Corporation of the City of Cambridge
Council Meeting
Agenda

Date: Tuesday, August 29, 2023, 6:30 p.m.
Location: Council Chambers

To increase delegate accessibility, this meeting will be held as a hybrid meeting with both in-person and virtual attendance options. Register to appear as a delegation by visiting: https://forms.cambridge.ca/Delegation-Request-Form. Members of the public can choose to delegate in-person or by telephone. Alternative formats and communication supports are available upon request.

Closed Session will occur at 5:30 p.m.

Members of the public wishing to speak at Council may complete the Delegation Request Form no later than 12:00 p.m. on the day of the meeting for Council Meetings occurring at 6:30 p.m.

All written delegation submissions will form part of the public record.

1. Meeting Called to Order
2. Indigenous Territory Acknowledgement
3. Disclosure of Pecuniary Interest
4. Presentations
   4.1 Brandon Flewwelling, GSP Group re: 23-292-CD – Recommendation Report for Zoning By-law Amendment and Draft Plan of Subdivision – 20 Ripplewood Road
      Note: The consultant will provide a verbal presentation
5. Delegations and Consideration of Related Reports
6. Closed Session
   That in accordance with section 239 (2) (b), (c) and (k) of the Municipal Act, 2001, Council to convene in Closed Session to consider the following subject matters:
      (b) personal matters about an identifiable individual, including municipal or local board employees (Appointments to Advisory Committees) (Confidential Verbal
Update re: Employee Contract

(c) a proposed or pending acquisition or disposition of land by the municipality or local board (Confidential Verbal Update re: potential leasing and funding agreements)

(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (Local Improvement Confidential Verbal Update) (Confidential Verbal Update re: potential leasing and funding agreements)

7. Rise from Closed Session

8. Consent Agenda

The Consent Agenda groups reports together that are of a routine nature and provides opportunity to vote on one motion rather than separate motions. However, Staff may not be in attendance to respond to queries on items contained in the Consent Agenda. Council Members wishing to pull an item from Consent Procedure should notify the City Clerk. Members will also have the opportunity to pull the item at the Meeting.

8.1 Planning - Statutory Public Meeting Minutes - August 8, 2023 4 - 10
8.2 Council Meeting Minutes - August 15, 2023 11 - 24
8.3 Council Information Package - August 18, 2023 25 - 53
8.4 23-289-CD Traffic and Parking Bylaw Updates 54 - 60
8.5 23-280-CD Part Lot Control Exemption – 416 Dundas Street South 61 - 94

9. Consideration of Reports

9.1 Corporate Services

9.1.1 23-134-CRS Methods to Fill Vacancy for Office of Councillor, Ward 1 95 - 124
9.1.2 23-128-CRS Interim Fireworks By-law Update 125 - 136
9.1.3 23-132-CRS Appointments to Advisory Committees 137 - 154

9.2 Corporate Enterprise

9.3 Community Development

9.3.1 23-293-CD Request to Alter a Part V Designated Property in the Main Street Heritage Conservation District - 33 Main Street 155 - 163
9.3.2 23-292-CD – Recommendation Report for Zoning By-law Amendment and Draft Plan of Subdivision – 20 Ripplewood Road 164 - 184
9.3.3 23-264-CD Recommendation Report for Zoning By-law Amendment – 355 and 395 Hespeler Road (Proposed Go-Karting) 185 - 198

9.4 Infrastructure Services
10. Other Business
11. Motions
12. Notices of Motion
   12.1 Motion re: Declaring Intimate Partner Violence (IPV) an epidemic
13. Correspondence
14. Motion to Receive and File
15. Consideration of By-laws
   • 23-064 Being a by-law to amend Zoning By-law No. 150-85, as amended with respect to land municipally known as 355 and 395 Hespeler Road (Note: This by-law was deferred at the August 15, 2023, Meeting of Council)
   • 23-067 Being a by-law to amend By-law 22-044 to regulate traffic and parking on highways under the jurisdiction of The Corporation of the City of Cambridge
   • 23-068 Being a by-law of the Corporation of the City of Cambridge to exempt certain lots or blocks pursuant to subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended (Part Lot Control Exemption) – Block 1 on Registered Plan 58M-709
   • 23-069 Being a by-law to require a By-Election to fill the vacancy for the office of City Councillor representing Ward 1 (Note: Passage of this by-law is dependent on the option selected by Council to fill the Ward 1 vacancy)
   • 23-070 Being a by-law to authorize the use of alternative voting methods and vote counting equipment for the 2023 Ward 1 By-Election (Note: Passage of this by-law is dependent on the option selected by Council to fill the Ward 1 vacancy)
   • 23-071 Being a by-law to amend By-law 40-04, as amended, to provide for regulating the sale, setting off and holding of fireworks displays
   • 23-072 Being a by-law to amend Zoning By-law No. 150-85, as amended with respect to land municipally known as 20 Ripplewood Road, Cambridge
16. Confirmatory By-law
17. Adjournment
1. **Meeting Called to Order**

The meeting of the Council of the Corporation of the City of Cambridge is held in Council Chambers and is live streamed to the City of Cambridge website. Chair Ermeta welcomes everyone present and calls the meeting to order at 6:32 p.m.

2. **Disclosures of Pecuniary Interest**

None.

3. **Public Meeting Notice**
4. **Presentations**

4.1 Maria Skara, Planner re: 23-285-CR Public Meeting Report for Official Plan Amendment - 110 Royal Oak Road

4.2 Dave Barrett, Arcadis re: 23-285-CR Public Meeting Report for Official Plan Amendment - 110 Royal Oak Road


4.5 Michael Campos, Planner re: 23-273-CR - Public Meeting - 82-88 Beverly Street - Zoning By-law Amendment

4.6 Kate Wills, MHBC Planning re: 23-273-CR - Public Meeting - 82-88 Beverly Street - Zoning By-law Amendment


5. **Closed Session**

Motion: 23-263

Moved by Councillor Kimpson
Seconded by Councillor Ermeta

That in accordance with section 239 (2) (b), (d) and (i) of the Municipal Act, 2001, Council to convene in Closed Session at 5:33 p.m. to consider the following subject matters:

(b) personal matters about an identifiable individual, including municipal or local board employees (Confidential Verbal Human Resources Update)

(d) labour relation or employee negotiations (Confidential Verbal Human Resources Update)
(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization (Confidential Update related to potential donors of City Property)

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta and Mayor Liggett

Absent (1): Councillor Reid

Carried (8 to 0)

6. Rise from Closed Session

Motion: 23-264

Moved by Councillor Hamilton
Seconded by Councillor Roberts

THAT Council rise from Closed Session and reconvene in Open Session at 6:32 p.m.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta and Mayor Liggett

Absent (1): Councillor Reid

Carried (8 to 0)

7. Public Meetings

7.1 23-285-CD Public Meeting Report for Official Plan Amendment - 110 Royal Oak Road

Motion: 23-265

Moved by Councillor Kimpson
Seconded by Councillor Devine

THAT Report 23-258-CD Public Meeting Report for Official Plan Amendment – 110 Royal Oak Road be received;
AND THAT application OP01/23 for 110 Royal Oak Road be referred back to staff for a subsequent report and staff recommendation.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta and Mayor Liggett

Absent (1): Councillor Reid

Carried (8 to 0)

7.2 23-272-CD Public Meeting Report – 39 Lowrey Avenue North – Zoning By-law Amendment

Motion: 23-266

Moved by Councillor Earnshaw
Seconded by Councillor Roberts

THAT Report 23-272-CD Public Meeting Report – 39 Lowrey Avenue North – Zoning By-law Amendment submitted by Abdul Qayyum Butt be received;

AND THAT application R09/23 for 39 Lowrey Avenue North be referred back to staff for a subsequent report and staff recommendation.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta and Mayor Liggett

Absent (1): Councillor Reid

Carried (8 to 0)

7.3 23-273-CD Public Meeting Report - 82-88 Beverly Street – Zoning By-law Amendment

Motion: 23-267

Moved by Councillor Earnshaw
Seconded by Councillor Hamilton

THAT Report 23-273-CD – Public Meeting - 82-88 Beverly Street – Zoning By-law Amendment be received;
AND THAT application R10/23 for 82-88 Beverly Street be referred back to staff for a subsequent report and staff recommendation.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta and Mayor Liggett

Absent (1): Councillor Reid

Carried (8 to 0)

Councillor Devine left the meeting at this time being 9:17 p.m.


Motion: 23-268

Moved by Councillor Hamilton
Seconded by Councillor Earnshaw

THAT Report 23-271-CD Public Meeting Report – 30 Lauris Avenue – Official Plan and Zoning By-law Amendments submitted by the Region of Waterloo be received;

AND THAT application OR03/23 for 30 Lauris Avenue be referred back to staff for a subsequent report and staff recommendation.

In Favour (7): Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta and Mayor Liggett

Absent (2): Councillor Reid and Councillor Devine

Carried (7 to 0)

8. Delegations

8.1 Scott Corbett re: 23-273-CD Public Meeting Report - 82-88 Beverly Street – Zoning By-law Amendment

8.2 Cheryl Johnson re: 23-273-CD Public Meeting Report - 82-88 Beverly Street – Zoning By-law Amendment
8.3 Cecilia Cousineau re: 23-273-CD Public Meeting Report - 82-88 Beverly Street – Zoning By-law Amendment

Note: This delegate had connection issues and was unable to complete their delegation to Council.


8.5 Rebecca Cherry re: 23-271-CD Public Meeting Report – 30 Lauris Avenue – Official Plan and Zoning By-law Amendments - Region of Waterloo

9. Correspondence

9.1 Margie Mclean and Rodney Richardson re: 23-273-CD Public Meeting Report - 82-88 Beverly Street – Zoning By-law Amendment

10. Other Business

10.1 Region of Waterloo TSD-TRP-23-011, Cambridge Truck Diversion Study – Final Evaluation

11. Motion to Receive Correspondence and Presentations

Motion: 23-269

Moved by Councillor Kimpson
Seconded by Councillor Roberts

THAT all presentations and correspondence from the August 8, 2023, Planning – Statutory Public Meeting Committee be received.

In Favour (7): Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta and Mayor Liggett

Absent (2): Councillor Reid and Councillor Devine

Carried (7 to 0)

12. Adjournment

Motion: 23-270

Moved by Councillor Kimpson
Seconded by Councillor Earnshaw

THAT the Planning – Statutory Public Meeting Committee does now adjourn at 9:36 p.m.
In Favour (7): Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta and Mayor Liggett

Absent (2): Councillor Reid and Councillor Devine

Carried (7 to 0)
1. **Meeting Called to Order**

   The meeting of the Council of the Corporation of the City of Cambridge is held in Council Chambers and is live streamed to the City of Cambridge website. Mayor Liggett welcomes everyone present and calls the meeting to order at 7 p.m.

2. **Indigenous Territory Acknowledgement**

3. **Disclosure of Pecuniary Interest**

   None.
4. **Presentations**

4.1 Sarah Austin, Manager of Development Engineering re: 23-255-CDEngineering Standards and Development Manual

4.2 Michael Campos, Senior Planner re: 23-263-CD Recommendation Report for Zoning By-law Amendment – 250 Allendale Road

4.3 Jacqueline Hannemann, Senior Planner re: 23-229-CD – Recommendation Report – 325 Shantz Hill Road Zoning By-law Amendment for Affordable Housing

4.4 Dan Currie, MHBC Planning re: 23-229-CD – Recommendation Report – 325 Shantz Hill Road Zoning By-law Amendment for Affordable Housing


5. **Delegations**

5.1 John Bourbonniere re: 23-274-CD Blenheim Road Local Improvement - Sanitary Servicing Extension

6. **Closed Session**

Motion: 23-271

Moved by Councillor Earnshaw
Seconded by Councillor Devine

That in accordance with section 239 (2) (b), (c), (e), (f) and (k) of the Municipal Act, 2001, Council to convene in Closed Session at 5 p.m. to consider the following subject matters:

(b) personal matters about an identifiable individual, including municipal or local board employees (Appointments to the Library Board)

(c) a proposed or pending acquisition or disposition of land by the municipality or local board (Confidential Potential Sale of Land)

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Confidential Litigation Update)

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Confidential Legal Opinion)
(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (Confidential Legal Opinion and Confidential Potential Transaction)

In Favour (6): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Hamilton, and Councillor Ermeta,

Absent (2): Councillor Cooper and Mayor Liggett

Carried (6 to 0)

7. **Rise from Closed**

Motion: 23-272

Moved by Councillor Devine
Seconded by Councillor Cooper

THAT Council rise from Closed Session and reconvene in Open Session at 7:02 p.m.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, , Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

8. **Consent Agenda**

Motion: 23-273

Moved by Councillor Roberts
Seconded by Councillor Ermeta

THAT all items listed under the heading of Consent Agenda for August 15, 2023 be adopted as recommended.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

8.1 Council Meeting Minutes - July 18, 2023

8.2 Council Information Package - July 20, 2023 and August 4, 2023
8.3 23-122-CRS Goods and Services Awarded under Delegated Authority in Accordance with Purchasing By-law 19-187

8.4 23-124-CRS Library Window System Emergency Replacement

8.5 23-286-CD Passage of Designation By-laws under Part IV of the Ontario Heritage Act for 156 Argyle Street North and 16 Kribs Street

8.6 23-127-CRS Financial Signing Authority Updates

8.7 23-059-OCM Part of Laneway 211 – By-Law to Stop Up and Close

9. **Consideration of Reports**

9.1 Corporate Services

9.1.1 23-131-CRS Declaration of Vacancy for the Office of Councillor, Ward 1

Motion: 23-274

Moved by Councillor Hamilton
Seconded by Councillor Roberts

THAT Report 23-131-CRS Declaration of Vacancy for the Office of Councillor Ward 1 be received;

AND THAT Council declare a vacancy for the office of Councillor, Ward 1;

AND FURTHER THAT the City Clerk be directed to bring a report regarding methods to fill the Ward 1 Councillor Office to the August 29, 2023 Council meeting.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

9.1.2 23-124-CRS Library Window System Emergency Replacement

Moved by Councillor Roberts
Seconded by Councillor Kimpson

THAT Report 23-124-CRS Library Window System Emergency Replacement be received;
AND THAT a new capital project A/01472-40 Library Window System Emergency Replacement be approved in the amount of $400,000 to be funded from the Canada Community-Building Fund (CCBF) Reserve Fund.

Amendment:
Motion: 23-275

Moved by Councillor Roberts
Seconded by Councillor Kimpson

AND THAT a new capital project A/01472-40 Library Window System Emergency Replacement be approved in the amount of up to $50,000 to be funded from the Canada Community-Building Fund (CCBF) Reserve Fund to complete the design process and prepare an alternative design. And further to submit a capital budget request for replacement of the new design as part of the 2024 Capital Budget.

In Favour (7): Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Absent (1): Councillor Devine

Carried (7 to 0)

Main Motion as Amended
Motion: 23-276

Moved by Councillor Roberts
Seconded by Councillor Kimpson

THAT Report 23-124-CRS Library Window System Emergency Replacement be received;

AND THAT a new capital project A/01472-40 Library Window System Emergency Replacement be approved in the amount of up to $50,000 to be funded from the Canada Community-Building Fund (CCBF) Reserve Fund to complete the design process and prepare an alternative design. And further to submit a capital budget request for replacement of the new design as part of the 2024 Capital Budget.
In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

9.1.3 23-129-CRS Library Board Appointments

Motion: 23-277

Moved by Councillor Hamilton
Seconded by Councillor Cooper

THAT Report 23-129-CRS Library Board Appointments be received;

AND THAT Confidential Appendix “A” to report 23-129-CRS Library Board Appointments be received as information and remain confidential;

AND THAT the following individuals be appointed to the Library Board for the 2022-2026 term of Council: Yasaman (Yasmine) Kashefi and Colleen Bulla;

AND THAT the following individuals be appointed as alternate members to the Library Board for the 2022-2026 term of Council: Nancy Koudousek and Amanda Maxwell;

AND FURTHER THAT the City Clerk be directed to notify the successful and unsuccessful applicants.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

9.2 Corporate Enterprise

9.3 Community Development


Motion: 23-278

Moved by Councillor Cooper
Seconded by Councillor Hamilton
THAT Report 23-255-C D Engineering Standards and Development Manual be received;

AND THAT Council endorse the Engineering Standards and Development Manual;

AND FURTHER THAT Council provides the Director of Engineering delegated authority to administer amendments to the Engineering Standards and Development Manual that reflect continuous improvement, innovation, and industry best practices and further any requests made by Council.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

9.3.2 23-274-C D Blenheim Road Local Improvement - Sanitary Servicing Extension

Moved by Councillor Roberts
Seconded by Councillor Earnshaw

THAT Report 23-274-C D Blenheim Road Local Improvement - Sanitary Servicing Extension be received;

AND THAT Council direct staff to notify impacted property owners of the City’s intention to proceed with Local Improvement Charges Option 2 for the extension of municipal sanitary sewer on Blenheim Road in accordance with the Ontario Regulation 586/06;

AND THAT the by-law included as Appendix B to Report 23-274-C D to amend the Mandatory Connection By-law be approved.

AND FURTHER THAT Confidential Appendix D to Report 23-274-C D be received as information and remain confidential;

Deferral
Motion: 23-279

Moved by Councillor Devine
Seconded by Councillor Kimpson

THAT Report 23-274-C D Blenheim Road Local Improvement - Sanitary Servicing Extension be deferred until August 29, 2023
In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

9.3.3 23-262-CD All-way Stop Franklin Boulevard at Adam Street One Year Review

Motion: 23-280

Moved by Councillor Devine
Seconded by Councillor Kimpson

THAT Report 23-262-CD All-way Stop Franklin Boulevard at Adam Street One Year Review be received;

AND THAT the intersection of Franklin Boulevard and Adam Street continue to operate as an All-way Stop Control.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

9.3.4 23-287-CD - Joint Brownfield Tax Increment Grant Program (TIG) - Application for 201-217 Hespeler Road

Motion: 23-281

Moved by Councillor Earnshaw
Seconded by Councillor Ermeta

THAT Report 23-287-CD - Joint Brownfield Tax Increment Grant Program (TIG) - Application for 201-217 Hespeler Road be received;

AND THAT Council approve the Joint Brownfield Tax Increment Grant application for the property known as 201 - 217 Hespeler Road in the City of Cambridge for a total amount not to exceed $2,218,000 with the City contributing a maximum of $918,402 less any other financial assistance;
AND THAT the Joint Brownfield Tax Increment Grant be reduced by any other financial assistance approved for the site remediation;

AND FURTHER THAT Council authorize the Mayor and Clerk to execute a multi-party Joint Brownfield Tax Increment Agreement and any amending or ancillary agreements with the registered owners of 201-217 Hespeler Road and the Regional Municipality of Waterloo to the satisfaction of the City Solicitor.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

9.3.5 23-263-CD Recommendation Report for Zoning By-law Amendment – 250 Allendale Road

Motion: 23-282

Moved by Councillor Kimpson
Seconded by Councillor Devine

THAT Report 23-263-CD Recommendation Report for Zoning By-law Amendment – 250 Allendale Road be received;

AND THAT Council approves the proposed Zoning By-law Amendment submitted by Triovest Realty Advisors Inc. to rezone the subject lands, as they have been specifically identified within this report, from OS1 and M3 S.4.1.347.1 to M3 S.4.1.347.1;

AND FURTHER THAT the by-law attached to report 23-263-CD be passed.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

9.3.6 23-229-CD – Recommendation Report – 325 Shantz Hill Road
Zoning By-law Amendment for Affordable Housing

Motion: 23-283
Moved by Councillor Kimpson
Seconded by Councillor Roberts

Hill Road Zoning By-law Amendment for Affordable Housing be
received;

AND THAT Council approves the proposed Zoning By-law
Amendment to rezone the subject lands from R3 to OS1 and RM3
s.4.1.442 with site-specific provisions to permit the development of
24 stacked townhouse units;

AND THAT Council is satisfied that the requirements for a public
meeting in accordance with subsection 34(17) of the Planning Act
have been met;

AND FURTHER THAT the By-law attached to report 23-229-CD be
passed.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor
Earnshaw, Councillor Roberts, Councillor Cooper, Councillor
Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

9.3.7 23-264-CD Recommendation Report for Zoning By-law Amendment
– 355 and 395 Hespeler Road – MHBC Planning

Moved by Councillor Ermeta
Seconded by Councillor Hamilton

THAT Report 23-264-CD Recommendation Report for Zoning By-
law Amendment – 355 and 395 Hespeler Road be received;

AND THAT Council approves the proposed Zoning By-law
Amendment submitted by MHBC Planning to amend the existing
site-specific provision on the subject lands to permit an indoor
electric go-karting facility and allow for a reduction in the required
landscaping strip width and the required parking setbacks along
Hespeler Road and Bishop Street North;

AND FURTHER THAT the by-law attached to report 23-264-CD be
passed.
Deferral
Motion: 23-284

Moved by Councillor Devine
Seconded by Councillor Kimpson


In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

9.3.8 23-279-CD Reuter Drive Parking Restrictions

Motion: 23-285

Moved by Councillor Kimpson
Seconded by Councillor Cooper

THAT Report 23-279-CD Reuter Drive Parking Restrictions be received;

AND THAT parking restrictions be implemented on both sides of Reuter Drive along the shoulders;

AND THAT the By-law to amend the Traffic and Parking Bylaw, included as Appendix A to Report 23-279-CD be passed.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

9.4 Infrastructure Services

9.5 Office of the City Manager
10. Other Business

11. Motions

12. Notices of Motion

12.1 Motion re: Declaring Intimate Partner Violence (IPV) an epidemic

   *This Motion will be introduced on August 29, 2023.*

13. Correspondence

14. Motion to Receive and File

   Motion: 23-286

   Moved by Councillor Devine
   Seconded by Councillor Ermeta

   THAT all presentations and correspondence from the August 15, 2023, Council meeting be received.

   In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

   Carried (8 to 0)

15. Consideration of By-laws

   Motion: 23-287

   Moved by Councillor Hamilton
   Seconded by Councillor Kimpson

   THAT the following by-laws listed under the heading of Introduction and Consideration of By-laws be enacted and passed:

   23-057 Being a by-law of the City of Cambridge to designate the property located at 156 Argyle Street North (Preston Carnegie Library) as a property of cultural heritage value

   23-058 Being a by-law of the City of Cambridge to designate the property located at 16 Kribs Street (Forbes Park) as a property of cultural heritage value

   23-059 Being a by-law to appoint banking signing authorities, and to repeal by-law Nos. 84-93 and 257-90
Being a by-law to close a portion of a public highway (Part of Laneway 211)

Being a by-law to amend Zoning By-law No. 150-85, as amended with respect to land municipally known as 250 Allendale Road

Being a by-law to amend Zoning By-law 150-85, as amended with respect to land municipally known as 325 Shantz Hill Road

Being a by-law to amend By-law 22-044 being a By-law to Regulate Traffic and Parking on Highways Under the Jurisdiction of The Corporation of the City of Cambridge

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

16. **Confirmatory By-law**

Motion: 23-288

Moved by Councillor Earnshaw
Seconded by Councillor Cooper

That By-Law 23-066 being a by-law to confirm the proceedings of the Council of the Corporation of the City of Cambridge be passed.

