its current operating schedule at the Hagersville Branch – to determine the hours of operation for the new facility. Among the considerations, based on the design of the building and operating procedures, are:

- While the ALC/atrium can be open while the Library is closed as the Library has a separate, lockable entrance off the atrium, the ALC/atrium cannot be closed when the Library is open as the public has to enter the Library through the atrium); and,
- For safety, a minimum of two CPP staff have to be on shift in the ALC/atrium area given the number of spaces which are open to the public (washrooms, service corridor, etc.).

A two-week CPP staffing schedule was developed based on the approved staffing complement (Attachment 4) which includes the following hours of operation for the facility:

<b>Day</b>	<b>Programming Hours</b>	<b>Library Hours</b>
Saturday	10:00 am – 5:00 pm	10:00 am – 5:00 pm
Sunday	Closed	Closed
Monday	10:00 am – 5:00 pm	10:00 am – 5:00 pm
Tuesday	7:00 am – 8:00 pm	10:00 am – 8:00 pm
Wednesday	10:00 am – 8:00 pm	10:00 am – 8:00 pm
Thursday	7:00 am – 8:00 pm	10:00 am – 8:00 pm
Friday	10:00 am – 8:00 pm	10:00 am – 5:00 pm

Table 1 Facility Hours of Operation

This schedule:

- Ensures CPP hours align with the Library's operating hours;
- Requires that two HCAB-based staff (the Supervisor, Community Programs and the Community Recreation Programmer) be scheduled at least 14 hours per week at the ALC to ensure alignment of service hours between the two operating areas and appropriate staff coverage for programming. This impacts the existing workloads of these staff;
- Provides 60 programmable hours per week;
- Limits programming (and revenue) opportunities at peak times (early mornings, later in the day, weekends);
- Only offers two days a week when the facility opens at 7:00am, which is when the café operator would like to be open;
- Reception desk is not staffed (potential negative impacts to customer service and ensuring participants have registered/paid for programs);
- Scheduled staff could be left alone in the ALC area during lunch/breaks (although Library staff may not far away).

In November 2025, staff were asked to revisit the above-noted operating assumptions and create a proposed operating model that ensures the facility is open throughout the week for longer hours in order to maximize revenue and service delivery (Attachment 5), resulting in the following hours of operation/service:

Day	Programming Hours	Library Hours
Saturday	10:00 am – 9:00 pm	10:00 am – 5:00 pm
Sunday	10:00 am – 9:00 pm	Closed
Monday	7:00 am – 10:00 pm	10:00 am – 5:00 pm
Tuesday	7:00 am – 10:00 pm	10:00 am – 8:00 pm
Wednesday	7:00 am – 10:00 pm	10:00 am – 8:00 pm
Thursday	7:00 am – 10:00 pm	10:00 am – 8:00 pm
Friday	7:00 am – 10:00 pm	10:00 am – 5:00 pm

Table 2 Proposed Facility Operation Schedule

The proposed schedule includes;

- The addition of two temporary full-time programming staff (one Community Recreation Programmer and a proposed new 'Recreation Ambassador' position), two temporary students and an increase in the potential weekly hours of the approved permanent part-time Community Recreation Programmers to 24 hours per week (which is keeping with the union contract for part-time employees and Haldimand County's approach with comparable staff working in arenas);
- Reception desk will be staffed by the Recreation Ambassador, whose role it would be to welcome the public into the facility, help them find the program/activity they are interested in, ensure they have registered/paid for their program and/or created an ActiveNet account, direct them to their program and/or develop and deliver programs. This new hybrid position—a combination of

programmer and facility booking staff—could become a model for extending programming to under-utilized facilities (as recommended in the CRFS);

- Haldimand County Administrative Building (HCAB) staff able to return to their existing responsibilities;
- Increased staffing and flexibility with PPT and Student schedules create greater ability to cover potential sick time, vacations, lunch/breaks;
- Provides 97 programmable hours per week;
- Offers a more consistent, easy-to-remember schedule of hours of operation;
- Longer/more consistent hours allow staff to determine community interests and availability to attend programs at certain times of the day, better supporting revenue objectives and success of the operating partners.

The requested staffing and hours of operation are proposed on a temporary basis, and will be assessed during the 2027 budget process and in keeping with the outcomes of the Community Programming Strategy. As well, programs will initially be developed on a three-month schedule and staff will only be scheduled as necessary (e.g. there may be adjustments or changes to hours of operation based on seasonal demands, uptake of programs at certain times of day, etc.).

### **Potential Programming and Activities:**

The opening of a new recreation facility creates a lot of excitement – and expectations – and the ALC will be no different.

Residents, visitors and other users will have to be influenced not only to check out the new facility but to change their existing recreation habits and where they participate (other municipalities and/or facilities) or begin their new recreation journey. This requires a program schedule that is diverse, suitable for various ages, abilities and interests, provides options (time of day, drop-in versus league) and is responsive to trends and expectations.

Initially, program schedules will be developed in three-month increments as staff determine the community's needs and wants including time of day, length of program (per visit), cost, etc.

CPP staff have developed a sample schedule of potential daily programs (Attachment 6) which provides a very preliminary and limited snapshot of the potential activities; however, the opportunities for programs and experiences in the new facility—now part of a destination park with beautiful views and an outdoor amphitheatre—are virtually unlimited, given the potential partners with which the County will be working.

### **User Fees (Membership, Drop-In/Ten-Packs, Rentals):**

In the case of the new fees for the Hagersville Library + Active Living Centre, where appropriate, existing/approved user fees have been utilized (e.g. meeting room new fieldhouse/pavilion rental fee).

In order to develop the new user fees and service charges for the ALC's non-Library spaces and activities, staff undertook a regional market comparison to gain a better understanding of potential programming models (membership-based, drop-in and pre-registration) and rental fees to ensure the costs of participating at the ALC would be competitive.

Among the municipalities polled were:

- Brant County (Cainsville Community Centre, Syl Apps Community Centre);
- Brantford (Gretzky Sports Complex, Branlyn Community Centre);
- Cambridge (John Dolson Centre, Preston Auditorium, W.G. Johnson Centre);
- Grimsby (Peach King Centre);
- Hamilton (Ancaster Seniors Achievement Centre; various community centres);

- Middlesex Centre (Komoka Community Centre);
- Milton (Milton Seniors Activity Centre);
- Niagara (YMCA Niagara);
- Norfolk County (Simcoe Recreation Centre, various rural community halls);
- Port Colborne (Vale Health & Wellness Centre);
- St. Catharines (Kiwans Aquatics Centre Program Room, Port Weller Community Centre, Russell Avenue Community Centre);
- Welland (Welland Community Centre);
- West Lincoln Community Centre; and,
- Woodstock (Cowan Sportsplex, Reeves Community Complex).

The amount and justification (e.g. market analysis) of each of the base fees are outlined below. Unlike most user fees, these fees are recommended to remain the same through to April 30, 2027 and not increase by 3% until the Community Programming Strategy – the deliverables of which will include a comprehensive market review and analysis of recreation and heritage and culture user fees and service charges – can be completed in 2026.

Attachments 7 is the user fee schedules to be approved at a future Council meeting to enact these new/revised fees. Any new fees are highlighted in green while any amendments to existing fees are highlighted in red within the schedules.

### Annual Memberships

Historically, Haldimand County's Heritage and Culture Unit had approved user fees for annual memberships; however, in the interim, many of the incentives associated with those memberships are no longer available or relevant as programming and service delivery has changed, and only annual one individual membership remains. With the opening of the ALC, an opportunity has presented itself to update the existing membership model to incorporate heritage and culture activities and recreation, offering a greater value proposition for members with more incentives. The membership categories and fees have been amended as follows:

<b>Former H&amp;C Membership Categories</b>	<b>Former Fees (per year)</b>	<b>New Membership Categories</b>	<b>Proposed New Fees (per year)</b>
Adult/Senior	\$30.75	Adult	\$70.00
Student	\$15.50	Senior (60+)	\$60.00
Family	\$46.00	Youth (under 18)	\$50.00
Corporate	\$153.25	Family	\$215.00

Table 3 Membership Categories and Fees

With the expanded suite of programs, activities and experiences in the new facility, Haldimand is able to offer the following new benefits:

- A 40% discount on drop-in fees at the ALC (\$3 instead of \$5);
- Early registration access to existing Day Camp, March Break Camp, and Specialty Camp programming (recreation and heritage and culture). As the existing programming allotment is usually fully booked, this will incentivize membership sign-ups and increase revenue for Haldimand County; and,

- An \$8.00 discount on self-directed per day research fees at museums (from \$11.75 to \$4.00).

The new Adult Membership annual fee is recommended to be set at \$70.00. In other businesses where a membership provides a discount, customers will often look at the “payback” they will receive from pre-paying the additional annual cost. By looking solely at the savings obtained by an adult member who regularly will visit and pay the reduced drop-in fee at the ALC, that member will be financially “ahead” by visiting just under three times per month. Phrased differently, if an adult will visit the ALC three or more times per month, they will save money by purchasing a membership. This calculation does not take into consideration the availability of discounted museum research fees. Staff are also recommending a \$10.00 discount to annual Senior memberships.

It is anticipated that Youth participants will also be regularly dropping in to the ALC to take advantage of the facility’s amenities and programming. Staff are recommending that the Youth membership be set at \$50.00, which equates to 25 visits to the ALC within the year.

Staff are also recommending a Family membership to be set at \$215 per year. The family membership will allow everyone permanently residing within the same household to take advantage of the membership perks outlined above. The \$215 fee represents a 10% discount on two adult memberships and two youth memberships. The only two limitations being placed on the family membership, at this time, are a maximum of four adult family members and a total of ten people per household.

### **Drop-In and Ten-Pack Fees**

A review of drop-in and ten-pack user fees at the above-noted municipalities found that almost all had an average per visit drop-in fee of \$5 with several offering a 10-pack fee of between \$40-45 (typically equivalent to a 10% savings/one free visit). In some cases the youth and seniors drop-in fee was slightly less than \$5 while the adult drop-in fee was higher.

In the interests of simplicity and until the Community Programming Strategy is completed, CPP staff have recommended the following fees:

<b>All Ages</b>	<b>Drop-In (per visit)</b>	<b>10-Pack (one free visit)</b>
<b>Non-Member</b>	\$5.00	\$45.00
<b>Member</b>	\$3.00	\$27.00

Table 4 Drop In and 10-Pack Fees

### **Rental Spaces (Active Living Centre, L + L McKeen Program Room, Kitchen)**

Similar to the Drop-In and Ten-Pack Fees, the rates for the various rentable spaces are in keeping with the rates in neighbouring municipalities. Each of these facility rental rates—similar to Haldimand County’s existing rates—includes a higher fee (approximately double) for rentals with alcohol and a 33% discount for not-for-profit groups.

The L+L McKeen Program Room rental rate was set at the same rates as the existing Arena rooms (Cayuga McSorley, Hagersville Almas, HCCC Remax) to provide consistency across Haldimand County.

### **Preliminary Subsidy Rate – Hagersville Active Living Centre**

In accordance with Haldimand County’s User Fee Framework Policy, any new user fees should cover the full cost of providing each user fee service. This calculation of full-cost recovery is typically done

through the Council-Approved “Schedule R” template. However, in the case where the full cost of providing a user fee service cannot be collected, Council must approve a subsidy level.

For recreation programming, subsidy levels are based on the following principles according to the User Fees and Service Charges Framework Policy:

- Foster active healthy living through physical activity and increased participation;
- Increase inclusion and access to recreation for all residents;
- Provide opportunities for choice of activity that encourages participation in recreation and builds strong, caring communities;
- Assumption that the investment and ongoing investments in capital facilities generate the expectation of access and use;
- The charging of fees should be consistent in terms of whether the service is a registered program or open access and supports healthy lifestyles. Following the Facility Booking Allocation Policy (No. 2007-01), fees should be structured so Haldimand County is competitive to those charged within the wide marketplace in nearby rural communities such that the use of the service is promoted – i.e. the fees should not be an incentive to look elsewhere; and,
- The fees charged should be consistent across Haldimand County irrespective of the location in which they are offered.

CPP and Finance staff have worked extensively on the expense and revenue projections for the ALC. These projections were developed with the assumption of the staffing levels outlined in this report being approved, as keeping the facility open longer directly impacts both operating expenses and revenues. However, it should be understood that since these services are operating in a brand new facility, in a completely new type of facility that Haldimand County has never operated, and with new services that have never been offered before, these projections are based on best estimates only and could vary significantly during operations. Council will review these expense and revenue projections during the 2026 Tax-Supported Operating Budget deliberations, being presented on February 12, 2026. Draft figures are included in the Finance section of the report. Based on projections at the time of this report, the current preliminary subsidy level is proposed at **78%**. This subsidy level must be approved by Council for inclusion in the user fee policy. For context, the table below outlines the other subsidy levels approved within Haldimand County:

Program/Service	Current Approved Subsidy Level
Arenas	61%
Registered Pool Programs	34%
Recreation Programs	41%
Parks	86%
Cemetery Operational Fees	30%

Table 5 Subsidy Levels

### Housekeeping Amendments to User Fee By-Law

Staff are also making several minor housekeeping amendments to the user fees schedules with the review of recreation programming.

- Renaming Schedule G to “Facility Rentals” from “Halls” with the following additional amendments:



- Moving the Community Event Trailer Rentals to Schedule P to align with other EDT user fees;
- Moved the Edinburgh Square Meeting Room user fees from Schedule J;
- Renaming Schedule J to “Recreation/Heritage & Culture” from “Programs/Heritage & Culture”:
  - Harmonized several fees between recreation and heritage and culture;
  - Moved the Edinburgh Square Meeting Room user fees to Schedule G;
  - Removed weekly extended care rates as this hasn’t been offered for several years and the weekly care annual rate increases didn’t align with the daily care rate increases;
  - Removed Trip Day fee as day trips are now only offered as part of weekly camps;
  - Removed Leadership Training fee – this fee is redundant with other Speciality Camps;
  - Broadened the definition of Instructional Programs to any Certification Course, not just specifically First Aid, CPR, and/or AED so that more certification courses could be offered;
  - Clarified that the Educational Programs are for Heritage & Culture only.

## **Financial/Legal Implications:**

The ALC – including all non-Library programming areas and rentable spaces – represents a new level of service for Haldimand. It will be open year-round, offering accessible and inclusive programming and rental spaces for a multi-generational population.

While it is understood that recreation services are typically subsidized by the municipality, the goal with any such facility is to create an environment that maximizes revenue generation opportunities to reduce the subsidy rate, including:

- Providing excellent, proactive customer service which assists potential users in finding their ‘fit’ at the facility;
- Developing programs that are innovative and offer unique or unusual experiences for all ages;
- Tracking participation and user numbers and moving quickly to make changes if/when needed or when an opportunity presents itself;
- Ensuring a range of participation options with a range of fees. Affordability will allow more users to benefit from the services offered more often, meeting the objectives of enhancing wellness and socialization;
- Offering consistent hours of operation, especially at peak revenue times (early morning, late afternoon/evenings and weekends);and,
- Ensuring adequate staffing to provide excellent programs and services while meeting human resource needs and policies.

Revenues at the ALC will come from three primary sources: program fees (membership, drop-in and registration), rentals (the ALC, MPR and commercial kitchen are rentable indoor spaces while the new outdoor fieldhouse adjacent to the ALC also becomes a rental space) and rental fees from the café operator.

In the case of the ALC, a year-three goal of achieving \$200,000 has initially been estimated, as communicated to Council through CDS-02-2025. For year one, anticipated revenues will be dependent on the level of staffing approved. As this is a new service provided by Haldimand County, best efforts were made to predict and forecast revenues for the coming year. As the facility and related programming rolls out, staff will closely monitor and review the success of the revenue generating aspects of the facility. This review period, as well as the work that will be done through the Community Programming Strategy will be used to inform and develop the recommendations and related subsidy level on an ongoing basis and will be included in the 2027 budget for Council review.

The following tables summarize the draft 2026 net levy requirements for both the current approved staffing compliment, as well as the additional staffing requests being proposed in this report. It is important to note that these amounts have not been fully vetted through the operating budget process yet, and are subject to change based on further budget discussions. The 2026 Tax Supported Operating Budget is scheduled to be presented to Council on February 12, 2026.

**2026 Draft Levy Impact with Existing Staffing Compliment (3 FTEs)**

	<b>2025</b>	<b>2026</b>	<b>Levy Increase</b>
<b>Expenditures:</b>			
Facility Expenses	\$20,550	\$122,200	\$101,650
Programming Expenses	\$77,000	\$273,130	\$196,130
<b>Total Expenses</b>	<b>\$97,550</b>	<b>\$395,330</b>	<b>\$297,780</b>
<b>Revenues</b>			
Facility Rentals		(\$25,300)	(\$25,300)
Programming Revenues		(\$51,700)	(\$51,700)
Concessions		(\$6,000)	(\$6,000)
<b>Total Revenues</b>	<b>-</b>	<b>(\$83,000)</b>	<b>(\$83,000)</b>
<b>Net Levy Impact</b>	<b>\$97,550</b>	<b>\$312,330</b>	<b>\$214,780</b>

Table 6 2026 Draft Levy Impact with Existing Staffing Compliment (3 FTEs)

The current 2026 draft levy impact for Active Living Centre is \$217,780 or 0.23%, with a subsidy rate of 79% with existing staffing levels. The majority of this increase relates to the annualization of costs that were included on a prorated (October-December) bases in 2025, as the facility at the time was anticipated to open in October of 2025. There are a few other costs that have been included in the 2026 draft figure based on further analysis and review, as well as the addition of revenue projections developed by CPP and Finance staff. All of these costs are preliminary in nature, and subject to further refinement through the budget process.

**2026 Draft Levy impact with Additional Staffing (3.0 additional FTEs, including 2 students)**

	<b>2025</b>	<b>2026</b>	<b>Levy Increase</b>
<b>Expenditures:</b>			
Facility Expenses	\$20,550	\$122,200	\$101,650
Programming Expenses	\$77,000	\$555,330	\$478,330
<b>Total Expenses</b>	<b>\$97,550</b>	<b>\$677,530</b>	<b>\$579,980</b>
<b>Revenues:</b>			
Facility Rentals		(\$46,100)	(\$46,100)
Programming Revenues		(\$94,900)	(\$94,900)
Concessions		(\$6,000)	(\$6,000)
<b>Total Revenues</b>		<b>(\$147,000)</b>	<b>(\$147,000)</b>
<b>Net Levy Impact</b>	<b>\$97,550</b>	<b>\$530,530</b>	<b>\$432,980</b>

Table 7 2026 Draft Levy impact with Additional Staffing (3.0 additional FTEs, including 2 students)

The 2026 draft levy impact for the Active Living Centre with the additional proposed staffing is \$432,980, or 0.47%. This change results in an additional levy increase of \$218,200 or 0.24% over the existing approved staffing compliment noted above. This is a combination of staffing costs offset partially by additional revenues anticipated to be generated by bringing on this additional staffing. With these changes included, the draft subsidy rate is reduced from 79% to 78%. While staff will report back to

Council through the 2027 budget process with recommendations based on the success of the first year of programming at ALC, as well as the findings and recommendations coming forward through the Community Programming Strategy, it is anticipated that this facility and its related programming will remain highly subsidized by the levy.

### **Stakeholder Impacts:**

This report was prepared with input and support from the following Divisions: Finance (Budget & Financial Planning, Taxation & Revenue, Accounting Services), Human Resources, Legal & Support Service as well as Community Programming & Partnerships Division staff in the areas of Programming, Facility Booking, Community Partnerships and Heritage & Culture.

### **Report Impacts:**

Agreement: Yes

By-law: Yes

Budget Amendment: Yes

Policy: No

### **References:**

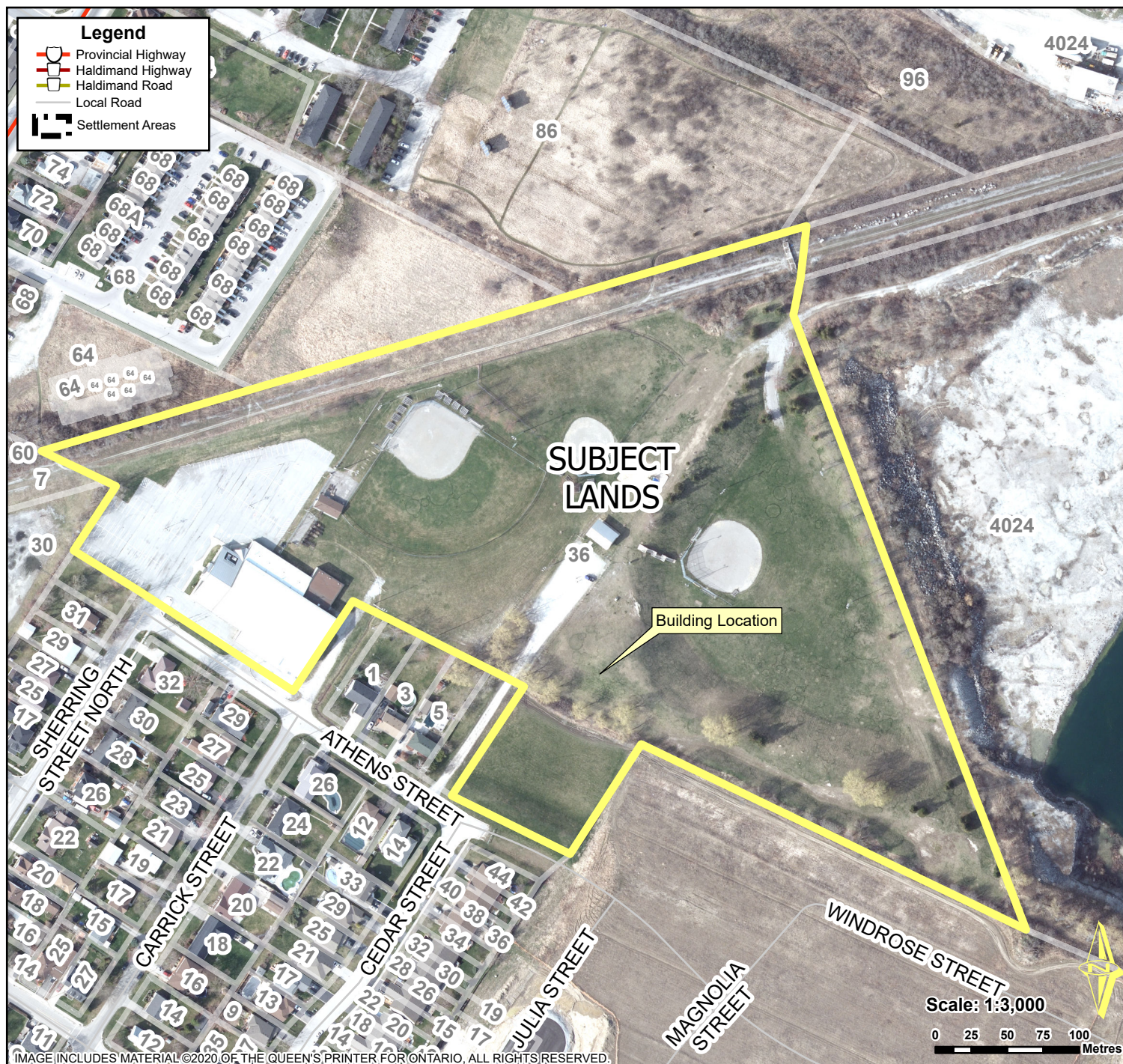
1. [By-law No. 2647-25 User Fees and Service Charges.](#)
2. [User Fees and Service Charges Policy.](#)
3. Policy No. 2007-01 Facility Booking and Ice Allocation.
4. Policy No. 2023-02 Procurement Policy.
5. [CPP-19-2025 Community Partnership Program – Hagersville Library and Active Living Centre Fund-Raising Committee Facility Enhancements](#)
6. [CDS-02-2025 Hagersville Active Living Centre](#)

### **Attachments:**

1. HL+ALC Location Map.
2. Draft Operating Agreement – The Carolinian Café.
3. Draft Operating Agreement – Hagersville Active Living Centre Operating Board.
4. Approved Programming Staff Schedule – 2026.
5. Requested Programming Staff Schedule – 2026.
6. Daily Programming – Sample Activities.
7. User Fee Schedules G, J, and P.
8. Draft By-law – The Carolinian Café Operating Agreement.
9. Draft By-law – The Hagersville Lions Active Living Centre Operating Committee Operating Agreement.
10. Presentation.