In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

17. **Adjournment**

Motion: 23-289

Moved by Councillor Devine
Seconded by Councillor Roberts

THAT the Council meeting does now adjourn at 9:11 p.m.
In Favour (8): Councillor Devine, Councillor Kimpson, Councillor Earnshaw, Councillor Roberts, Councillor Cooper, Councillor Hamilton, Councillor Ermeta, and Mayor Liggett

Carried (8 to 0)

____________________________________
Mayor

____________________________________
Clerk
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</tbody>
</table>
Date: August 1, 2023

Moved by: R. Hall

Seconded by: M. Wand

That the correspondence from the Women of Ontario Say No regarding Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement be received;

AND FURTHER THAT all Ontarians deserve and expect a safe and respectful workplace; and

THAT municipal governments, as the democratic institutions most directly engaged with Ontarians need respectful discourse; and

THAT several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst members of municipal councils; and

THAT these incidents seriously and negatively affect the people involved and lower public perceptions of local governments;

THAT municipal Codes of Conduct are helpful tools to set expectations of council member behaviour; and

THAT municipal governments do not have the necessary tools to adequately enforce compliance with municipal Codes of Conduct; and

THAT the Municipality of Powassan Council supports the call of the Association of Municipalities of Ontario for the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them in consultation with municipal governments; and

THAT the legislation encompasses the Association of Municipalities of Ontario’s recommendations for:

• Updating municipal Codes of Conduct to account for workplace safety and harassment
• Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario
• Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province
• Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner
• Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office, and;

THAT this legislation be prioritized for the fall of 2023 given the urgency of this issue; and
FURTHER THAT this resolution be sent to the Premier of Ontario, MPP Fedeli, Minister of Municipal Affairs, Associate Minister of Women’s Social and Economic Opportunity, AMO and all municipalities.

Carried

Defeated

Deferred

Lost

Mayor

Recorded Vote: Requested by

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DATE OF COUNCIL MTG. Aug/1
AGENDA ITEM # 13.2
VIA: Mail

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen’s Park
Toronto, ON M7A 1A1

August 1, 2023

Dear Premier Ford:

City Council, at its meeting held on July 14, 2023, approved Item 13 of Planning Committee Report 23-011 which reads as follows:

13. Provincial Amendments to the Greenbelt Plan (Greenbelt Plan Amendment No. 3) (PED23046(a)) (City Wide) (Item 11.4)

(a) That Planning and Economic Development Department staff, in conjunction with Legal Services staff, be directed to provide input to the Provincial Land and Development Facilitator under protest with respect to any private development proposals and associated community benefits within the lands removed by the Province from the Greenbelt Plan Area;

(b) That the Eleven Directions to Guide Development attached as Appendix “D”, as amended, to Report PED23046(a), which were previously approved by Council as part of the City’s Municipal Comprehensive Review process, be utilized as the framework for the City’s input to the Provincial Land and Development Facilitator with respect to any private development proposals within the lands removed by the Province from the Greenbelt Plan Areas;

Direction #11
The City of Hamilton considers agricultural use to be of prime consideration, along with the protection of wetlands and natural heritage features.

(c) That Planning and Economic Development Department staff be directed to schedule a public meeting of the Planning Committee for the purpose of
obtaining public input as to the City's priorities and expectations with respect to any private development proposals within the lands removed by the Province from the Greenbelt Plan Area; and, that staff consult with City of Hamilton Public Engagement staff to ensure: the statutory meeting meets best engagement practice as much as possible; that the statutory meeting be held in the evening, be live streamed, and be held at a publicly accessible facility that is in close proximity to the Book Road lands; and, that the Provincial Land and Development Facilitator, all MPP and MP's be extended an invitation to attend.

(d) That Planning and Economic Development Department staff be directed to request public discussion except where excluded under the provisions of the Municipal Act, including public agendas, a list of participants and minutes.

(e) That the Mayor send a letter regarding these recommendations to the Association of Municipalities of Ontario, Federation of Canadian Municipalities, Rural Ontario Municipal Association and all Ontario Municipalities.

Your consideration of Council's request is appreciated. We would ask that you reference File #C23-012 when responding to this correspondence.

Sincerely,

Mayor Andrea Horwath

File #C23-012

C.C. Association of Municipalities Ontario (AMO)  
Federation of Canadian Municipalities  
Rural Ontario Municipal Association  
All Ontario Municipalities (by email)
BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles expresses support for Bill 5 - Stopping Harassment and Abuse by Local Leaders Act, which would require the Code of Conduct for municipal Councillors and members of local boards to include a requirement to comply with workplace violence and harassment policies and permit municipalities to direct the Integrity Commissioner to apply to the Court to vacate a member's seat if the Commissioner's inquiry determines that the member has contravened this requirement;

AND BE IT FURTHER RESOLVED THAT this Resolution be circulated to the municipalities represented by the Western Ontario Warden's Causus;

AND BE IT FURTHER RESOLVED THAT this Resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO); the local Member of Parliament (MP); the local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

CARRIED
WHEREAS prior to being repealed by the Modernizing Ontario's Municipal Legislation Act, 2017, Section 380(6) of the Municipal Act, 2001, allowed for a municipality to retain surplus proceeds from tax sales within their jurisdiction;

AND WHEREAS the current Public Tax Sale process is a burdensome process to a municipality that invests a considerable amount of time and money recovering these proceeds for the potential sole benefit of the Crown in Right of Ontario;

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles supports the Corporation of the Town of Essex in the reinstatement of previous legislation that permitted municipalities to apply for and retain surplus proceeds from tax sales in their jurisdictions;

AND BE IT FURTHER RESOLVED THAT this Resolution be circulated to the Ministry of Municipal Affairs and Housing (MMAH); the Ministry of Finance (MOF); the Ontario Municipal Tax & Revenue Association (OMTRA); the Association of Municipalities of Ontario (AMO), the local Member of Provincial Parliament (MPP); and, all Ontario Municipalities.
BE IT RESOLVED THAT Council for the Corporation of the Municipality of St. Charles hereby supports the Resolution passed by the City of Cambridge, on May 9, 2023, regarding Highway Traffic Act Amendments;

AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be forwarded to the Ministry of Transportation (MTO); the Ministry of Municipal Affairs and Housing (MMAH); the Association of Municipalities of Ontario (AMO); the local Member of Provincial Parliament (MPP) and all Ontario Municipalities.

CARRIED
Regular Meeting of Council

Agenda Number: 10.5.
Resolution Number: 2023-153
Title: Resolution Stemming from June 21, 2023 Regular Meeting of Council - Item 9.1 - Correspondence #11
Date: July 19, 2023

Moved by: Councillor Laframboise
Seconded by: Councillor Loftus

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St. Charles hereby supports
the Resolution passed by the Corporation of the County of Prince Edward, on May 9, 2023, regarding
the proposed new Provincial Planning Statement;
AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be forwarded to the Honourable
Doug Ford, Premier of Ontario; the Ministry of Municipal Affairs and Housing (MMAH); the Ministry of
Agriculture, Food and Rural Affairs (OMAFRA); the Ministry of Environment, Conservation and Parks
(MOECP), the Association of Municipalities of Ontario (AMO); the local Member of Provincial
Parliament (MPP) and all Ontario Municipalities.

CARRIED

MAYOR
May 10, 2023

Please be advised that during the Regular Council meeting of May 9, 2023 the following resolution regarding the proposed new Provincial Planning Statement (PPS) was carried:

RESOLUTION NO. 2023-293

DATE: May 9, 2023

MOVED BY: Councillor Hirsch

SECONDED BY: Councillor MacNaughton

WHEREAS the goal of increasing housing supply and reducing barriers in planning processes as set out in the recent legislative, regulatory and policy changes, including new provisions from Bill 23, More Homes Built Faster Act, 2022 is welcomed;

WHEREAS the proposed PPS (sections 2.6 and 4.3) would dramatically remove municipal power and renders aspects of the County's Official Plan, and other official plans throughout Ontario inoperative, terminating some local planning autonomy, and directly interfering with municipalities' ability to meet local variation and unique community needs;

WHEREAS the proposed PPS changes that would allow proliferation of lots with protection restricted to specialty crop areas only diminishes the purpose, uses, and integrity of rural and agricultural lands, thereby removing protection and restricting future uses of those lands;

WHEREAS the proposed PPS changes encourage sprawl and rural roadway strip development, rather than more fiscally and environmentally sustainable practices like intensification in established settlement areas; and

WHEREAS the province has announced changes will be proposed to natural heritage (section 4.1) that have yet to be published;

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the County of Prince Edward urges the province to:

- pause proposed changes to the PPS, particularly regarding natural heritage (section 4.1) and agricultural lands (sections 2.6 and 4.3)

RECEIVED

MAY 29 2023

BY COUNCIL
• reinvest trust in the local planning authority of all 444 municipalities,
  recognizing that each Ontario municipality has unique landscapes, different
  housing needs and differing visions for local planning matters;

THAT our fellow municipalities be urged to voice their concerns regarding the
proposed undermining of local planning authority;

AND FURTHER THAT a copy of this resolution be sent to all 444 municipalities, The
Hon. Doug Ford, Premier of Ontario, The Hon. Steve Clark, Minister of Municipal
Affairs and Housing; The Hon. Lisa Thompson, Ministry of Agriculture, Food and
Rural Affairs, The Hon. David Piccini, Minister of Environment, Conservation and
Parks, Bay of Quinte MPP, Todd Smith, the Association of Municipalities of Ontario,
the Federation of Canadian Municipalities, and the Eastern Ontario Wardens
Caucus.

Yours truly,

Catalina Blumenberg, CLERK

cc: Mayor Ferguson, Councillor Hirsch, Councillor MacNaughton & Marcia Wallace,
CAO
WHEREAS the Federal and Provincial Governments need to support their most vulnerable households, the ones who are or are at risk of becoming homeless. Overall, housing and services for low-income, vulnerable, or marginalized people should be a primary consideration moving forward so we help those who need it the most;

AND WHEREAS the Municipality of St.-Charles understands every community across Ontario is impacted by a need for affordable housing and support for people at risk of homelessness. Municipal governments are working in collaboration with all orders of government to invest in permanent solutions to the housing and homelessness crisis in Ontario;

AND WHEREAS the Municipality of St.-Charles understands that the Federal National Housing Strategy allocation formula to provinces and territories for jointly funded housing initiatives, roughly follows their share of the national population. This approach leaves Ontario underfunded because, as per the 2021 Census figures, the number of Ontario households in Community Housing Network as a share of the national total is 44.1 percent, which is well above the provincial share of the national population at 38.5 percent. This is also by far the highest share of national Community Housing Network relative to every other province and territories;

AND WHEREAS receiving a by-population allocation from the federal government hampers Ontario’s ability to reach more of those households in need that require assistance with housing;

AND WHEREAS the lack of ongoing federal operating funding for National Housing Strategy initiatives leads to significant underfunding for subsidized housing projects and can undermine the physical and financial viability of the community housing stock;

AND WHEREAS a similar situation occurs with federal homelessness funding to Ontario through Reaching Home, where the share allocated to Ontario is also below the provincial share of Community Housing Network nationally;

AND WHEREAS there is an inequitable distribution of Reaching Home funding in Ontario as only 25 of 47 Service Managers have designated communities receiving funding under the program, despite the prevalence of need across the entire Province;

AND WHEREAS the Municipality of St.-Charles understands the federal government takes the position that its role is to provide capital funding while Provinces and Territories are to fund operating expenses, but this approach does not create an equitable sharing of the burden of funding long-term operating costs, which continue for the life of a project;
AND WHEREAS taken altogether, the underfunding to Ontario for housing and homelessness relative to its share of national Canadian Housing Network amounts to approximately $480 million over the term of the Federal National Housing Strategy;

AND WHEREAS the federal government previously provided leadership in ensuring the long-term financial and physical viability of the social housing stock under the Social Housing Agreement for several decades through federal social housing operating agreements that provided funding for both mortgages and operating costs;

AND WHEREAS without some flexibility on the part of the federal government, Ontario and its municipalities will be poorly positioned to take advantage of this funding, and this will turn into a significant missed opportunity, leading to a further deterioration in the long-term physical and financial sustainability of the community housing stock;

BE IT THEREFORE RESOLVED THAT the Corporation of the Municipality of St.-Charles also supports the provincial ask for federal operating funding for National Housing Strategy initiatives;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles would appreciate the federal effort to repurpose this funding quickly from the main National Housing Co-Investment Fund program line, Service Managers across the province have indicated their challenges with meeting the terms of the federal proposal, particularly as they relate to cost matching and meeting the requirements for greenhouse gas emissions, energy efficiency and accessibility;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles wishes to request that Canadian Mortgage and Housing Corporation consider actions taken by municipalities under the province's Housing Supply Action Plans into account when assessing municipal applications, recognizing that these initiatives have the potential to significantly increase the supply of housing in our communities;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles believes the lack of ongoing federal operating funding for National Housing Strategy initiatives leads to significant underfunding for subsidized housing projects and can undermine the physical and financial viability of the community housing stock;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles believes the federal government should heed the precedent of the Social Housing Agreement and recommit itself to funding operating costs that often stretch out over decades for the lifetime of a housing project. As an example, the Rapid Housing Initiative's 20-year affordability requirement and lack of federal operating dollars will very likely result in housing providers asking Service Managers and the provincial government to fund operating expenses to ensure the long-term affordability of units given housing providers' limited revenue-raising capacity;

AND BE IT FURTHER RESOLVED THAT this lack of ongoing federal operating funding for National Housing Strategy initiatives leads to significant underfunding for subsidized housing projects and can
undermine the physical and financial viability of the community housing stock;
AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles urges the
Federal Government provide additional funding for Ontario so that we can deal with our shortages of
safe and affordable housing and at the same time build safer and healthier communities for all our
residents;
AND BE IT FURTHER RESOLVED THAT a copy of the Resolution be forward to the individuals listed
below for consideration and support, Prime Minister Trudeau; Minister Ahmed Hussen; the local
Member of Parliament (MP); Premier Ford; Minister Clark; the local Member of Provincial Parliament
(MPP); the Association of Municipalities of Ontario (AMO), and the Federation of Northern Ontario
Municipalities (FONOM).

CARRIED

MAYOR
August 17, 2023

Association of Municipalities of Ontario (AMO) resolutions@amo.on.ca
200 University Ave., Suite 801
Toronto, Ontario M5H 3C6

Re: Resolution – Strengthen Municipal Codes of Conduct

At their July 10, 2023 Regular Council meeting, Stratford City Council adopted a resolution supporting the call by AMO for the Government of Ontario to introduce legislation strengthening Municipal Codes of Conduct.

A copy of the resolution is attached. We have also provided this resolution to our area MPP Matthew Rae and MP John Nater and respectfully requested support in this matter.

Sincerely,

Tatiana Dafoe
Tatiana Dafoe, Clerk

Encl.
/ja

cc: MPP Matthew Rae
     MP John Nater
     All Ontario municipalities
THE CORPORATION OF THE CITY OF STRATFORD
Resolution: Strengthen Municipal Codes of Conduct

WHEREAS all Ontarians deserve and expect a safe and respectful workplace;

WHEREAS municipal governments, as the democratic institutions most directly engaged with Ontarians need respectful discourse;

WHEREAS several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst members of municipal councils;

WHEREAS these incidents seriously and negatively affect the people involved and lower public perceptions of local governments;

WHEREAS municipal Codes of Conduct are helpful tools to set expectations of council member behaviour;

WHEREAS municipal governments do not have the necessary tools to adequately enforce compliance with municipal Codes of Conduct;

NOW THEREFORE BE IT RESOLVED THAT the City of Stratford supports the call of the Association of Municipalities of Ontario for the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them in consultation with municipal governments;

ALSO BE IT RESOLVED THAT the legislation encompass the Association of Municipalities of Ontario’s recommendations for:

1. Updating municipal Codes of Conduct to account for workplace safety and harassment
2. Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario
3. Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province
4. Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner

5. Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office;

AND THAT a copy of this resolution be forwarded to all municipalities in Ontario for endorsement.

--------------------------------------
Adopted by City Council of The Corporation of the City of Stratford on July 10, 2023.

The Corporation of the City of Stratford, P.O. Box 818, Stratford ON N5A 6W1
Attention: City Clerk, 519-271-0250 extension 5329, clerks@stratford.ca
Northumberland County
Council Resolution

SEN VIA EMAIL

Augus 18, 2023

Hon. Paul Calandra (Minister of Long-Term Care)
Hon. Peter Bethlenfalvy (Minister of Finance)
Hon. David Piccini (Minister of Environment, Conservation and Parks & MPP for
Northumberland - Peterborough South)
Association of Municipalities of Ontario
All Ontario Municipalities

Re: Northumberland County Resolution – ‘Use of Long Term Care Funding to
Support Community Care Services’

At a meeting held on August 16, 2023 Northumberland County Council approved the
following Council Resolution # 2023-08-16-556 adopting the below recommendation
from the July 31, 2023 Community Health Committee meeting.

Moved by: Councillor Lucas Cleveland
Seconded by: Councillor Robert Crate

"That the Community Health Committee, having considered correspondence from the
City of Pickering regarding ‘Use of Long Term Care Funding to Support Community
Care Services’, recommend that County Council support this correspondence; and

Further That the Committee recommend that County Council direct staff to send a copy
of this resolution to the Honourable Paul Calandra (Minister of Long-Term Care), the
Honourable Peter Bethlenfalvy (Minister of Finance), the Honourable David Piccini
(Minister of the Environment, Conservation and Parks and MPP for Northumberland -
Peterborough South), the Association of Municipalities of Ontario (AMO), and all Ontario
Municipalities."

Council Resolution # 2023-08-16-556 Carried
If you have any questions regarding this matter, please do not hesitate to contact the undersigned at matherm@northumberland.ca or by telephone at 905-372-3329 ext. 2238.

Sincerely,
Maddison Mather

[Signature]

Manager of Legislative Services / Clerk
Northumberland County
Council Resolution

Moved By  L. Cleveland       Agenda Item 10
Seconded By  R. Craig       Resolution Number 2023-08-16 -SSC

Council Date: August 16, 2023

"That Council adopt all recommendations from the five Standing Committees, as contained within the Committee Minutes (meetings held July 31, August 1, and August 2, 2023), with the exception of the following items (referenced from the Standing Committee Minutes), that will be held for discussion:

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<td>- Community Health Committee, Item 7.b, 'Correspondence, Municipality of Port Hope 'Public Health and Opioid Overdose Crisis – Renewal of a Drug Strategy' – Held by Councillor Cleveland</td>
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And Further That the items listed above and held for separate discussion each require a separate resolution."

Recorded Vote Requested by  
Councillor's Name

Carried  
Warden's Signature

Deferred  
Warden's Signature

Defeated  
Warden's Signature
Community Health Committee Resolution

Committee Meeting Date: July 31, 2023

Agenda Item: 7.a

Resolution Number: 2023-07-31-S16

Moved by: L. Cleveland

Seconded by: M. Martin

Council Meeting Date: August 16, 2023

"That the Community Health Committee, having considered correspondence from the City of Pickering regarding 'Use of Long Term Care Funding to Support Community Care Services', recommend that County Council support this correspondence; and

Further That the Committee recommend that County Council direct staff to send a copy of this resolution to the Honourable Paul Calandra (Minister of Long-Term Care), the Honourable Peter Bethlenfalvy (Minister of Finance), the Honourable David Piccini (Minister of the Environment, Conservation and Parks and MPP for Northumberland - Peterborough South), the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities."

Carried

Committee Chair’s Signature

Defeated

Committee Chair’s Signature

Deferred

Committee Chair’s Signature
May 29, 2023

The Honourable Doug Ford  
Premier of Ontario  
Room 281  
Legislative Building, Queen’s Park  
Toronto, ON M7A 1A1  
premier@ontario.ca

Subject: Re: Resolution – Use of Long-Term Care Funding to Support Community Care Services  
Corr. 24-23  
File: A-1400

The Council of The Corporation of the City of Pickering considered the above matter at a Meeting held on May 23, 2023 and adopted the following resolution:

1. That Corr. 24-23 from Chris Bantock, Deputy Clerk, City of Stratford, dated April 17, 2023, regarding Resolution – Use of Long-Term Care Funding to Support Community Care Services, be received and endorsed; and,

2. That a copy of this Resolution be forwarded to The Honourable Premier Doug Ford, The Honourable Paul Calandra, Minister of Long-Term Care, Matthew Rae, Member of Provincial Parliament, Perth-Wellington, The Honourable Peter Bethlenfalvy, Member of Provincial Parliament, Pickering-Uxbridge, the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities.

A copy of the original correspondence is attached for your reference.

Should you require further information, please do not hesitate to contact the undersigned at 905.420.4660, extension 2019.

Yours truly,

Susan Cassel  
City Clerk

SC:am
Encl.

Copy: The Honourable Paul Calandra, Minister of Long-Term Care
The Honourable Peter Bethlenfalvy, Member of Provincial Parliament, Pickering-Uxbridge
Matthew Rae, Member of Provincial Parliament, Perth-Wellington
Chris Bantock, Deputy Clerk, City of Stratford
The Association of Municipalities of Ontario (AMO)
All Ontario Municipalities
Chief Administrative Officer
April 17, 2023

Via email: ltcminister@ontario.ca

Ministry of Long-Term Care
6th Floor, 400 University Avenue
Toronto, ON M5G 1S5

Dear Hon. Paul Calandra:

Re: Resolution – Use of Long-Term Care Funding to Support Community Care Services

At their April 11, 2023 Regular Council meeting, Stratford City Council adopted the following resolution requesting the provincial government to support community driven home care services through the redirect of ministry beds in abeyance funding:

THAT staff be requested to send a letter to the provincial government to endorse the redirect of current ministry beds in abeyance funding towards the support of community care services.

We kindly request your support and endorsement.

Sincerely,

Chris Bantock

Chris Bantock
Deputy Clerk

cc: Premier Doug Ford
    Matthew Rae, MPP
    Association of Municipalities of Ontario
    All Ontario municipalities
Committee Members in Attendance: Nelson Cecilia, Michelle Goodridge, Jack O’Donnell, Megan Oldfield (7:06 p.m.) Councillor Corey Kimpson (7:02 p.m.) Nancy Woodman and Kimberly Livingstone in the role of Chair.

Regrets: Natasha Beaton, Susan Brown

Staff in Attendance: Laura Waldie, Senior Planner Heritage, Karin Stieg-Drobig, Recording Secretary and Maria Barrantes Barreto, Council Committee Services Coordinator

Meeting Called to Order

The meeting of the Municipal Heritage Advisory Committee was held virtually via Microsoft Zoom and live streamed to the City of Cambridge YouTube channel. Kimberly Livingstone, MHAC Chairperson, welcomed everyone present, and she advised those present that in its advisory role, MHAC makes recommendations that then go to Council for a decision. The meeting was called to order at 7:00 p.m. and the meeting adjourned at 8:11 p.m.

Declarations of Interest – NIL

Minutes of Previous Meeting

Moved by: Nancy Woodman
Seconded by: Nelson Cecilia

It was noted that on page 6 of the agenda, in the last paragraph, the words “photolight metrics” should be “photo metrics” and was corrected in the minutes.

THAT the minutes of the March 16, 2023 meeting of the Cambridge Municipal Heritage Advisory Committee be considered for errors and omissions and be adopted.

CARRIED
Presentation:

Paul Willms, Sustainability Planner, gave a comprehensive presentation explaining the draft Parks Master Plan. Mr. Willms explained that the 30 year plan, with shorter, 10 year term increments will include public engagement at various stages. He noted that public and stakeholder input will be gathered through surveys, visits to the advisory committees and public meetings. This information will then be utilized in the report to Council to seek direction moving forward with the Plan.

The number and types of parks was explained in detail, including community and neighbourhood parks, urban squares and parkettes, trailheads and outdoor recreation facilities that are part of the approximately 500 hectares of public space within Cambridge. It was noted that the expected 50% increase of population within the City of Cambridge will require 64 hectares of developable parkland to meet the current service standard and will include privately owned public spaces (POPS) and Strata Parks. These parks on top of low rise parking and buildings are relatively new but it is expected that the City will see more of these through intensification. Lastly, levels and types of services were also explained to the Committee.

It was noted there are numerous heritage resources that are within parks in the City currently and it is expected that this will increase with the addition of various resources such as the Stone Tower that will be removed from the Guelph Avenue Forbes Estate to Jacob’s Landing. Mr. Willms noted that he is seeking input from the Committee on how and when they wish to be consulted moving forward and what areas of interest the Committee feels should be addressed within the Parks Master Plan.

The Committee thanked Mr. Willms for his presentation. The question of designating specific resources within a park versus the entire park was discussed. Further, it was noted that designating any attribute must address operational needs in ensuring the attribute is maintained. The Chair noted that further discussions will take place, with the Committee providing comments once completed.

Reports:

1. Request to Alter a Part V Designated Property: Sign Permit Application for 47 Main Street

Laura Waldie, Senior Planner Heritage provided a brief overview of the applicant’s plans noting the sign fascia will be painted with the letters being pin screwed into the existing fascia. The sign will be illuminated via the existing gooseneck lighting above the
sign. The Committee asked if the fascia trim would also be painted in the same colour. Laura Waldie confirmed that it would.

Moved by: Nancy Woodman  
Seconded by: Michelle Goodridge

**THAT** Report 23-015 (MHAC)- Request to Alter Part V Designated Property Sign Permit Application for 47 Main Street, be received;

**AND THAT** the Municipal Heritage Advisory Committee (MHAC) approve the application for a sign permit for the property municipally known as 47 Main Street.

**CARRIED**

**2. Request to Alter a Part V Designated Property: Sign Permit and Variance Application for 43 Main Street.**

Laura Waldie, Senior Planner Heritage, provided a brief overview of the application for a sign. She advised the applicant has contacted her to indicate that they have revised their plan for the size of the sign down to 2.59 square metres.

The Committee confirmed that a variance would still be required as it is bigger than the 1.25 square metres permitted under the Sign Bylaw. Additionally, it was confirmed that the sign will fit within the sign fascia and that it will be illuminated through gooseneck lighting and not internally.

Moved by: Nelson Cecilia  
Seconded by: Michelle Goodridge

**THAT** Report 23-016 (MHAC) Request to Alter a Part V Designated Property: Sign Permit and Variance Application for 43 Main Street, be received;

**AND THAT** the Municipal Heritage Advisory Committee (MHAC) not approve the application for a sign permit for the property municipally known as 43 Main Street due to the size being 4.29 square metres

**AND FURTHER THAT** the MHAC approves a variance to the Sign Bylaw to permit a fascia sign measuring three square metres or less for the Suave Social Boutique at 43 Main Street

**CARRIED**
3. Memo – Mill Race Park HIA

The Chair advised this item is for information purposes and will not require a vote on recommendations. A short Power Point presentation was provided by Lashia Jones, Cultural Heritage Specialist, Stantec. Ms. Jones advised that the wooden bridges within the listed heritage Mill Race Park are due to be replaced as they are unsafe. She provided a brief history of the Park, heritage attributes and reasons for its cultural heritage status.

She further gave the options available and any mitigation required based upon the options. There were no questions of the Committee.

Information Items: NIL

Other Business - NIL

Chair’s Comments:

Chair, Kimberly Livingstone, advised she did not have any comments this month.

Council Report/ Comments:

Councillor Kimpson noted that should any committee members have any items of interest they wish to discuss, that she is available.

Staff/Senior Planner- Heritage comments:

Laura Waldie noted that there would be a designation report and grant request among other things coming to MHAC next month. She also advised that work on the Heritage Register is continuing. She further noted that the plan is to have a break in August unless a time sensitive application is received.

Next Meeting

Date & Time: July 20, 2023, 7:00 p.m.
Location: Virtually via Zoom

Close of Meeting

Moved by: Nancy Woodman
Seconded by: Jack O'Donnell
THAT the Municipal Heritage Advisory Committee meeting does now adjourn at 8:11 p.m.

CARRIED

Approved by the Municipal Heritage Advisory Committee at the July 20, 2023 meeting

Kimberly Livingstone Karin Stieg-Drobig
MHAC Chairperson Recording Secretary
To: COUNCIL
Meeting Date: 8/29/2023
Subject: Traffic and Parking Bylaw Updates
Submitted By: Hardy Bromberg, Deputy City Manager
Prepared By: Jason Leach, Senior Transportation Engineering Technologist
Report No.: 23-289-CD
File No.: C11
Wards Affected: All Wards

RECOMMENDATION(S):
THAT Report 23-289-CD Traffic and Parking Bylaw Updates be received;
AND FURTHER THAT the by-law included as Appendix A to Report 23-289-CD to amend the Traffic and Parking By-law be passed.

EXECUTIVE SUMMARY:
Purpose
The purpose of this report is to update the Traffic and Parking By-law to reflect traffic control changes previously implemented through construction projects, road jurisdiction changes and transportation improvements.

Key Findings
Through various construction projects, roadway jurisdiction changes and transportation improvements, various traffic control changes have been implemented that require updates to the Traffic and Parking By-law.

Financial Implications
There are no financial implications.
STRATEGIC ALIGNMENT:

☐ Strategic Action

Objective(s): Not Applicable

Strategic Action: Not Applicable

OR

☒ Core Service

Program: Transportation Management

Core Service: Traffic Operations

The recommendations of this report are intended to update traffic and parking regulations that are already in place but are missing from or require revisions within the Traffic and Parking By-law. Traffic and parking regulations provide a basis of how a roadway operates and contribute to providing a safe and efficient transportation network.

BACKGROUND:

Through reconstruction projects, transportation improvements and roadway jurisdictional changes various regulations need to be updated in the Traffic and Parking Bylaw to be consistent with existing conditions.

ANALYSIS:

Updates to the Traffic and Parking Bylaw are needed to reflect the following existing conditions.

Sheldon Drive

Add reserved bike lanes and no parking anytime restrictions implemented through construction on both sides of Sheldon Drive between Conestoga Parkway and Franklin Boulevard.

Franklin Boulevard

Remove the pedestrian restriction from the east side of Franklin Boulevard between Highway 401 and Jamieson Parkway. This restriction is no longer required since a
multi-use trail was installed on the east side of the road.

**Elgin Street North at Samuelson Street**

Add Elgin Street North at Samuelson Street to the traffic signals schedule as a result of ownership of this portion of Samuelson Street being transferred from the Region of Waterloo to the City of Cambridge.

**Wellington Street**

Update the no parking, no stopping and limited parking restrictions implemented through reconstruction.

**Hungerford Road at Lewis Street**

Remove the Yield sign from Schedule 13. This Yield sign has been replaced with a Stop sign.

**Queenston Road at Brower Street**

Remove the Yield sign from Schedule 13. This Yield sign has been replaced with a Stop sign.

**John Street at Crombie Street**

Remove the Yield sign from Schedule 13. This Yield sign was removed through reconstruction of the road.

The proposed amendment to the Traffic and Parking By-Law is attached as Appendix A.

**EXISTING POLICY / BY-LAW(S):**

The City’s Traffic and Parking Bylaw was reviewed to determine the necessary updates.

**FINANCIAL IMPACT:**

There is no financial impact.

**PUBLIC VALUE:**

Does not apply.

**ADVISORY COMMITTEE INPUT:**

Not Applicable.
PUBLIC INPUT:
Consultation with residents occurred through the applicable construction projects design process. The recommendations of this report are intended to update the Traffic and Parking Bylaw to reflect existing conditions.

INTERNAL / EXTERNAL CONSULTATION:
Internal and external consultation was undertaken through the applicable construction projects design process.

CONCLUSION:
Based on the assessment outlined in this report, it is recommended that the Traffic and Parking By-law be amended as per Appendix A to ensure the By-law reflects existing roadway operations.

REPORT IMPACTS:
Agreement: No
By-law: Yes
Budget Amendment: No
Policy: No

APPROVALS:
This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:

Deputy City Manager
Chief Financial Officer
City Solicitor
City Manager

ATTACHMENTS:
1. 23-289-CD Appendix A – Draft By-law Amendment
THE CORPORATION OF THE CITY OF CAMBRIDGE

By-law 23-XXX

Being a by-law to amend By-law 22-044 being a By-law to Regulate Traffic and Parking on Highways Under the Jurisdiction of The Corporation of the City of Cambridge

WHEREAS the Council of The Corporation of the City of Cambridge passed By-law No. 22-044 on the 19th day of July, 2022;

AND WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, Section 11(3), authorizes the passing of by-laws regulating traffic and parking on highways;

NOW THEREFORE BE IT RESOLVED THAT The Corporation of the City of Cambridge enacts as follows:

1. THAT Schedule 1, “No Parking”, Part V of By-law No. 22-044 is hereby amended by removing the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beverly Street</td>
<td>both</td>
<td>Dundas Street</td>
<td>416m east of Dundas Street</td>
<td>anytime</td>
</tr>
<tr>
<td>Sheldon Drive</td>
<td>both</td>
<td>Hespeler Road</td>
<td>east City limits</td>
<td>anytime</td>
</tr>
<tr>
<td>Wellington Street</td>
<td>west</td>
<td>Main Street</td>
<td>63m north of Main Street</td>
<td>anytime</td>
</tr>
<tr>
<td>Wellington Street</td>
<td>east</td>
<td>Main Street</td>
<td>35m south of Dickson Street</td>
<td>anytime</td>
</tr>
</tbody>
</table>

2. THAT Schedule 1, “No Parking”, Part V of By-law No. 22-044 is hereby amended by adding the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beverly Street</td>
<td>both</td>
<td>Dundas Street North</td>
<td>Samuelson Street</td>
<td>anytime</td>
</tr>
<tr>
<td>Samuelson Street</td>
<td>south</td>
<td>Beverly Street</td>
<td>Elgin Street North</td>
<td>anytime</td>
</tr>
<tr>
<td>Sheldon Drive</td>
<td>both</td>
<td>Hespeler Road</td>
<td>Lingard Road</td>
<td>anytime</td>
</tr>
<tr>
<td>Wellington Street</td>
<td>east</td>
<td>Main Street</td>
<td>56m north thereof</td>
<td>anytime</td>
</tr>
<tr>
<td>Wellington Street</td>
<td>west</td>
<td>24m south of Dickson Street</td>
<td>anytime</td>
<td></td>
</tr>
</tbody>
</table>

3. THAT Schedule 2, “Limited Parking”, Part V, of By-law No. 22-044 is hereby amended by removing the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellington Street</td>
<td>west</td>
<td>11m south Dickson Street</td>
<td>18m south thereof</td>
<td>9:00 a.m. – 6:00 p.m. Monday – Saturday 2 hours</td>
</tr>
<tr>
<td>Wellington Street</td>
<td>east</td>
<td>57.5m north Main Street</td>
<td>20m north thereof</td>
<td>9:00 a.m. – 6:00 p.m. Monday – Saturday 2 hours</td>
</tr>
</tbody>
</table>

4. THAT Schedule 2, “Limited Parking”, Part V, of By-law No. 22-044 is hereby amended by adding the following:
<table>
<thead>
<tr>
<th>HIGHWAY SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellington Street east</td>
<td>56m north of Main Street</td>
<td>21m north thereof</td>
<td>9:00 a.m. – 6:00 p.m. Monday – Saturday 2 hours</td>
</tr>
<tr>
<td>Wellington Street west</td>
<td>11m south of Dickson Street</td>
<td>15m south thereof</td>
<td>9:00 a.m. – 6:00 p.m. Monday – Saturday 2 hours</td>
</tr>
</tbody>
</table>

5. **THAT** Schedule 4, “No Stopping”, Part V of By-law No. 22-044 is hereby amended by **removing** the following:

<table>
<thead>
<tr>
<th>HIGHWAY SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellington Street east</td>
<td>Dickson Street</td>
<td>15m south of Dickson Street</td>
<td>anytime</td>
</tr>
</tbody>
</table>

6. **THAT** Schedule 4, “No Stopping”, Part V of By-law No. 22-044 is hereby amended by **adding** the following:

<table>
<thead>
<tr>
<th>HIGHWAY SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Samuelson Street north</td>
<td>Elgin Street North</td>
<td>Beverly Street</td>
<td>anytime</td>
</tr>
<tr>
<td>Wellington Street east</td>
<td>77m north of Main Street</td>
<td>Dickson Street</td>
<td>anytime</td>
</tr>
<tr>
<td>Wellington Street west</td>
<td>Dickson Street</td>
<td>11m south thereof</td>
<td>anytime</td>
</tr>
</tbody>
</table>

7. **THAT** Schedule 9, “Traffic Signals”, Part VII of By-law No. 22-044 is hereby amended by **adding** the following:

**LOCATIONS**
- Elgin Street North at Samuelson Street

8. **THAT** Schedule 10, “No Pedestrians”, Part VIII of By-law No. 22-044 is hereby amended by **removing** the following:

<table>
<thead>
<tr>
<th>HIGHWAY SIDE(S)</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Franklin Boulevard both</td>
<td>Highway 401</td>
<td>Holiday Inn Drive/Jamieson Parkway</td>
</tr>
</tbody>
</table>

9. **THAT** Schedule 10, “No Pedestrians”, Part VIII of By-law No. 22-044 is hereby amended by **adding** the following:

<table>
<thead>
<tr>
<th>HIGHWAY SIDE(S)</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Franklin Boulevard west</td>
<td>Holiday Inn Drive</td>
<td>Highway 401</td>
</tr>
</tbody>
</table>

10. **THAT** Schedule 11, “Through Highways”, Part IX of By-law No. 22-044 is hereby amended by **adding** the following:
11. **THAT** Schedule 13, “Intersection Yield Signs”, Part XI of By-law No. 22-044 is hereby amended by **removing** the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>INTERSECTING AT</th>
<th>FACING TRAFFIC TRAVELLING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hungerford Road</td>
<td>Lewis Street</td>
<td>eastbound</td>
</tr>
<tr>
<td>John Street</td>
<td>Crombie Street</td>
<td>northbound</td>
</tr>
<tr>
<td>Queenston Road</td>
<td>Brower Street</td>
<td>westbound</td>
</tr>
</tbody>
</table>

12. **THAT** Schedule 24, “Reserved Lanes”, Part XX of By-law No. 22-044 is hereby amended by **removing** the following:

<table>
<thead>
<tr>
<th>HIGHWAY FROM TO SIDE TIMES/VEHICLE CLASS OR TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sheldon Drive Hespeler Road Conestoga Boulevard both anytime bicycle</td>
</tr>
</tbody>
</table>

13. **THAT** Schedule 24, “Reserved Lanes”, Part XX of By-law No. 22-044 is hereby amended by **adding** the following:

<table>
<thead>
<tr>
<th>HIGHWAY FROM TO SIDE TIMES/VEHICLE CLASS OR TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sheldon Drive Hespeler Road Franklin Boulevard both anytime bicycle</td>
</tr>
</tbody>
</table>

14. **AND THAT** this by-law shall not come into force or take effect until the sign or signs has or have been erected and is or are on display.

Enacted and Passed this 29th day of August, 2023.

________________________________________________

MAYOR

________________________________________________

CLERK
To: COUNCIL
Meeting Date: 8/29/2023
Subject: 23-280-CD Part Lot Control Exemption – 416 Dundas Street South
Submitted By: Sylvia Rafalski-Misch, Manager of Development Planning
Prepared By: Michael Campos, Senior Planner
Report No.: 23-280-CD
File No.: PTLT07/23
Wards Affected: Ward 7

RECOMMENDATION(S):
THAT Report 23-280-CD Part Lot Control Exemption – 416 Dundas Street South be received;
AND THAT the By-law included as Appendix A to report 23-280-CD be passed which would permit the current block in registered Plan of Subdivision 58M-709 to be further divided into 18 individual lots for existing townhouse units.

EXECUTIVE SUMMARY:
Purpose

- Block 1 is currently an identified block in registered Plan of Subdivision 58M-709, which was registered in 2023.
- The current recommendation before Council is for exemption from part lot control to further divide Block 1 into 18 individual lots for the existing townhouse units.

Key Findings

- The townhouse units have been developed in accordance with the approved Official Plan and Zoning By-law Amendment and the approved Site Plan and Building Permits. The Plan of Subdivision, which created a single Block for the lands, was approved by City Council on January 31, 2023. It has since been registered.
- The applicant has received draft plan approval of a Plan of Common Element Condominium with Parcels of Tied Land (POTLs). The common elements will
include the internal road, visitor parking, and amenity areas. In order to register a common element condominium, POTL’s must first be created. The individual lots for the existing townhouse units proposed through this part lot control exemption application will become the POTLs.

- The By-law, if passed by Council will permit the creation of 18 POTLs on the subject lands.

Financial Implications

- The planning application fee for part lot control exemption in the amount of $10,800 has been paid to the City to process this application.
- There are no additional financial impacts due to this application. The financial impacts have been addressed through the previous Plan of Subdivision.

STRATEGIC ALIGNMENT:

☐ Strategic Action

Objective(s): PLANNING FOR GROWTH - Provide for a mix of development, uses and amenities in order to meet the needs of a changing and diverse population

Strategic Action: Not Applicable

OR

☒ Core Service

Program: Development Approvals

Core Service: Part Lot Control Exemption Applications

BACKGROUND:

Property:

The subject property is municipally addressed as 416 Dundas Street South and is legally described as Block 1 of Registered Plan 58M-709. If the exemption from part lot control is approved by Council, and the Block is permitted to be further subdivided, each lot created will be given separate municipal address.

Figure 1 provides an aerial image of the site (image does not show existing residential development).
EXISTING POLICY / BY-LAW(S):

Planning Act

Section 50(7) of the Planning Act allows a municipality to pass a by-law that excludes lands within a Registered Plan of Subdivision from the Planning Act’s Part Lot Control regulations. This allows a landowner to divide parts of blocks and lots within a registered plan of subdivision. Council approval of the by-law is required to allow the exemption from Part Lot Control for up to two years.

City of Cambridge Official Plan 2012 (as amended)

Existing Land Use Designation: Low/Medium Density Residential

City of Cambridge Zoning By-law No. 150-85 (as amended)

Existing Zoning: RM3 (S.4.1.368)

ANALYSIS:

Part Lot Control General Information
Part lot control exemption is another form of land division in addition to plans of subdivision and severances. Section 50(7) of the Planning Act allows a municipality to pass a by-law that excludes lands within a registered plan of subdivision from the Planning Act’s part lot control regulations. This allows a landowner to divide parts of blocks and lots within a registered plan of subdivision for land for sale, conveyance, lease or mortgage, establish boundary adjustments and maintenance easements by way of a Reference Plan. Exemption from part lot control is appropriate when a number of land transactions are involved, but the resulting changes will not affect the nature or character of the subdivision or development.

An approved part lot control exemption by-law is in place for two years. After that, the by-law expires and the part lot control regulations of the Planning Act come back into effect and no further division of the land can occur without a severance application.

If Council does not agree with Staff’s recommendation to approve the part lot control exemption application and corresponding by-law, the property could not be divided into the multiple individual townhouse lots for sale and ownership. If not approved, the Plan of Condominium would be affected and would require updating with respect to the functionality of the property.

**Proposed Part Lot Control**

The subject Block 1 was created through the approval and registration of a Plan of Subdivision (30T-22102). This Block was always proposed to be developed with a walk-up apartment building and townhouse dwellings, with the intention that exemption from part lot control would create the individual lots.

The City granted building permits for the townhouse dwellings and construction of these units are complete. Building permits can be granted as soon as Site Plan Approval is issued.

The application for exemption from part lot control is now required to further divide the subject block into individual lots (one per townhouse dwelling), which would permit the sale and individual ownership of each lot to a future purchaser. The Block is proposed to be divided into 18 lots.

Figure 2 below provides a visual of the proposed lot creation.
Applications for exemption from part lot control are usually submitted after construction begins and the building foundations are approved. This makes it easier to determine accurate property boundaries between dwelling units.

The application for exemption from part lot control is consistent with the registered Plan of Subdivision.

**FINANCIAL IMPACT:**

There are no financial impacts due to this application. The financial impacts have been addressed through the previous plan of subdivision process.

**PUBLIC VALUE:**

Not Applicable.
ADVISORY COMMITTEE INPUT:
Not Applicable.

PUBLIC INPUT:
This application does not require public notification or public input. This report has been posted publicly as part of the report process.

INTERNAL / EXTERNAL CONSULTATION:
The applicant provided the Planning Division with a draft copy of the reference plan for review.

The application was circulated to Building Services, Development Engineering Division, Legal Services, and the Region of Waterloo. No comments or action items were raised with regard to the application.

Legal Services reviewed Schedule A to this report, the draft By-law and has confirmed the parts have been listed in accordance with the draft reference plan.

The reference plan included in Schedule B to this report was deposited to the Land Registry Office by the applicant.

CONCLUSION:
City of Cambridge Development Planning Staff recommends that Council pass the attached by-law to permit part lot control exemption on the subject lands, which includes Block 1 on Registered Plan of Subdivision 58M-709 until August 15, 2025. The application for part lot control exemption meets the intent of the registered plan of subdivision, represents good planning and will create 18 freehold lots as was anticipated through the previous Planning Approvals.

REPORT IMPACTS:
Agreement: No
By-law: Yes
Budget Amendment: No
Policy: Yes
APPROVALS:

This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:

Director
Deputy City Manager
Chief Financial Officer
City Solicitor
City Manager

ATTACHMENTS:

1. 23-280-CD Appendix A – Draft By-law for Exemption from Part Lot Control
2. 23-280-CD Appendix B – Reference Plan 58R-21757
3. 23-280-CD Appendix C – Registered Plan of Subdivision 58M-709
THE CORPORATION OF THE CITY OF CAMBRIDGE

By-law 23-XXX

Being a by-law of the Corporation of the City of Cambridge to exempt certain lots or blocks pursuant to subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended (Part Lot Control Exemption) – Block 1 on Registered Plan 58M-709

WHEREAS subsection 50(7) of the Planning Act R.S.O. 1990, c. P.13, as amended, provides that a municipal Council may by by-law provide that subsection 50(5) of the Planning Act R.S.O. 1990 c.P.13, as amended (Part Lot Control) does not apply to land within plans or parts of plans designated in the by-law and that when the by-law is approved by the appropriate approval authority, subsection 50(5) ceases to apply to the lands therein described.

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT Subsection 50(5) of the Planning Act R.S.O 1990, c.P.13, as amended, shall not apply to Block 1 on Registered Plan No. 58M-709;
2. THAT this by-law shall be restricted in its application only to divide the blocks and create easements as cited in accordance with Reference Plan No. 58R-21757 and Schedule ‘A’ attached hereto;
3. THAT this by-law shall remain in force and effect for a period of two (2) years from the date of its passing and shall expire on August 29, 2025;
4. THAT this by-law be registered electronically on the title to the lands described herein;
5. AND THAT this By-law shall come into full force on the day it is passed.

Enacted and Passed this 29th day of August, 2023.

__________________________________________
MAYOR

__________________________________________
CLERK
Schedule “A” to By-law XXX-23; Block 1, 58M-709; Parts 1-2, 6 and 10-45 58R-21757

Parcel 1:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 10, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo. Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 10, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 11 to 45, Plan 58R-21757, inclusive, for the purpose access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 10, Plan 58R-21757 and for no other purpose.</td>
</tr>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7 Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive.</td>
</tr>
</tbody>
</table>
### Parcel 2:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Parts making up the Parcel</strong></td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 11, Plan 58R-21757</td>
</tr>
<tr>
<td><strong>Existing Easement(s) to which the Parcel is subject</strong></td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.</td>
</tr>
<tr>
<td></td>
<td>Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td><strong>New easement(s) to which the Parcel is subject</strong></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 11, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 and 12 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 11, Plan 58R-21757, and for no other purpose.</td>
</tr>
<tr>
<td><strong>New easement(s) for the Benefit of the Parcel</strong></td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive.</td>
</tr>
</tbody>
</table>
### Parcel 3:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 12, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
| New easement(s) to which the Parcel is subject | Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 12, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 and 11, Plan 58R-21757 and 13 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 12, Plan 58R-21757 and for no other purpose. |
| New easement(s) for the Benefit of the Parcel | Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive. |
Parcel 4:

<table>
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<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 13, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
| New easement(s) to which the Parcel is subject | Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 13, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 12, Plan 58R-21757, inclusive, and 14 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 13, Plan 58R-21757, and for no other purpose. |
| New easement(s) for the Benefit of the Parcel | Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive. |
Parcel 5:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 14 and 15, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  

Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
| New easement(s) to which the Parcel is subject | Subject to an easement over Part of Block 1, Plan 58M-709 designated as Parts 14 and 15, Plan 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 13, Plan 58R-21757, inclusive, and 16 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 14 and 15, Plan 58R-21757, inclusive, and for no other purpose.  