# Hagersville Library + Active Living Centre



**Location:**

**11 ATHENS STREET  
URBAN AREA OF HAGERSVILLE  
WARD 4**

**Legal Description:**

**ONEIDA RANGE EPR PT LOT 29 PLAN 905 BLK 39 LOTS 2 AND 3 BLK 40 PT LOT 1 BLK 41 LOTS 1 AND 2 PT BLK 46 PT LOT 1 AND RP 18R2490 PART 1 RP 18R5828 PART 1 RP 18R6234 PART 1 RP 18R6353 PART 3**

**Property Assessment Number:**

**2810 154 003 13000 0000**

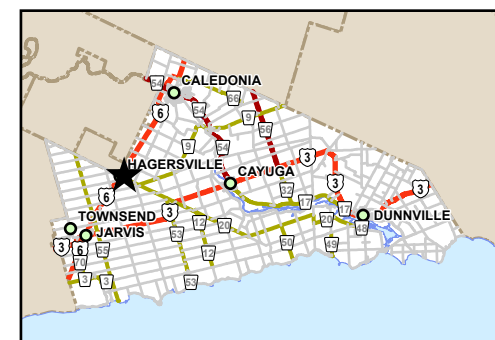
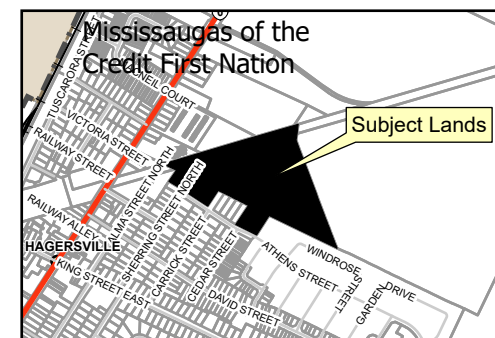
**Size:**

**8.8 Hectares (21.95 Acres)**

**Zoning:**

**IC (Community Institutional)**

HALDIMAND COUNTY, ITS EMPLOYEES, OFFICERS AND AGENTS ARE NOT RESPONSIBLE FOR ANY ERRORS, OMISSIONS OR INACCURACIES WHETHER DUE TO THEIR OWN NEGLIGENCE OR OTHERWISE. DO NOT USE FOR OPERATING MAP OR DESIGN PURPOSES. ALL INFORMATION TO BE VERIFIED.





## OPERATING AGREEMENT

### “HAGERSVILLE ACTIVE LIVING CENTRE”

Made in duplicate this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

#### BETWEEN:

**THE CORPORATION OF HALDIMAND COUNTY**  
(hereinafter referred to as “Haldimand”)

- and -

**(THE HAGERSVILLE LIONS ACTIVE LIVING CENTRE OPERATING COMMITTEE)**  
(hereinafter referred to as the “Corporation”)

**WITNESSETH** that in consideration of the covenants and agreements hereinafter reserved and contained, Haldimand and the Corporation agree as follows:

#### 1. DEFINITIONS

Whenever, in this agreement, the following words or phrases are used, they shall have the following meanings:

- 1.1 “Act” means the Municipal Act, 2001, S.O. 2001, c. 25 and any amendments thereto.
- 1.2 “Commencement Date” means February 1, 2026.
- 1.3 “Complex” means the lands and premises known as the Hagersville Library + Active Living Centre, 11 Athens Street, Hagersville, ON, more particularly described in Schedule ‘A’, which has been duly constituted or confirmed as a municipal community centre as defined by the Regulation.
- 1.4 “Facility” means the Hagersville Active Living Centre community spaces (all non-Library spaces) located in the Complex.
- 1.5 “Regulation” means O. Reg. 603/06 Municipal and School Capital Facilities – Agreements and Tax Exemptions under the Act.

#### 2. OPERATION OF FACILITY

- 2.1 Haldimand and the Corporation are desirous of entering into an operating arrangement wherein the Corporation will work with Haldimand to share responsibility for the operations, management and maintenance of the Hagersville Active Living Centre community spaces (the “Facility”) as outlined in the attached Operating Guidelines (Schedule ‘B’).

- 2.2 The Corporation hereby agrees that it shall, from the Commencement Date of this agreement and throughout the Term, as determined in collaboration with Haldimand County staff, operate and maintain the Facility primarily for the purpose of local community activities and for the benefit of Haldimand's residents and visitors.
- 2.3 The Corporation shall promptly comply with all requirements of all applicable statutes, laws, by-laws, rules, regulations, ordinances and orders from time to time in force during the Term hereof, whether municipal, parliamentary or otherwise, including all lawful requirements of the local board of health, police and fire departments and municipal authorities and with every applicable regulation, order and requirement of any liability or fire insurance company by which Haldimand and the Corporation or either of them may be insured at any time during the Term hereof.
- 2.4 If the Corporation operates a bar or provides alcohol service for any event at the Facility, the Corporation shall, at its sole cost and responsibility, obtain a valid Special Occasion Permit (SOP), ensure all servers hold current Smart Serve certification and obtain a Party Alcohol Liability (PAL) insurance policy naming Haldimand County as an additional insured. Proof of SOP, Smart Serve, and PAL insurance must be submitted to Haldimand before the event.

### **3. CONSIDERATION**

- 3.1 For the services rendered in the shared responsibility for the operation, management and maintenance of the Active Living Centre community spaces as noted in Schedule B, the Corporation will receive 80% of the revenue from each rental fee. Payments will be made to the Corporation quarterly.

### **4. AGREEMENT TERM AND TERMINATION**

- 4.1 This agreement shall be for a term ("Term") of two (2) years, commencing the first day of February, 2026 and terminating on the 31<sup>st</sup> day of January, 2028. The option to renew the agreement for a further term of two years is available upon mutual consent. Written notice outlining the intent to exercise this option will be required by the Corporation not less than ninety (90) days prior to the expiry of this agreement.
- 4.2 **TERMINATION FOR CAUSE** - In the event of any material default of the requirements of this in this agreement by the Corporation that is within the reasonable control of the Corporation, Haldimand shall have the right to provide written notice of such default to the Corporation and demand that the deficiency or problem be rectified or a plan be submitted by the Corporation to Haldimand to have the problem or deficiency rectified within fifteen (15) working days or such longer period as may be agreed to by Haldimand. If the said default is not rectified or steps are not taken to rectify the situation according to the agreed to plan, Haldimand shall be entitled to issue a written notice of termination for cause with no less than thirty (30) days' notice. All outstanding payments to the Corporation shall be paid within thirty (30) days of termination and will only apply to rentals where the Corporation provided the services outlined in Schedule B.

- 4.3 **TERMINATION FOR CONVENIENCE** - The Corporation or Haldimand shall have the right to terminate this agreement with 180 days' written notice without cause. If this clause is invoked, all outstanding monies owing shall be payable to either Haldimand or the Corporation within thirty (30) days of termination.

**5. TAXES**

- 5.1 Haldimand shall pay all real property and other taxes, rates, duties and assessments, impost charges or levies, that are levied, rated, charged or assessed against the Facility or any part thereof from time to time by any lawful taxing authority, whether federal provincial, municipal, school or otherwise.

**6. UTILITIES, MAINTENANCE AND OPERATING COSTS AND REPAIR COSTS**

- 6.1 Except as otherwise expressly provided herein, Haldimand shall be solely responsible for coordination and payment of all utilities, maintenance and operating costs and expenses of any nature or kind whatsoever relating to the Facility and the Corporation's use thereof during the Term.
- 6.2 Haldimand shall perform and/or pay for professional inspections, licensing, and associated maintenance, repair, or replacement of all elements that relate to public safety or which are required by legislation (building code, fire code, accessibility legislation, elevating device and health unit regulations, etc.), as applicable. The Corporation will complete periodic inspections as may be mandated by Haldimand or other governing body (health unit, fire department, etc.) and will keep records of all required inspections to Haldimand's requirements.
- 6.3 Haldimand shall maintain and keep the Facility and every part thereof in good repair, order and condition and promptly make all necessary minor and ongoing repairs to the Facility using at all times new materials.
- 6.4 The Corporation and Haldimand will arrange for site visits to be conducted jointly at approximately six-month intervals or as reasonably required, which shall be attended by representatives of the Corporation and Haldimand, with the purpose of identifying upcoming needs for repairs in a collaborative manner.
- 6.5 Haldimand, its employees, agents or contractors shall have the right to enter the Facility at any time, upon reasonable notice when practical, for the purpose of inspection, maintenance, repairs, or to address any emergency or compliance matter. Such entry shall be conducted in a manner that minimizes disruption to any activities occurring in the Facility.

**7. ASSIGNMENT AND SUBLETTING**

- 7.1 The Corporation shall not assign this agreement or any part hereof or any of the rights or benefits conferred hereunder or sublet the Facility or any part thereof to any other person or party without the prior written consent of Haldimand.



## **8. INSURANCE PROVISIONS AND INCIDENT REPORTING**

- 8.1 Throughout the Term, and provided that the Corporation is not in breach or default under any of the terms and conditions of this agreement, Haldimand shall be responsible for the cost and maintenance of fire, peril, damage and liability insurance in relation to the Facility.
- 8.2 Throughout the Term, the Corporation shall be responsible to pay for and maintain its own contents insurance and any other insurance that the Corporation deems necessary, in consultation with their independent professional insurance advisor. The Corporation shall provide to Haldimand written evidence of such insurance coverage and all renewals thereof on an annual basis. Haldimand shall not be responsible for any damage or theft of any property or equipment owned by the Corporation.
- 8.3 If the rental to any person, group or entity which intends to use or uses the Facility for a function involving the use, sale or service of alcoholic beverages of any kind, Haldimand requires the renter to provide copies of all required agency permits and/or server certification and a valid policy of liability insurance in relation to the event with coverage in the minimum amount of two million dollars (\$2,000,000.00) per occurrence. See 2.4 if the Corporation will be operating the bar or providing alcohol service.
- 8.4 If at any time the Corporation becomes aware of damage to the Facility, or if an injury or incident occurs at the Facility, the Corporation is required to contact Haldimand as soon as reasonably possible to record details of the damage or activity.

## **9. DAMAGE OR DESTRUCTION**

- 9.1 Throughout the Term, if the Facility or the Complex or any part thereof shall be destroyed or damaged by fire, lightning or tempest, or any of the perils insured under the provisions of Haldimand's insurance policies, then Haldimand shall determine in discussion with the Corporation the ability to retain the Corporation's continued operation of the Facility and whether the agreement will continue, be paused to allow for repairs / reconstruction or be Terminated for Convenience.

## **10. EVENTS OF DEFAULT AND TERMINATION OF AGREEMENT**

- 10.1 In the event that:
- a) the Corporation fails to observe or perform any of the terms, covenants or conditions contained in this agreement to be observed or performed by the Corporation; or
  - b) the Corporation becomes insolvent; or
  - c) any steps are taken or any action or proceedings are instituted by the Corporation or by any other party including without limitation, any court or governmental body of competent jurisdiction for the dissolution, winding-up or liquidation of the Corporation or its assets; or
  - d) the Corporation loses its corporate status or its corporate charter is revoked; or

- e) the Corporation abandons or attempts to abandon the Facility; or
- f) the Corporation alters, amends or otherwise changes its incorporating documents, without prior written approval of Haldimand to any such alteration, amendment or change (except the election of different or other directors for the Corporation);

then Haldimand may, in addition to any other rights or remedies it has pursuant to this agreement or by law, to the extent permitted by law, expel all persons and remove all property from the Facility and such property may be removed and sold or disposed of by Haldimand as it deems advisable or may be stored in a public warehouse or elsewhere at the cost and for the account of the Corporation, all without Haldimand being considered guilty of trespass or becoming liable for any loss or damage which may be occasioned thereby. Upon such re-entry, Haldimand shall be entitled to have again, repossess and enjoy, as of its former estate, the Facility.

## **11. OBLIGATIONS OF HALDIMAND AND CORPORATION**

- 11.1 Haldimand shall be responsible for entering into signed Facility/Community Centre Rental Agreements (hereinafter referred to as the "Rental Agreements") in relation to any rental of the Facility. Such Rental Agreements shall be standardized and issued and used by Haldimand in every instance, unless otherwise agreed upon in writing between Haldimand and the Corporation. Haldimand is responsible for secure, long-term storage of completed Rental Agreements.
- 11.2 Haldimand shall be responsible for the collection of all rental fees relating to any rental of the Facility. Such rental fees will be determined by Haldimand.
- 11.3 Haldimand reserves the right, in its sole discretion, to refuse, cancel, or terminate any rental or booking that does not comply with applicable laws, by-laws, policies, or Facility rules; poses a health, safety, or security risk; lacks required permits, insurance, or documentation; involves illegal or prohibited activities, discrimination, harassment, or hate activity; creates operational conflicts or exceeds facility capacity; or where the renter has outstanding fees, prior breaches, or a history of damage.
- 11.4 The Corporation shall comply with any and all policies, regulations and by-laws applicable to community centre facilities which are established by Haldimand from time to time, which policies, regulations and by-laws shall be provided by Haldimand to the Corporation in writing.

## **12. FINANCIAL MATTERS**

- 12.1 Haldimand shall keep detailed financial records of all revenue generated by the operation of the Facility and of all operating expenses in connection therewith and of the costs of all renovations or improvements thereto. The Corporation shall provide to Haldimand, on an annual basis, a detailed financial statement in the form of the Community Hall Financial Report Form, which form shall be provided by Haldimand to the Corporation for such purpose.

12.2 The Corporation shall keep all revenue from the operation of the Facility in one or more Canadian chartered bank or credit union accounts. All books and statements in connection with such accounts, and all other financial books and statements in connection with the operation of the Facility, shall be provided for inspection by the auditors, employees, servants and agents of Haldimand upon five (5) days written notice given by Haldimand to the Corporation of Haldimand's intent to inspect such documents.

12.3 The Corporation shall be responsible for keeping its corporate governance, tax, and other filings up-to-date, at the Corporation's own expense.

### **13. INDEMNITY**

13.1 The Corporation hereby agrees to indemnify, defend and hold harmless Haldimand in relation to any and all suits, actions or claims made against Haldimand as a result of or in any way related to any injury, damage, loss or expense suffered by any person or party while in the Facility or in relation to the Facility, however caused.

### **14. GENERAL PROVISIONS**

14.1 The division of this agreement into articles, sections, paragraphs, subparagraphs and clauses and the insertion of headings is for convenience of reference only and shall not affect the construction or interpretation of this agreement.

14.2 The Schedules which are attached to this agreement are incorporated into this agreement by reference and are deemed to be part hereof.

14.3 In this agreement, any reference to any statute or any section thereof shall, unless otherwise expressly stated, be deemed to be a reference to such statute or section as amended, restated or re-enacted from time to time.

14.4 In this agreement, unless the context requires otherwise, words importing the singular include the plural and vice versa and words importing gender include all genders.

14.5 Each party hereby covenants and agrees that at any time, and from time to time, it will, upon the request of the other, do, execute, acknowledge and deliver or cause to be done, executed, acknowledged and delivered all such further acts, deeds, assignments, transfers, conveyances, documents and assurances as may be required for the better carrying out and performance of the terms of this agreement.

14.6 This agreement and the schedules referred to herein constitute the entire agreement between the parties and supersede all prior agreements, representations, warranties, statements, promises, information, arrangements and understandings, whether oral or written, express or implied, with respect to the subject matter hereof.

14.7 Each provision of this agreement is intended to be severable. If any provision hereof is illegal or invalid, such illegality or invalidity shall not affect the validity of the remainder hereof.

14.8 Any party which is entitled to the benefits of this agreement may, and has the right to, waive any term or condition hereof at any time on or prior to the time when such term or

condition is required to be fulfilled under this agreement; provided, however, that such waiver shall be evidenced by written instrument duly executed on behalf of such party. The waiver by a party of any term or condition hereof shall not operate as a waiver of that party's rights under this agreement in respect of any other term and condition (whether of the same or any other nature).

- 14.9 No modification, supplement, termination, waiver or amendment to this agreement may be made unless agreed to by the parties hereto in writing.
- 14.10 This agreement shall be binding upon and enure to the benefit of the parties and their respective heirs, administrators, executors, successors and permitted assigns.
- 14.11 This agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and shall be treated, in all respects, as an Ontario contract.
- 14.12 Time shall be of the essence of this agreement.

## **15. PROVISOS**

- 15.1 Haldimand, at any time and from time to time, may sell, transfer, lease, assign or otherwise dispose of the whole or any part of its interest in the Complex. If such event was to occur, Haldimand will provide notice to the Corporation of any such activity occurring to reduce any negative impact on any rental and provide the Corporation with any impacts to the agreement.
- 15.2 That any notice which either of the parties is required or permitted to give pursuant to any provision of this agreement shall, if intended for the Corporation, be given in writing by email, mailed or by registered mail addressed to the Corporation:

(The Hagersville Lions Active Living Centre Operating Committee)  
 (Address of Corporation)  
 (Town), ON, (Postal Code)  
 Attn: (Corporation Representative)  
 Email: (email)

If notice is intended for Haldimand, it shall be given in writing by email, mailed or by registered mail addressed to Haldimand:

Haldimand County  
 53 Thorburn Street South  
 Cayuga, ON N0A 1E0  
 Attn: Community Programming & Partnerships Division  
 Email: [partnerships@haldimandcounty.ca](mailto:partnerships@haldimandcounty.ca)

- 15.3 No amendment or modification may be made to this agreement except in writing signed by Haldimand and the Corporation.

15.4 This agreement does not in any way or for any purpose make Haldimand a partner of the Corporation in the conduct of its business or otherwise or a member of a joint venture or joint enterprise with the Corporation.

15.5 This agreement shall be construed in accordance with the laws of the Province of Ontario.

IN WITNESS WHEREOF the parties have executed this agreement.

**THE CORPORATION OF HALDIMAND COUNTY**

\_\_\_\_\_  
Shelley Ann Bentley, Mayor

\_\_\_\_\_  
Chad Curtis, Clerk

I/We have authority to bind the corporation.

**(THE HAGERSVILLE LIONS ACTIVE LIVING CENTRE OPERATING COMMITTEE)**

\_\_\_\_\_  
Name of Board President

\_\_\_\_\_  
Name of Board Secretary

I/We have authority to bind the Corporation.

## Schedule A

## COMPLEX AND FACILITY INFORMATION

The Complex is located at the municipally-owned address of 11 Athens Street, Hagersville, ON.



**Schedule B****HAGERSVILLE ACTIVE LIVING CENTRE – OPERATING GUIDELINES  
(comprising all non-Library indoor spaces)**

1. At all times, Haldimand's Operating Partner (the "Corporation") must comply with all aspects of the executed Operating Agreement.
2. All rental inquiries/requests for non-Library facilities will be made through Haldimand County's Facility Booking Coordinator and Applicants must complete and fully comply with the Facility Rental Application for each rental.
3. Once a rental request and application have been reviewed, in collaboration with Haldimand's authorized Operating Partner (the "Corporation") for the facility, and a permit created, the rental is considered firm and subject to the cancellation restrictions of Haldimand County's Facility Booking Policy (No. 2007-01).
4. Fees and rental rates are established through the User Fees and Service Charges By-law and are approved by Haldimand County Council. Staff do not have authorization to amend any Council-approved rates. Fees and rates are effective May 1st of each year.
5. Rentals/events which are operated and supervised by Haldimand's authorized Operating Partner (the "Corporation") must adhere to the following guidelines:
  - All room set-up and take down is the responsibility of, and must be completed and/or supervised by, the Operating Partner;
  - A representative of the Operating Partner, who is 18 years of age or older, must be onsite during the rental/event. Rentals with approved alcohol require the on-site Operating Partner to be a minimum of 19 years of age;
  - The Operating Partner is responsible for ensuring a post-event inspection is completed to ensure the rented facility has been left in a clean condition and that no damage has been done to the facility or equipment used;
  - The Operating Partner is responsible for ensuring the facility is cleaned and secured/locked at the end of the event/rental in accordance with the rental times of the application.
6. Neither the Applicant nor the authorized Operating Partner are permitted to assign the rental contract or any part thereof to any other person or party without the prior written consent of Haldimand.
7. If an applicant wishes to reschedule a rental with another person or organization, they must contact the Facility Booking Coordinator to make these arrangements.
8. The Facility Booking Coordinator will prepare a permit outlining the rental details. The permit must be signed by the Applicant and returned to the Facility Booking Coordinator by the date specified. Failure to return the signed permit will result in access to facilities being denied; no credit or refund will be provided.



**Management and Operation of Food Services (Café) Agreement  
Hagersville Library + Active Living Centre**

This Agreement made in duplicate this \_\_\_\_ day of \_\_\_\_\_, 2026

**BETWEEN**

The Corporation of Haldimand County

**OF THE FIRST PART**

[Hereinafter called “Haldimand County”]

**AND**

The Carolinian Café

**OF THE SECOND PART**

[Hereinafter called “the Operator”]

**WHEREAS** Haldimand County owns the Hagersville Library + Active Living Centre and, for the purposes of providing Food Services to the users of the Facility, requires an Operator to offer such services;

**AND WHEREAS** the Operator submitted a written proposal, to Haldimand County, through a public Expression of Interest process, to offer café services in this location;

**AND WHEREAS** Haldimand County Council passed a resolution **XXX-XX** on **(month, day, year)**—delegating authority to the General Manager, Community Safety and Wellness, to approve a recommended café Food Services contractor—in order to execute an Agreement between Haldimand County and the Operator respecting the provision of café Food Services at the Hagersville Library + Active Living Centre, located at 11 Athens Street, Hagersville, Ontario, Canada, N0A 1H0;

**NOW THEREFORE THE PARTIES**, in consideration of the mutual covenants and agreements hereinafter set out, hereby agree as follows:

**DEFINITIONS:**

Whenever in this Agreement the following words or phrases are used, they shall have the following meanings:

- a. “Business Premises” shall mean that part of the Hagersville Library + Active Living Centre to which this Agreement applies;
- b. “Facility” shall mean the Hagersville Library + Active Living Centre in its entirety;
- c. “Food Services” shall mean all food and food-related products and non-alcoholic beverages and the operations required to provide the café services within the Business Premises.

**1. Right to Sell Food at Business Premises**

The Operator does not have exclusive rights to sell food and non-alcoholic beverages within the Hagersville Library + Active Living Centre. Haldimand County will ensure other providers will not be permitted to sell menu items that are in direct competition with the Operator.

No other provider will be given rights to provide these café services during the term of the Agreement unless mutually agreed upon by Haldimand County and the Operator.

**2. Term of Agreement**

The Agreement is effective for the Term beginning February 1, 2026 and ending January 31, 2031 unless terminated under the provisions of Articles 13 and 14, as applicable.

Haldimand County will consider an option to renew for an additional two years, beginning February 1, 2031 and ending January 31, 2033.



### 3. Scope of Service

The Operator hereby agrees, as part of this Agreement, to be bound by and abide by all of the terms and conditions contained herein.

The Operator will operate the café for Haldimand County's employees, visitors and tenants within the Business Premises during the Agreement term. Both parties agree that the Food Services hours will vary based on the activity level or events within the building. Regular hours of operation may be modified by mutual written agreement throughout the term of the Agreement.

### 4. Financial Terms

During the term of this Agreement the Operator shall pay Haldimand County monthly rent in the amount of \$500, plus applicable tax, beginning on the 1<sup>st</sup> day of the month.

The lease rate will be reviewed annually during the term of the Agreement and is subject to annual adjustments, on the anniversary date, by the percentage change, year over year, which is recorded in the Statistics Canada Consumer Price Index, Table 2, not seasonally adjusted for Ontario, in order to ensure all generated revenue meets or exceeds Haldimand County's revenue budget expectations. Haldimand County will invoice the Operator on the first day of each month and the Operator agrees to pay each invoice within thirty (30) days of date of invoice.

Haldimand County shall in no case be required to cover operational losses in whole or in part at any time during the Agreement regardless of any circumstances that may be presented in the operation of the Facility.

### 5. Audit

The Operator shall maintain accurate records concerning all revenues received for business resulting from use of the Business Premises. At any time, or from time to time, such records shall be made available for inspection and audit to representatives of Haldimand County. Haldimand County undertakes to treat this information in a confidential manner, except as necessary to enforce its rights or remedies hereunder, and not to release this information except as required by law.

The Operator shall also keep such other records as are necessary to perform its duties efficiently and in accordance with the laws of Canada and the Province of Ontario and shall produce these records for inspection when requested by authorized Haldimand County representatives.