Subject to an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 15, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709, designated as Parts 10 to 13, inclusive, and 16 to 45, Plan 58R-21757, inclusive, for the purpose of maintenance, repair and operation of a storm water sewer and for no other purpose. |
<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive.</td>
</tr>
</tbody>
</table>

Parcel 6:

<table>
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<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 16 and 17, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 16 and 17, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 15, Plan 58R-21757, inclusive and 18 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 16 and 17, Plan 58R-21757, inclusive, and for no other purpose.</td>
</tr>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 16, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709, designated as Parts 10 to 15, inclusive, and 18 to 45, Plan 58R-21757 inclusive, for the purpose of maintenance, repair and operation of a storm water sewer and for no other purpose.</td>
</tr>
<tr>
<td></td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive.</td>
</tr>
</tbody>
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### Parcel 7:

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<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 18 and 19, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.</td>
</tr>
<tr>
<td></td>
<td>Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Parts 18 and 19, 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 17, Plan 58R-21757, inclusive, and 20 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 18 and 19, Plan 58R-21757, and for no other purpose.</td>
</tr>
<tr>
<td></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 19, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 17, inclusive, and 20 to 45, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
<tr>
<td>PIN – PART OF PIN 03843-0305</td>
<td>TRANSFEREE – 2577914 Ontario Inc.</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>-----------------------------------</td>
</tr>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive.</td>
</tr>
</tbody>
</table>

**Parcel 8:**

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 20 and 21, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo. Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td>PIN – PART OF PIN 03843-0305</td>
<td>TRANSFEREE – 2577914 Ontario Inc.</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>----------------------------------</td>
</tr>
<tr>
<td><strong>New easement(s) to which the Parcel is subject</strong></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Parts 20 and 21, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 19, Plan 58R-21757, inclusive, and 17 to 45, 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 20 and 21, Plan 58R-21757, and for no other purpose. Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 21, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 19, inclusive, and 22 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
<tr>
<td><strong>New easement(s) for the Benefit of the Parcel</strong></td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
</tr>
</tbody>
</table>
### Parcel 9:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 22 and 23, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.</td>
</tr>
<tr>
<td></td>
<td>Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 22 and 23, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 21, Plan 58R-21757, inclusive, and 24 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 22 and 23, Plan 58R-21757 and for no other purpose.</td>
</tr>
<tr>
<td></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 23, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 21, inclusive, and 24 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
<tr>
<td>PIN – PART OF PIN 03843-0305</td>
<td>TRANSFEREE – 2577914 Ontario Inc.</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>----------------------------------</td>
</tr>
<tr>
<td><strong>New easement(s) for the Benefit of the Parcel</strong></td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
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**Parcel 10:**

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<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
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<tbody>
<tr>
<td><strong>Parts making up the Parcel</strong></td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 24 and 25, Plan 58R-21757</td>
</tr>
<tr>
<td><strong>Existing Easement(s) to which the Parcel is subject</strong></td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo. Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td><strong>New easement(s) to which the Parcel is subject</strong></td>
<td>Subject to an easement over Part of Block 1, 58M-709 designated as Part 24 and 25, Plan 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 23, Plan 58R-21757, inclusive, and 26 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 24 and 25, Plan 58R-21757, and for no other purpose.</td>
</tr>
</tbody>
</table>
### Parcel 11:

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<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
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</thead>
<tbody>
<tr>
<td><strong>Parts making up the Parcel</strong></td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 26 and 27, Plan 58R-21757</td>
</tr>
<tr>
<td><strong>Existing Easement(s) to which the Parcel is subject</strong></td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo. Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td>PIN – PART OF PIN 03843-0305</td>
<td>TRANSFEREE – 2577914 Ontario Inc.</td>
</tr>
<tr>
<td>-----------------------------</td>
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</tr>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 26 and 27, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 25, Plan 58R-21757, inclusive, and 28 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 26 and 27, Plan 58R-21757, and for no other purpose. Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 27, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 25, inclusive, and 28 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
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</table>
### Parcel 12:

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<th>PIN – PART OF PIN 03843-0305</th>
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<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 28, 29, 30 and 31, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
| New easement(s) to which the Parcel is subject | Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 28, 29, and 31, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 27, Plan 58R-21757, inclusive, and 32 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 28, 29, and 31, Plan 58R-21757, and for no other purpose.  
Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 30, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 17, inclusive, and 20 to 45, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench. |
<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
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<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
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**Parcel 13:**

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<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
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<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 32, 33, 34 and 35, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
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<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 32, 33 and, 34, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 31, Plan 58R-21757, inclusive, and 36 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 32, 33, and 34, Plan 58R-21757, and for no other purpose.</td>
</tr>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 35, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 31, inclusive, and 36 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
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<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
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<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 36 and 37, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.</td>
</tr>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 36 and 37, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 35, Plan 58R-21757, inclusive, and 38 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 36 and 37, Plan 58R-21757, and for no other purpose. Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 37, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 36 inclusive, and 38 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
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<td>New easement(s) for the Benefit of the Parcel</td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
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<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 38 and 39, Plan 58R-21757</td>
</tr>
<tr>
<td>PIN – PART OF PIN 03843-0305</td>
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Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
| New easement(s) to which the Parcel is subject | Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 38 and 39, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 35, Plan 58R-21757, inclusive, and 38 to 45, Plan 58R-21757, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 38 and 39, Plan 58R-21757, and for no other purpose.  
Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 39, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 37, Plan 58R-21757, inclusive, and 40 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.  
Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757. |
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<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 40 and 41, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
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<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 40 and 41, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 39, Plan 58R-21757, inclusive, and 42 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 40 and 41, Plan 58R-21757, and for no other purpose.</td>
</tr>
<tr>
<td></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 41, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 39, inclusive, and 42 to 45, Plan 58R-21757 inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
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<td>New easement(s) for the Benefit of the Parcel</td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
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<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 42 and 43, Plan 58R-21757</td>
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<tr>
<td>PIN – PART OF PIN 03843-0305</td>
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Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
| **New easement(s) to which the Parcel is subject** | Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 42 and 43, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 41, Plan 58R-21757, inclusive, and 44 and 45, Plan 58R-21757, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 42 and 43, Plan 58R-21757, and for no other purpose.  
Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 43, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 41, Plan 58R-21757, inclusive, and 44 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench. |
| **New easement(s) for the Benefit of the Parcel** | Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757. |

Parcel 18:

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<td><strong>Parts making up the Parcel</strong></td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 44 and 45, Plan 58R-21757</td>
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| **Existing Easement(s) to which the Parcel is subject** | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
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</tr>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 45, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 43, inclusive, Plan 58R-21757, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
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<td></td>
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</tbody>
</table>
General Provisions Applicable to All Parcels and Easements

In this document any references to “Common Services” shall mean any and all catch basins, street lighting on any internal roadway or Parcel of Tied Land, and all curbs, sidewalks, walkways, community mailboxes, visitor parking spaces, pipes, wires, vents, ducts, cables, conduits, sewers (both storm and sanitary), service connections, castings, manholes, valves, backflow preventors, drains, life safety equipment, electricity transformer(s), storm water swales, storm water management facilities, sump pumps, weeping tiles and/or other conduits, telecommunication signal transmission and reception facilities and lines, water mains, water shut off valves and related mechanisms, water meters, water meter rooms, water meter chambers, fire hydrants, fire hoses and all related piping and fixtures, fire suppressant systems including all piping, sprinklers and relaxed fixtures and components, water supply hose bibs and related piping and metering, telephone cables and access transmission lines and public and private utility lines that, without limiting the generality of the foregoing, provide, measure, regulate or transmit, power, communication facilities, water, fuel, storm water and other drainage, and/or sewage disposal. Despite the reservation or granting of any easement herein the same shall not and does not:

• permit the owner of any Parcel described herein apart from Greentown Developments. to install any new Common Services in any servient lands other than to repair or replace existing Common Services;

• impair, restrict or prohibit the:
  
  • presence within the lands subject to any such easement of any existing (as of the date of the registration of this document) building, structure, roadway, driveway, service, Common Services, landscape or other feature; nor

  • construction within the lands subject to any such easement of any future building, structure, roadway, driveway, service, Common Services, landscape or other feature or other component provided for, permitted by, or required by any municipal approved site, landscape, grading, drainage, storm water management, servicing, engineering, or similar plan or any applicable municipal development agreement or provided the same is constructed with a municipal building permit.

Fences/Barriers/Gates

In order to facilitate such access as set out in this instrument, no fence or other obstruction can be erected or placed along the side and/or rear yard (as the case may be) boundaries of any Parcel described herein or otherwise within any Parcel described herein that would restrict reasonable yard access and passage otherwise permitted by this instrument. Any fence that is constructed within any of the lands described herein that are subject to a pedestrian right of ingress and/or egress permitted by any easement retained or transferred herein must permit access as set out in this instrument and Reference Plan 58R-21757 without obstruction and provide the ability to pass along the rear/side portion of the Parcel and to allow passage of small equipment including without limitation a regular sized wheelbarrow. Without limitation this means the portion of the Parcel which is the subject of an access easement must remain reasonably clear of trees and landscaping that would obstruct such passage.

Projections

Despite anything set out herein to the contrary, eaves, eavestroughs, brick, siding and other architectural and building component projections including, without limitation, downspouts and
roofs from/of any building on any of the Parcels described herein (any and all of which are referred to herein as “Projections”) may and are allowed to project into the airspace of an adjoining Parcel(s) and entry by the Owner or representative or contractor of such Owner of such Parcel on which such building is situate into the yard area(s) of adjoining Parcel(s) as is necessary to complete any reasonable inspection, maintenance, repair or replacement of any such Projections is permitted.

General

The easements granted and retained herein:

(a) contemplate and are intended to accommodate further development on all of the Dominant Lands referred to herein;

(b) allow for and contemplate further subdivision of all of the Dominant Lands all of which subdivided parcels (if any) share in the full right to the enjoyment of these easements.
To: COUNCIL
Meeting Date: 8/29/2023
Subject: 23-134-CRS Methods to Fill a Vacancy for Office of Councillor, Ward 1
Submitted By: Danielle Manton, City Clerk
Prepared By: Danielle Manton, City Clerk
Report No.: 23-134-CRS
File No.: C1101
Wards Affected: Ward 1

RECOMMENDATION(S):
THAT Report 23-134-CRS Method to Fill a Vacancy for Office of Councillor, Ward 1 be received;
AND FURTHER THAT Council select option# ______ as presented in report 23-134-CRS Method to Fill a Vacancy for Office of Councillor, Ward 1;
AND FURTHER THAT Council approve a transfer of $50,000 from the tax supported Rate Stabilization Reserve to support the method selected by Council to fill the vacancy for Office of Councillor, Ward 1.

EXECUTIVE SUMMARY:
Purpose

- The purpose of this report is to provide Council with options to fill the vacancy declared on August 15, 2023 for the Office of Councillor, Ward 1.
- To set the direction for the City Clerk to ensure a transparent method is prepared to fill the vacancy for Office of Councillor, Ward 1.
- To approve any necessary funding and by-laws dependent on the method selected by Council to provide for next steps to be carried out by the Clerk.
Key Findings

- Section 263 (1) of the Municipal Act, 2001 (Act) authorizes a municipality to fill a vacancy either by by-election or appointment.

- Section 263 (5) (1) notes that a municipality must select the method to fill the vacancy within 60 days after declaration of vacancy has been made.

- Council declared a vacancy for Office of Councillor, Ward 1 on August 15, 2023; therefore, Council must decide how to fill the vacancy.

- Should Council wish to conduct a by-election to fill the vacancy, a by-law indicating that a by-election is required must be passed. This by-law must be passed within 60 days of declaring the vacancy. Staff have attached a draft by-law as Appendix B to this report 23-134-CRS.

- There is no prescribed minimum time for the nomination period and Nomination Day is to be set not less than 30 days and no more than 60 days from the date Council passes the by-law to hold a by-election. Voting Day must be 45 days after Nomination Day.

- Should Council wish to fill the vacancy via appointment, the appointment process must be completed within the 60 days (on or before October 13, 2023).

Financial Implications

This report provides options for Council’s consideration to fill the vacancy. The option to enact a by-law calling for a by-election for Ward 1 will have a larger financial impact than the option for appointment. The analysis section of this report provides an overview and estimated costs for all options to assist Council in making a selection for the option they wish to direct staff to pursue.

STRATEGIC ALIGNMENT:

☐ Strategic Action

Objective(s): Not Applicable

Strategic Action: Not Applicable

OR

☒ Core Service
Program: Governance

Core Service: Council and Citizen Committees

As per the Act and the Municipal Election Act, 1996 (MEA) following the declaration of a vacancy on Council, there is a minimum number of days provided to Council to determine if they wish to fill the vacancy by by-election or Appointment. This report ensures that Council is in compliance with legislation and sets a timeline for staff to deliver whichever process Council selects.

BACKGROUND:

Council Vacancy Policy


The policy requires Council to adhere to the requirements of Section 263 of the Act and determine whether to hold a by-election or appoint a qualified individual to fill a vacancy.

The policy states that, “In making its determination, Council will consider the costs and timelines associated with filling a vacancy by appointment.”

The Policy also provides that if Council chooses to fill this vacancy by appointment, it can choose to fill the vacancy by either appointing a current Member of Council (in case of a vacancy in Office of Mayor) or any other qualified individual as outlined in Section 256 of the Act.

Section 263(5) establishes the rules applying to filling vacancies. Rules applying to filling vacancies 263 (5) The following rules apply to filling vacancies:

1. Within 60 days after the day a declaration of vacancy is made with respect to the vacancy under section 262, the municipality shall,

   i. appoint a person to fill the vacancy under subsection (1) or (4), or

   ii. pass a by-law requiring a by-election be held to fill the vacancy under subsection (1).

Section 264 of the Act, provides that a person appointed or elected to fill a vacancy shall hold the office for the remainder of the term of the person he or she replaced.

Section 256 of the Act sets out the eligibility requirements for persons qualified to be elected or to hold office as a member of a Council of a local municipality.
To be an elector, the person under consideration must, on voting day,

(a) reside in the municipality or be the owner or tenant of land there, or the spouse of such owner or tenant,

(b) be a Canadian Citizen

(c) be at least 18 years old and

(d) not be prohibited from voting.

Under section 258 (1) of the Act, the following are not eligible to be elected as a member of a council or to hold office as a member of a council:

a) an employee of the municipality;

b) a person who is not an employee of the municipality but who is the clerk, treasurer, Integrity Commissioner, Auditor General, Ombudsman, registrar or an investigator of the municipality;

c) a person who is not an employee of the municipality but who holds any administrative position of the municipality;

d) a judge of any court;

e) a member of the Legislative Assembly or of the Senate or House of Commons of Canada;

f) and a public servant.

Despite section 258(1) of the Act, under Section 30(1) of the MEA, an employee of the municipality or a local board may take an unpaid leave of absence to run for office.

The Role of the City Clerk in Elections

The MEA in Section 11(1), identifies that the clerk of the municipality is responsible for conducting elections within the municipality. The MEA further identifies the powers of the clerk in Section 12, including the authority to provide for any matter or procedure not already provided for in the MEA, or in their opinion, is necessary for conducting the election. This authority must be carried out in an independent manner that reflects the principles of the MEA.

ANALYSIS:

The Act and the Council Vacancy Policy require Council to determine which method they wish to fill the vacancy of Office of Councillor, Ward 1.

Council may fill the vacancy by one of two options, pass a by-law to hold a by-election or through an appointment process as outlined in the Council Vacancy Policy.
All methods available for both options are outlined below for Council’s consideration.

Within 60 days of declaring a seat vacant, Council is required to pass a by-law to fill the vacancy or fulfill the requirements of the selected appointment process. If the preferred method is to pass a by-law for a by-election to be held, there are additional timelines that apply.

**Ward 1**

Ward 1 is made up of approximately 13,369 electors. In the 2022 Municipal Election, Ward 1 had 3,158 voters cast ballots for the role of Councillor. 2076 votes were cast via internet voting and 1082 votes were cast in person.

The following provides further details on the options for Council to consider in filling the vacancy of Office of Councillor, Ward 1.

**Option #1 Pass a By-law Requiring a By-Election be Held to Fill the Council Vacancy**

The Clerk shall be responsible for conducting the by-election in accordance with the MEA and all applicable policies and procedures. Council is required to pass a by-law to ensure the Clerk can carry out the by-election, a draft by-law is attached to this report as Appendix B. Further, pursuant to Section 42 of the MEA, should Council select an option that includes internet voting or the use of tabulators, Council must pass a by-law to authorize vote counting equipment or alternative voting. A draft by-law to permit the use of alternative voting is attached as Appendix C. This by-law would only be enacted should Council select a method that included either internet voting or the use of tabulators, or a combination of both.

The MEA states that if Council selected to pass a by-law to proceed with a by-election, that the nomination day would occur a maximum of sixty (60) days from the passing of the by-law, with voting day occurring within forty-five (45) days after nomination day.

A proposed timeline and options for methods of delivery of a by-election are outlined below, and should Council wish to select Option #1 for a by-election, they are requested to determine which method they wish for staff to move forward with.

Choosing to fill the vacancy for Office of Councillor, Ward 1 by by-election means that the Office of Councillor, Ward 1 will be vacant for approximately three months from the date that Council declared the vacancy (August 15, 2023). Under Section 65(4) of the MEA, the Clerk is responsible for fixing the date of Nomination Day to be a day not less than 30 days and not more than 60 days after Council passes a by-law to hold the by-election.
The Act purposefully gives the Clerk the authority to set Nomination Day in any by-election to permit the Clerk the time required to prepare for and conduct a legislatively compliant election as determined by the Clerk.

Because a by-election for the Office of Councillor would be for one single Ward preparations will still be extensive but not as wide-ranging as a City-Wide election.

All election planning should ensure the principles of the MEA are what leads planning decisions, as these principles serve as a benchmark and guide for the conduct of municipal elections:

- secrecy and confidentiality of the voting process;
- fair and non-biased;
- accessible to voters;
- integrity of the voting process;
- results of the election reflect votes cast;
- voters and candidates shall be treated fairly and consistently.

The following provides an overview of timeline and options for methods to deliver a by-election should Council pass a by-law to hold a by-election:

**Proposed By-Election Timeline:**

Regardless of the method, staff propose that every effort be made to follow the proposed timeline. This ensures that Ward 1 residents have representation on Council as soon as possible, provides an adequate campaign period, time for voters to vote via the method selected by Council and ensures that all legislated timelines are met.

- August 15, 2023 – Declaration of Vacancy, Office of Councillor Ward 1
- August 29, 2023 – Council considers methods to fill vacancy
- September 5, 2023 – Nomination Period Begins
- September 29, 2023 – Nomination Day (2 pm)
- November 1-13, 2023 – At Home Voting Program
- November 1, 2023 – Advance Voting Day
- November 4, 2023 – Advance Voting Day
November 13, 2023 – Voting Day (4 Locations)

November 14, 2023 – Official Results

November 28, 2023 – New Ward 1 Elected Official Sworn in At Council Meeting

January 2, 2024 – Financial Filing Deadline

**Options for Methods to Deliver By-Election (1A-1D)**

**Option #1A - Internet Voting Only**

Internet voting has proven to be easy, simple, straightforward, convenient, and private. The primary benefits offered by internet voting are convenience and accessibility, with the potential for minimal to moderate increase in voter turnout.

The Voter Information Notice will include each voter's unique Voter Identification Number (VIN) which will allow the voter to access the ballot. Voters will be asked to make a Declaration that they are entitled to vote in the 2023 by-election for Ward 1 and confirm they are a Canadian citizen. Voters will then be able to access their ballot to vote for the candidates of their choice.

Internet voting offers benefits such as the integration of accessible technology and enables the voter to identify errors in the ballot selections prior to casting a ballot. This voting method also allows for automated election processes like ballot processing, striking names off the voters list, and an effective and rapid count of the votes at the close of voting.

Technological advances in protective measures such as firewalls and user authentication techniques all decrease the likelihood and effectiveness of these threats. Proper testing and auditing throughout the various implementation phases also serve to protect the voting system from external threats. As part of the testing phases, Municipal Clerks, in addition to the vendors, conduct thorough logic and accuracy testing prior to the election to test the system. During the logic and accuracy testing phase, the Clerk can test the system by running a mock election and may investigate the feasibility of including candidates and scrutineers in this process to help electors gain confidence in a new voting method.

Potential barriers to participation by internet voting related to internet access and requirements for assistance will be negated through the implementation of a At Home Voting Program, where staff will visit personal homes upon request to provide access to Election Tablets and provide any required assistance to ensure voters can cast an online ballot. Voter assistance would also be provided at all polling locations, which provide computers and support staff to help guide electors through the process.
Internet voting provides additional accessibility options to electors, including the ability to vote away from home for students studying outside the geographic area, and for electors working or vacationing away from home. Internet voting also provides a more convenient voting option for electors that are caught up in the increasingly busy balancing work and family life – negating the need to attend a physical voting place. The internet voting option also negates ballot waste and the potential for an elector to incorrectly mark a ballot, with a virtual ballot and defined fields to mark the ballot, including ensuring electors cannot place an incorrect mark on the ballot or unintentionally overvoting a ballot.

Option #1A is estimated to cost approximately $30,000 with additional costs for poll location rentals, advertising, equipment rentals, advertising etc.

**Option #1B - Paper Ballot with Tabulator**

A vote tabulator (optical scan unit) reads and records how ballots are marked. A ballot is marked by indicating the voter’s choice(s). The ballot is then inserted into the vote tabulating unit. The tabulator reads and stores the information in the unit. At the close of voting on Election Day, the vote tabulator will produce cumulative totals of all votes cast and the totals will be compiled to produce the final election results.

The use of vote tabulators has become a generally accepted vote counting method in Ontario municipal elections over the last several years and has been used at the provincial level of government. Cambridge has used vote tabulators for a number of Elections and most recently at the 2020 Ward 7 By-election and 2022 Municipal Election.

As a result, there are established and recognized best practices for municipalities to use for effective implementation, including those already created at the City of Cambridge in previous elections.

The use of vote-counting equipment, such as vote tabulators, allows for:
- efficient vote counting - making it possible to report unofficial election results on election night.
  - secret and confidential voting process - ballots and voters cannot be connected.
  - accurate and non-biased vote count - automated counting processes ensure that determination of voter intent and what is counted is consistent.
  - the integration of accessible technology, which allows for independent marking of a ballot which is indistinguishable from any other ballot once cast in the tabulator.
  - certainty and integrity of the process - results reflect votes cast.

The system is precise, easy to use for voters, and capable of generating final election results very quickly following the close of voting. Moreover, manual counting of ballots is not required.
Paper Ballots are required with any tabulator option and make up approximately $10,000 of the budget for the number of electors in Ward 1.

Option #1B is estimated to cost approximately $30,000 with additional costs for printing, mailing, additional equipment rental, poll location rentals, advertising etc.

**Option #1C- Internet Voting and Paper Ballot with Tabulator**

This option is the same method used to deliver the 2022 Municipal Election and is a combination of Internet Voting and paper ballot with Tabulator processes as outlined above.

The benefits of this option is that this option is the most like the 2022 Municipal Election and is familiar to voters.

This option is the option with the largest financial implications and may also require revised timelines as staff will be required to meet procurement policies and will likely be required to report back with a further report following a procurement process for vendors.

Should Council wish to select this method staff recommend they be directed to report back on financial impacts and that Council proceed with passing a by-law to hold a by-election and defer any transfer of funds until staff report back.

Option #1C is estimated to cost approximately $100,000 for the combination of internet voting and paper ballots with tabulators. This would include the cost of equipment rental, polling locations, advertising etc.

**Option #1D- Paper Ballot with Manual Count**

Voters will attend a polling location as outlined on their voter information notice where they will be required to provide identification to verify who they are and that they are eligible to vote in the by-election. A paper ballot would be provided to the voter where they will privately select the candidate of their choice and then proceed to the ballot box and drop the completed ballot into a ballot box. The completed ballots in ballot boxes would be kept in a secure location until election day. After voting has concluded, the ballots would be removed with scrutineers and candidate present and counted by hand twice by two different teams of staff delegated by the City Clerk.

This option would take longer to produce results due to the hand counting but is also considered to have the lowest financial impact of all by-election methods.
Option #1D is estimated to cost approximately $20,000 with additional costs for rentals of polling locations and advertising.

**Accessible By-Election Provisions**

Under both the Accessibility for Ontarians with Disabilities Act, 2005 and the MEA, the City Clerk is required to ensure that municipal elections are accessible to people with disabilities, including both electors and candidates. Staff will prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities and would make the plan available to the public before voting day. This plan will highlight accessibility features available at the polling locations and other available voting options available to electors such as voting with assistance, accessible vote tabulators, at home voting, and accessible voting tools including magnifying sheets, table heights and other considerations.

**Option #2 Appointment Process**

The Act does not set out requirements relating to the process for appointment of an individual to fill a Council vacancy, other than those relating to qualifications. In November 2019 Council passed a Council Vacancy Policy A09 GOV 006 that ensures a transparent process for filling a vacancy on Council.

The Council Vacancy Policy provides options for Council as it relates to appointment of a candidate as follows:

**Option #2A Appointment of a Ward 1 Candidate from the 2022 Municipal Election**

Option #2A provides Council with the option of filling the vacancy through appointment to the Council Candidate who received the most number of Votes in the previous Municipal Election.

Should Council wish to pursue this option, the City Clerk would seek written confirmation and qualifications and determine if the individual is interested in accepting the appointment.

This option does not include financial implications other than staff time.

Option #2A could result in an Oath of Office being administered to the new Councillor by the end of September 2023.
Option #2B Appointment of an Eligible Elector without a Formal Selection Process

Option #2B provides Council with the option to fill the vacancy without a formal selection process. Council may choose to fill the vacancy by appointing any qualified individual as outlined in Section 256 of the Act.

The City Clerk would seek written confirmation and qualifications and determine if the individual is interested in accepting the appointment.

This option does not include financial implications other than staff time.

Option #2B could result in an Oath of Office being administered to the new Councillor by the end of September 2023.

Option #2C Appointment of an Eligible Elector through an established formal selection process

Option #2C requires that Council follow the approved appointment process (outlined in the Council Vacancy Policy – Attachment A) which would permit interested, eligible persons to submit an application for appointment to Council.

This open call for applications would be advertised, and would include a process through an application, declaration of qualifications and a recommended procedure to include an interview/presentation to Council in an open Council Meeting.

The open Council Meeting would provide each eligible candidate to provide a presentation, be asked questions by Council and allow for public delegations in support of candidates. This process also includes a voting procedure to ensure fair and transparent voting occurs to select a final candidate.

This option does have financial implications of approximately $2,500 for advertising costs and staff time.

Option #2C could result in an Oath of Office being administered to the selected new Councillor by the end of October 2023.

EXISTING POLICY / BY-LAW(S):

Council is required to determine next steps for filling the vacancy for Office of Councillor, Ward 1 within 60 days of declaring the vacancy. This requirement is set by the Municipal Act, 2001, the Council approved the Council Vacancy Policy-A09-Gov-006 and the Municipal Election Act, 1996.
FINANCIAL IMPACT:

To mitigate the impact of the municipal election that occurs every four years, the City’s operating budget includes a contribution annually to the Election Reserve Fund to cover costs associated with regular municipal elections rather than expensing the entire amount in the year of the election. After the recent 2020 By-election for Ward 7, the 2022 Municipal Election and the resumption of the Catholic District School Board Election, the balance in the Election Reserve is currently $61,970. If a by-election is selected by Council, staff recommend funding the additional costs from the Rate Stabilization Reserve Fund which is intended to be used to offset extraordinary one-time pressures, as approved by Council through the Reserve and Reserve Fund By-law 23-024. This will ensure sufficient funding remains in the Election Reserve to be used towards the next municipal election in 2026 and reduces the impact to the tax levy in the 2024 – 2026 operating budgets.

If Council chooses to fill the vacancy by by-election, it is estimated that the costs of conducting the by-election will be between $20,000 and $50,000. This estimate is based on cost estimates the City Clerk has obtained and on the number of eligible electors in Ward 1.

Should Council wish to direct the Clerk to proceed with Option #1C, Internet Voting and Paper Ballot with Tabulator, staff recommend Council approve the by-law to call for a by-election but direct the City Clerk to report back following a procurement process for vendors who can provide internet voting and paper ballot with tabulators.

If Council wishes for staff to pursue a by-election option other than Option #1C, Internet Voting and Paper Ballot with Tabulator, given the tight time frames to administer a by-election, a fulsome procurement practice will be challenging to acquire goods and services. That being said, if Council chooses to fill the vacancy by by-election, the Clerk expects that most goods and services will be supplied by vendors already under contract for the 2022 Municipal Elections or who have provided similar services in past elections.

PUBLIC VALUE:

Should Council pass a by-law to hold a by-election in Ward 1, staff will work with Corporate Communications to build a comprehensive communication plan to ensure that a Ward 1 by-election is advertised to potential candidates and to voters.

Should Council choose to proceed with one of the Appointment options outlined in the Council Vacancy Policy, staff will ensure additional communication and advertising is provided related to the option selected.
Staff have provided cost estimates with financial resource management in mind and will make every effort to keep costs at a minimum.

**ADVISORY COMMITTEE INPUT:**

The Accessibility Advisory Committee will be consulted on the method of delivery should Council choose to hold a by-election. The MEA requires the Clerk to complete an Accessibility Plan prior to any election and to produce a report following the election regardless of the method of delivery for any election.

The focus will be on ensuring that all electors in Ward 1 have equal opportunity to vote as undependably as possible by identifying and removing barriers that would limit the independence and dignity of electors.

**PUBLIC INPUT:**

Following Council’s selection of the preferred method to fill the vacancy for Office of Councillor, Ward 1, staff will ensure that the City’s website is updated to provide further information related to the method, that constituents of Ward 1 are notified should there be a by-election and that advertising is done to ensure any next steps are communicated in a manner that is inclusive of all and that processes are clear and transparent to Cambridge residents.

**INTERNAL / EXTERNAL CONSULTATION:**

Consultation with Finance is required based on the method selected to fill the vacancy of Office of Councillor, Ward 1. Staff have consulted with multiple vendors to understand financial impacts in providing the options for Council’s consideration.

**CONCLUSION:**

As a result of Council declaring a vacancy for the Office of Councillor, Ward 1 on August 15, 2023, Council must select a method to fill the vacancy. Details for a by-election and appointment processes are outlined in Report 23-134-CRS and staff seek direction from Council on how to proceed.
REPORT IMPACTS:

Agreement: No
By-law: Yes
Budget Amendment: Yes
Policy: No

APPROVALS:

This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:

Director
Chief Financial Officer
City Solicitor
City Manager

ATTACHMENTS:

1. 23-134-CRS Methods to Fill Vacancy for Office of Councillor, Ward 1 Appendix A – Council Vacancy Policy-A09-Gov-006

2. 23-134-CRS Methods to Fill Vacancy for Office of Councillor, Ward 1 Appendix B – Proposed By-law to Call for By-Election

3. 23-134-CRS Methods to Fill Vacancy for Office of Councillor, Ward 1 Appendix C – Proposed By-law – Alternative Voting Methods

4. 23-134-CRS Methods to Fill Vacancy for Office of Councillor, Ward 1 Appendix D – Election Method Comparison
POLICY TITLE  Council Vacancy
CATEGORY      Governance
POLICY NUMBER A09 GOV 006
DEPARTMENT    Corporate Services
POLICY AUTHOR City Clerk
POLICY TYPE   City Policy
APPROVED BY   Council
EFFECTIVE DATE 11/19/2019
REVIEW DATE   11/19/2024

POLICY STATEMENT
The City of Cambridge is committed to being a transparent government. This policy assists in formalizing a defined and transparent process for a Council Vacancy.

PURPOSE
The following policy shall be used to determine if a vacant Council seat will be filled by By-election or Appointment, and to outline the process when appointing a Municipal Council Member, a Candidate or an Eligible Elector to fill a vacancy on Municipal Council.

DEFINITIONS

“Candidate” means an individual seeking to be appointed to fill a vacancy in the office of Councillor, having met the eligibility requirements and who has completed the requisite documentation as required by this policy.

“Chair” means the Member of Council presiding at the Council meeting to appoint an individual to fill a Council vacancy.

“Clerk” means the Municipal Clerk, or designate, for the City of Cambridge and as defined in the Municipal Act, 1990, as amended.
“Eligible Elector” has the same meaning as subsection 17(2) of the Municipal Elections Act, 1996, namely a person:

(a) who is a resident of the City of Cambridge, or an owner or tenant of land in the City or the spouse of such an owner or tenant;

(b) who is a Canadian Citizen;

(c) who is at least 18 years old; and

(d) who is not prohibited from voting under any other Act or from holding municipal office.

“Lot” means a method of determination by placing the names of the Candidates on equal size pieces of paper and placing them in a container with one (1) Candidate name being drawn by the Clerk.

“Procedural By-law” means By-law 18-15, as amended.

“Vacancy” means a seat on Council that is vacant in accordance with Section 259 of the Municipal Act, 1990, and vacant has a corresponding meaning.

**AUTHORITY**

Municipal Elections Act, 1996, as amended

Municipal Act, 2001, as amended

Procedural By-law 18-15, as amended

**SCOPE**

This policy shall apply to Municipal Council when a vacancy is declared by Council, and shall apply to the Municipal Clerk, or designate, when fulfilling the duties and requirements when a vacancy is to be filled.

**POLICY**

1.0 **PROCESS**

In accordance with the Municipal Act, 2001, when the seat of a Member of Council becomes vacant the Municipal Council is required to declare the seat vacant and determine if the seat will be filled by By-election or Appointment.

A vacancy can occur on Council in several different ways, including death or resignation of a Member, or when a Member becomes disqualified from holding office.
In accordance with Section 263 (1) of the *Municipal Act*, 2001, the Municipality shall:

(a) Require a By-election to be held to fill the vacancy in accordance with the Act; or

(b) Fill the vacancy by appointing a person who has consent to accept the office if appointed.

2.0 **BY-ELECTION**

2.1 In accordance with Section 263 (5) of the *Municipal Act*, 2001, Council shall pass a by-law calling for a by-election within 60 days of declaring a vacancy of Council.

2.2 All other procedures regarding a by-election shall be administered by the Clerk in accordance with Section 65 of the *Municipal Act*, 2001.

3.0 **APPOINTMENT REQUIREMENTS**

3.1 In accordance with Section 263(5)(1)(i) of the *Municipal Act*, 2001, if a vacancy is to be filled by appointment, the vacancy shall be filled within 60 days of declaring the vacancy. Council shall declare by resolution a preferred appointment process at the meeting where the vacancy is declared or at its next regular meeting.

3.2 If a vacancy occurs for the Office of the Mayor, and is to be filled by appointment, Council may choose to fill the vacancy by appointing:

(a) A current member of Municipal Council; or

(b) Any qualified individual as outlined in Section 256 of the *Municipal Act*, 2001.

3.3 If a vacancy occurs for a Councillor, and is to be filled by appointment, Council may choose to fill the vacancy by appointing any qualified individual as outlined in Section 256 of the *Municipal Act*, 2001.

3.4 Municipal Council may decide by resolution on or before the Council Appointment meeting, how the Appointment process shall be conducted when a Municipal Council vacancy occurs.

Council may:

(a) Choose to appoint the Council Candidate who received the most number of votes in the previous municipal election; or

(b) Choose to appoint an Eligible Elector to fill the vacancy without a formal selection process; or
(c) Choose to appoint an Eligible Elector to fill the vacancy through an established formal selection process.

4.0 NOTICE TO FILL VACANCY – SELECTION PROCESS

4.1 The Clerk shall post a Council Vacancy on the Municipal website and in the local newspaper for up to two (2) consecutive weeks after the vacancy is officially declared.

5.0 APPOINTMENT PROCESS

5.1 Any individuals wishing to be considered for appointment to fill the Council vacancy shall complete an appointment application form approved by the Clerk and will submit the form to the Clerk, in person, by the date and time established.

5.2 Any individual wishing to be considered for appointment to fill the Council vacancy will be required to provide identification and qualifying address to the satisfaction of the Municipal Clerk.

In order to be qualified to hold office as a Municipal Councillor, a person must be:

(a) 18 years of age or older;

(b) A Canadian Citizen;

(c) A resident of the City of Cambridge, or an owner or tenant of land in the Municipality, or the spouse of such an owner or tenant; and

(d) Not prohibited from voting under any other Act or from holding municipal office.

5.3 Prior to the Council appointment meeting, the Clerk shall certify a list of Candidates/Eligible Electors who are eligible for appointment, which shall include the Candidates’ names and give notice as to the date and time for the Council Appointment meeting.

5.4 Any Council documentation related to candidates will be published in alphabetical order by surname.

5.5 A vote to fill a vacancy on Municipal Council by appointment will occur at an open Council meeting.

5.6 Notwithstanding the requirements of the Procedural By-law, the agenda for the meeting shall be set by the Clerk to allow for the orderly proceeding of selecting a candidate.
5.7 At the meeting, the Chair will make a short statement for the purpose of the meeting and the general order of the proceedings to be followed.

5.8 The Clerk will provide to the Chair a list of the names of qualified applications and the Chair will call for a motion from Council in the following form:

“THAT the following individuals, who have signified in writing that they are legally qualified to hold office and consented to accept the office if they are appointed to fill the Council vacancy, be considered for appointment to fill such vacancy.”

5.9 Each of the Candidates will be afforded the opportunity to address Council. If there are more than five (5) Candidates, they are afforded up to five (5) minutes to address Council. If there are less than five (5) Candidates, they are afforded up to ten (10) minutes to address Council.

The order of speaking will be determined randomly by Lot.

5.10 Each member of Council is permitted two (2) questions to each Candidate.

6.0 ACCLAMATION

6.1 If the Official List of Candidate(s) includes only one (1) candidate, the Clerk will declare the candidate elected by a by-law which will be prepared and submitted to Council for enactment.

7.0 VOTING PROCEDURE (see Appendix A for examples)

7.1 If the official list of Candidate(s) includes more than one (1) candidate, voting will be conducted as follows:

(a) Members of Council will select who their Candidate preference is on the ballot;

(b) The Clerk will read out who each individual Member of Council voted for

(c) Each member of Council may vote for one (1) candidate only in each round and all members of Council present shall vote during the appointment and selection process.

7.2 Where a round of voting does not result in a Candidate receiving more than one-half (1/2) of the votes of the Members of Council present:

(a) In any round, one (1) vote shall be considered the lowest number of possible votes. Where Candidates receive zero (0) votes, they will automatically be excluded from the Official List of Candidates in the next round of voting.
(b) The Candidate with the fewest number of votes will be automatically excluded from the Official List of Candidates in the next round of voting.

(c) All Members of Council will then vote for the remaining candidate(s). This process will be repeated until one (1) Candidate receives more than one-half (1/2) of the votes of the Members of Council present.

7.2 Selection/Elimination by Lot

(a) If the Candidate who received the highest number of votes did not receive more than one-half (1/2) of the votes of all voting members of Council, and removing the Candidates who received the fewest number of votes would result in only the Candidate with the highest number of votes remaining, then the Clerk will select by Lot one of the Candidates with the fewest number of votes to be removed from the subsequent rounds of voting. Otherwise, only the Candidate with the highest number of votes would remain and they would not have received more than one-half (1/2) of the votes.

(b) Similarly, if there are three (3) or more Candidates remaining and all of them receive an equal number of votes, the City of Clerk will select by Lot one of the Candidates to be removed from the subsequent rounds of voting.

(c) If only two (2) Candidates remain and receive an equal number of votes, the tie will be broken by the Clerk selecting the successful Candidate by Lot

POLICY COMMUNICATION
The policy will be available on our internal and external policy websites.

RELATED PROCEDURES
There are no related procedures.

RELATED DOCUMENTS/LEGISLATION

Municipal Elections Act, 1996, as amended

Municipal Act, 2001, as amended

City of Cambridge Procedural By-law 18-15, as amended
Appendix A: Voting Procedure Scenario Examples

**Definition:** “Lot” means a method of determination by placing the names of the Candidates on equal size pieces of paper and placing them in a container with one (1) Candidate name being drawn by the Clerk.

Example: With eight (8) Members of Council voting, a candidate would require a minimum of five (5) votes in order to be appointed.

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**Scenario A:**

Candidate A - 3  
Candidate B - 2  
Candidate C - 2  
Candidate D - 1  
Candidate E - 0  

In this scenario, no majority vote was achieved so another round of voting will occur. Candidate E is automatically eliminated because they received zero (0) votes. Candidate D is also eliminated because they received the fewest votes of those that actually received votes. The next round of voting will include Candidates A, B and C.

---

**Scenario B:**

Candidate A - 4  
Candidate B - 3  
Candidate C - 1  

In this scenario, no majority vote was achieved so another round of voting will occur. Candidate C is eliminated because they received the fewest votes. The next round of voting will include Candidates A and B.

---

**Scenario C:**

Candidate A - 5  
Candidate B - 3  

In this scenario, Candidate A has received more than one-half of the votes and is therefore the successful appointee.

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**Scenario D:**

Candidate A - 3  
Candidate B - 3  
Candidate C - 1  
Candidate D - 1  

In this scenario, no majority vote was achieved so another round of voting will occur. Candidates C and D are tied with the fewest number of votes, and they are both eliminated because doing so still results in two (2) or more Candidates remaining. The next round of voting will include Candidates A and B.
Scenario E:

Candidate A - 2
Candidate B - 2
Candidate C - 2
Candidate D - 2

In this scenario, no majority vote was achieved so another round of voting will occur. As all Candidates are tied with the fewest number of votes, the City Clerk shall, by lot, select one (1) Candidate to be **eliminated** from the next round of voting. The next round of voting will include the three (3) remaining Candidates.

Scenario F:

Candidate A - 4
Candidate B - 2
Candidate C - 2

In this scenario, no majority vote was achieved so another round of voting will occur. Candidates B and C are tied with the fewest number of votes, but they cannot both be eliminated because doing so would result in only one Candidate remaining without having received the majority vote. As a result, the City Clerk shall, by lot, select one Candidate from B and C to be **eliminated** from the next round of voting. The next round of voting will include Candidate A and the Candidate who **was not** selected by lot.

Scenario G:

Candidate A - 4
Candidate B - 4
Candidate C - 0
Candidate D - 0

In this scenario, no majority vote was achieved. Candidates C and D are automatically eliminated because they received zero (0) votes. Candidates A and B are the only remaining Candidates and are tied with the same number of votes. As a result, the City Clerk shall, by lot, select one Candidate from A and B to be **declared the successful appointee**. This selection by lot process would also be followed in a scenario where only two Candidates remain and they received an equal number of votes.
23-134-CRS Methods to Fill Vacancy for Office of Councillor, Ward 1

Appendix B – Draft By-law to require a By-Election to fill the vacancy for the office of City Councillor, Ward 1

THE CORPORATION OF THE CITY OF CAMBRIDGE

BY-LAW 23-XXX

Being a by-law to require a By-Election to fill the vacancy for the office of City Councillor representing Ward 1.

WHEREAS Section 259 of the Municipal Act, 2001, S.O. 2001, c.25, as amended (the Act), establishes that the office of a member of council of a municipality becomes vacant upon the death of a member;

WHEREAS Section 262 (1) of the Act, states that if the office of a member of council becomes vacant upon the death of a member, the council shall declare the office to be vacant at one of its next two meetings;

WHEREAS in accordance with Section 262 (1) of the Act, Council of the City of Cambridge declared the office of Ward 1 City Councillor to be vacant on August 15, 2023;

AND WHEREAS Section 263 of the Act, establishes that where a vacancy occurs in the office of a member of Council of a municipality, the Council may pass a by-law to require that a by-election be held to fill the vacancy in the office of City Councillor – Ward 1,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT a by-election be held to fill the vacancy for the office of City Councillor representing Ward 1 in the City of Cambridge.

2. THAT said by-election be conducted in accordance with Section 65 of the Municipal Elections Act, S.O. 1996, c. 32, Sched.
3. THAT the by-election be administered via the following method ____________________


5. AND THAT this by-law shall come into force and full effect on the date of passing.

ENACTED AND PASSED this 29th day of August, 2023.

________________________________
MAYOR

________________________________
CLERK
23-134-CRS Methods to Fill Vacancy for Office of Councillor, Ward 1

Appendix C – Alternative Voting Method By-law

THE CORPORATION OF THE CITY OF CAMBRIDGE

BY-LAW 23-XXX

Being a by-law to authorize the use of alternative voting methods and vote counting equipment for the 2023 Ward 1 By-Election

WHEREAS Section 42 of the Municipal Elections Act, 1996, S.O. 1996, c. 32, as amended, provides that the council of a local municipality may, by by-law, authorize the use of optical scanning vote tabulators and alternative voting methods;

AND WHEREAS the Council of the City of Cambridge deems it appropriate and in the public interest to utilize optical scanning vote tabulators and vote by internet as the methods of conducting the 2023 By-Election to fill the vacancy for the office of City Councillor representing Ward 1,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT the use of optical scanning vote tabulators be authorized for the purpose of counting votes in the 2023 By-Election to fill the vacancy for the office of City Councillor representing Ward 1.

2. THAT internet voting be hereby authorized as an alternative voting method in the 2023 By-Election to fill the vacancy for the office of City Councillor representing Ward 1.

3. AND THAT this by-law shall come into force and full effect on the date of passing.

ENACTED AND PASSED this 29th day of August, 2023.