### 6. Facilities Inventory

Prior to the Agreement effective date or first date of operations, Haldimand County and the Operator shall perform a joint facilities inventory, which will:

- Establish satisfactory confirmation of all equipment as set out in Schedule "A"; and,
- Determine the operating condition of all capital equipment at the Business Premises.

In no event shall either party remove, without the written permission of the authorized representative(s) of the other party, any capital or major equipment or facilities.

No changes, renovations or capital improvements shall be made by the Operator to equipment, base building or the Food Services operation without the written permission of Haldimand County.

It is the responsibility of the Operator to notify Haldimand County **immediately** if a piece of County-owned equipment becomes non-functioning or a safety hazard.

The equipment identified on Schedule "A" is the property of Haldimand County and must be returned in good condition upon termination or expiration of the Agreement. Under no circumstances shall any Haldimand County-owned equipment be removed from the premises.

### 7. Operator's Responsibilities

- a. Purchase, receive, store, prepare and serve all food goods and products used in the Food Services;
- b. Establish, at the outset, an inventory listing of all small wares, pots and pans adequate for the Food Services operation and provide a copy of the listing to Haldimand County as Schedule “B”. The inventory shall remain the property of the Operator;
- c. Ensure all signage is in good taste, with Haldimand County having sole discretion in determining suitability;
- d. All signage will be installed by Haldimand County;
- e. Clean all Food Services equipment including tables and chairs during hours of operation;
- f. Provide and employ appropriate, satisfactory staffing to ensure the smooth, efficient operation of the Food Service and provide all necessary training and on-site supervisory support;
- g. Maintain and enforce strict discipline among its employees with regard to attitude, safety, behaviour, skill and fitness to perform assigned tasks;
- h. The Operator is the employer for all of their staff, and shall adhere to the Employment Standards Act and the Human Rights Code;
- i. Any payment owed to suppliers is solely the responsibility of the Operator and Haldimand County will not be responsible for any monies owed by the Operator;
- j. Maintain, at its own expense, commercial general liability insurance covering bodily injury and property damage in an amount not less than two million dollars (\$2,000,000) per occurrence including products and completed operations, a cross liability clause and Tenants Legal Liability with a limit of \$1,000,000. Commercial property coverage is also needed with full replacement cost for assets and Business Interruption coverage. Haldimand County must appear on the commercial general liability insurance as an additional insured and a 30-day cancellation notice. The Operator must provide evidence of such coverage to Haldimand County at the signing of the Agreement and throughout the term of the Agreement;
- k. Produce a Clearance Certificate from the WSIB, from time to time during the contract, at the request of Haldimand County. The Operator hereby agrees to indemnify and save harmless Haldimand County from any and all claims which may be brought by or initiated by any employee of the Operator;
- l. Abide by and enforce the requirements of the current Ontario Occupational Health and Safety Act including all relevant regulations made under this Act;
- m. Comply with all legal requirements relating to health and sanitation;
- n. Comply with all federal, provincial and municipal laws affecting the safe and responsible management and operation of the Food Services.

## 8. Menu Items

The Operator is to provide menu items for sale at the café at the prices shown in Schedule “C”. Amounts may be adjusted annually, on the anniversary date, by the percentage change, year over year, which is recorded in the Statistics Canada Consumer Price Index, Table 2, not seasonally adjusted for Ontario.

Any menu or price variations must be provided, in writing for Haldimand County review, prior to being implemented.

### Restricted Food:

Haldimand County restricts the use of peanut oil or peanut products that are used in the preparation of café foods. This restriction does not include pre-packaged, ready-to-eat products that do not require preparation.

Haldimand County also restricts the sale of gum, alcohol and cigarettes via the café.

From time to time, Haldimand County may request specific food restrictions due to rental requirements. Haldimand County will provide as much notice as possible to the Operator.

## **9. Provisions and Indemnities**

The Operator agrees to not permit any liens or encumbrances to be placed against the property of Haldimand County as a result of its failure to make all payments or perform all obligations as required and will take all necessary steps at the Operator's expense to remove such liens.

The Operator agrees to be fully responsible for all actions or omissions of its agents, employees, servants and invitees, and hereby agrees to indemnify, defend and save harmless Haldimand County from any and all loss, damage or liability howsoever caused or arising as a result of the Operator's provision of services pursuant to this Agreement, the Operator's occupation or presence in or on the Business Premises or the actions or omissions of the Operator's agents, employees, servants and invitees (whether negligent or not). The Operator and the Operator's agents, employees, servants and invitees shall comply with all applicable Haldimand County regulations, by-laws and procedures, including, and without limiting the generality of the foregoing, those regulations, by-laws and procedures pertaining to safety and security.

The above provisions and indemnities shall survive the termination or cessation of this Agreement.

## **10. Haldimand County's Responsibilities**

- a. Supply all necessary space to operate the Food Services;
- b. Supply all capital equipment as identified on Schedule "A" and deliver same in good working order on the Agreement start-up date;
- c. Provide all necessary service and repair of Haldimand County-owned capital equipment due to mechanical breakdown or ordinary wear and tear, not including any capital equipment owned by the Operator;
- d. Supply all light, heat, cooling, power, fuel, hot and cold water, garbage removal, pest control services and local telephone service;
- e. Supply maintenance services to the Business Premises and be responsible for a semi-annual professional cleaning of the exhaust system and grease traps in the kitchen, adjacent to and used by the café Operator for food preparation; and
- f. Provide necessary capital improvements, purchase new or replacement capital equipment for all equipment identified on Schedule "A" conditional upon Council approval. All such equipment to remain property of Haldimand County.

## **11. Successor and Assigns**

This Agreement shall extend to and be binding upon the parties hereto, and their respective successors and assigns provided that neither party shall be entitled to assign its interest in this Agreement or any portion thereof without the prior written consent of the other party, which consent shall not be unreasonably withheld.

## **12. Interpretation**

The terms and provisions of this Agreement shall be interpreted and construed in accordance with the provisions of the laws of the Province of Ontario.

## **13. Non-Performance**

Upon notification or becoming aware of a problem or non-performance issue, Haldimand County will forward a non-compliance order in writing to the Operator, who will be permitted forty-eight (48) hours to rectify the problem. The only exception to this is if a regulatory authority provides instructions, direction or orders for compliance (example: Grand Erie Public Health); then, the Operator must complete adherence to the regulatory authority requirements as instructed.

If the Operator does not rectify the problem as outlined in the non-compliance order within the timeframe permitted, Haldimand County may remedy the problem by any means possible. Haldimand County also reserves the right to terminate the Agreement providing ten (10) business days written notice without penalty and the Operator must have all of their equipment and goods removed from the premises within the timeline as outlined within the termination letter.

Complaints and issues of non-performance may be provided verbally for time sensitive issues. A follow-up non-compliance order will be provided in writing to the Operator within three (3) business days.

If non-performance continues to be an issue and if the Operator receives a total of three (3) non-compliance orders, Haldimand County reserves the right to terminate the Agreement immediately, in writing to the Operator, without penalty.

#### **14. Termination of Agreement**

##### **a. Immediate Termination:**

Haldimand County may immediately terminate the contract if the Grand Erie Public Health or other regulatory authority notifies Haldimand County that:

- The Operator's method of preparing, packaging, storing or shipping food is deemed unsatisfactory in any respect;
- The bacteria content of the food fails to meet legal standards;
- Other condition(s) exist(s) which, in the opinion of such regulatory authorities, results in the food being deemed as unfit for human consumption; or
- The Operator fails to comply with any instruction, direction or order issued by the Grand Erie Public Health or other regulatory authority.

##### **b. Termination Providing Ten (10) Days' Notice:**

Haldimand County reserves the right to cancel the Agreement with ten (10) business days written notice, without penalty, for neglect as determined by Haldimand County which shall include, but not be limited to, matters of insufficient insurance coverage, failure to enforce approved standards of sanitation, failure to comply with financial arrangements which Haldimand County has agreed upon, quality of service remaining unsatisfactory to Haldimand County such as failing to operate according to hours specific in this Agreement, non-performance issues and complaints from the public as deemed applicable by Haldimand County.

##### **c. Termination Providing Thirty (30) Days' Notice:**

Haldimand County reserves the right to cancel the contract upon thirty (30) days written notice, without penalty, for any circumstances not mentioned above.

The Operator may cancel the contract upon thirty (30) days written notice, without penalty, and all outstanding payments owing to Haldimand County shall be payable to Haldimand County within sixty (60) days of termination.

If Haldimand County terminates the Agreement due to non-performance or non-compliance by the Operator, then Haldimand County may retain the financial guarantee as outlined within this document.

#### **15. Loss or Damage**

It is the Operator's responsibility to maintain appropriate controls, including insurance, over the storage and safekeeping of property belonging to the Operator (including, but not limited to, inventory and money) maintained on the premises. Haldimand County will not be liable for any loss or damage to the Operator's property stored on the premises, for any reason.

Haldimand County shall not be required to cover any operational losses in whole or in part at any time during the contract regardless of any circumstances that may be presented.

Haldimand County will provide the Operator with Facility access information and key(s) as applicable during the execution of the Agreement. Use of the kitchen is available to the Operator when not in use for programming or otherwise rented; a mutually-agreeable arrangement will be set, in advance, and additional fees may apply.

16. Electronic Signatures and Delivery

The parties agree that any execution of this Agreement, addendum, renewal or may be executed and delivered electronically. Electronic signatures, including those applied through recognized e-signature platforms or scanned copies of signed documents transmitted by email, shall have the same legal effect as original signatures. Delivery of documents by email or other secure electronic means shall be deemed effective upon transmission, provided the sender does not receive a delivery failure notice.

17. Notices

All notices pursuant to this Agreement shall be addressed as listed below.

(Legal name)	The Carolinian Cafe c/o Jordan Fowler 5 Cayuga Street North, Cayuga, ON N0A 1E0 Telephone: 365-868-7258 Email: <a href="mailto:thecaroliniancafe@gmail.com">thecaroliniancafe@gmail.com</a> Contact Name: Jordan Fowler
(Legal name)	The Corporation of Haldimand County c/o Megan Horne, Supervisor, Community Programs 53 Thorburn Street South, Cayuga, ON, N0A 1E0 Telephone: 905-318-5932 ext. 6134 Fax: 905-772-3542 Email: <a href="mailto:recreation@haldimandcounty.on.ca">recreation@haldimandcounty.on.ca</a>

18. Force Majeure and Limitation of Liability

Neither party shall be held liable for non-performance or damages if caused by events of Force Majeure. Without limiting the generality thereof, events of Force Majeure include events such as fire, flood, unusually severe weather and Acts of God, which events in every case are beyond the reasonable control of a party, provided the same shall not apply to delay or excuse any financial obligation.

In no event shall either party be liable for any indirect, special, compensatory or contingent damages or for the loss of opportunity, revenue or profit howsoever caused.

19. Acceptance

IN WITNESS WHEREOF, THIS AGREEMENT has been executed by the authorized representatives of the parties, who both hereby agree that the above correctly sets forth the terms of their Agreement and who each undertake to carry out the provisions thereof.

SIGNED

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

The Corporation of Haldimand County

Per: \_\_\_\_\_

Shelley Ann Bentley, Mayor

\_\_\_\_\_

Witness (signature)

\_\_\_\_\_

Witness Name (please print)

\_\_\_\_\_

"I have authority to bind the Corporation."

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

The Carolinian Café

Per: \_\_\_\_\_

\_\_\_\_\_

Operator (signature)

Witness (signature)

“I have authority to bind The Carolinian Café”

Operator Name (please print)

Witness Name (please print)

Schedule ‘A’

Haldimand County-Owned Equipment Inventory – Hagersville Library + Active Living Centre

Kitchen:

Quantity	Description	Year
2	Microwaves – EFI Equipment MW-251000120	2025
1	Reach-in Freezer – EFI Equipment F1-27VC-L	2025
1	Reach-in Refrigerator – EFI Equipment C2-54VC	2025
1	Griddle – Garland E24 Series Heavy Duty	2025
1	Range – Garland S686 Sentry Series	2025
2	Convection Ovens – US Range SUME-200	2025
1	Dishwasher – Nexus by Moyer Diebel N900	2025

Café:

Quantity	Description	Year
1	Microwave - EFI Equipment MW-251000120	2025
1	Curved Glass Refrigerated Display Case – EFI Equipment CGCM-4848	2025
1	Refrigerated Merchandiser – EFI Equipment C1-27.5GD	2025
1	Undercounter Freezer – Wardell’s	2025

Schedule ‘B’

Operator-Owned Equipment/Small Wares Inventory (Hagersville Active Living Centre Café)

Item Description	Make/Model	Year	Other Information

Schedule ‘C’

Proposed Menu & Pricing for Café (Hagersville Active Living Centre Café)

Menu Item	Pricing





# Approved Staffing 2-Week Schedule

- Programming/operations hours align with Library hours;
- 60 programming hours per week;
- Limited programming opportunities at peak times (weekend, early morning, late afternoon/evening);
- HCAB supervisor and programmer scheduled at least 28 hours every two weeks to ensure alignment with Library hours and staff coverage;
- Reception desk is not staffed (potential impacts to customer service and ensuring participants have registered/paid).

## Staff Hours 2-Wk Schedule

PFT Recreation Programmer #1	70 hrs
PFT Recreation Programmer #2	70 hrs
PPT Recreation Programmer #1	35 hrs
PPT Recreation Programmer #2	35 hrs
HCAB CRP / Supervisor	28 hrs

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Hours		Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
LIBRARY		10am - 5pm		10am - 5pm	10am - 8pm	10am - 8pm	10am - 8pm	10am - 5pm
ALC OPEN		10am - 5pm		10am - 5pm	7am - 8pm	10am - 8pm	7am - 8pm	10am - 8pm
ALC STAFF		9:30am - 5:30pm		9:30am - 5:30pm	6:30am - 8:30pm	9:30am - 8:30pm	6:30am - 8:30pm	9:30am - 8:30pm
WEEK ONE	6:30							
	7:00							
	7:30							
	8:00							
	8:30							
	9:00							
	9:30							
	10:00				6:30	6:30	6:30	6:30
	10:30				-	-	-	-
	11:00				3:30	3:30	3:30	3:30
	11:30							
	12:00							
	12:30	9:30	CLOSED	9:30		9:30		9:30
	1:00	-		-		-		-
	1:30							
	2:00	5:30		5:30		5:30		5:30
	2:30							
3:00								
3:30								
4:00								
4:30								
5:00					3:30	3:30	3:30	
5:30					-	-	-	
6:00					8:30	8:30	5:30	
6:30							5:30	
7:00							-	
7:30								
8:00								
8:30								
9:00								
9:30								
WEEK TWO		SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	6:30							
	7:00							
	7:30							
	8:00							
	8:30							
	9:00							
	9:30							
	10:00				6:30	6:30	6:30	6:30
	10:30				-	-	-	-
	11:00				3:30	3:30	3:30	3:30
	11:30							
	12:00							
	12:30	9:30		9:30		9:30		9:30
	1:00	-		-		-		-
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	2:00	5:30		5:30		5:30		5:30
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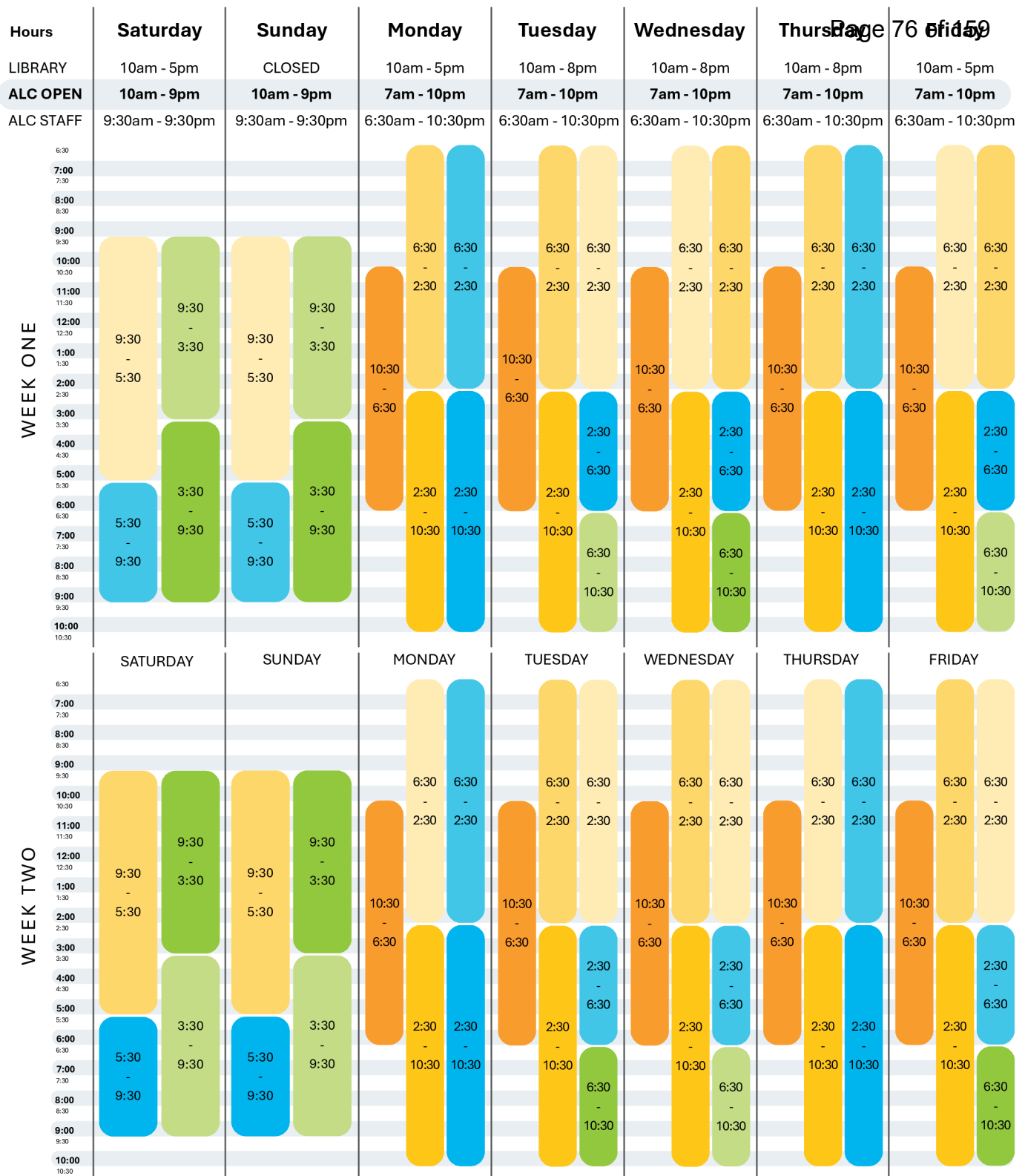


## Requested Staffing 2-Week Schedule

- Programming/operations hours align with Library hours;
- 97 programming hours per week;
- Longer/more consistent hours support enhanced revenue opportunities and success of operating partners;
- Reception desk staffed for enhanced service and administrative efficiency;
- Supervisor and programmer able to return to existing jobs at HCAB.

### Staff Hours 2-Wk Schedule

PFT Recreation Programmer #1	70 hrs
PFT Recreation Programmer #2	70 hrs
TFT Recreation Programmer #3	70 hrs
TFT Recreation Ambassador #1	70 hrs
PPT Recreation Programmer #1	≤ 48 hrs
PPT Recreation Programmer #2	≤ 48 hrs
TPT Student #1	≤ 48 hrs
TPT Student #2	≤ 48 hrs





- Schedule outlines potential programs at potential times;
- These can/will likely change as we get to know our users and their programming preferences;
- Rentals will be more likely on weekends and later in the day M-F;
- Drop-in programs can be moved to maximize rentals.

## Infant + Toddler

## Children

## Youth / Teen

## Intergenerational

**Adults 18+**

## Older Adults 55+

## Free Programming

## Family

## Inclusive

## Rentals / Partnerships

## Drop-in Programming ★

	Empire Homes Active Living Centre	L + L McKeen Program Room	Kitchen	The Clark Companies Atrium
6:30				
7:00			7:00 - 8:00 Breakfast Program Preparation	7:00 Café Open
7:30	7:30 - 9:00 Yoga; Strength Training; Step Class; Agility Course; Circuit Training; Boot Camp (16+)	7:30 - 8:30 Snack and Share; Morning Meditation/Breathing		7:30 - 8:30 Youth/Students Breakfast Program
8:00				
8:30				All Day Unstructured Opportunities Board Games; Cards; Trivia; Coffee and Chat
9:00	9:00 - 11:00 Dance Cardio; Tai Chi; Pickleball; Badminton; Volleyball; Sports Blast; Ping Pong	8:30 - 10:00 Prenatal Class; Yoga w/ Babies; Toddler Tumbling; Music for Toddlers		
9:30				
10:00		10:00 - 11:30 International Cooking Program/Classes		
10:30				
11:00	11:00 - 12:00 Toddler Program: Fundamentals; Baby Play Walk	11:00 - 12:00 Photography; Art; Knitting/Crocheting		
11:30				
12:00	12:00 - 1:00 Lunch Walk; Open Court; Meditation; etc.	12:00 - 1:00 Lunch and Learn, i.e.: Local History to Current Events		
12:30				
1:00	1:00 - 2:00 Partnerships, i.e.: HAC; REACH	1:00 - 2:00 Simulator Programs; Chair Fit; Get Fit w/ Steps; Crafts		
1:30				
2:00	30min Shuffleboard; Corn Hole	2:00 - 3:30 Adapted Programs for Local Agencies		
2:30				
3:00	2:30 - 3:30 Zumba; Strength Training	3:30 - 5:00 Active Bodies Healthy Minds; Youth Home Skills	3:30 - 5:00 Cooking with Kids	
3:30				
4:00	3:30 - 5:00 Beyond the Classroom Program	5:00 - 6:30 STEM Programs; Arts and Crafts; Learn to Play Programs i.e.: Chess		
4:30				
5:00	5:00 - 6:30 Learn to Teen Sports: Volleyball; Basketball; Badminton; Cheer; Strength/Circuit Training	6:30 - 7:30 Paint Classes; Stained Glass; Sew Fun	6:00 - 7:00 Easy Meals for One	
5:30				
6:00	6:30 - 7:30 Learn to Youth Family Sports: Pickleball; Corn Hole; etc.	7:30 - 9:00 Rentals	7:00 - 8:00 Bread Making; Crockpot Cooking; Cake Decorating; etc.	
6:30				
7:00	7:30 - 8:30 Pickleball; Volleyball; Basketball	8:30 - 10:00 Simulator Programs: Golf, Bowling, Lacrosse, etc.		
7:30				
8:00				
8:30	8:30 - 10:00 Ballroom Dancing; Pickleball; Volleyball; Basketball			
9:00				
9:30				
10:00				



### Schedule G

Schedules should be read in conjunction with the By-Law for all applicable terms and conditions.