__________________________________________
MAYOR

__________________________________________
CLERK
### Option 1A: Internet Only Voting
- **Pros**
  - Cost effective (approximately $30,000)
  - Convenient and accessible method for voters
  - Fastest method for preparation and results
  - Could result in higher voter turnout
  - Longer window for voters to cast their ballot October 30 - November 13, 2023
- **Cons**
  - May disenfranchise certain voters who do not have access to technology or who are not comfortable with it
- **Other Considerations**
  - This method will require an at home voting program
  - This method would require Advance voting days at facilities in addition to the ability for voters to vote from home at their convenience

### Option 1B: Paper Ballot with Tabulators
- **Pros**
  - Cost effective method (approximately $25,000)
  - Requires more time for preparation from staff and vendor
  - Election staff have the opportunity to
- **Cons**
  - Will offer fewer voting days
  - Some voters may not have time or transportation to attend a voting location in-person
- **Other Considerations**
  - This method will still require an at home voting program
  - This method would require Advance voting days at facilities
<table>
<thead>
<tr>
<th>Option / Method</th>
<th>Pros</th>
<th>Cons</th>
<th>Other Considerations</th>
</tr>
</thead>
</table>
| option / method                        | assist and educate voters  
• Results can be tabulated quickly and accurately calculated  
• Voter’s can recast their ballot if they make an error as tabulators are programmed to reject ballot issues such as over votes or ambiguous marks | • This option has a larger impact on staff resources                                                                                                                                             |                                                                                       |
| option 1c: internet and paper ballot  with tabulators | • Consistent with method of delivery used in 2022 Municipal & School Board Election  
• Provides a wider range of options for all voters  
• Could result in higher voter turn out due to internet voting component  
• Longer opportunity to vote through internet voting option | • Most costly and time consuming method to deliver (approximately $100,000)  
• This option has a larger impact on staff resources | • This method will still require an at home voting program  
• This method would require Advance voting days at facilities |
<table>
<thead>
<tr>
<th>Option / Method</th>
<th>Pros</th>
<th>Cons</th>
<th>Other Considerations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1D: Paper Ballot with manual</td>
<td>• Most cost effective method for delivery (approximately $20,000)</td>
<td>• Will offer fewer voting days</td>
<td>• This method will still require an at home voting program</td>
</tr>
<tr>
<td>count</td>
<td>• Election staff have the opportunity to assist and educate voters</td>
<td>• Some voters may not have time or transportation to attend a voting</td>
<td>• This method would require Advance voting days at facilities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>location in person</td>
<td>• Additional staff will be required for results calculation and auditing purposes</td>
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<td></td>
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<td>• Voters would not be able to recast their ballot if they make an</td>
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<td>error as per voter secrecy ballots cannot be checked before they</td>
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<td></td>
<td></td>
<td>are cast through this method</td>
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<td></td>
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<td>• Could be delays in calculating results</td>
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<tr>
<td></td>
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<td>• Could be delays in calculating results</td>
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</tr>
<tr>
<td>Option 2A</td>
<td>• Earlier filing of the vacancy through appointment process</td>
<td>• Candidates may not be interested in filling the vacancy</td>
<td></td>
</tr>
<tr>
<td>Appointment to the next-place finisher in the most recent municipal election.</td>
<td>• There would not be any financial implications for</td>
<td>• Not filling the vacancy through</td>
<td></td>
</tr>
<tr>
<td>Option / Method</td>
<td>Pros</td>
<td>Cons</td>
<td>Other Considerations</td>
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</tr>
<tr>
<td>Option 2A other than additional staff time</td>
<td>- Option 2A other than additional staff time</td>
<td>- the democratic process</td>
<td></td>
</tr>
<tr>
<td>Option 2B</td>
<td>- Earlier filling of the vacancy through appointment process</td>
<td>- Candidates may not be interested in filling the vacancy</td>
<td></td>
</tr>
<tr>
<td>Appointment of a Candidate of Council's Choice without a formal selection process</td>
<td>- There would not be any financial implications for Option 2B other than additional staff time</td>
<td>- Not filling the vacancy through the democratic process</td>
<td></td>
</tr>
<tr>
<td>Option 2C</td>
<td>- Earlier filling of the vacancy through appointment process</td>
<td>- Candidates may not be interested in filling the vacancy</td>
<td>- This option would require a communications plan to ensure the public and potential candidates are made aware of the appointment process</td>
</tr>
<tr>
<td>Appointment by Call for Applications</td>
<td>- Open Call out for interested eligible candidates may reach more than the election process</td>
<td>- Not filling the vacancy through the democratic process</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Minimal financial implications for advertising of call out for appointments and staff time</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Option / Method</td>
<td>Pros</td>
<td>Cons</td>
<td>Other Considerations</td>
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</tbody>
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| (approximately $2,500) | • Transparent process as the presentations and questions of all eligible candidates must be conducted in an open Council meeting.  
• The Public may observe the Open meeting in person or via live stream and may delegate.  
• This is a cost effective method that invites candidates with limited cost implications around the need for a campaign | | |
RECOMMENDATION(S):

THAT Report 23-128-CRS Interim Fireworks By-law Update be received;

AND THAT; Council approve the amending by-law attached as Appendix A to amend By-law 40-04 the Fireworks By-law

AND FURTHER THAT staff be directed to conduct a review of the Fireworks By-law 40-04 and provide Council with a report and by-law recommendations in the second quarter of 2024.

EXECUTIVE SUMMARY:

Purpose

Due to an increase in public complaints about fireworks, the purpose of this report is to recommend an interim update to the City’s Fireworks By-law 40-04 to only permit fireworks to be set off on Victoria Day, Canada Day, and Diwali and removing the two (2) days after due to inclement weather. Staff are recommending that the setting off of fireworks only be permitted between dusk and 11pm. A full review of the fireworks by-law will be commenced and presented back to Council in the second quarter of 2024.

Key Findings

The City’s current Fireworks By-law #40-04 allows fireworks to be set off on Victoria Day, Canada Day and Diwali. In the event inclement weather prevents the setting off of fireworks on these days the current by-law allows the setting off of fireworks on any day within two days following Victoria Day, Canada Day or Diwali. The by-law is currently silent on the time of day which fireworks can be set off and by default it is 11:59pm.
The current by-law was passed in 2004 (19 years ago) and was amended in 2015 and 2017. The most notable amendments were on October 20th, 2015, when Diwali was added to the list of permitted days community members could set off fireworks and on April 18th, 2017, when the inclement weather clause was reduced from 7 days following a permitted day to only 2 days following a permitted day due to inclement weather.

Due to an increase in complaints surrounding the setting off of fireworks staff are recommending removing the setting off of fireworks within the two days following Victoria Day, Canada Day and Diwali due to inclement weather and recommending the addition of a time that the setting off of fireworks are permitted. A recommendation of dusk till 11:00pm is proposed on the approved days.

Staff will undertake a full review of the Fireworks By-law and its regulations. An update will be provided to Council in the second quarter of 2024.

Financial Implications

There are no financial implications.

STRATEGIC ALIGNMENT:

☒ Strategic Action

Objective(s): VIBRANT NEIGHBOURHOOD - Promote, facilitate and participate in the development of safe and healthy neighbourhoods with a range of housing options

Strategic Action: Encourage safe and healthy neighbourhoods

OR

☐ Core Service

Program: Not Applicable

Core Service: Not Applicable

An amendment to the current fireworks by-law will further support actions being taken by Municipalities within the Region of Waterloo but also throughout Ontario and aids in providing a consistent, accessible, and fair approach to Municipal By-law Compliance. The recommendations of this report represent a continued support to improve the safety and livability of our community.
BACKGROUND:

The City’s Fireworks By-law was approved and passed by Council on February 9, 2004. There are several different legislations and regulations that control the manufacture, storage, handling, transportation, sale, and use of fireworks in Canada and the Province of Ontario. For information purposes, a summary of the applicable laws has been provided below, which operate in addition to the city’s existing fireworks by-law.

Other Regulations & Legislation

Ontario Fire Code (O. Reg 213/07)

Section 5.2 of the 2015 Ontario Fire Code regulates explosives, fireworks and pyrotechnics. Div. B, Article 5.2.1.2. - The manufacture, storage, handling, transportation, sale and use of explosives shall meet the requirements of the “Act” and the “Regulations”.

- “Act” means the Explosives Act; (Canada)
- “Regulations” means the Explosives Regulations” made under the Explosives Act. (Canada)

Explosives Act and Regulations

*Explosives Act*, R.S.C.,1985, c. E-17:

- the Act relating to the manufacture, testing, acquisition, possession, sale, storage, transportation, importation and exportation of explosives and the use of fireworks.
- requires anyone working with explosives to have a licence, certificate or permit issued by the Minister of Natural Resources;
- makes exceptions for certain low-hazard explosives, low-hazard pyrotechnics, sporting ammunition and consumer (family) fireworks.
- Applicable to (high hazard) display/pyrotechnic fireworks displays

The Explosive Regulations, 2013 provide regulations for the safe and secure handling of explosives.

Fire Prevention and Protection Act, 1997, S.O. 1997, c.4

Section 7.1 (1) of the *Fire Prevention and Protection Act* states that council of a municipality may pass by-laws,

a) regulating fire prevention, including the prevention of the spreading of fires;
b) regulating the setting of open-air fires, including establishing the times during which open air fires may be set.
Municipal Act, 2001, S.O. 2001, c.25

Sections 8, 9 and 11 of the Municipal Act, 2001, authorize municipalities to pass by-laws necessary or desirable for municipal purposes, and in particular, paragraphs 5, 6 and 8 of subsection 11(2), and paragraph 11 of subsection 11(3) authorize by-laws respecting the economic, social, and environmental well-being of the City, the safety and well-being of persons, the protection of persons and property and structures and business licensing.

Section 128 (1) authorizes municipalities to regulate public nuisances, including matters that, in the opinion of council, are or could become or cause public nuisances.

City By-laws

The City regulates the discharge of fireworks through the fireworks by-law #40-04 as amended.

The City also licenses the sale of Fireworks within City limits through the Business Licensing by-law#142-16 as amended. Regulations include:

- Storage, transportation, and sale of fireworks shall conform with the federal Explosives Act
- Not sell any fireworks to someone under 18 years of age
- Only permitted to cell fireworks during the preceding ten (10) days prior to Victoria Day, Canada Day and Diwali.
- Require zoning approval
- Require fire approval

When developing or updating by-laws the municipality must ensure that their practices fit the needs of the community. A review of the fireworks by-law will include a look at community safety, noise and nuisance, population density, environment, protection of life and property from a fire risk standpoint and social responsibility. These factors will be taken into consideration as part of the review and recommendations for councils’ future consideration.

Office of the Fire Marshal

The Office of the Fire Marshal (OFM) is a branch of the Community Safety Division of the Ministry of the Solicitor General. The OFM is the principal adviser to government on public fire protection policy and fire safety matters. The OFM provides municipal fire departments and councils with resources, training, investigation services, technical review, and interpretations, as well as advice on fire safety matters in the Province of Ontario.
The OFM does not recommend family fireworks or informal neighbourhood displays in order to “reduce the risk of fire and burn injuries.” Instead, the OFM encourages individuals to “attend professional fireworks displays hosted by their municipality or another responsible organization using NRCan fireworks certified technician.” According to figures provided by the OFM, fireworks were blamed for 83 fires and $3.9 million in damage in Ontario between 2014 and 2018. These are the most recent figures available from the OFM.

ANALYSIS:

Staff have seen an increase in the number of complaints related to fireworks over the last few years. The increase in complaints began through the pandemic as more people were home and while public fireworks displays were cancelled to comply with provincial regulations. Most complaints received are related to disturbances late into the evening, fireworks being set off in public spaces such as parks, schools, parking lots and that fireworks are being set off in an unsafe manner.

Unfortunately, Municipal By-law Compliance has not consistently tracked fireworks complaints over the years and therefore we do not have reliable statistics to compare year over year. We are currently reviewing our complaint management system to ensure these can be properly tracked and useful/reliable statistics can be provided.

Enforcement

Complaints involving fireworks are difficult to enforce. While there is an expectation that enforcement staff should address these quickly, people will often disperse once the fireworks are launched, or complaints are described as being in the vicinity within a neighbourhood, without a specific address being provided. In addition, fireworks displays typically do not last longer than a few minutes, therefor when staff are dispatched and respond to a complaint the display is often over and staff are unable to locate where the violation was occurring.

When it comes to gathering of information and witness statements, which would allow enforcement staff to successfully prosecute potential violators that are in contravention of the by-law. Unless a Municipal By-law Compliance Officer witnesses the discharge of fireworks on a property a witness statement is required. Often complainants state that they are willing to provide a witness statement and attend court however, when this is followed up with, they tend to no longer be willing to provide information or a witness statement which renders further enforcement action nonexistent.

Based on observed non-compliance of the Fireworks by-law by the public, enforcement will continue to be a challenge if the public continues to randomly set-off fireworks with
total disregard and adherence to the by-law, with the potential for impacting public safety. Staff are committed to ensuring that the fireworks by-law is adhered to.

**Comparison of Surrounding Municipalities**

For Council’s reference, staff conducted a review of local municipalities and their fireworks by-law regulations regarding days and timing restrictions. The below table one (1) shows the comparison.

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Permitted Discharge Dates</th>
<th>Total Annual Discharge Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kitchener</td>
<td>• Victoria Day&lt;br&gt;• Canada Day&lt;br&gt;• Diwali&lt;br&gt;• Permitted Dusk till 11pm on permitted days&lt;br&gt;• Permitted events allowed</td>
<td>3+</td>
</tr>
<tr>
<td>Waterloo</td>
<td>• Victoria Day, and one day before and after&lt;br&gt;• Canada Day, and one day before and after&lt;br&gt;• Diwali&lt;br&gt;• Lunar New Year&lt;br&gt;• Permitted from dusk till 11pm on permitted days</td>
<td>10</td>
</tr>
<tr>
<td>Cambridge (proposed)</td>
<td>• Victoria Day&lt;br&gt;• Canada Day&lt;br&gt;• Diwali&lt;br&gt;• Permitted Occasion&lt;br&gt;• Permitted until 11pm on permitted days</td>
<td>3+</td>
</tr>
<tr>
<td>Wilmot</td>
<td>• Victoria Day, and one day before and after&lt;br&gt;• Canada Day, and one day before and after&lt;br&gt;• Diwali, and one day before and after&lt;br&gt;• Lunar New Year, and one day before and after</td>
<td>12</td>
</tr>
<tr>
<td>North Dumfries</td>
<td>• Victoria Day, and one day before and after&lt;br&gt;• Canada Day, and one day before and after&lt;br&gt;• Permitted until 10:15 on permitted days</td>
<td>6</td>
</tr>
<tr>
<td>Municipality</td>
<td>Permitted Discharge Dates</td>
<td>Total Annual Discharge Days</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>Woolwich</td>
<td>- Not permitted without a permit</td>
<td>-</td>
</tr>
</tbody>
</table>
| Wellesley    | - Victoria Day, on any of the three days during the weekend  
- Civic Holiday, on any of the three days during the weekend  
- Canada Day, and one day before or after  
- Labour Day, on any of the three days during the weekend                                                                                                  | 12                         |
| Burlington   | - Victoria Day  
- Canada Day  
- Permitted between dusk and 11pm  
- Allows permitted events                                                                                                                                         | 2+                         |
| Hamilton     | - Victoria Day, and one day following if adverse weather conditions  
- Canada Day, and one day following if adverse weather conditions  
- Permitted Between dusk and 11pm                                                                                                                                     | 4                          |
| Oakville     | - Victoria Day, and one day before and after  
- Canada Day, and one day before and after  
- New Year’s Day, and one day before and after  
- Any religious or cultural celebrations where fireworks are used to celebrate the event  
- Permitted dusk till 11pm                                                                                                                                      | 9+                         |
| Vaughan      | - Canada Day  
- Victoria Day  
- Permitted Occasion  
- Permitted until 11pm or until 10pm as per fireworks permit                                                                                                         | 2+                         |
All of the municipalities compared allow for the discharge of fireworks on Victoria Day and Canada Day with the exception of Woolwich which does permit fireworks however residents are required to obtain a permit prior.

**Proposed Recommendation**

Staff are recommending a reduction to the number of permitted days in which fireworks can be set off and allowing them only on the day of Victoria Day, Canada Day and Diwali. Staff are also recommending the addition of a time to the by-law and only permitting fireworks from dusk until 11:00pm on the approved days. Limiting the number of days when fireworks can be used provides a balance to the community which allows for safe family enjoyment while adding some restrictions to address the nuisance concerns.

Staff will continue to monitor fireworks complaints and provide a more comprehensive review of the fireworks by-law which will include consolidating the fireworks by-law. This amendment and future by-law review aligns with the Municipal By-law Compliance Strategy objective #1 – By-law Modernization, approved at the July 18, 2023, Council meeting.

**Next Steps**

Staff will begin work on the following to engage members of our community through:

- Development of an online survey to seek feedback on our current by-law and solicit input into a future state of fireworks within the City of Cambridge
- Hold a public open house where residents can visit staff and provide feedback and share experiences/ideas
- Continue to engage with Corporate Communications to create fireworks awareness through various social media channels and our fireworks webpage
- Engage with Legal Services to develop/consolidate the fireworks by-law
- Present back to Council in the second quarter of 2024 to share the results of the survey, public open house and potential proposed changes to the fireworks by-law

The by-law review will look at tighter restrictions around public land, roadways, structures, and debris management and disposal once fireworks are setoff.

**EXISTING POLICY / BY-LAW(S):**

The City regulates the discharge of fireworks through the fireworks by-law #40-04 as amended.
The City also licenses the sale of Fireworks within City limits through the Business Licensing by-law#142-16 as amended. Regulations include:

- Storage, transportation, and sale of fireworks shall conform with the federal Explosives Act
- Not sell any fireworks to someone under 18 years of age
- Only permitted to sell fireworks during the preceding ten (10) days prior to Victoria Day, Canada Day and Diwali.
- Require zoning approval
- Require fire approval

FINANCIAL IMPACT:
There is no financial impact.

PUBLIC VALUE:
Public Value is about ensuring that we are always considering the ‘big picture’ impact of our work on the community and communicating back to the public. For both Strategic Actions and Core Services.

Leadership:
This report is an important step in moving the City of Cambridge forward with respect to achieving a community that is intended for all and encourage safe and healthy neighbourhoods. A fireworks by-law will contribute to residents’ pride of place by developing regulations that are inclusive of all members of our community.

Collaboration:
Collaboration will involve working in partnership with the community and staff from Legal Services and the Cambridge Fire Department as we develop future recommendations.

Transparency:
To ensure transparency, regular updates on this by-law review will be shared with members of our community via email and social media channels. Staff will also be promoting compliance and the rules so that members of our community are informed.

Engagement:
The community will be invited to participate in the review of the fireworks by-law and invited to share solutions and feedback via a survey and by participating in engagement
sessions to bring community and staff together to brainstorm ideas, hear experiences and build solutions that will be presented to Council for approval in 2024. Hearing and checking in with our community partners at regular intervals will be an important part of the by-law review and ensures we stay relevant and fresh.

ADVISORY COMMITTEE INPUT:
Advisory Committees Consulted:
Not Applicable.

PUBLIC INPUT:
This report was posted publicly as part of the report process.

INTERNAL / EXTERNAL CONSULTATION:
Staff consulted with Legal Service and the Cambridge Fire Department. Due to time constraints, there was no external consultation undertaken at this time however, staff will engage our community when a full review of the fireworks by-law is started.

CONCLUSION:
Staff recognize that the discharge of fireworks has become a concern in our community and that further changes to the Fireworks By-law may be required. Regulating the discharge of fireworks within the City of Cambridge is currently the responsibility of the Municipal By-law Compliance section of the Clerks Division. It was determined that there is a need to reduce the number of permitted days for setting off fireworks by eliminating the two (2) days immediately preceding the permitted days due to inclement weather.

Staff recommend council approve the recommendations provided in this report for the following reasons.

- Supports the recommendation of the OFM as the primary advisor to governments for the provision of fire safety.
- Lessons fire risk and lessons noise and nuisance.
- Lessons impacts on people experiencing Post-Traumatic Stress Disorder (PTSD)
- Lessons impact on pets who may become anxious/disturbed by noise
- Supports improvement to current practices and lessons impact on the environment and climate change from the release of fireworks chemicals and toxins

REPORT IMPACTS:
Agreement: **No**

By-law: **Yes**

Budget Amendment: **No**

Policy: **No**

**APPROVALS:**

This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:

Danielle Manton, City Clerk
Sheryl Ayres, Chief Financial Officer
Bryan Boodhoo, City Solicitor
David Calder, City Manager

**ATTACHMENTS:**

When naming attachments please use the following format:

1. 23-128-CRS Appendix A – Draft Amending By-law – Fireworks
THE CORPORATION OF THE CITY OF CAMBRIDGE

By-law 23-XXX

Being a by-law to amend By-law 40-04, as amended, being a by-law to provide for regulating the sale, setting off and holding of fireworks displays;

WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, s. 121 provides that a municipality may prohibit and regulate the sale of fireworks and the setting off of fireworks;

AND WHEREAS the Council for The Corporation of the City of Cambridge enacted By-law 40-04, being a by-law to provide for regulating the sale, setting off and holding of fireworks displays, on February 9, 2004;

AND WHEREAS the Council for The Corporation of the City of Cambridge now wishes to amend By-law 40-04 to prohibit the setting of fireworks within the City except for on Canada Day, Diwali and Victoria Day,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT Section 5 of By-law 40-04, as amended, is hereby amended to read as follows:

   5. No person shall set off any fireworks at any time except between dusk and 11:00 p.m. on Canada Day, Diwali and Victoria Day unless such person has first obtained a permit pursuant to paragraph 6 of this by-law.

2. AND THAT this by-law shall come into force and effect on the date on which it is passed.

Enacted and Passed this 29th day of August, 2023.

________________________________________
MAYOR
________________________________________
CLERK
RECOMMENDATION(S):

THAT Report 23-132-CRS Appointments to Advisory Committees be received;

AND THAT Confidential Appendices “C,” “D,” and “E” to Report 23-132-CRS be received and remain confidential;

AND THAT the following individual be appointed to the Arthur White Sports Bursary Fund Advisory Committee for the term of Council ending November 14, 2026 ___________________________;

AND THAT the following individuals be appointed to the Cambridge Farmers’ Market Advisory Committee for the term of Council ending November 14, 2026 __________________________;

AND THAT the following individual be appointed to the Cycling and Trails Advisory Committee as an alternate member for the term of Council ending November 14, 2026 __________________________;

AND THAT the City Clerk be directed to notify all successful and unsuccessful applicants;

AND FURTHER THAT Council Appointed Citizen Members to the City’s advisory committees who do not submit their signed Code of Conduct form within the first month after their appointment has been made, shall forfeit their membership on the committee to which they have been appointed.
EXECUTIVE SUMMARY:

Purpose

To appoint citizens to the City's advisory committee for the 2022-2026 term of Council.

Key Findings

- With every new Council term, the City must complete the appointment process for the advisory committees in accordance with the applicable legislation, by-laws and Terms of Reference.
- Citizen appointments to legislated and non-legislated committees ensure that all committees can fulfil and forward their mandates.
- On November 29th, 2022, the Council for the City of Cambridge endorsed report 22-056-CRS Advisory Committee Review, which among other things, dissolved the use of a Striking Committee.
- Staff are working with Committee Liaisons and Communications to continue further recruitment for current vacancies.
- Staff completed the interview process for the following advisory committees on August 18th, 2023: Arthur White Sports Bursary Fund, Cambridge Farmers' Market and Cycling and Trails.

Financial Implications

There are no financial implications.

STRATEGIC ALIGNMENT:

☒ Core Service

Objective(s): WELLBEING - Connect people to services that support individual and community wellbeing

Strategic Action: Not Applicable

Program: Governance

Core Service: Council and Citizen Committees
BACKGROUND:
The appointment and approval process for City advisory committees coincide with the start of every new term of Council. The Clerks Division initialized recruitment by advertising using various mediums, including local newspapers, social media platforms, advertisements and news releases.

Residents that wish to be considered for an advisory committee appointment, must submit their application through the City’s website and provide their previous professional (work) experience, school, community-related or lived experience, and other qualifications that make them a suitable match for their committees of interest.

On November 29th, 2022, the Council for the City of Cambridge approved report 22-056-CRS Appointment Advisory Committee Review, which, among other things, made the following fundamental changes to the citizen appointment process:

- Dissolved the Striking Committee;
- Endorsed the creation of a new handbook for all committee members;
- Adopted a new Appointment Policy;
- Created non-voting alternate member roles for the committees;
- Removed Council representatives’ ability to vote or form part of quorum; and
- Entrusted Staff Liaisons, a Clerks representative, Chair/Vice-Chair/Designate (where applicable) and the Council representative (where applicable) with the responsibility of interviewing all applicants.

As outlined in the Advisory Committee Appointment Policy ADM 045 (attached as Appendix “A”), the interview panel interviews all available applicants and forwards their recommended appointment forms to Council for approval.

Clerks and various City staff collaborated to complete the interview process and are recommending appointments for three (3) advisory committees for Council’s consideration and ratification, namely the Arthur White Sports Bursary Advisory Committee, Cambridge Farmers’ Market Advisory Committee and the Cycling and Trails Advisory Committee.

It is important to note that during July and August, seven (7) of the City’s advisory committees take a break and reconvene in September to continue forwarding committee mandates. Despite the recess, the Clerks Division is bringing this report
forward to work towards establishing committees with full complements. For Council and public reference, attached as Appendix "B" to this report, we have provided an updated summary of all available committee vacancies.