Community Programming & Partnerships - Facility Rentals	Description	Effective May 1, 2025 to April 30, 2026	Effective May 1, 2026 to April 30, 2027	% Increase	TAX Rate
Hall Rental - Cayuga McSorley, Hagersville Almas, HCCC Remax, or L+L McKeen Program Room	Day/evening with alcohol	\$277.00	\$285.00	2.89%	1
Hall Rental - Cayuga McSorley, Hagersville Almas, HCCC Remax, or L+L McKeen Program Room	Day/evening without alcohol	\$141.00	\$145.00	2.84%	1
Hall Rental - Cayuga McSorley, Hagersville Almas, HCCC Remax, or L+L McKeen Program Room	Hourly with alcohol	\$80.75	\$83.25	3.10%	1
Hall Rental - Cayuga McSorley, Hagersville Almas, HCCC Remax, or L+L McKeen Program Room	Hourly without alcohol	\$40.75	\$42.00	3.07%	1
Hall Rental - Cayuga McSorley, Hagersville Almas, HCCC Remax, or L+L McKeen Program Room	Non-profit day/evening with alcohol	\$166.00	\$171.00	3.01%	1
Hall Rental - Cayuga McSorley, Hagersville Almas, HCCC Remax, or L+L McKeen Program Room	Non-profit day/evening without alcohol	\$83.75	\$86.25	2.99%	1
Hall Rental - Cayuga McSorley, Hagersville Almas, HCCC Remax, or L+L McKeen Program Room	Non-Profit Hourly with alcohol	\$49.75	\$51.25	3.02%	1
Hall Rental - Cayuga McSorley, Hagersville Almas, HCCC Remax, or L+L McKeen Program Room	Non-profit hourly without alcohol	\$25.25	\$26.00	2.97%	1
Meeting Room Rental - Edinburgh Square	Monday to Friday 8:30am-4:30pm - per hour (no alcohol)	\$35.75	\$36.75	2.80%	1
Meeting Room Rental - Edinburgh Square	Evenings and weekends - per hour (no alcohol)	\$50.50	\$52.00	2.97%	1
Hagersville ALC Kitchen	Hourly Rate	\$12.00	\$12.00	0.00%	1
Hagersville ALC Kitchen	Non-profit Hourly Rate	\$8.00	\$8.00	0.00%	1
Hagersville ALC Gym	Day/evening with alcohol	\$875.00	\$875.00	0.00%	1
Hagersville ALC Gym	Day/evening without alcohol	\$455.00	\$455.00	0.00%	1
Hagersville ALC Gym	Hourly with alcohol	\$125.00	\$125.00	0.00%	1
Hagersville ALC Gym	Hourly without alcohol	\$65.00	\$65.00	0.00%	1
Hagersville ALC Gym	Non-profit Day/evening with alcohol	\$585.00	\$585.00	0.00%	1
Hagersville ALC Gym	Non-profit Day/evening without alcohol	\$305.00	\$305.00	0.00%	1
Hagersville ALC Gym	Non-profit Hourly with alcohol	\$85.00	\$85.00	0.00%	1
Hagersville ALC Gym	Non-profit Hourly without alcohol	\$45.00	\$45.00	0.00%	1
Hagersville ALC Gym	Setup/Takedown (each) per day	\$200.00	\$200.00	0.00%	1



### Schedule G

Schedules should be read in conjunction with the By-Law for all applicable terms and conditions.

Community Programming & Partnerships - Facility Rentals	Description	Effective May 1, 2025 to April 30, 2026	Effective May 1, 2026 to April 30, 2027	% Increase	TAX Rate
Sports Event	In conjunction with ice/floor rental, as per Facility Booking and Ice Allocation Policy	no charge	no charge	no charge	
Facility User Insurance Program	Insurance Premium (where applicable)	per approved rates	per approved rates	per approved rates	1
Facility Rental	Damage Deposit	\$332.00	\$342.00	3.01%	1



## Schedule J

Schedules should be read in conjunction with the By-Law for all applicable terms and conditions.

Community Programming & Partnerships - Recreation/Heritage and Culture	Description	Effective May 1, 2025 to April 30, 2026	Effective May 1, 2026 to April 30, 2027	% Increase	TAX Rate
Day Camps	Day Camps (per week)	\$130.50	\$134.50	3.07%	2
Day Camps	Extended Care - morning or afternoon (per day)	\$5.50	\$5.50	0.00%	2
Day Camps	One Day (full day, non-trip)	\$27.00	\$27.75	2.78%	2
March Break Camp	Full Day March Break Camp	\$130.50	\$134.50	3.07%	2
Specialty Camps	Specialty Camps (per week)	\$178.50	\$183.75	2.94%	2
Instructional	Certification Courses	Actual Cost	Actual Cost	n/a	3
Community Guide	Advertising	Cost Recovery	Cost Recovery	n/a	3
Annual Membership Fees (Recreation and H&C)	Adult Membership	\$70.00	\$70.00	0.00%	3
Annual Membership Fees (Recreation and H&C)	Senior (60+) Membership	\$60.00	\$60.00	0.00%	3
Annual Membership Fees (Recreation and H&C)	Youth (<18) Membership	\$50.00	\$50.00	0.00%	2
Annual Membership Fees (Recreation and H&C)	Family Membership	\$215.00	\$215.00	0.00%	3
Hagersville ALC Drop-In Fees	Non-members (per occurrence)	\$5.00	\$5.00	0.00%	3
Hagersville ALC Drop-In Fees	Members (per occurrence)	\$3.00	\$3.00	0.00%	3
Hagersville ALC Drop-In Fees	10-Pack (non-members)	\$45.00	\$45.00	0.00%	3
Hagersville ALC Drop-In Fees	10-Pack (members)	\$27.00	\$27.00	0.00%	3
Heritage & Culture	Art Sales (solo & juried exhibitions)	30% commission	30% commission	n/a	2
Children's Workshops	Full Day Program	\$30.75	\$31.75	3.25%	2
Children's Workshops	Half Day Program	\$15.50	\$16.00	3.23%	2
Children's Workshops	Day Program - Materials	Cost Recovery	Cost Recovery	n/a	2
H&C Educational Programs	Student (half day)	\$3.75	\$3.75	0.00%	2
H&C Educational Programs	Student (full day)	\$7.50	\$7.75	3.33%	2
H&C Educational Programs	Walking tour	Cost Recovery	Cost Recovery	n/a	2
H&C Educational Programs	Bus tour	Cost Recovery	Cost Recovery	n/a	2
Adult Workshops	Regular Adult Workshops	Cost Recovery	Cost Recovery	n/a	1
Adult Workshops	Series Adult Workshops	Cost Recovery	Cost Recovery	n/a	1
Heritage & Culture	Photocopies	\$0.80	\$0.80	0.00%	3
Research Fees	Non-members (per day)	\$11.75	\$12.00	2.13%	2
Research Fees	Members (per day)	\$4.00	\$4.00	0.00%	2
Research Fees	Contracted Research - 2 hr min (per hour)	\$30.25	\$31.25	3.31%	2
Heritage & Culture	Various Speaking Engagements-hourly rate plus mileage & accommodation if required	\$60.75	\$62.50	2.88%	2



### Schedule J

Schedules should be read in conjunction with the By-Law for all applicable terms and conditions.

Community Programming & Partnerships - Recreation/Heritage and Culture	Description	Effective May 1, 2025 to April 30, 2026	Effective May 1, 2026 to April 30, 2027	% Increase	TAX Rate
Heritage & Culture	Juried Art Show Registration (up to 3 submissions) (per artist)	\$30.25	\$31.25	3.31%	2





## Schedule P

Schedules should be read in conjunction with the By-Law for all applicable terms and conditions.

Development Services Division	Description	2024 Charge	2025 Charge	2026 Charge	% Increase	TAX Rate
<b>Economic Development &amp; Tourism</b>						
Economic Development & Tourism	Filming Fee - per day on County property	Cost Recovery	Cost Recovery	Cost Recovery	n/a	2
Economic Development & Tourism	Filming Fee - use of Municipal Resources	Cost Recovery	Cost Recovery	Cost Recovery	n/a	2
Economic Development & Tourism	Type 1 Gateway Sign (cost recovery)	Cost Recovery	Cost Recovery	Cost Recovery	n/a	1
Economic Development & Tourism	Type 1 Gateway Sign - Maintenance	\$297.00	\$297.00	\$297.00	0.00%	1
Economic Development & Tourism	Type 2 Way-finding Sign (cost recovery)	Cost Recovery	Cost Recovery	Cost Recovery	n/a	1
Economic Development & Tourism	Type 2 Way-finding Sign - Maintenance	\$297.00	\$297.00	\$297.00	0.00%	1
Economic Development & Tourism	Type 3 Urban Directional Sign (cost recovery)	Cost Recovery	Cost Recovery	Cost Recovery	n/a	1
Economic Development & Tourism	Type 3 Urban Directional Sign - Maintenance	\$297.00	\$297.00	\$297.00	0.00%	1
Economic Development & Tourism	Advertising within Guides, Maps, Etc.	Cost Recovery	Cost Recovery	Cost Recovery	n/a	1
Economic Development & Tourism	Sidewalk Patio - First Time/Full Application Fee	\$321.00	\$331.00	\$341.00	3.02%	1
Economic Development & Tourism	Sidewalk Patio - Renewal Fee	\$113.00	\$116.00	\$119.00	2.59%	1
Economic Development & Tourism	Dunnville Farmers Market		\$1,560.00	\$1,607.00	3.01%	1
Economic Development & Tourism	Agricultural Impact Assessment Administration Fee		\$730.00	\$752.00	3.01%	1
Economic Development & Tourism	Agricultural Impact Assessment Peer Review		Cost Recovery	Cost Recovery	n/a	1
<b>Community Event Trailer Rentals</b>						
Community Event Trailer	Per Non Profit Event - Within Haldimand County	no charge	no charge	no charge	no charge	
Community Event Trailer	Per Corporate Event - Within Haldimand County	\$1,120.75	\$1,154.25	\$1,189.00	3.01%	1
Community Event Trailer	Per Event - Outside Haldimand County	\$3,213.25	\$3,309.75	\$3,409.00	3.00%	1
<b>Mapping/Drawings</b>						
Mapping	Digital Aerial Photography - Spring 2010 - per 1km tile (on cd) Colour	\$121.75	\$125.50	\$129.25	2.99%	1
Mapping	Digital Aerial Photography - Spring 2006 - per 1km tile (on cd) Colour	\$121.75	\$125.50	\$129.25	2.99%	1
Mapping	Digital Aerial Photography - April 2000 - per 6.6km (on cd) B&W	\$121.75	\$125.50	\$129.25	2.99%	1
Mapping	911 Map Booklet - Full booklet (11"x17")	\$15.25	\$15.75	\$16.25	3.17%	1



## Schedule P

Schedules should be read in conjunction with the By-Law for all applicable terms and conditions.

Development Services Division	Description	2024 Charge	2025 Charge	2026 Charge	% Increase	TAX Rate
Mapping	911 Map Booklet - Single sheet (11"x17") - B&W	\$1.75	\$1.75	\$1.75	0.00%	1
Mapping	911 Map Booklet - Single sheet (11"x17") - Colour	\$8.00	\$8.25	\$8.50	3.03%	1
Mapping	County Map Colour - Small (8.5"x11")	\$2.75	\$2.75	\$2.75	0.00%	1
Mapping	County Map Colour - Medium (11"x17")	\$8.00	\$8.25	\$8.50	3.03%	1
Mapping	County Map Colour - Large (2' x 3')	\$15.25	\$15.75	\$16.25	3.17%	1
Mapping	County Map B&W - Small (8.5"x11")	\$1.75	\$1.75	\$1.75	0.00%	1
Mapping	County Map B&W - Medium (11"x17")	\$3.00	\$3.00	\$3.00	0.00%	1
Mapping	County Map B&W - Large (2' x 3')	\$7.00	\$7.25	\$7.50	3.45%	1
Mapping	OCE Copier (wide bed) - Black & White per foot	\$1.75	\$1.75	\$1.75	0.00%	1
Mapping	Official Plan Schedules - Small (8.5"x11")	\$3.00	\$3.00	\$3.00	0.00%	1
Mapping	Official Plan Schedules - Medium (11"x17")	\$8.00	\$8.25	\$8.50	3.03%	1
Mapping	Zoning Schedules (11"x17")	\$3.00	\$3.00	\$3.00	0.00%	1
Mapping	Plots -Aerial Photo (8.5"x11") - B&W or Colour	\$45.75	\$47.00	\$48.50	3.19%	1
Mapping	Plots - Aerial Photo (11"x17") - B&W or Colour	\$61.50	\$63.25	\$65.25	3.16%	1
Mapping	Plots - Aerial Photo (2' x 3') - B&W or Colour	\$76.50	\$78.75	\$81.00	2.86%	1
Mapping	Custom Work per hour including Electronic Copy	\$95.00	\$97.75	\$100.75	3.07%	1
Drawings	Documentations/Publications Design Criteria - Full Booklet - (8.5"x11") - B&W	\$72.50	\$74.75	\$77.00	3.01%	1
Drawings	Documentations/Publications Design Criteria - Electronic Copy	\$14.75	\$15.25	\$15.75	3.28%	1
Drawings	Documentations/Publications Master Servicing Plan - Full Booklet - B&W	\$437.00	\$450.00	\$463.50	3.00%	1
Drawings	Documentations/Publications Master Servicing Plan - Electronic Copy	\$43.50	\$44.75	\$46.00	2.79%	1
Drawings	Copy of Engineering Drawings, Maps, Plans, Plan/Profile etc. 22"x34" - B&W	\$17.00	\$17.50	\$18.00	2.86%	1
Drawings	Copy of Engineering Drawings, Maps, Plans, Plan/Profile etc. 22"x34" - colour	\$43.50	\$44.75	\$46.00	2.79%	1
Drawings	Copy of Engineering Drawings, Maps, Per Square Foot - B&W	\$2.75	\$2.75	\$2.75	0.00%	1
Drawings	Copy of Engineering Drawings, Maps, Per Square Foot - colour	\$7.75	\$8.00	\$8.25	3.13%	1

Reference: CPP-01-2026

**THE CORPORATION OF HALDIMAND COUNTY**

By-law Number XXXX/26

**Being a by-law to authorize an operating agreement with The Carolinian Café for the lease of a portion of the property known as the Hagersville Library + Active Living Centre, located at 11 Athens Street, Hagersville, ON, to operate a café/concession service**

**WHEREAS** Sections 8 and 9 (1) of the Municipal Act, 2001, c.25, as amended, provide that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising authority to govern affairs as considered appropriate and to enhance the ability to respond to municipal issues;

**AND WHEREAS** the Corporation of Haldimand County, as the owner of premises and lands located at 11 Athens Street, Hagersville, ON, deems it expedient to enter into an operating agreement with The Carolinian Café for use of a portion of said facility,

**NOW THEREFORE, the Council of The Corporation of Haldimand County enacts as follows:**

1. **THAT** the Mayor and Clerk are hereby authorized and instructed to execute an operating agreement with The Carolinian Café for use of a portion of the premises located at 11 Athens Street, Hagersville, ON, for a five-year term, effective from February 1, 2026 to January 31, 2031 at a cost of \$500 per month, plus applicable taxes, with an option to renew the agreement for one additional two-year term.
2. **AND THAT** the Mayor and Clerk of Haldimand County are hereby authorized and instructed to execute any other documents required to give effect to the intention of this by-law, and the Clerk of Haldimand County is hereby authorized to affix the Corporate Seal of the Municipality to this by-law and to all other documents as may be required herein.

HALDIMAND COUNTY

By-law Number /XX

3. **AND THAT** this by-law shall come into force and take full effect from the date of passage thereof.

ENACTED this 21<sup>st</sup> day of January, 2026.

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MAYOR

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CLERK

Reference: CPP-01-2026

**THE CORPORATION OF HALDIMAND COUNTY**

By-law Number XXXX/26

**Being a by-law to authorize an operating agreement with The Hagersville Lions Active Living Centre Operating Committee for shared responsibility of the operations, management and maintenance of the Hagersville Active Living Centre community spaces, located at 11 Athens Street, Hagersville, ON**

**WHEREAS** Sections 8 and 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority to govern its affairs as it considers appropriate and to enhance the ability to respond to municipal issues;

**AND WHEREAS** The Corporation of Haldimand County, as the owner of the property municipally known as the Hagersville Library + Active Living Centre, located at 11 Athens Street, Hagersville, ON deems it expedient to enter into an operating agreement with The Hagersville Lions Active Living Centre Operating Committee for a portion of the operations to manage and maintain a community centre;

**NOW THEREFORE, the Council of The Corporation of Haldimand County enacts as follows:**

1. **THAT** the Mayor and Clerk are hereby authorized to execute an operating agreement with The Hagersville Lions Active Living Centre Operating Committee to manage and maintain a portion of the Active Living Centre at 11 Athens Street, Hagersville, ON, for a two-year term, effective from February 1, 2026 to January 31, 2028 with an option to renew the agreement for one additional two-year term.
2. **THAT** the Mayor and Clerk of Haldimand County are hereby authorized and instructed to execute any other documents required to give effect to the intention of this by-law, and the Clerk of Haldimand County is hereby authorized to affix the Corporate Seal of the Municipality to this by-law and to all other documents as may be required herein.

HALDIMAND COUNTY

By-law Number /XX

3. **AND THAT** this by-law shall come into force and take full effect from the date of passage thereof.

ENACTED this 21<sup>st</sup> day of January, 2026.

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MAYOR

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CLERK





# Hagersville Library + Active Living Centre (HL+ALC)

- Haldimand County's first non-arena indoor recreation and community centre and Hagersville's first fully-accessible, inclusive and multi-functional community space;
- An affirmation of Haldimand's 15-year commitment to active partnerships as a way to maximize community development and service delivery;
- Has the potential to become a model for future community and recreation facilities and programming throughout Haldimand.



# The Right Facility at the Right Time

- Hagersville is Haldimand's second-fastest-growing community;
- The purpose-built HL+ALC aligns with multiple Council-approved strategic initiatives including, most recently, the Community & Recreation Facilities Strategy;
- In particular, the HALC (non-Library areas) were designed and developed following extensive community consultation and research about not only the features of the building but the types of programs and services the community needs and wants;
- Creates operational efficiencies through the co-location of two vital community services and two third-party operating partnerships.



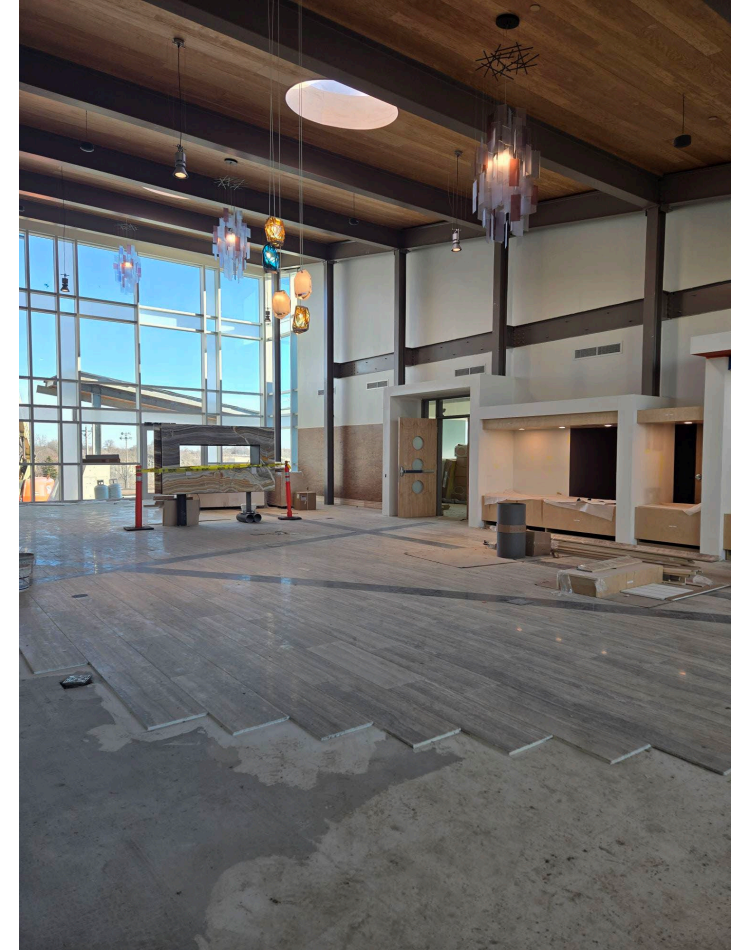
# The Site

- Beautiful views overlooking the quarry;
- Adjacent to Grant Kett Park which includes the arena, three ball diamonds, a fieldhouse, walking paths and a playground;
- Centrally located in town and easy to access on foot or by car;
- Continuity between indoor/outdoor community services makes this a destination draw for year-round play, wellness and connection.



# Welcome to the Facility

- The Clark Companies Atrium is a welcoming, light-filled space designed to feel like the community's "living room";
- It includes a fireplace, comfortable seating areas for playing games, working, reading or just relaxing;
- The Carolinian Café will be open for breakfast, lunch and snacks;
- The Hagersville Library is ready to provide the great service it always has and more, with new spaces for children/youth and study rooms;
- The Empire Homes Active Living Centre and L + L McKeen Program Room have all the amenities for accessible, inclusive, multi-generational enjoyment.



**You only get one  
chance to  
make a first  
impression.**

HAGERSVILLE LIBRARY + ACTIVE LIVING CENTRE



# The Community Has Spoken

- Through extensive public consultation, Haldimand staff heard:
  - Recreation, wellness and cultural services, access opportunities and experiences are essential to community well-being and success;
  - Lack of free time is a barrier to participation. There is a growing need for drop-in and unstructured activities because they are typically more flexible and affordable;
  - Municipalities are ideally positioned to create spaces/programs where social connections can positively impact physical/mental health, productivity and economic success;
  - Residents want the municipality to take a more direct role in delivering these types of services to create greater stability, consistent access/pricing and quality assurance;
  - Community collaboration and service delivery partnerships ensure community needs, interests and goals are reflected.





# A New Service Delivery Model

- With this new \$15 million building, Haldimand is introducing a level of service for direct programming, events and rentals which supports social connection, wellness and overall quality of life;
- Today, residents and potential HALC users leave the County to access the types of programs that will be offered here – staff seek to change that to make the HALC their destination of choice;
- To make that happen we need:
  - Programming that is diverse, unique and provides experiences/value for money;
  - Hours of operation that provide maximum access for maximum service and revenue;
  - Staffing because this is a **public** service and engagement and being able to respond to residents/users and their needs/wants is essential.





# Operating Partners

- In keeping with Haldimand County's community partnership approach, two third-party operators will assist in service delivery at non-Library spaces:
  - The Carolinian Café (in Cayuga) was the successful bidder for operations of the atrium café.
  - The Hagersville Lions ALC Operating Committee will assist in the operations of the community centre function of the ALC.



# Approved Staffing and Hours of Service

- The approved Community Programming & Partnerships (CPP) staffing for the HALC (all non-Library areas) is 3 FTEs;
- The HALC has to be open during Library hours (given the facility design). This requires existing CPP programming staff to work two days a week at the HALC, impacting existing responsibilities and workloads;
- Based on this staffing, the HALC will be open 6 days/week for 60 hrs. of programming;
- Challenges: Limits programming/revenue opportunities at peak times (early mornings, later in the day, weekends); no one at the reception desk; scheduling challenges associated with vacations/sick time/lunches, etc.



# Proposed Staffing and Hours of Service

- Staff were asked to revisit the approved staffing complement and create a schedule that enhances facility access and maximizes service delivery and potential revenue;
- On a 'pilot' basis, a temporary increase of 2 FTEs and 2 Students is proposed for 2026, to be re-assessed as part of the Community Programming Strategy and 2027 Operating Budget planning;
- Based on this staffing, the HALC will be open 7 days/week for 97 hrs. of programming;
- Outcome: Consistent hours incl. during peak service delivery/revenue times for Haldimand and its operating partners (7am-10pm daily; 10am-9pm weekends); reception desk staffed; HCAB staff return to existing duties; better able to accommodate vacations/sick time/lunches.



# Programming, Activities, Experiences

- The opening of a new recreation facility creates a lot of excitement—and expectations—and the HALC will be no different;
- The HALC will offer a schedule that is diverse, suitable for all ages, abilities and interests, provides options and flexibility (time of day, drop-in vs registered programs, cost) and is responsive to trends and expectations;
- With Council's recent approval of enhancements to the facility—including sports/cultural/maker equipment and tools as well as amenities to make the ALC suitable for any event—staff and the operating partners have the ability to provide spaces and experiences that are flexible and multi-functional.



# User Fees and Services Charges

- CPP staff undertook a regional market comparison of 14 municipalities to ensure the HALC would have competitive programming and rental fees;
- The County has developed the following fees, which are in keeping with the marketplace and hopefully incentivize residents/visitors to check out the HALC:
  - Annual membership fees for adults, seniors, youth and families;
  - Drop-In and Ten-Pack Fees for both members and non-members;
  - Facility rental rates that either align with our existing facility fees or are comparable to the market.



# Enhancements and Future Considerations

- Through early engagement and consultation processes, **enhancements** were incorporated into construction including:
  - Planned replacement of the park fieldhouse benefitted from a design that complements the HL+ALC and offers greater services (for programming and rentals);
  - Future trail to be constructed by Empire Homes between the site and the Livingston subdivision;
  - Installation of a paved, lit walking path within Grant Kett Park;
- A **Community Programming Strategy** will be completed in 2026 to develop a County-wide programming approach that includes potential expansion of programs, partnerships and locations as well as a staffing analysis and review of user fees and services to right-size resources.



# Questions, Comments





# Haldimand County

## Report FIN-01-2026 Statement of Lease Financing Policies and Goals

For Consideration by Council in Committee on January 13, 2026



### Objective:

The purpose of this report is to seek Council's approval on the establishment of a new leasing policy framework, which includes repealing the previous Lease Financing Policy (Policy #2003-05), as a result of a comprehensive review, conducted by staff, of leasing policies across Ontario's municipal sector and of the requirements of the Municipal Act, 2001.