ANALYSIS:

Clerks created the process for citizen advisory recruitment to increase equitable opportunities for all applicants, ensuring that the following actions were taken consistently throughout the recruitment, interview and post-interview process:

Step One: Initial Review of Applications

The Clerks Division reviewed every application submitted via the City’s website and created a repository to safeguard the information provided by the applicants. To ensure every applicant had an equal opportunity to submit their application, Clerks staff worked with individuals that faced accessibility barriers to create an application form that best met their needs.

Step Two: Staff Training

Staff Liaisons received training on the following changes made due to the adoption of the recommendation outlined in report 22-056-CRS Advisory Committee Review:

- Role as part of the interview panel for the current and upcoming years;
- Fundamental changes to the policies and procedures;
- Overview of the new Appointment Policy, interview questions, interview matrix, and interview requirements;
- Guide to the interview procedure;
- Understanding the different types of committees;
- An overview of the legislation and policies that dictate the rules of engagement and process for their committees;
- The role of the Council representative; and
- Suggestions on achieving success with their committees.

Step Three: Interviews and Evaluation Criteria

Clerks held mandatory hybrid training sessions on two (2) separate dates for all Staff Liaisons and subsequently provided staff with a recording of the training. Clerks reviewed the required interview questions with staff and provided the opportunity for staff to contribute three (3) optional questions, focusing on Committee-specific inquiries. Staff liaisons, Clerks representatives and, where applicable, a representative from Council held interviews for the City’s various advisory committees.
Following every interview, staff were required to complete the interview matrix and provide a grade for each response and comments supporting their rationale. Applicants received an average score based on each interview panelist’s scoring matrix forming the basis of the recommendations to Council.

The interview matrix focused on the following criteria:

1. Knowledge of the advisory committee and its mandate;
2. Applicant availability;
3. Previous educational, work, community and/or lived experience which relates to the committee’s mandate;
4. Conflict resolution skills; and
5. Understanding and demonstrating the differences between advising and advocating.

Step Four: Recommendations

The basis for staff recommendations to Council is founded on the following criteria:

- The average interview score of applicants;
- The potential to serve the committee either now or in the future; and
- The various types of experience they bring to further the committee's mandate.

It is important to note that the interview panel considered limitations certain individuals faced. For example, we received many applications from individuals who previously served on the committee and were well-informed on the committee's mandate and previous work. However, while their experience on the committee is beneficial, it would be detrimental to the committee's future if the interview panel did not consider applications from new and inexperienced applicants.

The final recommendations were provided to the Clerks Division, including a list of the applicants not recommended for inclusion in the report to Council. Staff also noted whether further active recruitment was required to meet the committee's Terms of Reference.

Continued Recruitment Efforts

The Clerks Division is working with Staff Liaisons, Members of Council and the City’s communications team to promote the current vacancies on advisory committees actively. Staff have created an effective system to reach the City’s populace using the following readily available resources:

1. Relationship building between Staff Liaisons and the public;
2. Exploring Council connections with the general public;
3. Using social media to target the City’s residents; and
4. On August 30th, 2023, the Clerks Division will partner with Recreation and Culture staff to advertise committee vacancies at the Cambridge Community Volunteer Fair.

Staff are confident that continual recruitment efforts will result in a gradual increase in resident engagement and applications.

**Recommended Appointments**

The Arthur White Sports Bursary Fund Advisory Committee, Cambridge Farmers’ Market Advisory Committee and Cycling and Trails Advisory Committee have completed part of their interview process. A brief description of each advisory committee is provided below, along with applicant names ensuring transparency and accountability in the recruitment process:

**Arthur White Sports Bursary Fund Advisory Committee**

The purpose of the Arthur White Sports Bursary Fund Advisory Committee is to administer the distribution of awards and expenses of the Arthur White Sports Bursary Fund, the Scott-Thompson Fund and the Lions Can-Amera Fund.

The committee has three (3) voting and two (2) non-voting alternate vacancies. The Clerks Division received applications to the Arthur White Sports Bursary Fund Advisory Committee for the 2022-2026 term of Council by the following individual:

- Karl Herod

**Cambridge Farmers’ Market Advisory Committee**

The mandate of the Cambridge Farmers’ Market Committee is to advise City Council on strategies and policies to sustain the vitality and promote discussion and coordination of initiative and programs for the Cambridge Farmers’ Market and McIntyre Place.

The committee has two (2) general public voting vacancies, two (2) market vendor voting vacancies and one (1) non-voting alternate vacancy. The Clerks Division received applications to the Cambridge Farmers’ Market Advisory Committee for the 2022-2026 term of Council by the following individuals:

- Jay Burnett
- Jeremy Brubacher

In addition to the appointment of new members on the Cambridge Farmers’ Market, the committee will also transition their non-voting alternate member to a full voting member to fill a vacancy. The authorization that allows alternates to move into a full voting
member role was adopted by Council in Report 22-056-CRS Advisory Committee Review on November 29\textsuperscript{th}, 2022.

**Cycling and Trails Advisory Committee**

The mandate of the Cycling and Trails Advisory Committee is to advise Cambridge City Council on policy, planning, development and implementation of public trails and related off-road and on-road cycling and active transportation facilities as outlined in The City of Cambridge Trails Master Plan, June 2010, and The City of Cambridge Cycling Master Plan, March 2020, with a prime objective of implementing the recommendations in these plans.

The committee has two (2) non-voting alternate vacancies. The Clerks Division received an application to the Cycling and Trails Advisory Committee for the 2022-2026 term of Council by the following individual:

- Mark Longo

**Code of Conduct Forms**

Staff Liaisons have advised the Clerks Division that collecting completed Code of Conduct forms from appointed members has been an ongoing challenge during various terms. If staff cannot collect the Code of Conduct forms from appointed members, there is little recourse to address problematic behaviours by committee members.

Staff request the assistance of Council to ensure the recommendation includes a clause that requires the appointed members to sign off on all the necessary documentation or risk losing their appointment to the City’s advisory committees.

**EXISTING POLICY / BY-LAW(S):**

Report 22-056-CRS Advisory Committee Review was considered and ratified by Council on November 29\textsuperscript{th}, 2022. The report outlines the new procedure for citizen appointments, including recruitment, interview and post-interview process.

As stipulated in the report, the Clerks Division and City staff have followed policy guidelines to present the recommended appointments for three (3) advisory committees. The remaining advisory committee appointments will come forward to Council once interviews and the recommended appointment process have concluded.

**FINANCIAL IMPACT:**

There is no financial impact.
PUBLIC VALUE:

Sustainability:

Recruiting members to the City's advisory committees ensures sustainable and cost-effective input into issues affecting Cambridge's residents. Many applicants have a robust foundational background in the issues and projects before the committees. Additionally, most committee positions are on a volunteer basis only, and many applicants demonstrate a strong desire to help shape a better future for all residents. By allowing for public participation from the residents directly affected by decisions passed by Council, we use the resources available to us, ensuring public transparency, accountability and sound financial acumen.

Leadership:

Participation in the City's advisory committees contributes to the residents' pride of place by involving individuals from all parts of Cambridge, different walks of life and various educational and work backgrounds to voice their well-informed opinions in a forum bound by civility, courtesy and procedural rules. The act of appointed members contributing to projects and gaining intimate knowledge of the City's decision-making process empowers them to recognize their active role in helping Council shape a better future for the City.

Transparency:

To show the City's dedication to transparency, accountability and diversity, the Clerks Division changed the policy to allow for a more equitable appointment process. The new strategy focused on interviewing all applicants and scoring them based on clearly defined parameters. By instilling this new method of recruitment, residents of Cambridge are assured that we are committed to diversifying the makeup of the committees, emphasizing not only traditional factors, including education and work experience, but taking stock of lived experience, different abilities and the growing diversity found within the City.

Engagement:

Residents are encouraged to participate and apply to the various City advisory committees. Appointed members can directly provide feedback and input, when required, to decision-makers. Additionally, staff are working with the committees to receive their perspective on upcoming projects, reports and initiatives, thus building rapport with City staff and the residents affected by legislated changes.
ADVISORY COMMITTEE INPUT:
Not applicable.

PUBLIC INPUT:
Posted publicly as part of the report process.

INTERNAL / EXTERNAL CONSULTATION:
The Clerks Division completed consultations with staff liaisons to prepare for the new changes created by the updated policies. The interview panels consisted of Staff Liaison(s), Council representative(s) to the committees (quasi-judicial committees exempt) and staff from the Clerks Division.

CONCLUSION:
Based on the various interviews, objective scoring guides and consultation with staff and the interview panels, staff respectfully recommend approval of the selections for appointment of the aforementioned committees for the 2022-2026 term of Council.

REPORT IMPACTS:
Agreement: No
By-law: No
Budget Amendment: No
Policy: No

APPROVALS:
This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:
Director
Chief Financial Officer
City Solicitor
City Manager

ATTACHMENTS:
1. 23-132-CRS Appendix “A” – Advisory Committee Appointment Policy ADM 045
2. 23-132-CRS Appendix “B” – Committee Vacancies
3. 23-23-132-CRS Confidential Appendix “C” – Arthur White Sports Bursary Fund Advisory Committee
4. 23-23-132-CRS Confidential Appendix “D” – Cambridge Farmers’ Market Advisory Committee
5. 23-23-132-CRS Confidential Appendix “E” – Cycling and Trails Advisory Committee
Advisory Committee Appointment Policy

POLICY TITLE Advisory Committee Appointment Policy
CATEGORY Corporate
POLICY NUMBER ADM 045
DEPARTMENT Corporate Services
DIVISION City Clerk
AUTHORITY Council
APPROVED BY Council
EFFECTIVE DATE (11/29/2022)
REVIEW DATE (11/29/2024)

POLICY STATEMENT

Advisory Committees are special purpose bodies established at Council’s pleasure to provide a means of regular, on-going community input with respect to particular issues and policies.

While it is the legislative mandate of the Cambridge Council to make the final decision on all matters that affect the Municipality, the role of an advisory committee is to provide recommendations, advice, and information to staff to be incorporated into reports to Cambridge City Council on those specialized matters which relate to the purpose of the advisory committee. Advisory Committees also facilitate public input to Cambridge City Council on programs and ideas and to assist in enhancing the quality of life of the community in keeping with the Cambridge City Council’s Strategic Plan principles.

Advisory Committees provide feedback to staff and have a relationship with a specific City Department. Advisory Committees enlist persons with special knowledge or interest in a particular topic. Advisory committees have an on-going function, while others are created to deal with a specific issue and are established for a limited period of time.
PURPOSE

The City acknowledges the value of committees and the feedback they provide to Council. The policy provides a guide for Council Members and City Staff involved in the process to ensure consistency, integrity, and fairness in administering the process and provides information about how the City’s process works for those applicants who are interested in applying to be appointed to an advisory committee.

DEFINITIONS

Advisory Committee - a committee established to provide advice to Council as mandated its Terms of Reference. They are normally ongoing and do not have a finite term. Other advisory committees may be “Ad Hoc” which means that they are for a specific purpose and have a mandate with a finite end.

Resident - all persons who reside in Cambridge, and includes permanent residents, refugees, refugee claimants and residents without homes and who are at least 16 years of age (unless otherwise specified and approved in the terms of reference). For the purpose of this guiding principle resident also includes any person who owns property in the City of Cambridge.

Terms of Reference – a document that establishes a particular board or committee and details the specific authority that board or committee has to oversee a delegated area of responsibility.

AUTHORITY

Council

SCOPE

The Advisory Committee Public Appointment Policy applies to all City boards and committees.

POLICY

Eligibility and Qualifications

Unless otherwise specified in the terms of reference, applicants must be residents or owners of property in the City and at least 16 years of age. Specific skills and experience for membership on each Advisory Committee shall be established by way of the Terms of Reference. Appointees are required to maintain their eligibility and qualifications throughout the term of their appointment.

City staff are not permitted to serve as members on an Advisory Committee. Councilors are not permitted to serve on Advisory Committees unless in the role of Council liaison.
Qualifications for Advisory Committees vary considerably and are to be established in the Advisory Committee’s Terms of Reference. The following guidelines may be considered in establishing any such qualifications:

- Ability to perform the duties of the Advisory Committee, including any complementary skills and/or competencies.
- Areas of specialization where required, experience or community service.
- Geographic location within the City.
- Individuals with diverse backgrounds and lived experience

Advertising Vacancies

The following methods may be employed to advertise vacancies for Advisory Committees:

- a) Page in a local newspaper
- b) City of Cambridge website
- c) Email distribution lists to individuals or groups
- d) City of Cambridge Social media accounts

Application Process

Those interested in applying for an Advisory Committee vacancy will begin by filling out the Application for Appointment to Statutory Boards and Advisory Committees form [https://cambridge.formbuilder.ca/Clerks/Statutory-Boards-and-Advisory-Committees](https://cambridge.formbuilder.ca/Clerks/Statutory-Boards-and-Advisory-Committees)

During the application process, those interested in applying to an Advisory Committee are encouraged to fill out the optional self-identification questions. Staff will use the data from these questions to ensure that its recruitment campaigns are reaching marginalized communities and groups as well as to help make appointment decisions to support diversity and inclusion. Members of the public who are interested in serving are welcome to apply to as many Advisory Committee vacancies as they would like. However, members of the public may only serve on one Committee at a time.

Shortlisting and Interview Process

After the application deadline, the City Clerks’ Division will forward all applications to the Committee’s interview panel to begin the shortlisting process. The interview panel will be made up of the Committee’s Staff Liaison and Council Liaison. Additionally, a representative of the Office of the City Clerk will form part of the interview panel, as an advisor. This advisor is neutral, they will provide guidance on the interview process, provide logistical support, prepare interview packages and reporting, and attend interviews in an observer capacity. The shortlisting and interview process shall include the following steps:
The interview panel will review all applications that expressed an interest to serve on the committee or board. Their review will be based on the body's terms of reference, the advertised desired skillsets, and the selection framework provided in this policy.

The interview panel will convene to review applications, and by consensus determine a shortlist of candidates, two of the short listed candidates shall be recommended as alternate members to the Committee who will be non-voting members that can be moved into a vacancy where a voting member resigns.

Once a shortlist is developed a representative from the Clerks’ division will schedule interviews.

In support of equity all interviews will be conducted in the same manner and each candidate will be asked the same questions. All members of the interview panel must be present at all interviews, to be eligible to contribute to the recommendation. The interview panel shall conduct all interviews in private and information received at these interviews shall be confidential.

Through this policy, Council provides the following guidance to its interview panels when making appointment recommendations to committees and boards. Overall committee composition should:

- be a balance between experienced and new members, and lived experience versus skills and abilities,
- achieve geographic representation,
- be representative of diversity and demographics of the community which may include, age ranges, gender, sexual orientation, Aboriginal status, race, and disability

Upon the completion of interviews, the interview panel shall provide a recommendation for each vacant position, and dependent on the quality of applicants, select two (2) alternate appointees, according to committee terms of reference, and in preferential order.

**Confirming Appointees**

A report from the Clerk’s Division communicating the recommendations from the interview panel will be prepared for Council approval. The report will be public but will include a confidential appendix that will provide Council with the names of all shortlisted candidates, as well as which candidates the interview panel has recommended for appointment. After Council has made its decision on appointments, all applicants will be notified of the outcome of their application by the City Clerk.
Advisory Committee Subcommittees

Subcommittee members may be appointed outside the Advisory Committee Appointment Policy; however, ratification of appointment is done by the committee or board with a correspondence to Council issued through the Council Information Package.

Appointment terms and limits

Members of the public are eligible to serve for two consecutive terms (8 years) on the same Advisory Committee. Members of the public are required to take at least one-year absence after serving on the same Advisory Committee for eight years. After the one-year absence, the member of the public is eligible to re-apply to serve on the former Advisory Committee. If no applications are received for a vacancy, a previous member may be appointed for an additional term at the discretion of Council. During the one-year absence from an Advisory Committee, a member of the public may apply to serve on a different Advisory Committee. Exceptions to the 8-year limit are noted as follows:

- When an insufficient number of applications have been received.
- If a particular area of expertise is required and there are no other eligible and qualified candidates.
- If the advisory committee would suffer from a lack of continuity if all or the majority of members are replaced at once.

Any recommendation to reappoint an incumbent who has reached their sunset date shall identify these special circumstances and recommend a waiver of the limit on length of service. A member of the public who has been appointed to fill a vacancy partway through the Advisory Committee term will be appointed for the balance of the existing term. The new Member is eligible to apply for re-appointment(s) for a maximum of eight (8) consecutive years. The balance of the term that the Member would have previously served does not count toward the eight-year (8) maximum term limit. Renewed membership on an Advisory Committee is not automatic. Members who wish to serve for an additional term are required to reapply.

Potential Conflicts

Applicants should consider whether they have a real or perceived conflict of interest with the Advisory Committee, including any direct or indirect pecuniary interest with the City. Disclosure of such potential conflicts does not mean that an applicant is automatically ineligible for an appointment, but the interview panel may assess potential conflicts in its determination of whether the applicant should be considered further. Appointees will be subject to the City’s Conflict of Interest Policy and Municipal Conflict of Interest Act, if appointed.
Member conduct

All members of Advisory Committees, special committees or task forces who are not Municipal Council members or employees of The Corporation of the City of Cambridge shall abide and handle themselves in proper conduct. Council recognizes the value of the impartial and objective advice received from committee members and the challenges and inherent restrictions facing committee members in assessing and recommending various options in a conscientious and ethical manner. Advisory Committees, when carrying out their committee responsibilities, are expected to:

- abide by the provisions of the Canadian Charter of Rights and Freedoms, Ontario Human Rights Code, City of Cambridge policies and any other applicable related statutes and, in doing so, shall treat every person, including other committee members, corporate employees, individuals providing services on a contract for service, students on placements, and the public, with dignity, understanding and respect for the right to equality and the right to an environment that is safe and free from harassment and discrimination;
- act in the best interest of The Corporation of the City of Cambridge;
- seek to advance the common good of the community which they serve; and
- truly, faithfully and impartially exercise their duties to the best of their knowledge and ability.

Resignations

Advisory Committee members wishing to resign their appointment mid-term shall submit their resignation in writing to the City Clerk. When the resignation is accepted by the City Clerk, the City Clerk shall also consider the need to replace the Advisory Committee member, having regard to the remaining composition of the committee, whether there are any alternate members that could take the place of the member who has resigned, the current workload of the committee and the length of time remaining in the committee member’s term. If the City Clerk deems it advisable to replace the member an alternate shall be selected following which any vacancies for alternate positions shall be publicly advertised and residents of the City shall be invited to apply to fill the vacancy. Vacancies for Advisory Committee members who represent a particular organization/agency shall be nominated by that organization/agency.

Attendance

The Staff Liaison or Recording Secretary will record the attendance of Members in the minutes of the meeting. A Member of an Advisory Committee who intends to leave a meeting before the meeting is adjourned shall inform the Chair of this intention either at the start of the meeting or prior to leaving. If a Member of an Advisory Committee is absent for three (3) consecutive meetings or fifty percent (50%) or more of the annual meetings without cause acceptable to the
Advisory Committee, the seat of the Member is vacant. The City Clerk will contact the absent Advisory Committee member to inform them of their removal from the Advisory Committee. The City Clerk will publicize the vacancy and the need for a replacement. A Member who has been removed from an Advisory Committee will not be eligible to serve on any Advisory Committee until the start of the new four (4) year term of the municipal council.

POLICY COMMUNICATION

Not listed
## Committee Vacancies

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### Additional Notes:

1. **All bolded committee names represent legislated City committees**
2. *One of the open voting vacancies must be a member of the Galt Cambridge Lions Club*
3. **The alternate members should represent a local business, industry or labour**
4. ***The Farmers' Market requires two full voting members representative of the community at large and two full voting market vendors. City staff will hold the nomination process to nominate Farmers' Market vendors and vote accordingly.*
To: COUNCIL
Meeting Date: 8/29/2023
Subject: 23-293-CD Request to Alter a Part V Designated Property in the Main Street Heritage Conservation District - 33 Main Street

Submitted By: Lisa Prime, Chief Planner
Prepared By: Laura Waldie, Senior Planner-Heritage
Report No.: 23-293-CD
File No.: R02.01
Wards Affected: Ward 4

RECOMMENDATION(S):

THAT Report 23-293-CD Request to Alter a Part V Designated Property in the Main Street Heritage Conservation District - 33 Main Street be received;

AND THAT Council approve the proposed alteration to the storefront at 33 Main Street for the reasons outlined in Report 23-293(CD).

EXECUTIVE SUMMARY:

Purpose

This report has been prepared to permit the property owner to alter 33 Main Street, a Part V Designated property in the Main Street Heritage Conservation District. The property owner has requested the following alterations:

- Reconfigure a storefront frame and kickplates with a redesigned appearance using similar materials;
- Enlarge the window area on the storefront with new aluminum framed windows;
- Replace the existing front door with a new powered metal door to allow for barrier free access into the new business;

Key Findings

- The proposed alterations conform to the Main Street Heritage Conservation District Plan.
- The proposed alterations reflect a number of other buildings along Main Street according to the Main Street Urban Design Guidelines.
Financial Implications

The owner is responsible for the cost of any approved alterations. The current application is not eligible for a Designated Heritage Property Grant because the application is requesting to make alterations to the exterior of the building. The intent of the heritage grants program is to assist with the costs of conservation of the existing heritage attributes and not for alterations.

STRATEGIC ALIGNMENT:

☐ Strategic Action

Objective(s): Not Applicable

Strategic Action: Not Applicable

OR

☒ Core Service

Program: Land Use Planning

Core Service: Heritage Conservation

BACKGROUND:

33 Main Street is designated under Part V of the Ontario Heritage Act by by-law 028-85 passed on February 11, 1985.

The property owner contacted heritage planning staff May 9, 2023 via email to inform that he would be relocating his business, Liberty Tax, to 33 Main Street. Heritage planning staff replied explaining that drawings needed to be submitted for review by staff. Drawings were submitted on July 9, 2023 and were presented to the Municipal Heritage Advisory Committee for review on July 20, 2023

ANALYSIS:

The owner is proposing to alter the storefront façade of 33 Main Street (Figure 1). The proposal includes removing the existing wood frame and kickplates and reconfiguring the design to include larger glazed windows that will be surrounded by new wood framing and kickplates.
Figure 1: 33 Main Street, Cambridge (Google Streetview)

The front door will also be replaced with a steel door that will be automatic to provide barrier free access and bring it up to code under the Ontario Building Code. There are minimal interior renovations proposed. The interior renovations proposed do not require review by Council and are, therefore, exempt from this report.

The following is an analysis of the proposed alterations to the front storefront façade.

**Storefront Alterations**
Figure 2 is from the drawings submitted to satisfy the issuance of both a heritage permit and a building permit for the proposed alterations.

The articulation, or the sum of a building’s parts, fits into the whole design of a building’s façade and plays a significant role in the pedestrian experience along a street. Remaining consistent with the existing articulation found within the heritage buildings along Main Street will help to promote the area’s heritage character by maintaining a rhythm of openings, recesses, projections, and vertical and horizontal demarcations. Such patterns of façade articulation are encouraged to be implemented where possible. Many of the addresses along the Main Street HCD maintain narrow bay widths in order to reinforce the rhythm of the historic fabric.
Figure 3: An Example of Vertical Articulation of Bays in a Building from the Main Street Urban Design Guidelines

Figure 3 is an example of how vertical articulation follows the vertical lines of the bays of a building. The proposed alterations to 33 Main Street would align the vertical articulation for window design and configuration as recommended in the Main Street Urban Design Guidelines. The proposed design for 33 Main Street’s storefront is considered to be complementary to the streetscape and provides enhanced heritage attributes for the building’s design.

The existing storefront is proposed to be removed and reconfigured using the existing materials. The current materials are aluminum framed windows that are surrounded with wood framing plates and kick plates. The storefront will be made flush to the exterior wall and a larger aluminum framed window will be placed on the east side of the storefront. The front door will be relocated to the west side of the storefront, making the door follow the vertical articulation of the third bay window above. Kickplates will be included with the reconfiguration and will be constructed of wood.