### Recommendations:

1. THAT Report FIN-01-2026 Statement of Lease Financing Policies and Goals be received;
2. AND THAT the Lease Financing Policy (Policy No. 2003-05) be repealed;
3. AND THAT the Statement of Lease Financing Policies and Goals as attached to Report FIN-01-2026 be enacted.

**Prepared by:** Tareq El-Ahmed, CPA, CMA, Treasurer

**Reviewed and respectfully submitted by:** Mark Merritt, CPA, CA, General Manager, Financial Services

**Approved:** Michael Di Lullo, Chief Administrative Officer

### Executive Summary:

Staff propose that Council approve repealing the current Lease Financing Policy (Policy #2003-05) and approve the subsequent enactment of the Statement of Lease Financing Policies and Goals attached to Report FIN-01-2026.

The current leasing policy is outdated and does not conform to the current applicable legislation. Staff have completed a comprehensive review of municipal sector leasing policies, resulting in the development of a new leasing policy framework, which complies with Ontario Regulation 653/05 and 403/02 under the Municipal Act, 2001.

The new leasing policy framework will ensure that all types of leases are managed in a responsible and prudent manner in order to protect the County's financial position. The report provides an overview of the updates and the rationale for the changes being made, relevant to the Statement of Lease Financing Policies and Goals being recommended.

### Background:

Ontario Regulation 653/05 and 403/02 under the Municipal Act, 2001, require the adoption of a statement of lease financing policies and goals that include disclosure and due diligence requirements for financing leases. This type of lease is generally defined as an agreement that requires the lessee (Haldimand County) to make guaranteed payments and is considered to be equivalent to debt financing

the cost of the asset to be acquired. The regulations do not affect operating leases for which Haldimand County essentially rents an asset that will be returned to the lessor at the end of the lease.

### **Analysis:**

The current Lease Financing Policy (Policy #2003-05), was last revised in April, 2003. It does not conform to Haldimand County's current policy template, that was adopted in 2025, nor does it comply to the current Municipal Act, 2001 and the relevant Ontario Regulations, 653/05 and 403/02.

Given the date of the last update and the references to legislation that have been revoked, staff have completed a comprehensive review of other Statements of Lease Financing Policies and Goals within Ontario's municipal sector. This comprehensive review resulted in the development of a new leasing policy framework, (Attachment 2) entitled Statement of Lease Financing Policies and Goals.

Before Council approves a specific financing lease, as defined by Ontario Regulations, 653/05 and 403/02, it is required to adopt a statement of the County's lease financing policies and goals. Such statement must include a discussion of the financial and other risks for the municipality of financing leases and may provide for a special category of financing leases which, in the opinion of both the Treasurer and Council, would not result in a material impact for the municipality and which would, therefore, not require compliance with the policy.

Before entering into any particular financing lease transaction, the Treasurer is required to prepare a report to Council with recommendations, an assessment of the costs and financial and other risks associated with the proposed financing lease, as outlined in the Statement of Lease Financing Policies and Goals.

Under the Statement of Lease Financing Policies and Goals, the following are permitted exemptions:

- a) Non-Material Leases: Any cost or risk that would not have a significant impact on the County's debt and financial obligations is defined as any lease with a total value below \$100,000 or building/land lease with a term of 2 years or less.
- b) Operating leases that will be entered into by Haldimand County and its boards form a special category of leases under this Statement for which compliance with this Statement is not required. In the opinion of the Treasurer and of Council, such leases would not result in a material impact for the County. The Treasurer shall still complete a detailed net present value and cost/benefit evaluation on all categories of leases.

The responsibilities of Council and the Treasurer is to ensure prudent financial management and compliance with the provincial legislation requires that any decision to enter into a financing lease be based on a detailed net present value and cost/benefit evaluation of the lease proposal relative ownership and capital financing alternatives. This analysis will be completed for all types of leases, including those that are permitted exemptions.

### **Financial/Legal Implications:**

With the adoption of the County's Statement of Lease Financing Policies and Goals, Council and the Treasurer will fulfil the legislative requirement of Ontario Regulations 653/05 and 403/02, pertaining to financing leases. Compliance with this policy will ensure that any true financing leases are evaluated, utilized and managed in a responsible and prudent manner in order to protect the County's financial position.

Haldimand County is currently in compliance with all relevant regulations as there are no material financing leases, in the opinion of the Treasurer, that require annual reporting to Council.

**Stakeholder Impacts:**

Not applicable.

**Report Impacts:**

Agreement: No

By-law: No

Budget Amendment: No

Policy: Yes

**Attachments:**

1. Lease Financing Policy (Policy #2003-05)
2. Statement of Lease Financing Policies and Goals

# **HALDIMAND COUNTY**

## **POLICY No. 2003-05**

### **Subject: Lease Financing Policy**

The purpose of this Policy is to establish a framework and outline the requirements for entering into leases of municipal capital facilities and for reporting such leases to Council as required under the Municipal Act, 2001, as amended and Ontario Regulation 266/02.

This Policy constitutes the statement of Haldimand County's lease financing policies and goals required under Ontario Regulation 266/02, as amended and the Municipal Act, 2001, as amended.

### **Definitions:**

For the purposes of this Policy terms are defined as follows:

#### **Financing Lease:**

A lease for the provision of municipal capital facilities which requires payment for a period beyond the term for which the Council was elected.

#### **Municipal Capital Facilities:**

Purchase or construction of land, equipment, machinery, buildings, public works, infrastructure, etc.

#### **Municipal Capital Facilities include:**

- Facilities used by Council
- Facilities used for the general administration of the County
- Municipal roads, highways and bridges
- Municipal facilities for water, waste water, sewers, drainage and flood control
- Municipal facilities for the collection and management of waste and garbage
- Municipal facilities related to policing and by-law enforcement
- Municipal facilities related to the provision of social and health services, including homes for the aged
- Municipal housing project facilities

**Material Impact:**

In general, material impact is any cost or risk that would have a significant impact on the County's debt and financial obligations. For purposes of this Policy, materiality is defined as any lease that has a term in excess of 5 years or has a lease value that is in excess of \$100,000.

**Policy:****Council Action Required:**

All leases must be approved by Council.

Before entering into a financing lease, Council is required to:

1. Consider and assess the report of the Treasurer and Solicitor (see below).
2. Consider if the scope of the proposed transaction warrants obtaining external legal advice or external financial advice with respect to the proposed financing lease.
3. Consider and assess whether the costs of financing for the proposed financing lease are lower than other methods of financing available to the municipality and whether the risks associated with the financing lease are reasonable.

**Report of the Treasurer:**

The Treasurer must provide a report and recommendation for Council providing full disclosure of the terms contained in the proposed financing lease and providing an assessment of the costs and risks associated with the proposed financing lease, including:

- A schedule of all payment amounts required under the proposed financing lease and that may be required under any possible extension(s) or renewal(s) of the proposed financing lease.
- The term of the proposed financing lease and any possible extension or renewal periods provided in the proposed financing lease.
- A comparison between the costs associated with the proposed financing lease and those associated with other methods of financing.
- A comparison between the risks associated with the proposed financing lease and those associated with other methods of financing.
- A summary of the effective rate of interest for the proposed financing lease, or rates of interest if more than one rate of interest is included in the proposed financing lease.
- The ability for lease payment amounts to vary and the methods or calculations, including possible rate changes, which may be used to calculate any changes in payments.

- Any contingent payment obligations under the proposed financing lease that would result in a material impact, including lease termination provisions, equipment loss, equipment replacement options and guarantees and indemnities.
- A summary of the assumptions applicable to any possible variations in the lease payment and contingent payment obligations.

If the proposed financing lease falls within the exclusions provided below, the Report of the Treasurer must provide an opinion to Council that the proposed financing lease falls within the exclusions.

### **Report of the Solicitor:**

The County Solicitor shall provide to Council legal advice on any proposed financing lease and, in the opinion of the solicitor, whether Council should obtain independent external legal advice with respect to the proposed financing lease.

### **Annual Reporting on Leases:**

On an annual basis the Treasurer shall provide to Council a report detailing:

- The total of all financing leases as a proportion of the total long-term debt of the County and details of the change from the previous report.
- A statement of the Treasurer as to whether, in his/her opinion, all financing leases were made in accordance with the provisions contained in this Statement of Lease Financing Policies and Goals.

### **Exclusions:**

Council may approve entering into a financing lease without the Report of the Treasurer containing all of the requirements under the following conditions:

- The proposed financing lease and all financing leases in total would not result in a material impact for the municipality. (See Definitions - Material Impact, above.)
- The capital asset considered for lease is not available for purchase, for example a postage meter.
- The capital asset considered for lease is equipment that the County does not want to own, for example a piece of expensive testing equipment.
- The capital asset considered for lease is equipment that has rapid obsolescence, for example a piece of specialized hi-tech equipment.
- The lease involves office space that will be leased/rented for a short period of time, for example rent of temporary office space while renovations are being done.

- The lease involves equipment that will be leased/rented for a short period of time, for example equipment leased for while the main line piece of equipment is in for repair.

In the event of an emergency the Chief Administrative Officer of the County may authorize the lease or rent of equipment. The Treasurer must provide the report required above to Council at the next earliest opportunity.

Topical Index	Administration
Policy Number	2003-05
Short Title	Lease Financing Policy
SMT Approval Date	March 27, 2003
Council in Committee	April 14, 2003 Recommendation # 9
Council Approval Date	April 22, 2003 Resolution # 108-03
Originating Department	CS-FI-11-2003
Revisions	





**Statement of Lease Financing Policies and Goals [Policy Number]**

Originating Department:

SMT Approval Date:

Council in Committee Date:

Recommendation Number:

Council Approval Date:

Resolution Number:

Effective:

Reviewed on:

Amended on:

**Revision History**

Report:

CIC Date:

CIC Recommendation #:

Details:

Next Scheduled Review:

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## **1. Definitions**

“Financing Lease” is a lease which covers most of the useful life of the capital asset. This type of lease is typically non-cancelable (or cancelable at a significant penalty) and is based on the lessee (Haldimand County) effectively guaranteeing the residual value of the leased asset at the end of the lease term. The lessor (an outside firm) usually allows the lessee to buy the formerly leased asset upon payment of a pre-determined residual value.

“Operating Lease” is a lease that is essentially a rental agreement that generally has a shorter term than a finance lease and usually shorter than the life of the asset, and may be cancelable without a significant penalty. The lessee (Haldimand County) does not guarantee any residual value, and at the end of the lease term, the lessee must return the asset to the lessor (an outside firm), who will either sell the asset or lease it to other users. In an operating lease, substantially all the risks and benefits incidental to ownership of the leased asset remain with the lessor.

## **2. Policy Statement**

Haldimand County is committed to achieving the lowest cost of funds, based upon current capital market conditions, when financing capital funding requirements. When making decisions regarding the financing of a capital asset, Council must be satisfied that the lowest cost alternative is utilized from a total cost of ownership perspective.

## **3. Purpose**

This policy constitutes Haldimand County's statement of policies and goals relating to the use of lease financing agreements as required under Ontario Regulation 653/05 and 403/02 under the Municipal Act, 2001, S.O. 2001, c 25 (“Regulations”).

## **4. Scope**

This policy applies to all leases that will be entered into by Haldimand County, as well as those entered into by the County's boards.

## **5. Principles**

Haldimand County's Council and the Treasurer are responsible to ensure that financing leases are recognized as a form of capital financing and are subject to prudent financial management. The decision to enter into a financing lease is based upon a detailed net present value and cost/benefit evaluation of the financing lease proposal relative to ownership of the asset as well as other financing alternatives. In order to achieve consistency in the decision making process, the Treasurer will conduct this analysis on a uniform basis for all lease financing proposals being considered by Haldimand County and/or its boards.

5.1. Before Haldimand County enters into a lease financing agreement, Council shall:

- a. have the Treasurer prepare a report with a recommendation, assessing, in the opinion of the treasurer, the costs and financial and other risks associated with the proposed agreement, including:
  - i. a comparison between the fixed and estimated costs and the risks associated with the proposed agreement and those associated with other methods of financing;
  - ii. a statement summarizing, as may be applicable, the effective rate or rates of financing for the agreement, the ability for agreement payment amounts to vary, and the methods or calculations, including possible financing rate changes, that may be used to establish that variance under the agreement;
  - iii. a statement summarizing any contingent payment obligations under the agreement that in the opinion of the treasurer would result in a material impact on the municipality, including agreement termination provisions, equipment loss, equipment replacement options and guarantees and indemnities;
  - iv. a summary of the assumptions applicable to any possible variations in the agreement payment and contingent payment obligations, and
  - v. any other matters the treasurer or Council considers advisable.
- b. obtain legal advice and financial advice with respect to the proposed agreement;
- c. consider if the scope of the proposed transaction warrants obtaining legal advice or financial advice with respect to the proposed agreement that is from a source independent of the source of the advice mentioned in clause (b); and
- d. consider and give its assessment of the report prepared under clause (a), including whether, in its opinion, the costs of financing for the proposed agreement are lower than other methods of financing available to the municipality, and whether the risks associated with the proposed agreement are reasonable.

5.2. Reporting on lease financing agreements:

If Haldimand County has one or more lease financing agreements outstanding in a fiscal year, the Treasurer shall prepare and present to Council a detailed reporting, on an annual basis, containing the following:

- a. a description of the estimated proportion of the total financing arrangements of the municipality that is undertaken through lease financing agreements to the total long-term debt of the municipality and a description of the change, if any, in that estimated proportion since the previous year's report;
- b. a statement by the Treasurer as to whether, in his or her opinion, all lease financing agreements were made in accordance with the statement of lease financing policies and goals adopted by the Municipality; and
- c. any other information that the Council may require or that, in the opinion of the Treasurer, should be recorded.

5.3. Permitted exceptions under the Statement of Lease Financing Policies and Goals:

- a. Non-Material Leases: Any cost or risk that would not have a significant impact on the County's debt and financial obligations is defined as any lease with total payments below \$100,000 or a building/land lease with a term of 2 years or less.
- b. Operating leases that will be entered into by Haldimand County and its Boards form a special category of leases under this Statement for which compliance with this Statement is not required. In the opinion of the Treasurer and of Council, such leases would not result in a material impact for the County. The Treasurer shall still complete a detailed net present value and cost/benefit evaluation on all categories of leases.

5.4. Lease vs. Purchase/Net Present Value Analysis Criteria:

The responsibilities of Council and the Treasurer is to ensure prudent financial management and compliance with the provincial legislation requires that any decision to enter into a financing lease be based on a detailed net present value and cost/benefit evaluation of the lease proposal relative ownership and capital financing alternatives.

This evaluation must include a calculation of all cash flows and costs associated with each of the relevant acquisition alternatives. The cost of the lease must be compared (on a net present value basis) with other leases to ensure that the lowest cost of a financing lease is identified.

From this evaluation, the lowest cost of funds lease proposal should be compared (again on a net present value basis) with the cost of alternative available capital financing methods that would be used if the asset or capital project was to be purchased.

Many financing leases contain a variety of clauses that could increase the cost of leasing for the County, thus affecting the outcome of the cost/benefit analysis. These critical documentation issues should be considered and quantified during the analysis in order to ensure that all aspects of the proposed transaction are recognized.

## 6. Roles & Responsibilities

- 6.1. Haldimand County's Council approves all lease financing agreements prior to executing the agreement and provides authorization to the Chief Administrative Officer (CAO) and the Treasurer to sign all lease financing agreements subject to administrative review and approval.
- 6.2. The Treasurer is responsible to review all categories of leases to ensure compliance with the legislative requirements and this policy and to direct the review of this policy, at minimum every five years, and recommend updates as required.

# Haldimand County

## Report FIN-02-2026 Debenture Issuance 2026

For Consideration by Council in Committee on January 13, 2026



### Objective:

To obtain Council approval to secure debenture financing for specific projects and to carry out applicable processes to authorize the long term debt issuance.

### Recommendations:

1. THAT Report FIN-02-2026 Debenture Issuance 2026 be received;
2. AND THAT the Treasurer and Mayor be authorized to confirm acceptance of an interest rate offered by Infrastructure Ontario
3. AND THAT the Mayor, Clerk and Treasurer be authorized to execute the documents required to complete the debenture issuance, as outlined in Report FIN-02-2026;
4. AND THAT the Borrowing By-law attached to Report FIN-02-2026 be approved at a future Council meeting;
5. AND THAT the necessary by-laws authorizing the issuance of a debenture be approved at a future Council meeting.

**Prepared by:** Cliff Burke, Senior Financial Analyst

**Reviewed by:** Tareq El-Ahmed, CPA, CMA, Treasurer

**Respectfully submitted:** Mark Merritt, CPA, CA, General Manager, Financial Services

**Approved:** Michael Di Lullo, MPA, CMM III, Chief Administrative Officer

### Executive Summary:

During the annual review of capital budgets (both tax supported and rate supported), certain projects are approved by Council to be funded, in whole or in part, from the issuance of long term debt. The County has the ability to either issue debentures directly in the capital markets, through the County's fiscal agent, or utilize the Provincial agency (Infrastructure Ontario) established to provide infrastructure financing to municipalities.

The purpose of this report is to initiate the process to issue debt on projects where the tender has been awarded, and they have an approved debenture financing funding component. Prior to 2021, projects were not debt financed until substantially completed. This alternative approach benefits the County, as it eliminates the need to incur carrying costs for debt financed projects as they await substantial completion. The 2026 debt financing application includes four tax-supported capital projects and one rate-supported capital project, as detailed in this report.

In total, the County needs to issue approximately \$28.6 million in debt, with the first payment estimated to commence in the 2<sup>nd</sup> half of 2026. The estimated annual debenture payments have been included in the County's long term capital financing plan.

After an initial analysis of both the capital markets and Provincial agency options, staff recommend that an application for the debenture issuance for 2026 be initiated through Infrastructure Ontario. It is anticipated at this time that the anticipated all in interest rate for a 10-year debenture issuance is 3.86%, however Bank of Canada interest rates could fluctuate in the period leading up to the date of issuance. Staff will continue to monitor the rates throughout this period.

The issuance of debt has been planned for in the County's capital budgeted process. The rate utilized in calculated the impact of debentures through this process is 4.00%.

## Background:

In 2001, the Province created the Ontario Strategic Infrastructure Financing Authority (OSIFA), subsequently Ontario Infrastructure Projects Corporation (OIPC) and currently Ontario Infrastructure and Lands Corporation (IO), to assist municipalities in raising funds through low interest loans for capital projects through a broad scope of services related to infrastructure renewal.

The County's fiscal agent of record is National Bank Financial Inc. (NBF) and our agent is David Berner who is the Managing Director of Fixed Income. As provided in our fiscal agency agreement, although we deal specifically with NBF, they have an affiliation agreement with RBC Dominion Securities Inc. and CIBC World Markets Inc. under which they share any fiscal agent fees equally. As a result, the County receives the best rates available from all three fiscal agents through the affiliation agreement.

This report proposes five specific capital projects to be funded through the issuance of long term debentures, all of which contain a growth related (development charges) portion. Staff have evaluated the various options available to the County to finance this project and recommend proceeding with the required debenture process as outlined in this report.

## Analysis:

The Ministry of Municipal Affairs and Housing has regulated the level of long term debt that may be incurred by municipalities to be no more than 25% of total own purpose revenue. Haldimand County has taken a more prudent approach and, through capital financing policies, has set the limit at 10%. Adherence to these financial principles, on a long term basis, is reviewed annually during the capital budget process. The proposed amount of new debt outlined in this report is within the County's internal debt limit and as such, is well within the Annual Repayment Limits (ARL) established by the Province.

Through Tax and Rate Supported Capital Budget approvals and amendments, Council approved the following projects to be financed from debentures:

**Table 1: Proposed Debenture Issuance**

Project	Non-Growth Related	Growth Related	Total Debt	Term (years)
Caledonia Fire Station Replacement	\$6,614,900	\$2,088,960	\$8,703,860	10
Caledonia Paramedic Services Base	\$3,079,370	\$1,245,680	\$4,325,050	10
Hagersville Library Replacement	\$5,080,010	\$1,092,190	\$6,172,200	10
Hagersville Active Living Centre	\$862,500	\$8,013,300	\$8,875,800	10



Project	Non-Growth Related	Growth Related	Total Debt	Term (years)
<b>Total Tax Supported Debt</b>	<b>\$15,636,780</b>	<b>\$12,440,130</b>	<b>\$28,076,910</b>	
Caledonia WWTP Wet Well Expansion	\$0	\$561,190	\$561,190	10
<b>Total Rate Supported Debt</b>	<b>\$0</b>	<b>\$561,190</b>	<b>\$561,190</b>	
<b>Total 2026 Debt Issuance</b>	<b>\$15,636,780</b>	<b>\$13,001,320</b>	<b>\$28,638,100</b>	

Table 1: Proposed Debenture Issuance

As there are various options to be considered in order to issue the required debt, staff have evaluated the following options and present recommendations:

- Debenture Financing Options: Issuing debt through IO or through our fiscal agent directly in the capital markets;
- Debenture Term.

### Debenture Financing Options

The County has two main avenues to consider when determining how to issue debentures: through the County's fiscal agent in the capital markets or IO. Notable considerations of the two methods of marketing include:

- No fiscal agent fees associated with IO issuances;
- Legal fees pertaining to the issuance of debt are the same regardless of whether the debt is issued through IO or the capital market;
- Market and IO rates will fluctuate over time – it takes longer to finalize the process with IO than with the capital markets issuance; thereby providing more time for rate fluctuations with an IO issuance; and
- Investors have no appetite for market issuances, that are less than \$50 million.

Based on interest rates received at December 17, 2025, and the relative low dollar debenture issuance, in capital market terms, staff recommend proceeding with an application through IO for the required debt issuance outlined in this report. The basis for this recommendation is summarized as follows:

- Based on a comparison of current 10 year term rates; IO rates are competitive with market rates;
- IO has streamlined their process for applying and issuing debentures, which has reduced the time it takes to receive funds. Some of these efficiencies include:
  - Debentures can now close on any business day: Debenture issuances through IO no longer need to close on the 1<sup>st</sup> or 15<sup>th</sup> of the month (although these days are preferred).
  - When going direct to debenture (i.e. not a construction loan), there is no longer the requirement to complete a financing agreement. The elimination of the financing agreement trims down the time required to complete the review and approval of the application, and ultimately the final settlement date of the debentures.

As these rates are constantly changing, the impacts of any subsequent revisions will need to be re-evaluated up to the point that final debenture repayment schedules are available for inclusion in the Debenture By-law to be approved by Council on January 19, 2026.

It is important to maintain a prudent approach to long term financing as any debt that is issued will require County revenue sources to repay the interest over the term of the loan. Such impacts are built

into the long range capital financing that is approved by Council through the annual capital budget process. Based on these principles, the County has had favourable Credit Rating improvements, primarily based on strong operating performance, liquidity of assets and relatively low debt burdens.

Staff have been monitoring the rates provided by IO in preparation for the debt issuance. Below is a summary of the rates since July 2025:

**Table 2: Infrastructure Ontario Rates**

<b>Infrastructure Ontario Spot Rate Effective Date</b>	<b>10 Year Term</b>
<b>Estimated Rate per FIN-02-2026 (as of Dec 17, 2025)</b>	<b>3.86%</b>
November 30, 2025	3.58%
October 31, 2025	3.62%
September 30, 2025	3.64%
August 29, 2025	3.91%
July 31, 2025	3.99%

Table 2: Infrastructure Ontario Rates

## Debenture Term

The number of years over which the principal will be repaid is based on the term approved by Council. All of the projects recommended for debenture financing contained within this report fall under the 10 year debenture financing term based on the County's previously approved capital financing principles.

## Infrastructure Ontario Debenture Process

The key steps involved in executing the required debenture are outlined below:

**Table 3: Debenture Issuance Process with Infrastructure Ontario**

<b>Step</b>	<b>Timeline (estimate)</b>
Update Council on Debenture to be issued	January 13, 2026
Passing of Borrowing By-law	January 19, 2026
Final approval of application by IO	February 2026
Interest Rate Offer received and returned to IO	March 2026
Memo to Council outlining final interest rate	March 9, 2026
Council meeting to approve Debenture By-law	March 15, 2026
Legal counsel to contact IO by 10am of closing day	April 1, 2026

Table 3: Debenture Issuance Process with Infrastructure Ontario

## Financial/Legal Implications:

Based on the Council meeting schedule, it is anticipated that the final debenture issuance by-law will be presented at the March 9, 2026 Council in Committee meeting. This would result in an estimated debenture date of April 1, 2026, with the first payment due later that fall.

Based on the estimated interest rates of 3.86% for 10 years, the debenture issuance proposed in this report would result in an estimated \$3.4 million of annual debt repayment expense being added to the 2027 Tax Supported and Rate Supported Operating Budgets. The growth related component is to be funded from Development Charges (estimated at approximately \$1.56 million annually). The actual debt repayment expenses will vary slightly depending on the final debenture rate received.

The non-growth related portion is approximately \$1.88 million. The applicable principal and interest payments have been budgeted to be funded from the Tax Supported or Rate Supported operations respectively. A summary of the proposed debt is shown below:

**Table 4: Summary of Proposed Debt**

<b>Project</b>	<b>Debt Category</b>	<b>Debt to be Issued</b>	<b>Term (years)</b>	<b>Estimated Annual Repayment (average)</b>
Caledonia Fire Station Replacement	Non-Growth Related	\$6,614,900	10	\$795,541
	Growth Related	\$2,088,960	10	\$251,229
	<b>Total</b>	<b>\$8,703,860</b>	<b>10</b>	<b>\$1,046,770</b>
Caledonia Paramedic Services Base	Non-Growth Related	\$3,079,370	10	\$370,340
	Growth Related	\$1,245,680	10	\$149,812
	<b>Total</b>	<b>\$4,325,050</b>	<b>10</b>	<b>\$520,152</b>
Hagersville Library Replacement	Non-Growth Related	\$5,080,010	10	\$610,947
	Growth Related	\$1,092,190	10	\$131,352
	<b>Total</b>	<b>\$6,172,200</b>	<b>10</b>	<b>\$742,300</b>
Hagersville Active Living Centre	Non-Growth Related	\$862,500	10	\$103,729
	Growth Related	\$8,013,300	10	\$963,720
	<b>Total</b>	<b>\$8,875,800</b>	<b>10</b>	<b>\$1,067,448</b>
Caledonia WWTP Wet Well Expansion	Growth Related	\$561,190	10	\$67,492
	<b>Total</b>	<b>\$561,190</b>	<b>10</b>	<b>\$67,492</b>
<b>Total Impact of New Debt</b>		<b>\$28,638,100</b>	<b>10</b>	<b>\$3,444,161</b>

### Stakeholder Impacts:

Not applicable.

**Report Impacts:**

Agreement: No

By-law: Yes

Budget Amendment: No

Policy: No

**References:**

None.

**Attachments:**

1. Draft Borrowing By-Law
2. Draft Schedule A
3. Draft Schedule B

## THE CORPORATION OF HALDIMAND COUNTY

By-law Number /26

**Being a by-law to authorize the submission of an application to Ontario Infrastructure and Lands Corporation (“OILC”) for financing of certain capital work(s) of The Corporation of Haldimand County (The “Municipality”); and to authorize long-term borrowing for such capital work(s) through the issue of debentures to OILC**

**WHEREAS** the Municipal Act, 2001 (Ontario), as amended, (the “Act”) provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**WHEREAS** subsection 401 (1) of the Act provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

**WHEREAS** subsection 408 (1) of the Act also provides that a municipality shall authorize long-term borrowing by the issue of debentures or through another municipality under section 403 or 404 of the Act;

**WHEREAS** subsection 408 (3) of the Act provides that the term of a debt of a municipality or any debenture or other financial instrument for long-term borrowing issued for it shall not extend beyond the lifetime of the capital work for which the debt was incurred and shall not exceed 40 years;

**WHEREAS** clause 408 (4)(a) of the Act provides that a debenture by-law shall provide for raising in each year as part of the general upper-tier levy or the general municipality levy the amounts of principal and interest payable in each year under the by-law to the extent that the amounts have not been provided for by other taxes or by fees or charges imposed on persons or property by a by-law of any municipality and clauses 408 (4) (b) and (c) provide that a debenture by-law shall include provisions that contemplate the payment of principal and interest in each year. Subsection 408 (5) of the Act further provides that the total amount of principal and interest that must be raised in a year under clause 408 (4)(a) of the Act does not include any outstanding amount of principal specified as payable on the maturity date of a debenture if one or more refinancing debentures are issued by the municipality on or before the maturity date in respect of the outstanding principal;

**WHEREAS** OILC has invited Ontario municipalities wishing to obtain debt financing in order to meet capital expenditures incurred or to be incurred in connection with eligible capital works, to make an application to OILC for such financing by completing and submitting an application in the form provided by OILC (the “Application”);

**WHEREAS** the Council of the Municipality has passed the by-law(s) enumerated in column (1) of Schedule “A” attached hereto and forming part of this By-law (“Schedule “A”) authorizing the capital work(s) described in column (2) of Schedule “A” (the “Capital Work(s)”) in the respective amount of the estimated expenditure set out in column (3) of Schedule “A” (the “Estimated Expenditure”) and authorizing long-term borrowing pursuant to the issuance of debentures for the Capital Work(s) in a principal amount which does not exceed the respective maximum debenture amount set out in column (4) of Schedule “A” (the “Maximum Debenture Amount”);

**WHEREAS** before the Council of the Municipality approved the Capital Work(s) in accordance with section 4 of Ontario Regulation 403/02 (the “Regulation”), the Council of the Municipality had its Treasurer calculate an updated limit in respect of its then most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing (as so updated, the “Updated Limit”), and the Treasurer calculated the estimated annual amount payable in respect of the Capital Work(s) based on long-term financing for such Capital Work(s) in an amount that did not exceed the respective Maximum Debenture Amount for the Capital Work(s), and determined that the estimated annual amount payable in respect of each respective Maximum Debenture Amount, did not cause the Municipality to exceed the Updated Limit, and accordingly the approval of the Ontario Land Tribunal or its predecessor, pursuant to the Regulation, was not required before any such Capital Work(s) was authorized by the Council of the Municipality;

**WHEREAS** the Municipality has completed and submitted, or is in the process of completing and submitting, the Application to request financing for the Capital Work(s) by way of long-term borrowing through the issue of debentures to OILC;

**WHEREAS** OILC has accepted and has approved, or will notify the Municipality only if it accepts and approves, the Application, as the case may be;

**AND WHEREAS** at least five (5) business days prior to the passing of the debenture by-law in connection with the issue of Debentures as defined below, OILC will provide the Municipality with a rate offer letter agreement in OILC’s standard form (the “Rate Offer Letter Agreement”).

**NOW THEREFORE, the Council of The Corporation of Haldimand County enacts as follows:**

1. **THAT** the Council of the Municipality hereby confirms, ratifies and approves the execution by the Treasurer of the Application and the submission by such authorized official of the Application, duly executed by such authorized official, to OILC for the long-term financing of the Capital Work(s) in an amount that does not exceed \$28,638,100 (the aggregate of the Maximum Debenture Amount(s) set out in column (4) of Schedule “A”), substantially in the form of Schedule “B” attached hereto and forming part of this By-law, with such changes thereon as such authorized official may hereafter approve, such execution and delivery to be conclusive evidence of such approval.



2. **THAT** the Mayor and the Treasurer are hereby authorized to negotiate and enter into, execute and deliver for and on behalf of the Municipality the Rate Offer Letter Agreement on such terms and conditions as such authorized officials may approve, such execution and delivery to be conclusive evidence of such approval.
3. **THAT** subject to the terms and conditions of the Rate Offer Letter Agreement and such other terms and conditions as OILC may otherwise require, the Mayor and the Treasurer are hereby authorized to long-term borrow for the Capital Work(s) and to issue debentures, including refinancing debentures, if applicable, to OILC on the terms and conditions provided in the Rate Offer Letter Agreement and on such other terms and conditions as such authorized officials may approve (the "Debentures"); provided that the principal amount of the Debentures issued in respect of the Capital Work(s) does not exceed the respective Maximum Debenture Amount for each such Capital Work.
4. **THAT** in accordance with the provisions of section 25 of the Ontario Infrastructure and Lands Corporation Act, 2011, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding the amounts that the Municipality fails to pay to OILC on account of any unpaid indebtedness of the Municipality to OILC in respect of the Debentures and to pay such amounts to OILC from the Consolidated Revenue Fund.
5. **THAT** the Municipality shall provide for raising in each year as part of the general levy, the amounts of principal and interest payable in each year in respect of any Debenture outstanding, to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality, subject to the ability of the Municipality to issue one or more refinancing debentures on or before the maturity date in respect of the outstanding principal, if applicable.
6. **THAT** the Mayor and the Treasurer are hereby authorized to enter into, execute and deliver the Rate Offer Letter Agreement and to issue the Debentures, one or both of the Clerk and the Treasurer are hereby authorized to generally do all things and to execute all other documents and papers in the name of the Municipality in order to perform the obligations of the Municipality under the Rate Offer Letter Agreement and to issue the Debentures, and the Clerk or the Treasurer is authorized to affix the Municipality's municipal seal to any such documents and papers.

7. **THAT**. the money realized in respect of the Debentures, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to the issue of the Debentures, if any, shall be apportioned and applied to the respective Capital Work and to no other purpose except as permitted by the Act.
8. **AND THAT** his By-law takes effect on the day of passing.

ENACTED this 21<sup>st</sup> day of January, 2026.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

DRAFT

**Schedule “A”**  
**to By-law Number     /26**

	(1)	(2)	(3)	(4)
<b><u>Item #</u></b>	<b><u>Authorizing By-Law Number</u></b>	<b><u>Description of Capital Work</u></b>	<b><u>Estimated Expenditure</u></b>	<b><u>Maximum Debenture Amount</u></b> (cannot exceed the Estimated Expenditure)
			\$	\$
1	2023/19 2249/21 2345/22 2431/23 2505/24	Capital costs in connection with the Caledonia fire station replacement project	\$10,110,160	\$8,703,860
2	2249/21 2345/22 2431/23 2505/24	Capital costs in connection with the Caledonia paramedic services base (EMS station) replacement project	\$4,331,350	\$4,325,050
3	1759/16 1882/17 2014/19 2127/20	Capital costs in connection with the Caledonia Wastewater Treatment Plant (WWTP) wet well expansion project	\$689,870	\$561,190
4	2249/21 2345/22 2413/23 2505/24	Capital costs in connection with the Hagersville library replacement project	\$6,844,230	\$6,172,200
5	2345/22 24/07/23 2490/24 2640/25	Capital costs in connection with the Hagersville Active Living Centre levy supported project	\$9,724,100	\$8,875,800

**Schedule "B"**  
**to By-Law Number /26**

**[SEE APPLICATION PAGES BELOW]**

## Webloans Loan Application PDF

FA Number 2073

Application for Haldimand County, The Corporation of

### Projects

Loan Application ID	Project Name	Construction/Purchase Start	Construction/Purchase End	Project Cost	OILC Loan Amount
1095	Caledonia Fire Station Replacement	06/01/2023	12/31/2025	\$10,110,160.00	8,703,860.00
1095	Caledonia Paramedic Services Base Replacement	06/01/2023	12/31/2025	\$4,331,350.00	4,325,050.00
1095	Caledonia WWTP Wet Well Expansion	12/01/2022	12/31/2025	\$689,870.00	561,190.00
1095	Hagersville Library Replacement	06/01/2024	12/31/2025	\$6,844,230.00	6,172,200.00
1095	Hagersville Active Living Centre Levy Supported	06/01/2024	12/31/2025	\$9,724,100.00	8,875,800.00

### Details of Project Caledonia Fire Station Replacement

Project Category Municipal Other Infrastructure

Work Type Fire

Project Name Caledonia Fire Station Replacement

Construction/Purchase Start 06/01/2023

Construction/Purchase End 12/31/2025

Energy Conservation ☐

Project Address 1 270 Argyle Street North

Project Address 2

City / Town Caledonia

Province ON

Postal Code N0A 1R0

Comments and/or Special Requests

(For HEW projects, please specify the initial fixed interest term of the debenture amortization period (e.g. the first 10/20/30 years in a 40 year amortization period)

Current station is older and in need of significant repairs. Additionally, old station has no room to accommodate expansion and the current fire station is becoming too small for modern trucks. The current fire station also lacks parking and its location is challenging for many of the volunteer firefighters to respond to.

Useful Life of Asset (Years)

50

Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Semiannually

Project Cost (A)

\$10,110,160.00

Other Project Funding / Financing (B):

Description	Timing	Amount
CRR - General	Existing	\$6,300.00
Land Sales Reserve	Existing	\$1,400,000.00

Other Project Funding/Financing Total (B)

\$1,406,300.00

OILC Loan Amount (A-B)

\$8,703,860.00

Only include long-term borrowing in this section

Required Date	Amount	Term	Type
01/01/2026	\$8,703,860.00	10	Serial
Long-term Borrowing Total	\$8,703,860.00		

Details of Project Caledonia Paramedic Services Base Replacement

Project Category

Municipal Other Infrastructure

Work Type

Ambulance

Project Name

Caledonia Paramedic Services Base Replacement

Construction/Purchase Start

06/01/2023

Construction/Purchase End

12/31/2025

Energy Conservation



Project Address 1 270 Argyle Street North

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Project Address 2

City / Town

Caledonia

Province

ON

Postal Code

N0A 1R0

Description

Constructing a new EMS station in Caledonia to allow for quicker and more efficient emergency medical services response. EMS call volumes are rising significantly in Caledonia and emergency response is proving challenging with current resources and resource allocation, as well as development and population increases. Current station is older and in need of significant repairs.

Comments and/or Special Requests

(For HEW projects, please specify the initial fixed interest term of the debenture amortization period (e.g. the first 10/20/30 years in a 40 year amortization period)

Useful Life of Asset (Years)

50

## Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Semiannually

Project Cost (A)

\$4,331,350.00

Other Project Funding / Financing (B):

Description	Timing	Amount
CRR - General	Existing	\$6,300.00

Other Project Funding/Financing Total (B)

\$6,300.00

OILC Loan Amount (A-B)

\$4,325,050.00

Only include long-term borrowing in this section

Required Date	Amount	Term	Type
01/01/2026	\$4,325,050.00	10	Serial
Long-term Borrowing Total	\$4,325,050.00		

## Details of Project Caledonia WWTP Wet Well Expansion

Project Category

Sewage Treatment Infrastructure



Project Name

Caledonia WWTP Wet Well Expansion

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Construction/Purchase Start

12/01/2022

Construction/Purchase End

12/31/2025

Energy Conservation



Project Address 1

320 Lanark Street

Project Address 2

City / Town

Caledonia

Province

ON

Postal Code

N3W 1E9

Description

Based on recent and anticipated developments occurring in Caledonia, the existing wet well's capability is marginal in terms of the Caledonia Wastewater Treatment Plant's rated capacity. As a result, an expansion to the existing wet well size is expected in order to handle future flows.

Comments and/or Special Requests

(For HEW projects, please specify the initial fixed interest term of the debenture amortization period (e.g. the first 10/20/30 years in a 40 year amortization period)

Useful Life of Asset (Years)

25

## Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Semiannually

Project Cost (A)

\$689,870.00

Other Project Funding / Financing (B):

Description	Timing	Amount
DCRF - Sewer	Existing	\$680.00
External Recoveries	Existing	\$128,000.00
Other Project Funding/Financing Total (B)		\$128,680.00
OILC Loan Amount (A-B)		\$561,190.00

Only include long-term borrowing in this section

Required Date

Amount

Term

Type

01/01/2026

\$561,190.00

10

Serial

Details of Project Hagersville Library Replacement

Project Category	Cultural Infrastructure
Work Type	Public Library
Project Name	Hagersville Library Replacement
Construction/Purchase Start	06/01/2024
Construction/Purchase End	12/31/2025
Energy Conservation	<input type="checkbox"/>
Project Address 1	38 Sherring Street North
Project Address 2	
City / Town	Hagersville
Province	ON
Postal Code	N0A 1H0
Description	Constructing a new library and active living centre in Hagersville.
Comments and/or Special Requests	Current library is older, undersized and in need of significant repairs.
	(For HEW projects, please specify the initial fixed interest term of the debenture amortization period (e.g. the first 10/20/30 years in a 40 year amortization period)
Useful Life of Asset (Years)	50

Project Financial Information

Type of Financing	Long-term only
Payment Frequency	Semiannually
Project Cost (A)	\$6,844,230.00

Description	Timing	Amount
Donations	Existing	\$650,000.00
Capital Replacement Reserves	Existing	\$22,030.00
Other Project Funding/Financing Total (B)		\$672,030.00
OILC Loan Amount (A-B)		\$6,172,200.00

Only include long-term borrowing in this section

Required Date	Amount	Term	Type
01/01/2026	\$6,172,200.00	10	Serial
Long-term Borrowing Total	\$6,172,200.00		

Details of Project Hagersville Active Living Centre Levy Supported

Project Category

Recreation Infrastructure

Work Type

Muni Indoor & Outdoor Cap Infr

Project Name

Hagersville Active Living Centre Levy Supported

Construction/Purchase Start

06/01/2024

Construction/Purchase End

12/31/2025

Energy Conservation

☐

Project Address 1

38 Sherring Street North

Project Address 2

City / Town

Hagersville

Province

ON

Postal Code

N0A 1H0

Description

Construction of a new active living centre in Hagersville, including a library replacement (budgeted separately).

Comments and/or Special Requests

(For HEW projects, please specify the initial fixed interest term of the debenture amortization period (e.g. the first 10/20/30 years in a 40 year amortization period)

Former privately-owned community centre in Hagersville closed and building vacated. New facility to provide increased recreational facilities and equipment.

## Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Semiannually

Project Cost (A)

\$9,724,100.00

## Other Project Funding / Financing (B):

Description	Timing	Amount
Donations	Existing	\$840,000.00
Capital Replacement Reserves	Existing	\$8,300.00

Other Project Funding/Financing Total (B)

\$848,300.00

OILC Loan Amount (A-B)

\$8,875,800.00

## Only include long-term borrowing in this section

Required Date	Amount	Term	Type
01/01/2026	\$8,875,800.00	10	Serial
Long-term Borrowing Total	\$8,875,800.00		

## Debt and Re-payments Summary

Has there been any new/undisclosed debt acquired since last FIR was submitted?

☐ Yes ☒ No

Please describe any re-financing plans for any existing "interest only" debt, if applicable.

## Non Re-payments of Loans or Debenture

In the last 10 years, has the borrower ever failed to make a loan payment or debenture repayment on time to any lender, including the Provincial Government?

If yes, please provide details.

## OILC Loan Repayment Information

Please indicate the source(s) of revenue you plan to use to repay the OILC Loan

Taxation

54.60

User Fees

0.00

Service Charges

0.00

Development Charges

45.40

Connection Fees

0.00

Other

Total

100.00%

Documentation and Acknowledgements

Please ensure all required documents are submitted with the signed application. OILC requires originals as noted below to be mailed or couriered. Also, please retain a copy of all documents submitted to OILC for your records.

To obtain templates for documents see listed below.

- Loan Application Signature Page signed and dated by the appropriate individual (original to be submitted)
- Certificate and sealed copy of OILC template By-law authorizing project borrowing and applying for a loan (original with seal)
- Certificate of Treasurer Regarding Litigation using the OILC template (original, signed & sealed)
- Updated Certified Annual Repayment Limit Calculation (original)

☒ I acknowledge and agree that all of the above referenced documents must be submitted in the form required by OILC and understand that the application will not be processed until such documents have been fully completed and received by Infrastructure Ontario.

**Please note: OILC retains the right to request and review any additional information or documents at its discretion.**

**Confidential Information**

OILC is an institution to which the Freedom of Information and Protection of Privacy Act (Ontario) applies. Information and supporting documents submitted by the Borrower to process the loan application will be kept secure and confidential, subject to any applicable laws or rules of a court or tribunal having jurisdiction.

Infrastructure Ontario

This site is maintained by Infrastructure Ontario, a Government of Ontario crown agency.

**True Copy Certification  
of By-Law Number /26**

I, Chad Curtis, Municipal Clerk of the Municipality do certify that the foregoing by-law is a true copy of By-law No. /26 passed by the Council of the Municipality on January 21 2026.

DATED as of \_\_\_\_\_.

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Chad Curtis  
Municipal Clerk

# Haldimand County

## Report PDD-01-2026 Planning Application Circulation and Notification Review

For Consideration by Council in Committee on January 13, 2026



### Objective:

To consider changes to the public notification process for Planning Act Applications including Zoning By-law Amendments, Official Plan Amendments, Draft Plans of Subdivision and Vacant Land Condominiums in accordance with prior Council direction.

### Recommendations:

1. THAT Report PDD-01-2026 Planning Application Circulation and Notification Review be received;
2. AND THAT Planning Staff be directed to review opportunities to incorporate plain-language summaries into public notice materials, including a review of notices from other municipalities and report back to Council;
3. AND THAT Planning Staff be directed to explore best practices related to Public Notice Signs, and report back to Council with proposed changes;
4. AND THAT Planning Staff be directed to continue to collaborate with Communications Staff to explore best practices related to posting notices online, and report back to Council with proposed changes to current procedures.

**Prepared by:** Neil Stoop, M.Sc., MCIP, RPP, Supervisor Planning & Development

**Reviewed by:** Shannon VanDalen, MCIP, RPP, Manager, Planning & Development

**Respectfully submitted:** Mike Evers, MCIP, RPP, BES, General Manager, Development Services

**Approved:** Michael Di Lullo, MPA, CMM III, Chief Administrative Officer

### Executive Summary:

At the September 16, 2025 meeting of Council in Committee, Planning staff were directed to review Haldimand County's public notification process for Planning Act applications, including the circulation radius for mailed notices and opportunities to improve the timeliness and effectiveness of public notification.

Recent mail service disruptions and changing public expectations for digital access to information have highlighted limitations in traditional notification methods. This report reviews the legislative requirements under the Planning Act, R.S.O. 1990, c. P.13, current Haldimand County procedures, and notification practices used by other Ontario municipalities.

Based on this review, Planning staff recommend maintaining the current 120 metre (393 feet) circulation radius for mailed notices, consistent with Planning Act, R.S.O. 1990, c. P.13, requirements. While some urban municipalities have expanded their mailing radius, staff note that increased circulation distances result in higher costs and do not necessarily improve public awareness at a broad scale.

Instead, staff recommend focusing on enhancements to public notice signage and expanding the use of online posting of planning notices in collaboration with Communications staff. These measures are intended to improve transparency and public access to information while remaining compliant with legislative requirements and mindful of cost and administrative impacts.

## **Background:**

At the September 16, 2025 meeting of Council in Committee, staff were directed to prepare a report regarding the current notification process for Planning Applications. Specifically, staff were directed to investigate options to expand the circulation radius for mailed notices and opportunities to improve the timeliness of notices including alternative methods of delivery. Recent disruptions to mail services have highlighted the shortcomings of current notification methods, bringing the issue of missing and delayed notices to the forefront. Further, reduced reliance on traditional mail and newspapers paired with increased use of digital methods for information delivery in society at large allow for a wider variety of notification methods.

## **Analysis:**

The Planning Act, R.S.O. 1990, c. P.13, and the associated Regulations under the Act (O. Reg.) establish how municipalities, at a minimum, must notify the public, specified persons and public bodies (including school boards, conservation authorities, utility companies, adjacent municipalities and First Nations) of Planning Act applications. These prescribed requirements direct the way notice is given, as well as how the information and content is to be distributed.

This report focuses on two key points in the Planning Act application process where Notice is given – these include: Notice of Complete Application and Notice of Public Meeting. This report focuses on Planning Act applications for Zoning By-law Amendments, Official Plan Amendments, Draft Plans of Subdivision and Vacant Land Condominiums. The public notice requirements for Minor Variances and Consents differ from other applications with lower circulation distances and timings reflective of the scale and nature of these applications. These applications are not part of the focus of this report. The methods of providing notice under the Planning Act, R.S.O. 1990, c. P.13, have generally remained unchanged for a number of years, with minor updates.

In accordance with the Planning Act, R.S.O. 1990, c. P.13, both the Notice of Complete Application and the Notice of Public Meeting (hereafter referred to as “Notice(s)”) are to be given in one of the following three ways:

1. By personal service or ordinary mail, to every owner of land within 120 metres (393 feet) of the subject land, and by posting a notice (signage) on the lands subject to the planning application;
2. By publishing a notice in a newspaper that is of sufficiently general circulation in the area to which the planning application would apply; or
3. Where a local newspaper does not exist, notice can be given by posting a notice on the website of the municipality.

Historically, Haldimand County’s Planning staff have utilized Notice approach 1 described above for site specific applications. Notice approaches 2 and 3 have typically been utilized when general amendments are proposed which cover the entirety of Haldimand County, not just one particular property. Providing notice on a municipality’s website is a recent example of modernizing public notice requirements. This regulatory change was implemented through Bill 185, Cutting Red Tape to Build More homes Act, 2024.



For Planning Act applications that require public notification and consultation (Official Plan Amendments, Zoning By-law Amendments, Draft Plans of Subdivision/ Vacant Land Condominium), the Planning and Development Division standard method of providing Notice is as follows:

### **Notice of Complete Application**

- Circulation by mail to property owners within 120 metres (393 feet) of the subject lands following deeming the application complete.

### **Notice of Public Meeting**

- Circulation by mail to assessed property owners within 120 metres (393 feet) of the subject lands at least twenty (20) days prior to the Public Meeting.

A yellow public notice sign is posted to the subject lands following deeming the application complete when the intended public meeting date is set. The sign is to be posted to the subject lands, by the applicant, at least twenty (20) days prior to the statutory public meeting. In the event the date of the public meeting is changed, the sign is to be updated or replaced, by the applicant, to reflect the new date.

In recent months, following the most recent job action by postal workers, Planning staff have worked with Communications staff to post notices to the Haldimand County webpage as an alternative and in conjunction with traditional mail outs and property notice signs. The intention of this report is to consider additional avenues to improve the notification process for Planning Act Applications in Haldimand County. While touched on above, review of the legislation and current policies is necessary to consider where opportunities of improvement exist.

The Provincial Planning Policy Framework is established through the Planning Act, R.S.O. 1990, c. P.13, (Section 3) and the Provincial Planning Statement (2024). The Haldimand County Official Plan provides localized, Haldimand specific direction.

### **Planning Act, , R.S.O. 1990, c. P.13,**

The Planning Act requires that all municipal land use decisions affecting planning matters be consistent with and conform to provincial plans and policies.

Sections 22(6.4), 34(10.7), and 51(19.4) under the Planning Act set out “Notice of particulars and public access” for Official Plan Amendments, Zoning By-law Amendments and Draft Plan of Subdivision applications and require that the municipality give Notice of Complete Application to the prescribed persons and public bodies, in the prescribed manner, accompanied by the prescribed information within 15 days of receiving a complete application, and must make the application information and material available to the public.

Sections 17(17) and 34(13) under the Planning Act set out requirements for “Notice” of the public meeting for Official Plan Amendments and Zoning By-law Amendments applications which must be sent to the prescribed persons and public bodies, in the prescribed manner, accompanied by the prescribed information. Sections 17(19) and 34(14.1) of the Planning Act states that Notice of Public Meeting must be given at least 20 days in advance of the scheduled public meeting date, or by alternate measures set out in an Official Plan, as outlined in Sections 17(19.3) and 34(14.3).

The associated Regulations for Official Plan Amendments (O. Reg. 543/06), Zoning Bylaw Amendments (O. Reg. 545/06) and Plans of Subdivision (O. Reg. 544/06) set out the specifics on who must be provided the Notice (list of specified persons, public bodies, and members of the public), the method for providing notice (mailed notices, public notice signage, newspaper) as well as what information must be included in the notice (explanation of purpose and effect of the application; the date, time and location of the public meeting; description of the subject land or key map; details about

where and when information is available for public inspections; and specific statements for notice of decision and appeal clauses). These Regulations require that Notice is given to every owner of land within 120 metres of the land(s) subject to the application.

## **Provincial Planning Statement (2024)**

Section 6.2 Coordination of the Provincial Planning Statement (2024) states that “3. Planning authorities are encouraged to engage the public and stakeholders early in local efforts to implement the Provincial Planning Statement, and to provide the necessary information to ensure the informed involvement of local citizens, including equity-deserving groups.” This is a new policy direction from the Province which came into force in October 2024. This specific policy was not included in the former version of the Provincial Policy Statement (2020). Planning staff have operated in line with the intent of this policy for several years, specifically for applications that are identified as complex and/or those that would have a significant public interest component. For such applications, staff prepare information reports that are scheduled as early-in-process public meetings which provide the public and Council an opportunity to ask questions and input into a proposal as it is still in the review stage. With this process, a second public meeting is held when the recommendation report comes forward.

## **Haldimand County Official Plan**

Section 8.A of the Haldimand County Official Plan speaks to the Public Participation Process. Policy 8.A.2 highlights a general desire to faster communication and education and sets the stage to not rely solely on the notice requirements outlined in the Planning Act. Building upon this foundation policy 8.A.3 indicates that the County will require the property owner and/or developer to notify neighbouring residents and property owners of a proposed planning application. This policy opens the door for the County to consider the role of the land owner and/or developer in the public notification process. Policy 8.A.6 provides the current minimum requirements for notification for (a) general amendments to the Official Plan, Zoning By-law or other planning matters, and (b) site specific amendments to the Official Plan or Zoning By-law. Section (c) of the same policy outlines the information required in a notice of public meeting.

Alternatives to the current circulation and notice standard need to conform to the minimum standards in the legislation and policy documents as highlighted above. Alternatives and improvements to the current procedures can be broken into various categories, each considered in turn below.

## **Mailed Notices**

Currently both the Notice of Complete Application and Notice of Public Meeting are mailed to landowners within 120 metres (393 feet) of a site-specific Planning Act application. There are three primary components to the procedures for mailed notices that can be considered for change. The County has the ability to exceed the Planning Act minimum requirements as they relate to notice content of the notices, timing of mailed notices and the circulation distance for the mailed notices.

## **Content of Mailed Notices**

The content of the notices refers to the written summaries, maps and sketches that are included in the public notice package. The current notice packages contain information and details as prescribed by the Planning Act which is often technical in nature. While not included in the previous direction to Staff, there may be opportunity to revise the content of notices to include more clear plain language in addition to the requirements outlined in the legislation. Staff is recommending that this work be completed. If so directed, Planning staff would undertake a review of best practices to consider how the current notice templates and content could be modified to included more plain language and better describe proposals

for the general public. If so directed it would be Planning staff's intention to report back to Council on possible changes in Q3 or Q4 of 2026.

### **Timing of Mailed Notices**

Timing of notices refers to when the notices are mailed. Notices of Complete Application and Notices of Public Meeting are sent at different times in the application review process. The Planning Act requires that the Notice of Complete Application be sent with 15 days of an application being deemed complete. Current Haldimand County procedure sees the Notice of Complete Application sent to the public and specified agencies concurrent to notifying the applicant the application has been deemed complete. As such, current procedure sends notice as early in the process as possible and in compliance with the Planning Act. This notice is typically issued at least 3 months prior the application being scheduled for a public meeting, and so, there an opportunity for interested persons to get involved very early in the application review process.

The Planning Act sets the requirement for when the Notice of Public Meeting is to be sent in relation to the public meeting, and gives latitude to the municipality to enact alternative standards through the Official Plan. The Haldimand County Official Plan indicates that notice shall be given by personal service or prepaid first-class mail 14 days prior to the public meeting for a site-specific Official Plan or Zoning By-law Amendment. As a matter of procedure, Planning Staff aim to mail the Notice of Public Meeting 20 days prior to the scheduled meeting. This is a more generous timeframe than both Haldimand County's alternative (14 days) and the Planning Act prescribed (15 days). Requiring the Notice of Public Meeting to be sent earlier than the current 20-day practice would give the public additional time to review materials and prepare to attend the public meeting or prepare and send written comments. Conversely, requiring the Notice of Public Meeting to be sent further ahead of the public meeting would limit the amount of time Staff have to review applications, and work on revisions / compromises with applicants. This reduced time may result in delays bringing applications to Council for decision. It is Planning staff's recommendation that Notices of Public Meeting continue to be mailed 20 days prior to the public meeting.

### **Circulation Distance of Mailed Notices**

Mailed Notices of Complete Application and Public Meeting are currently sent to land owners within 120 metres (393 feet) of the subject lands. This distance is the prescribed minimum as outlined in the Planning Act. Planning staff reached out to counterparts at other rural municipalities and conducted a review of materials available online and by and large 120 metres (393 feet) is the standard used, with a few deviations typically for applications related to aggregates or large livestock facilities. Urban municipalities, however, seem more likely to deviate from the minimum requirement of the Planning Act, including Town of Oakville, City of Kitchener, Town of Markham, City of Burlington, City of London and as of summer 2025, the City of Hamilton.

Extending the mailing radius gets the information into the hands of more members of the public, though it does come at an additional cost and administrative burden related to the printing and mailing of materials. Further other municipalities often face challenges justifying or qualifying what the best circulation distance is, as there will always be someone who is just outside the selected radius. Among the urban municipalities listed, Oakville, Kitchener and Hamilton elected to double the required circulation distances to a circulation radius of 240 metres (787 feet). The City of Burlington however required 300 metres (984 feet) in its rural areas and the City of London has a variable circulation requirement based on criteria outlined in their Official Plan.

The approximate cost of mailed notices in 2025 was \$1,017.29. This figure does not include costs associated with courier services used to send notices during mail strikes. Based on the analysis conducted by the City of Hamilton, the number of notices is expected to increase approximately 100%-150% if the circulation distance was doubled. This would result in an expected cost of \$2,034.58 - \$2,543.22 for mailed notices, if the circulation distance was doubled to 240 metres.

Given the increased costs, burden on staff time, and the availability of alternative notification tools to reach a wider audience, staff do not recommend increasing the mailing radius at this time. It is Planning staff's recommendation that the required mailing radius remain at 120 metres (393 feet) in line with the requirements of the Planning Act. Should Council desire to increase the radius, aligning with Hamilton's 240 metres (787 feet) required radius would create consistency on both sides of our shared border and represents the most simplified approach. Should this be Council's decision a new recommendation will need to be added to this report as follows:

5. AND THAT Planning Staff be directed to increase the public notice circulation radius from 120 metres to 240 metres for all Planning Act applications for Zoning By-law Amendments, Official Plan Amendments, Draft Plans of Subdivision and Vacant Land Condominiums.

If staff are directed to expand the circulation distance, this change can be reflected in staff processes immediately and all future notices can be mailed in accordance with Council's direction. Future changes to the Haldimand County Official Plan can be made through the upcoming comprehensive update to align the Official Plan with our procedures as necessary.

## **Public Notice Signs**

In addition to mailed notices the Planning Act requires that a sign be posted on the property of a development application. In Haldimand County, yellow public notice signs are posted for applications ranging from Minor Variances to Official Plan Amendments and all applications in between. This is an area that Haldimand County lags behind other municipalities in the province, particularly for major projects requiring amendments to the Zoning By-law and/ or Official Plan.

Many Ontario municipalities have different sign requirements that are proportional to the scale and nature of the development being proposed. It is common for minor variance and consent applications to be represented by signs similar to the yellow signs used in Haldimand County. This is an acknowledgment that these applications, heard by the Committee of Adjustment are often less impactful on neighbouring land owners, the immediate community and wider municipality than other Planning Act applications. These applications also tend to be more straightforward requiring less posted information to be understood by an individual reading the sign.

Over recent years Ontario municipalities have increased the size and information requirements for posted development signs for Zoning By-law Amendments, Official Plan Amendments, Draft Plans of Subdivision and Condominiums. In addition to larger signs, other improvements include detailed descriptions of proposal, visual representations of development plans, and QR codes linking to additional online information, among others.

In many cases, the responsibility for creating and posting these signs falls to the landowner / developer in accordance with templates created by the Municipality. Policy 8.A.6(d) of the Official Plan enables Haldimand County to require the applicant to 'post one or more signs on the property to the satisfaction of the County.

It is Planning Staff's recommendation that staff be directed to explore best practices related to public notice signs, and report back to Council with proposed changes. If so directed, it is Planning staff's intent to report back to Council in Q3 or Q4 of 2026.

## Alternative Notification Methods

In addition to the required mail notices and posted development signs, alternative means of notification can be explored. During the most recent Canada Post job action Planning staff began posting Notices of Public Meeting on the Haldimand County webpage and have continued with more recent notices. Planning staff have had preliminary conversations with Communications staff regarding continuation of this practice and opportunities for improvement. Potential opportunities include:

- Expanding online postings to include Notices of Complete Application,
- Sorting notices geographically,
- Allowing the public to subscribe and receive updates when new notices are published, and
- Cross posting the notices to social media pages.

Publishing the notices online allows for the information to be available to interested members of the public immediately, without reliance on traditional mail delivery. It would also allow individuals to receive and review notices regardless of proximity to a planning application. It should be noted that online posting of notices and information would supplement the standard mailed notices, not replace the current process.

It is Planning staff's recommendation that staff be directed to continue to collaborate with Communications staff to explore best practices related to posting notices online, and report back to Council with proposed changes to current procedures. If so directed, it is Planning staff's intent to report back to Council in Q3 or Q4 of 2026.

## Summary of Analysis

In summary Planning staff recommend minimal changes to the procedures relating to mailed Notices of Complete Application and Public Meeting and rather focus on updating the posted development signs and explore means to reach more people through postings to the Haldimand County webpage.

As part of the discussion to expand the reach of notices related to Planning Act applications it is important to highlight changes to appeal rights. Following royal assent of Bill 185, Cutting Red Tape to Build More Homes Act, 2024 appeals of all Planning Act applications was limited to, the applicant, public bodies, "specified person" (a defined list of entities like utility, pipeline, and rail operators) and the registered owner of any land to which the Official Plan or Zoning By-law would apply, provided they made submissions to the municipal council. Members of the general public, regardless of participation in the process do not have the right to appeal an application. This is an important distinction as many believe that they have the right to appeal a decision of Council to the Ontario Land Tribunal if they make oral or written submissions regarding the application prior to the decision being made. All public notices have been updated to reflect this change, as has the preamble that is read by the Planning Chair at each CIC meeting and the Chair at all Committee of Adjustment meetings.

It would be Planning staff's intention to report back to Council with proposed changes, as directed, in Q3 or Q4 of 2026.

## Financial/Legal Implications:

Increasing the radius of mailing will lead to increased costs as additional notices will be sent. Estimates from the City of Hamilton indicate that costs will increase from 100-150% depending on the type of application and location of the application (urban vs. rural).

The approximate cost of mailed notices in 2025 was \$1,017.29. If a mailing radius of 240 metres was to be adopted it is anticipated that 2026 costs to mail notices would range from \$2,034.58 to \$2,543.22.

**Stakeholder Impacts:**

Potential changes to the processes and procedures for public notice of applications have not been circulated for review by developers, agencies or members of the public. As part of future investigations consultation with the public, agencies and developers would be included.

**Report Impacts:**

Agreement: No

By-law: No

Budget Amendment: No

Policy: No

**References:**

1. [Planning Act \(1990\)](#)
2. [Provincial Planning Statement](#)
3. [Haldimand County Official Plan](#)
4. [Haldimand County Zoning By-law](#)

**Attachments:**

None.

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## Haldimand County

### Report PDD-02-2026 Unsolicited Offer to Purchase Part of Martin Street and Tuscarora Street, Cayuga



For Consideration by Council in Committee on January 13, 2026

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#### Objective:

To provide details of an unsolicited offer to purchase Haldimand County-owned surplus lands that are part of the closed road, Martin Street and Tuscarora Street, in Cayuga.

#### Recommendations:

1. THAT Report PDD-02-2026 Unsolicited Offer to Purchase Part of Martin Street and Tuscarora Street, Cayuga, be received;
2. AND THAT the surplus property formally known as part of Tuscarora Street in Cayuga, which was previously stopped up and closed by By-Law 242, reconfirmed through By-law 1305/12, shown in green (Parcel A) on Attachment 1 to Report PDD-02-2026, and legally described as PIN 38230-0096 (LT) Tuscarora Street Village of Cayuga East of Grand River (also known as Tuscarora Street East) between Fishcarrier Street and Martin Street; Haldimand County, be sold to the abutting landowner, HML Holdings Ltd. and John Edelman (herein the Applicant), for the purchase price of \$15,000 plus HST plus costs of conveyance inclusive of Haldimand County's legal fees;
3. AND THAT the surplus property formally known as part of Tuscarora Street in Cayuga, which was previously stopped up and closed by By-Law 242, reconfirmed through By-law 1305/12, shown in green (Parcel B) on Attachment 1 to Report PDD-02-2026, and legally described as PIN 38230-0097 (LT) Tuscarora Street Village of Cayuga East of Grand River (also known as Tuscarora Street East) between Martin Street and Johnson Street; Haldimand County, be sold to the abutting landowner, the Applicant, for the purchase price of \$15,000 plus HST plus costs of conveyance inclusive of Haldimand County's legal fees;
4. AND THAT the surplus property formally known as part of Martin Street in Cayuga, which was previously stopped up and closed by By-Law 242, reconfirmed through By-law 1305/12, shown in yellow (Parcel C) on Attachment 1 to Report PDD-02-2026, and currently forming part of PIN 38230-0424 (LT), being Martin Street, Village of Cayuga, east of the Grand River (also known as Martin Street South), Haldimand County, be severed from PIN 38230-0424 (LT) by the preparation and registration of a reference plan, and that the lands so described on the reference plan be sold to the abutting landowner, the Applicant, for a purchase price of \$10,000 plus HST, plus all costs of conveyance, including Haldimand County's legal fees, subject to the completion of the reference plan to define the parcel to be conveyed;
5. AND THAT public notice of the proposed conveyance be given;
6. AND THAT a by-law be approved to authorize the conveyance at a future Council meeting;
7. AND THAT the Mayor and Clerk be authorized to execute all necessary documents.

**Prepared by:** Melissa Lloyd, Property Coordinator

**Reviewed by:** Shannon VanDalen, MCIP, RPP, Manager, Planning & Development Reviewer

**Respectfully submitted:** Mike Evers, MCIP, RPP, BES, General Manager, Development Services

**Approved:** Michael Di Lullo, Chief Administrative Officer

## **Executive Summary:**

Haldimand County has received an unsolicited offer to purchase County-owned surplus lands that have been stopped up and closed by by-law; and which were formally known as Tuscarora and Martin Street in Cayuga. A location map of the subject property is shown on Attachment 1. The unsolicited offer is from HML Holdings Ltd. whose property abuts the surplus lands. Staff are recommending approval of the sale of these lands.

## **Background:**

In 1903, the Village of Cayuga passed By-law 242 with the intention of stopping up, closing, and conveying forty-four (44) streets or portions of streets that were in the possession of, and being used by, adjoining landowners. Although it was believed at the time that the by-law authorized these actions, many of the actual conveyances were never completed. A subsequent legal review identified ambiguities in By-law 242 regarding whether it effectively stopped up and closed the affected roads. To address this, By-law 1305/12 was enacted to confirm the original intent of By-law 242, formally close the road allowances, and declare them surplus to Haldimand County, thereby preparing them for transfer to abutting property owners if requested. Although the relevant by-laws establish the framework for closing and potentially conveying these former road allowances, Haldimand County retains full discretion in determining whether a transfer is appropriate in any given circumstance. Accordingly, the confirmation of intent to convey does not obligate Haldimand County to proceed with a sale where doing so would not be in the County's best interest, nor should it be interpreted as establishing a precedent for future requests.

Recognizing that the Applicant's property abuts all sides of the surplus lands (with the exception of Johnson, Fishcarrier and Chippewa Street), if the sale is approved and lands are conveyed to the Applicant, this would result in all parcels merging into one large parcel (the red, green and yellow hashmarks on Attachment 1). In so doing, it would provide opportunity for a more comprehensive development plan to be conceived and considered by Haldimand County.

## **Analysis:**

Upon receipt of the unsolicited offer and property purchase request, staff circulated notice to Haldimand County divisions as follows: Public Works Operations; Facilities, Parks, Cemeteries & Forestry Operations; Building & Municipal Enforcement Services; Community Programs & Partnerships; Economic Development & Tourism; Emergency Services; Engineering Services; Environmental Operations; and Planning & Development; as well as the necessary utility companies and the Grand River Conservation Authority (GRCA). Haldimand County is the only other abutting land owner.

No concerns or objections were brought forward Haldimand County divisions, utilities or the GRCA; however, comments were received and are outlined below. The comments have also been provided to the Applicant.

**Grand River Conservation Authority (GRCA):** While GRCA does not object to the proposed road allowance purchases, the Applicant is advised that the current Provincial Planning Statement, 2024



(PPS) and GRCA policies generally prohibit new development within the floodplain which extends into portions of the subject lands. Further study of the floodplain may be required to determine a suitable building envelope outside of the floodplain. Any future development on the enlarged parcel may also require additional information and studies to demonstrate conformance with applicable PPS and GRCA policies.

The Applicant has proposed a combined purchase price of \$40,000 plus HST for a portion of Martin Street and Tuscarora Street in Cayuga, totalling approximately 0.79 hectares (1.96 acres), which aligns with Haldimand County's Vacant Land Value Chart. The Applicant has offered a discounted amount of \$10,000 for part of Martin Street due to a majority of the parcel being in a floodplain. The Applicant has signed an Environmental Acknowledgement, thereby agreeing that the property is on an "as is – where is" basis. Staff recommend that the surplus property totalling approximately 0.79 hectares (1.96 acres), be sold to the Applicant, who is also the abutting owner, for the submitted purchase price plus HST and all costs of conveyance. The Applicant has agreed to merge the subject lands with the abutting parcels legally described as PIN 38230-0541, PIN 38230-0102 and PIN 38230-0103.

The subject lands are designated Residential in Haldimand County's Official Plan. The conveyance of the subject lands, and subsequent mergers of the various properties, will lead to a land assembly that allows more comprehensive development planning and the opportunity to more efficiently utilize these urban designated lands.

The proposed purchase prices from the applicant are listed in Table 1 below, all of which are in accordance with Haldimand's Vacant Land Value Chart.

**Table 1: Proposed Purchase Prices by Applicant**

Street Name	Parcel Reference	Offered Value
Part of Tuscarora	Parcel A, approximately 0.2 hectares (0.50 acres)	\$15,000
Part of Tuscarora	Parcel B, approximately 0.22 hectares (0.56 acres)	\$15,000
Part of Martin	Parcel C, approximately 0.36 hectares (0.90 acres)	\$10,000

Table 1 Summary of Applicant Proposed Purchase Prices

### **Financial/Legal Implications:**

If sold, all costs associated with the property transactions will be borne by the purchaser(s) and the identified property would no longer be the legal responsibility or liability of Haldimand County. Subsequently, any proceeds from sale, if applicable, would be contributed to the Land Sales Reserve in accordance with Haldimand County Policy 2002-06 Disposal of Surplus Lands.

If the property is not sold at this time, the property will remain the legal responsibility of Haldimand County. All costs incurred by Haldimand to date are off-set through the non-refundable application fee.

### **Stakeholder Impacts:**

Not applicable.

**Report Impacts:**

Agreement: No

By-law: Yes

Budget Amendment: No

Policy: No

**References:**

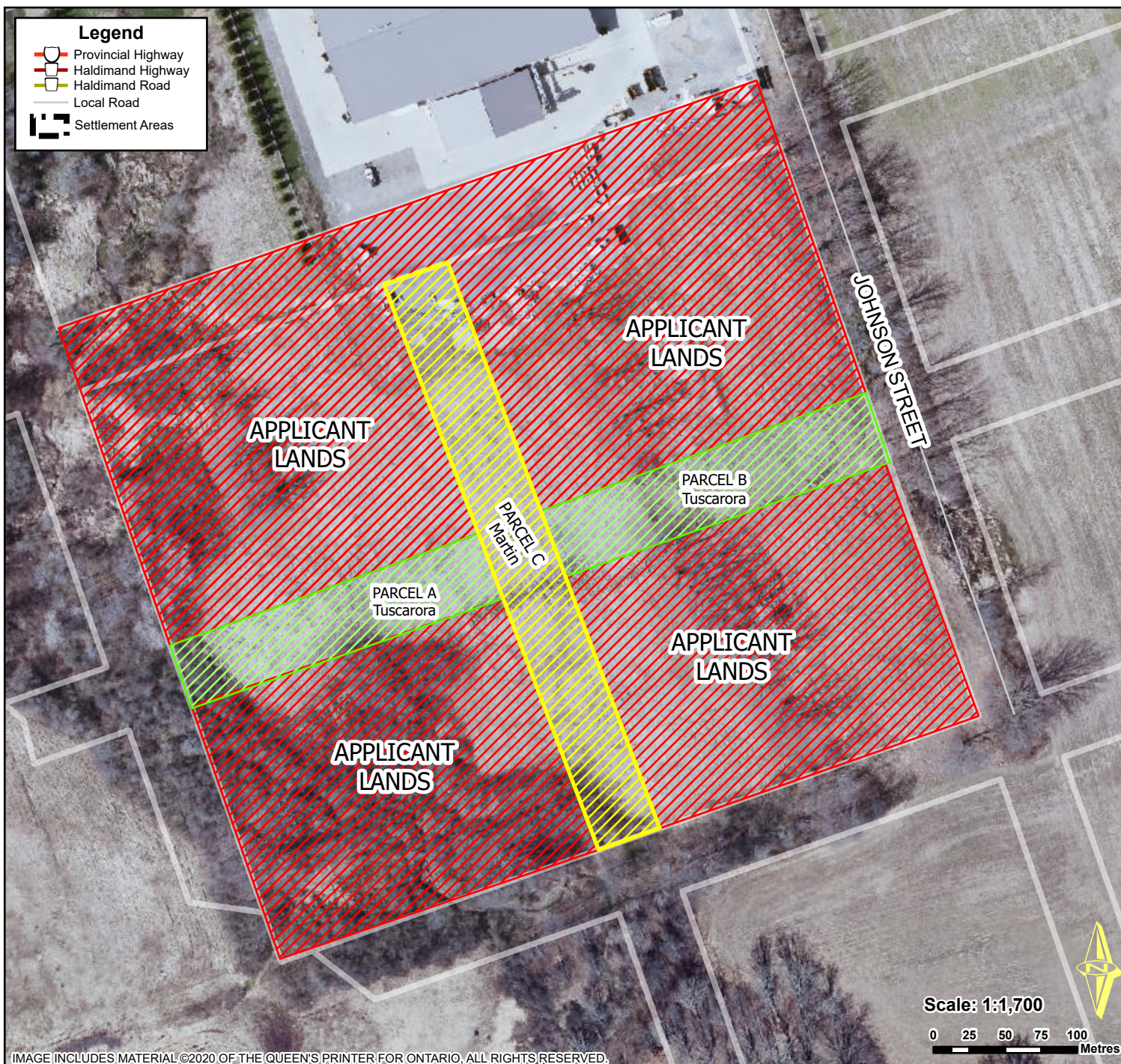
None.

**Attachments:**

1. Location Map.



# Location Map: Part of Martin & Tuscarora, Cayuga



## Location:

**PART OF MARTIN & TUSCARORA, CAYUGA**  
URBAN AREA OF CAYUGA  
WARD 2

## Legal Description:

PLAN CAYUGA LOTS 23 TO 28 S  
BRANT ST LOTS 24 TO 29 N  
TUSCARORA ST LOTS 31 TO 36 S  
TUSCARORA ST LOTS 31 TO 36 N  
CHIPPEWA ST PT BRANT ST

## Property Assessment Number:

2810 156 001 10300 0000

## Size:

Parcel A: Approx. 0.5 Acres

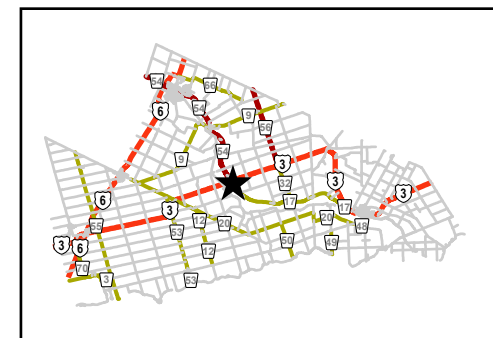
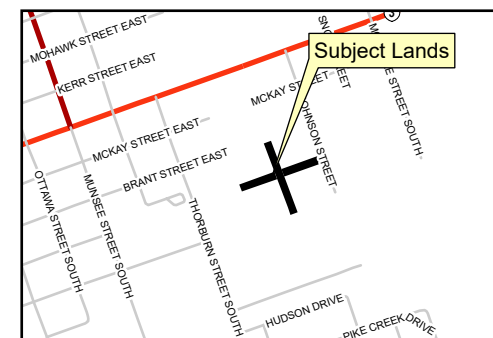
Parcel B: Approx. 0.56 Acres

Parcel C: Approx. 0.90 Acres

## Zoning:

D (Development), Unevaluated Wetland Regulated Lands

HALDIMAND COUNTY, ITS EMPLOYEES, OFFICERS AND AGENTS ARE NOT RESPONSIBLE FOR ANY ERRORS, OMISSIONS OR INACCURACIES WHETHER DUE TO THEIR OWN NEGLIGENCE OR OTHERWISE. DO NOT USE FOR OPERATING MAP OR DESIGN PURPOSES. ALL INFORMATION TO BE VERIFIED.





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## Haldimand County

**Report PDD-03-2026 Declare as Surplus – Part of PIN 38122-0410 - Located Adjacent to 275 Ramsey Drive, Dunnville**



**For Consideration by Council in Committee on January 13, 2026**

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### **Objective:**

To obtain Council approval to declare the surplus portion of PIN 38122-0410 for future disposition in accordance with By-law 269/02 and Haldimand County's Disposal of Surplus Lands Policy No. 2002-06, and to authorize staff to undertake all preparatory steps, including completion of a reference plan, appraisal, marketing strategy, and environmental disclosure documentation.

### **Recommendations:**

1. THAT Report PDD-03-2026 Declare as Surplus – Part of PIN 38122-0410 - Located Adjacent to 275 Ramsey Drive, Dunnville be received;
2. AND THAT Council declare the portion of lands identified through the forthcoming reference plan—excluding the 1.2 hectares (3 acre) Emergency Services parcel, the required road widening along the north/west side, and the cul-de-sac area—as surplus to the needs of the Municipality;
3. AND THAT staff be directed to complete a reference plan to delineate the retained municipal parcels, road-related blocks, and lands to be declared surplus;
4. AND THAT the surplus lands be listed for sale based on Option (\_\_\_) from Report PDD-03-2026 based upon completion of Jim Gregory Drive, ensuring finalized access, and road infrastructure are in place;
5. AND THAT the listing of the surplus lands with a local realtor proceed on an 'as is, where is' basis, with prospective purchasers required to acknowledge that the Municipality provides no representations, warranties, or guarantees regarding environmental condition, and that staff will report back to Council on any offers received for further direction.

**Prepared by:** Melissa Lloyd, Property Coordinator

**Reviewed by:** Shannon VanDalen, MCIP, RPP, Manager, Planning & Development

**Respectfully submitted:** Mike Evers, MCIP, RPP, BES, General Manager, Development Services

**Approved:** Michael Di Lullo, MPA, CMM III, Chief Administrative Officer

### **Executive Summary:**

This report recommends that Council declare a portion of municipally owned lands identified as part of PIN 38122-0410, legally described as Block 2, Plan 18M41, Save and except Part 1 on Plan 18R8058; Haldimand County to be surplus to the needs of the Municipality. A reference plan will be completed to separate: (1) a 1.2-hectare (3 acre) parcel required for a new Fire & Emergency Services building, (2) lands required for road widening on the north/west side and a cul-de-sac area for Jim Gregory Drive, and (3) the remaining lands to be declared surplus. The surplus lands will be marketed for sale after

completion of Jim Gregory Drive, on an “as is, where is” basis, with prospective purchasers required to sign a Purchaser Environmental Acknowledgment confirming they accept the site’s conditions.

The property has undergone the Provincial Site Certification process and has supporting due-diligence studies including a 2013 Geotechnical Report and Phase 1 and Phase 2 Environmental Site Assessments. Portions of the surplus lands lie within the flood hazard limit, and the site contains clean fill mixed with construction debris to an approximate depth of 1.5 metres. The property is also located near a former municipal landfill, which reinforces the need for full disclosure.

## **Background:**

The subject property is municipally owned and located adjacent to 275 Ramsey Drive, Dunnville. Approximately 1.2 hectares (3 acres) are required for the construction of the new Fire & Emergency Services building, while additional lands are needed along the north/west side for road widening and for the dead-end bulb required to terminate Jim Gregory Drive, leaving approximately 2.7 hectares (6.59 acres) of surplus property.

Through the Official Plan Update (OPA 69) and Municipal Comprehensive Review, which was approved by the Province in May 2024, the lands are now designated Residential and fall within a two-zone floodplain. The two-zone flood provisions apply a floodway and flood fringe approach to the regulated areas, with the subject lands being wholly with the latter. The flood fringe designation allows for development to occur given they are areas that are less prone to flood concerns, provided that the development meets certain criteria relating to elevations, building openings and use. The subject lands are zoned “General Industrial (MG), which permits a wide range of industrial and industrially related uses. This zoning needs to be amended to align with the intent of the Official Plan.

A reference plan will legally delineate the retained Fire/EMS parcel, the road-related blocks, and the surplus portion of the property. The site has completed the Provincial Site Certification process, and supporting due-diligence includes a 2013 Geotechnical Report and Phase 1 and Phase 2 Environmental Site Assessments. The site also contains clean fill mixed with construction debris, including concrete pipe and structural fragments, to a depth of approximately 1.5 metres. Its proximity to a former municipal landfill reinforces the need for clear disclosure to prospective purchasers.

By-law 269/02 prescribes the procedures for disposing of Haldimand County-owned real estate, requiring Council to declare any property surplus and specify the process for sale. Haldimand County’s Disposal of Surplus Lands Policy No. 2002-06 ensures a transparent and standardized approach for the disposition of municipal lands. Construction of Jim Gregory Drive is underway and will establish finalized access and servicing for the surplus lands.

## **Analysis:**

Completion of a reference plan will create three distinct areas: (1) the retained Fire/EMS parcel; (2) the road-related blocks including the north/west widening and dead-end bulb; and (3) the surplus lands. This step ensures legal clarity for disposition and confirms the configuration of the lands prior to marketing.

The surplus portion of the property contains clean fill mixed with construction debris, including concrete pipe and structural fragments, to a depth of approximately 1.5 metres (4.9 feet), which may influence grading, excavation, and foundation considerations. Portions of the property are also within the flood hazard limit (i.e. flood fringe as described above), requiring potential review by the Conservation Authority for future development. The property is located near a former municipal landfill, and as such a Phase Two Environmental Site Assessment was completed. Testing of soil and groundwater found

that all samples are within provincial safety standards (MOECC Table 3). The soil is considered non-hazardous and can be safely disposed of if required.

There are two options available for Council's consideration relating to the sale of the surplus lands:

- 1) List the property with the current "General Industrial (MG)" zone on an "as is, where is" basis. This would also disclose the presence of mixed fill, flood hazard considerations, and proximity to the former landfill, and prospective purchasers will be required to sign a Purchaser Environmental Acknowledgment confirming that the Municipality provides no environmental guarantees. Staff will report back to Council on any offers received to allow Council to provide further direction prior to finalizing a sale. The listing will only occur after the completion of Jim Gregory Drive to ensure that access and the road infrastructure are in place; or
- 2) Proactively rezone the lands – prior to listing – to a residential zone, such as "Urban Residential Type 4 (R4)" zone, which would permit townhouses, or a site-specific zone to allow for mixed residential development such as townhouses, low rise apartments and other multi-units. Pre-zoning the lands would provide additional certainty for a prospective buyer and signal Haldimand County's intentions for the lands, including the goal of offering a variety of housing options. Pre-zoning the lands would aid in achieving density targets as well as working to address housing needs outlined in the recently complete Housing Needs Assessment (i.e. the need for townhouses and other medium density construction).

Staff recommends that Council go with option 2 which will increase the marketability of the lands, provide greater degree of certainty relative to future residential development, and serve to give a degree of control on the type of development that takes place. In relation to the latter, staff would recommend a mixed residential use project that includes opportunity for townhouses and low-rise apartments, with at least some of each typology being required. Should Council agree, recommendation 4 of this report would need to be populated with option 2, and staff would then initiate the required work on the zoning change for the lands, aiming to bring the recommended amendment forward in mid-2026 for Council's consideration, prior to the marketing of the lands being initiated (i.e. once Jim Gregory Drive is completed).

A due diligence review was conducted to gather input from various Haldimand County divisions regarding the feasibility of selling the property. This review assessed whether there is a municipal need to retain the land, either in whole or in part, and whether any restrictions or provisions should be applied to its sale.

### **Planning & Development Comments:**

The subject lands are designated as Residential in the Haldimand County Official Plan, and are also identified as containing Significant Environmental Areas and Other Treed Areas. The areas denoted as treed areas and significant environmental features are concentrated along the northern property line where small portions of the adjacent woodlot cross the property boundary. The presence of the adjacent woodlot is not anticipated to have a meaningful impact on the potential future development of the subject lands. The subject lands are currently zoned "General Industrial '(MG)'" in Haldimand County Zoning By-law HC 1-2020. A zoning by-law amendment application is required to permit residential uses on the lands.

The lands are regulated under the jurisdiction of the Grand River Conservation Authority (GRCA), and it is anticipated that GRCA review and permits would be required prior to any development.

## **Grand River Conservation Authority Comments:**

The subject property contains areas of floodplain, including Lake Erie Flooding Hazard, and is partially regulated by the Grand River Conservation Authority (GRCA) under the Conservation Authorities Act and Ontario Regulation 41/24. The property is located within a Two-Zone Floodplain Policy Area, specifically within the flood fringe, where development is possible if certain criteria are met. Any future development in the regulated area must comply with GRCA and Haldimand County Two-Zone Floodplain Policies and will require a GRCA permit under Ontario Regulation 150/06.

Based on comments received, staff recommend that the property be declared surplus and prepared for disposition in accordance with Haldimand County's Land Disposition By-law and Policy. Under Option 2, a Zoning By-law Amendment (ZBLA) would be initiated and targeted for completion between June and August of 2026. Concurrent with the ZBLA process, construction of the Jim Gregory Drive would proceed. Upon completion of the Jim Gregory project (anticipated November of 2026), staff would initiate marketing of the surplus property.

The proposed marketing strategy would include an initial 90-day listing period, with flexibility to adjust in consultation with the selected realtor based on market response. Should the property remain unsold, marketing may continue for an extended period based on market conditions, with staff reporting back to Council as appropriate for further direction.

## **Financial/Legal Implications:**

There are no immediate financial impacts resulting from the declaration of the property identified as part of PIN 38122-0410, adjacent to 275 Ramsey Drive as surplus; however, once declared surplus, the property may be offered for public sale in accordance with Haldimand County's Disposal of Surplus Land Policy 2002-06 and relevant provisions of the Municipal Act, 2001.

Prior to any disposition, an independent appraisal will be obtained to determine the property's fair market value. Any costs related to appraisal, legal review, or marketing will be funded from existing approved budgets.

Staff also note that the parcel is within the storm-related drainage area for the newly expanded stormwater management pond (SWMP). Finance, Planning, and Engineering staff are still working through the exact best efforts recovery methodology, amounts, and properties for the affected landowners, including any Haldimand County-owned land such as the property noted in this report.

Normally, in accordance with the Disposal of Surplus Lands Policy, all net proceeds realized from a future sale would be placed in the Land Sales Reserve; however, Haldimand County also has an Industrial Land Sales Reserve fund, established through PED-ED-05-2005. The purpose of this industrial land sales reserve fund was to provide for upfront financing of the infrastructure within the Frank Marshall Business Park (FMBP) and that any recoveries from the sale of industrial lands within FMBP would be contributed to this reserve.

Staff will be bringing forward a report and associated capital recovery by-law in 2026 to address the financing of this Storm Water Management Plan (SWMP) and to discuss the current and projected balance of the industrial land sales reserve fund, before the property is marketed for sale.

## **Stakeholder Impacts:**

Not applicable.

**Report Impacts:**

Agreement: Yes

By-law: No

Budget Amendment: No

Policy: No

**References:**

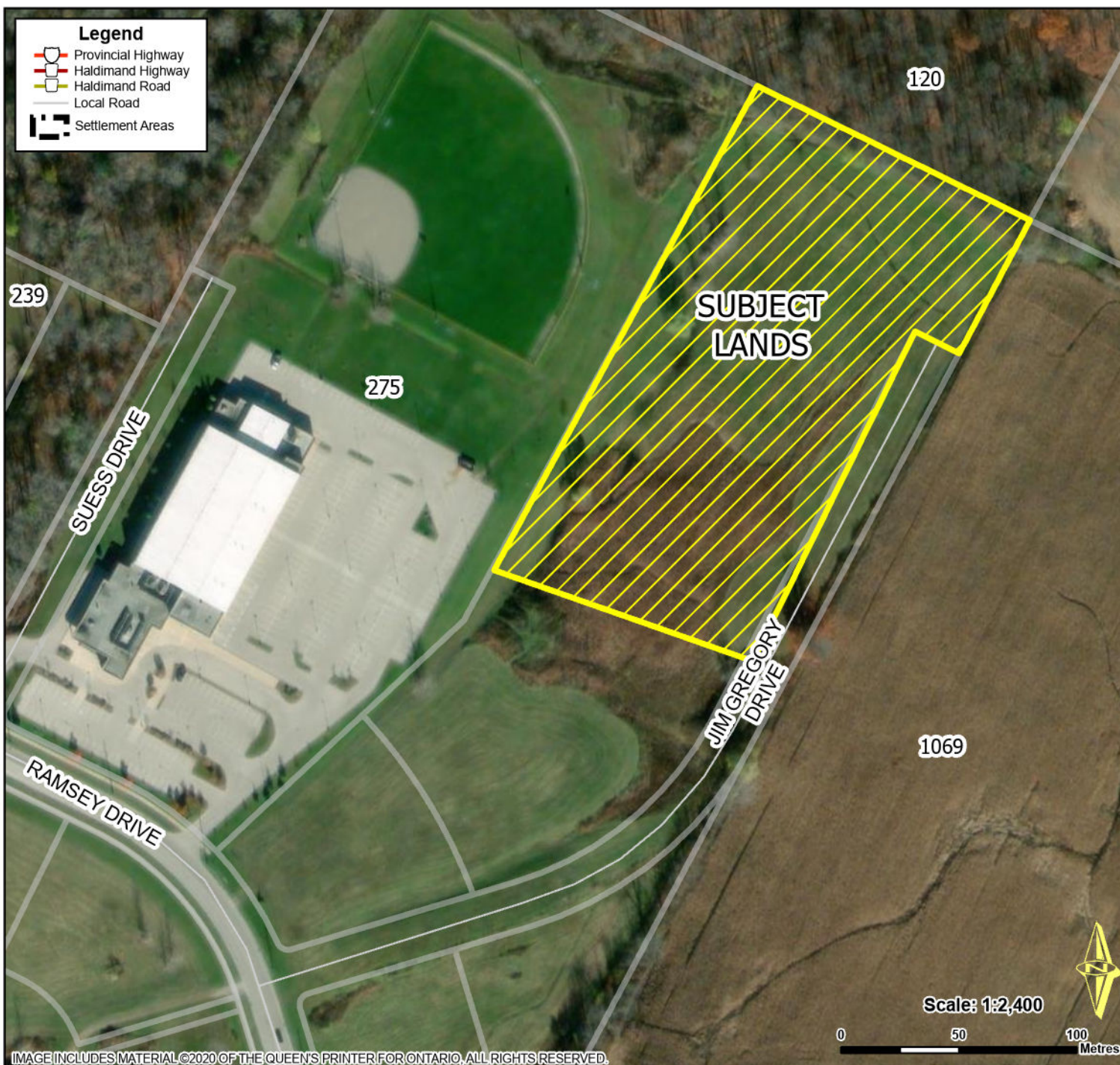
1. Policy No. 2002-06 Disposal of Surplus Lands.

**Attachments:**

1. Map of the subject lands.



# Location Map: Jim Gregory Drive, Dunnville



Location:

**JIM GREGORY DRIVE  
URBAN AREA OF DUNNVILLE  
WARD 6**

Legal Description:

**PLAN 18M41 PT BLK 2**

Property Assessment Number:

**2810 024 005 33150 0000**

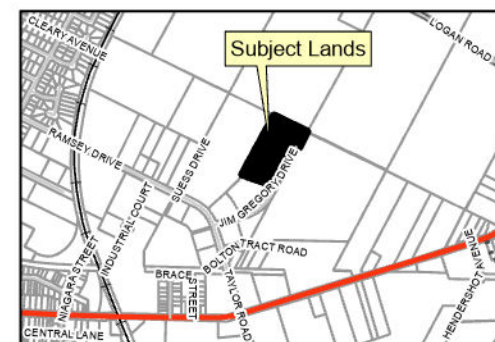
Size:

**6.59 Acres**

Zoning:

**MG (General Industrial), GRCA Regulated  
Lands, HCOP Riverine Hazard Lands**

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**OFFICE OF THE MAYOR  
FRANK CAMPION**

60 East Main Street,  
Welland, Ontario  
L3B 3X4  
Phone 905-735-1700  
Fax 905-735-1543

September 4, 2025

**The Right Honourable Prime Minister Mark Carney**  
Prime Minister of Canada  
Office of the Prime Minister  
80 Wellington Street  
Ottawa, ON K1A 0A2

**Re: Call for Reforms Following Heinous Crime in Welland**

Dear Prime Minister Carney,

On behalf of the City of Welland, I write to you with a heavy and aggrieved heart following the recent brutal sexual assault of a three-year-old child in our community. This appalling act has shaken the community to its core, leaving families devastated and our entire city demanding swift and decisive action to ensure such an atrocity can never happen again. While no legislation can undo the profound trauma inflicted, this horrific crime demands that we confront the shortcomings of our justice system in protecting society's most vulnerable. I therefore urge your government to take immediate and decisive action by considering:

- **Reform to bail and sentencing provisions** to ensure that individuals charged with, or convicted of, violent sexual crimes, especially when involving minors, face stricter consequences, with no opportunity for early release in cases of extreme brutality.
- **Elimination of parole for heinous offences of this nature**, ensuring that offenders serve their full sentences without exception.
- **More stringent use and enforcement of the National Sex Offender Registry**, with mechanisms to better protect communities by ensuring timely awareness of offenders residing in their midst.

Canadians must have absolute confidence that our justice system places public safety—especially the protection of children—above all else. Communities like Welland cannot and should not live under the shadow of legislative or enforcement gaps that risk allowing such offenders to strike again. Mr. Prime Minister, I must impress upon you that strengthening these protections at the national level is not so much a request, but a collective responsibility that must be met without delay. Our residents, and indeed all Canadians, demand the assurance that every possible measure is being taken to safeguard our children.

This is an urgent call to action, and I expect your government's leadership to match the gravity of this moment. I stand ready to work with you in advancing the decisive reforms our communities so desperately need.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Frank Campion', with a long horizontal stroke extending to the right.

Frank Campion  
Mayor

C.c.: Honourable Sean Fraser, Minister of Justice and Attorney General of Canada  
Honourable Gary Anandasangaree, Minister of Public Safety  
Fred Davies, Member of Parliament



**OFFICE OF THE MAYOR  
FRANK CAMPION**

60 East Main Street,  
Welland, Ontario  
L3B 3X4  
Phone 905-735-1700  
Fax 905-735-1543

September 4, 2025

**The Honourable Doug Ford**

Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1

**Re: Call for Reforms Following Heinous Crime in Welland**

Dear Premier Ford,

On behalf of the City of Welland, I write to you with a heavy heart following the recent brutal sexual assault of a three-year-old child in our community. This devastating act has shocked and horrified our residents, leaving families shaken and demanding urgent action to ensure such a tragedy is never repeated.

While no legislation can erase the trauma inflicted, this horrific crime compels us to reflect on the inadequacy of our current justice system in protecting the most vulnerable. Specifically, I urge your government to consider:

- **Reform to bail and sentencing provisions** to ensure that individuals charged with, or convicted of, violent sexual crimes face stricter consequences, with no opportunity for early release in cases of extreme brutality.
- **Elimination of parole for heinous offences of this nature**, ensuring that offenders serve their full sentences without exception.
- **More stringent use and enforcement of the National Sex Offender Registry**, with mechanisms to better protect communities by ensuring timely awareness of offenders residing in their midst.

Canadians must be confident that our justice system prioritizes public safety above all else, and particularly the safety of children. Communities like Welland cannot bear the weight of knowing that gaps in legislation or enforcement might allow such offenders to harm again.

Premier Ford, I ask for your leadership in strengthening these protections at the national level. Our residents, and indeed all Canadians, deserve to know that every measure possible is being taken to safeguard our children.

Thank you for your attention to this urgent matter. I would welcome the opportunity to discuss this further with you and your government.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Frank Campion', with a long horizontal stroke extending to the right.

Frank Campion  
Mayor

C.c.: Honourable Doug Downey, Attorney General  
Sam Oosterhoff, Member of Provincial Parliament