Heritage Planning staff do not have any concerns with the request to alter the property and are of the opinion that the changes reflect the materials that have been present on many of the storefronts along Main Street since the 1950s. The proposed reconfiguration does not contradict the intent of the Main Street HCD Plan and would still maintain its heritage attributes to the cultural significance of the HCD.
EXISTING POLICY / BY-LAW(S):

Ontario Heritage Act

42 (1) of the Ontario Heritage Act requires that property owners receive Council approval for alterations to a property designated under Part V of the Ontario Heritage Act

Section 42 (1) states, no owner of property situated in a heritage conservation district that has been designated by a municipality under this Part [V of the Act] shall do any of the following, unless the owner obtains a permit from the municipality to do so:
Alter, or permit the alteration of, any part of the property, other than the interior of any structure or building on the property.

2. Erect, demolish or remove any building or structure on the property or permit the erection, demolition or removal of such a building or structure. 2005, c. 6, s. 32 (1).

(2.1) The owner of property situated in a designated heritage conservation district may apply to the municipality for a permit to alter any part of the property other than the interior of a building or structure on the property or to erect, demolish or remove a building or structure on the property. 2005, c. 6, s. 32 (1).

City of Cambridge Official Plan

Section 4.1 of the Official Plan includes Objective a) to “support the conservation restoration and prominence of the City’s built heritage as a key identifying feature of the community.”

Section 4.2 of the Official Plan discusses the priorities for cultural heritage resources in the City. Section 4.2.1 states:

1. When development is proposed, the City will encourage the conservation of cultural heritage resources in the following order of preference:

• incorporation of cultural heritage resources and their surrounding context into development applications in a manner which does not conflict with the cultural heritage resource;

• promotion of the use of scale and design which blends harmoniously with existing cultural heritage resources when development occurs; and

• preservation and adaptive re-use of buildings of cultural heritage significance for compatible residential intensification and/or for other appropriate and compatible uses is encouraged.
Main Street Heritage Conservation District Plan

The Main Street Heritage Conservation District Plan outlines policies for the conservation of heritage resources within the area governed by the Plan and outlines guidelines for new development to ensure compatibility with existing heritage resources.

The Plan sets out the following broad objectives:

- To conserve and restore a selection of existing structures within the district which contribute to the historic and architectural style of Cambridge (Galt) and to redevelop a selection of properties in a compatible manner.
- To maintain the business core area of the city as a progressive, viable, and profitable commercial entity.
- To upgrade upper floors for residential and office use.
- To maintain a local atmosphere. To foster and preserve a sense of human scale, place, history, and personal contact in the district.

Main Street Urban Design Guideline

The City of Cambridge adopted Main Street Urban Design Guidelines provide recommendations regarding the conservation of heritage resources, including the subject property:

4.2.4 Windows and Doors

Original windows should be repaired if possible. Original wood windows, even single glazed, can, with appropriate restoration, perform as well as modern replacement windows. Proper caulking, installation of astragals and weather stripping can allow existing windows to perform well thermally. If it is necessary to replace a window, the replacement should be wood and replicate existing window configurations. Aluminum or vinyl window replacements are not acceptable.

FINANCIAL IMPACT:

The owner is responsible for the cost of any approved alterations. The property owner has applied to the City for a Commercial Property Improvement Grant. The current application is not eligible for a Designated Heritage Property Grant because the application is requesting to make alterations to the exterior of the building.

PUBLIC VALUE:

Transparency:
To ensure transparency, Council meeting agendas are posted on the City’s website.

**ADVISORY COMMITTEE INPUT:**

A staff presentation outlining the request to alter the property was delivered at the July 20, 2023, Municipal Heritage Advisory Committee meeting. As a result, the following recommendations were adopted by the MHAC:

**THAT** Report 23-293-CD Request to Alter a Part V Designated Property in the Main Street Heritage Conservation District - 33 Main Street be received;

**AND THAT** the Municipal Heritage Advisory Committee recommends that Council approve the proposed alteration to the storefront at 33 Main Street for the reasons outlined in Report 23-020(MHAC);

**AND THAT** the MHAC approve the request for a new sign to fit within the existing sign fascia and that the letters not be illuminated internally;

**AND THAT** the MHAC approves a variance to the Sign Bylaw to permit a sign measuring greater than 1.25 square meters within the existing sign fascia;

**AND FURTHER THAT** the MHAC not approve the request for a grant from the Designated Heritage Property Grant Program for the reasons outlined in Report 23-020(MHAC).

**PUBLIC INPUT:**

Posted publicly as part of the report process. The Municipal Heritage Advisory Committee meetings are also open to the public.

**INTERNAL / EXTERNAL CONSULTATION:**

Heritage Planning staff collaborated with Building staff on the drawings required for review by the MHAC and Council for the proposed alteration to the storefront at 33 Main Street.

**CONCLUSION:**

For the reasons outlined in report 23-293-CD, heritage planning staff and the Municipal Heritage Advisory Committee recommend that Council approve the owner’s request to alter the storefront at 33 Main Street as the proposed changes are in keeping with the policies of the Main Street Heritage Conservation District Plan and the Main Street Urban Design Guidelines for storefronts on Main Street.
REPORT IMPACTS:
Agreement: No
By-law: No
Budget Amendment: No
Policy: No

APPROVALS:
This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:
Director
Deputy City Manager
Chief Financial Officer
City Solicitor
City Manager

ATTACHMENTS:
None
RECOMMENDATION(S):

THAT Report 23-292-CD – Recommendation Report for Zoning By-law Amendment and Draft Plan of Subdivision – 20 Ripplewood Road be received;

AND THAT Council approves the proposed Zoning By-law Amendment to rezone the subject lands from (H)R4 to RM4 s. 4.1.443 with site specific provisions to facilitate a residential subdivision in conjunction with adjacent lands;

AND THAT Council advise the Regional Municipality of Waterloo that the City of Cambridge recommends draft approval of Plan of Subdivision 30T-23101, subject to the draft approval conditions attached to this report;

AND THAT Council is satisfied that the requirements for a public meeting in accordance with subsection 34(17) of the Planning Act have been met;

AND FURTHER THAT the By-laws attached to report 23-292-CD be passed.

EXECUTIVE SUMMARY:

Purpose

The purpose of this report is to provide a recommendation on the proposed Zoning By-law Amendment and Draft Plan of Subdivision applications to facilitate the development of a total of 185 residential townhouse units in conjunction with a block in the adjacent registered subdivision plan.
Key Findings

- The proposed applications will contribute to the creation of a complete community north of the registered plan of subdivision “Hazel Glenn”.
- The Zoning By-law Amendment is required to facilitate a Draft Plan of Subdivision which would permit additional residential units to be developed in conjunction with the adjacent Block in a registered plan of subdivision as one cluster condominium development for a total of 185 townhouse units.

Financial Implications

- Planning application fees in the amount of $13,992 has been paid to the City of Cambridge to process the Zoning By-law Amendment and Draft Plan of Subdivision.
- City and Regional Development Charge fees will be collected prior to building permit issuance.
- Any further costs associated with the development of the site are to be borne by the applicant.

STRATEGIC ALIGNMENT:

☐ Strategic Action

OR

☒ Core Service

Program: Development Approvals

Core Service: Official Plan and Zoning By-law Amendments

BACKGROUND:

Property

The subject property is municipally addressed as 20 Ripplewood Road and is located on the corner of Ripplewood Road and Vanier Drive. The subject lands are approximately 3,763 square metres in area and have approximately 84 metres of frontage along Ripplewood Road.

The subject lands currently contain a single detached dwelling that is planned to be demolished to facilitate redevelopment of the lands.
The subject lands are shown on Figure 1.

![Figure 1 – Aerial Map of the Subject Lands](image)

**Surrounding Land Uses**

The subject lands are located directly adjacent to a registered plan of subdivision most recently known as Hazel Glenn Subdivision (previously known as Treasure Hill). The subject lands and the existing registered plan of subdivision are shown on Figure 2. There is one single detached home located directly north of the subject lands, across Ripplewood Road. There is one single detached home located to the southwest of the subject lands across Vanier Drive. Also, to the north, across Ripplewood Road and to the west across Vanier Drive are vacant lands that are zoned (H)R4 for future residential use.
EXISTING POLICY / BY-LAWS(S):

City of Cambridge Official Plan, 2012, as amended

Existing Land and Designations: Designated Greenfield Area and Low/Medium Density Residential on Maps 1A and 2 of the City’s Official Plan.

The existing Official Plan designation is shown on Figure 3.
City of Cambridge Zoning By-law 150-85, as amended

**Existing Zoning:** (H)R4

**Proposed Zoning:** RM4 with site-specific provisions

**Proposed site Specific Zoning provisions:**

<table>
<thead>
<tr>
<th>Development Standard</th>
<th>Existing Zoning By-law</th>
<th>Proposed RM4 Site Specific Zoning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Height</td>
<td>n/a</td>
<td>A maximum dwelling height of 3 storeys for townhouse dwellings</td>
</tr>
<tr>
<td>Front yard setback</td>
<td>6m</td>
<td>A minimum front yard setback of 3 metres to a dwelling and 5.8m to garage</td>
</tr>
<tr>
<td>Minimum interior side yard setback</td>
<td>7.5m</td>
<td>A minimum side yard setback of 0.6 m, permitted to be finished with hardscaping, not grass.</td>
</tr>
</tbody>
</table>
Permitted Encroachments | 0.5m | A maximum permitted encroachment of eves or gutters into the minimum required interior side yard shall be 0.42 m in situations where the minimum interior side yard setback is 0.6m

<table>
<thead>
<tr>
<th>Development Standard</th>
<th>Zoning Provision 2.1.13.1</th>
<th>Proposed Site-Specific Allowance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lots to have street frontage</td>
<td>No land shall be used and no building or structure shall be erected, located or used unless the lot upon which such building or structure is located has lot frontage on an opened public street or highway or a street deemed to be a public street or highway.</td>
<td>Notwithstanding Section 2.1.13.1, for the purpose of interpretation of the By-law, a lot with a frontage on a private road will be considered to have frontage on a public road and the site-specific zoning regulations will apply to the subject lands as a whole regardless of whether individual lots are created for ownership purposes through a plan of condominium and/or part lot control exemption.</td>
</tr>
</tbody>
</table>

The existing and proposed zoning are shown on Figure 4.

**Figure 4 – Existing Zoning**  **Figure 5 - Proposed Zoning**
ANALYSIS:

The applicant owns both 20 Ripplewood Road and the adjacent registered plan of subdivision known as Hazel Glenn Subdivision.

The applicant is proposing a Zoning By-law Amendment to rezone 20 Ripplewood Road from (H)R4 to a site-specific RM4 zone consistent with the approved site-specific zoning on the adjacent registered subdivision (Hazel Glenn subdivision). The applicant has also submitted an application for Draft Plan of Subdivision on the subject lands. The proposed draft Plan of Subdivision consists of one block proposed for townhouse units. A copy of the proposed draft Plan of Subdivision is provided in Appendix A. The proposed Zoning By-law Amendment and draft Plan of Subdivision would permit additional residential units to be developed in conjunction with the adjacent Block 123 as one cluster condominium development for a total of 185 townhouse units. The development on the subject lands and Block 123 will require a future Site Plan and a Plan of Condominium applications.

Developing 20 Ripplewood Road with the adjacent Plan of Subdivision would contribute to the creation of a complete townhouse development and with a consistent lot pattern and private road network.

Figure 6 is a proposed concept plan showing how 20 Ripplewood Road would be developed in conjunction with Block 123 on registered plan 58M-696.
The area highlighted in yellow on Figure 6 above, is 20 Ripplewood Road. The area in blue is Block 123 on registered Plan of Subdivision 58M-696 (part of Hazel Glenn subdivision). The overall concept plan showing the proposed layout of the future condominium development is overlayed on both properties, showing how the properties are proposed to be merged and developed as one comprehensive development. A copy of the proposed conceptual site plan is provided in Appendix B.

The proposed Zoning By-law Amendment also requests removal of the current Holding provision on the subject property. The Holding is proposed to be removed since municipal servicing would be available and provided through the adjacent subdivision.

The proposed Draft Plan of Subdivision is shown on Figure 7 below and in Appendix A.
Figure 7 – Proposed Draft Plan of Subdivision

Policy Overview

The property is designated as Urban Designated Greenfield Area in the Regional Official Plan (ROP). Future development in Urban Designated Greenfield Areas will contribute to the creation of complete communities with a greater mix of land uses and development patterns that support trips by walking, cycling, and where available, transit services.

The subject lands are designated Low/Medium Density Residential in the City’s Official Plan (City OP) which permits a range of residential uses, including single detached houses, townhomes and walk-up apartments to a maximum residential density of 40 units per gross hectare.

The proposal is consistent with the Provincial, Regional and City policy direction to build healthy, sustainable and complete communities. The subject lands provide an opportunity for an appropriate residential development that will be compatible with and complete the adjacent plans of subdivision for the creation of a complete neighbourhood where infrastructure and amenities can be shared.
To facilitate the proposed development, a Zoning By-Law Amendment is required to remove the Holding (H) provision on the lands and to apply the appropriate zoning to the lots and blocks within the proposed Draft Plan of Subdivision.

The applicant is requesting the following rezoning and site-specific provisions:

- Adding a maximum height provision
- Reducing rear and interior side yard setbacks
- Reducing the permitted encroachment of eves and gutters (due to the reduced setbacks being proposed)
- Permitting a condo road to be interpreted as a municipal road for the purposes of a future condominium application.

The site-specific zoning provisions have been requested to match the previously approved zoning on the adjacent registered plan of subdivision in order to develop the properties as one comprehensive townhouse development.

**Contributions to the City**

<table>
<thead>
<tr>
<th>Area of Focus</th>
<th>Targets</th>
<th>Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increased Housing stock</td>
<td>• City’s pledge to build 19,000 homes by 2031</td>
<td>• Supports the creation of complete communities and provides for a greater housing stock in the City.</td>
</tr>
</tbody>
</table>

**FINANCIAL IMPACT:**

The City of Cambridge collected a fee of in the amount of $13,992 to process the Zoning By-law Amendment and Draft Plan of Subdivision.

City and Regional Development Charge fees will be collected prior to building permit issuance. Development Charges collected for the proposed development will be used for the construction of new infrastructure required to support growth of the City.

Additional revenue from assessment growth generated from the proposed development will offset increased expenses to provide City services, programs and future infrastructure renewal to a growing population.

Any further costs associated with the development of the site are borne by the applicant.

**PUBLIC VALUE:**
The Statutory Public Meeting required under the Planning Act was held on June 20, 2023.

No members of the public/residents spoke at the public meeting and there were no requests to be included on the mailing list.

ADVISORY COMMITTEE INPUT:
Advisory Committees Consulted:
No applicable.

PUBLIC INPUT:
No residents spoke at the public meeting and there were no written submissions provided regarding the proposal.

Council questions raised during the meeting included:

1) The status of Block 123 – Block 123 is a registered block on a plan of subdivision and can be developed with residential dwelling units per the previous planning approvals. The developer would like to get the appropriate planning approvals (Zoning By-law Amendment and Draft Plan of Subdivision) in order to develop 20 Ripplewood Road with Block 123 to round out the developable area and provide for a comprehensive development.

2) Affordable Housing Contribution – the developer has committed to a $500 per unit contribution to the Affordable Housing Contribution Fund, which is also what they have committed to for their adjacent plan of subdivision.

INTERNAL / EXTERNAL CONSULTATION:
The applications have been circulated to the departments and commenting agencies listed in Appendix C.

Staff has received comments from the applicable City departments and outside agencies regarding the proposed Zoning By-law Amendment and Draft Plan of Subdivision. Staff and agency comments were very limited and have been acknowledged and/or addressed by the applicant and/or will be implemented through the city’s conditions of draft plan approval. The city’s proposed conditions of draft plan approval are attached as Appendix D to this report.

The Region of Waterloo is the approval authority for the Draft Plan of Subdivision and Regional staff have advised City staff that all of their concerns have been addressed or will be addressed through the regional conditions of draft approval.
CONCLUSION:
The City of Cambridge is expecting to accommodate significant population growth within the current Planning Horizon into the year 2051. With limited vacant residential land available within the city, and an increase in housing costs, there is a growing need and demand for a range and mix of housing options to accommodate future residents.

The proposed applications for the subject lands would permit the development of a vibrant neighbourhood consisting of a townhouse development that will be developed in conjunction with the adjacent subdivision.

It is the opinion of Planning Staff that the proposed Zoning By-law Amendment and Plan of Subdivision applications are consistent with the Provincial Policy Statement, conform with the policies of the Provincial Growth Plan, the Regional Official Plan, and the City of Cambridge Official Plan and meet the general intent and purpose of the City of Cambridge Zoning By-law 150-85.

The proposal represents good planning and contributes to the creation of additional housing stock for the city that has been designed to complement, enhance and complete the surrounding neighbourhood. The proposal is generally in keeping with the character of the surrounding neighbourhood with a desirable built form. As such, Planning Staff recommends approval of the proposed Zoning By-law Amendment and Draft Plan of Subdivision.

REPORT IMPACTS:
Agreement: No
By-law: Yes
Budget Amendment: No
Policy: No

APPROVALS:
This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:

Director
Deputy City Manager
Chief Financial Officer
City Solicitor
City Manager
ATTACHMENTS:
When naming attachments please use the following format:

1. 23-292-CD Appendix A – Proposed Draft Plan of Subdivision
2. 23-292-CD Appendix B – Proposed Site Concept Plan
3. 23-292-CD Appendix C – Internal/External Consultation and List of Supporting Studies
4. 23-292-CD Appendix D – Proposed Conditions of Draft Approval
5. 23-292-CD Appendix E – Proposed By-law for Zoning By-law Amendment
LAND USE SCHEDULE

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>BLOCK</th>
<th>UNITS</th>
<th>AREA (ha.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Townhouses</td>
<td>1</td>
<td>±12</td>
<td>0.37</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>±12</td>
<td>0.37</td>
</tr>
</tbody>
</table>

ADDITIONAL INFORMATION

(UNDER SECTION 51(17) OF THE PLANNING ACT)

Information required by clauses a, b, c, d, e, f, g, and j and I are as shown on the draft plan.

h) Municipal water supply
i) Sandy, gravelly loam
k) All sanitary and storm sewers as required

OWNER’S CERTIFICATE

I authorize the GSP Group Inc. to prepare and submit this draft plan of subdivision to the City of Cambridge.

[Signature]
Powerplay Equity Capital Inc.

DATE: March 2, 2023

SURVEYOR’S CERTIFICATE

I certify that the boundaries of the land to be subdivided and the relationship to the adjacent lands are correctly shown.

[Signature]
Rod Lord, O.L.S.
J.D. Barnes Limited

DATE: March 2, 2023
Appendix B – Conceptual Site Plan
Appendix C – Internal/External Consultation and List of Supporting Studies

This application has been circulated to the departments and agencies listed below.

- City of Cambridge Engineering Division;
- City of Cambridge Transportation Engineering Division;
- City of Cambridge Recreation and Cultural Division;
- City of Cambridge Fire Department;
- City of Cambridge Building Services Division;
- City of Cambridge Accessibility Coordinator;
- City of Cambridge Economic Development Division;
- City of Cambridge Senior Planner Reurbanization;
- Regional Municipality of Waterloo;
- Grand River Conservation Authority;
- Energy+ Inc;
- Waterloo Region District School Board; and
- Waterloo Catholic District School Board

List of Supporting Studies:

- Planning Justification Memo
- Zoning By-law Amendment sketch
- Proposed Draft Plan of Subdivision
City of Cambridge Conditions of Draft Approval – 20 Ripplewood Road

30T-23101 (R05/23)

<table>
<thead>
<tr>
<th>Conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. THAT this approval applies to the proposed draft plan of subdivision 30T-22102 prepared by J.D. Barnes Limited, dated April 1, 2022.</td>
</tr>
<tr>
<td>2. THAT prior to the registration of the plan the applicant’s surveyor confirm that all lots and blocks conform to the implementing Zoning By-law.</td>
</tr>
<tr>
<td>3. THAT a Registered M-Plan be submitted to the City of Cambridge once registration is completed.</td>
</tr>
<tr>
<td>4. THAT the owner agrees to provide a maintenance access easement in the City’s favor over Part 1 of 58R-21598 prior to the Condominium registration.</td>
</tr>
<tr>
<td>5. THAT the owner agrees to obtain CLI-ECA approval for the municipal storm sewer on the townhouse block prior to the Condominium registration.</td>
</tr>
</tbody>
</table>
THE CORPORATION OF THE CITY OF CAMBRIDGE

BY-LAW 23-XXX

Being a By-law to amend Zoning By-law No. 150-85, as amended with respect to land municipally known as 20 Ripplewood Road, Cambridge.

WHEREAS Council of the City of Cambridge has the authority pursuant to Sections 34 of the Planning Act, R.S.O. 1990, c. P. 13, as amended to pass this by-law;

WHEREAS this By-law conforms to the City of Cambridge Official Plan, as amended;

AND WHEREAS Council deems that adequate public notice of the public meeting was provided and adequate information regarding this Amendment was presented at the public meeting held June 20, 2023, and that a further public meeting is not considered necessary in order to proceed with this Amendment,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT this by-law shall apply to lands legally described as Part of Lot 1, Concession 9, City of Cambridge (Geographic Township of North Dumfries), Regional Municipality of Waterloo and municipally addressed as 20 Ripplewood Road and as shown on Schedule ‘A’ attached hereto and forming part of this by-law.

2. THAT Schedule ‘A’ to the City of Cambridge By-law 150-85, as amended, is hereby amended by changing the zoning classification of the lands shown outlined in heavy black in the attached Schedule ‘A’ to this By-law from the (H)R4 to RM4 S.4.1.443.

3. THAT the aforesaid City of Cambridge Zoning By-law No. 150-85, as amended, is hereby further amended adding the following subsection under section 4.1 thereof:

   “4.1.443 – 20 Ripplewood Road;

   In addition to the provisions of Section 3.1.2.5 and notwithstanding Sections 2.1.15(1), 3.1.2.5(c) and (e), the following regulations shall also apply to the lands in the RM4 zone to which reference ‘s.4.1.443’ is made on Schedule ‘A’ attached to and forming part of this By-law:

   a) A maximum dwelling height of 3 storeys is permitted for a townhouse dwelling.

   b) A minimum front yard setback of 3m to a dwelling and 5.8m to a garage is required.

   c) A minimum interior side yard setback of 0.6m is permitted and the reduced side yard shall be finished with hardscaping, not grass.
d) A maximum permitted encroachment of eves or gutters into the minimum required interior side yard shall be 0.42m in situations where the minimum interior side yard setback of 0.6m is provided.

e) Notwithstanding Section 2.1.13.1, for the purposes of interpretation of the by-law, a lot with frontage on a private road will be considered to have frontage on a public road and the zoning regulations of the RM4 s.4.1.443 zone will apply to the blocks as a whole regardless of whether individual lots or units are created for ownership purposes either through plan of condominium or part lot control.

4. **THAT** Geothermal Wells are prohibited on the lands in Schedule “A”. A geothermal well is defined as a vertical well, borehole or pipe installation used for geothermal systems, ground-source heat pump systems, geo-exchange systems or earth energy systems for heating or cooling; including open-loop and closed-loop vertical borehole systems. A geothermal well does not include a horizontal system where construction or excavation occurs to depths less than five meters unless the protective geologic layers overlaying a vulnerable aquifer have been removed through construction or excavation.

ENACTED and PASSED this 29th day of August 2023.

__________________________________________
MAYOR

__________________________________________
CLERK
Purpose and Effect of By-law No 23-xxx

The purpose and effect of this by-law is to amend the zoning classification of the lands legally described as Part of Lot 1, Concession 9, City of Cambridge (Geographic Township of North Dumfries), Regional Municipality of Waterloo and municipally addressed as 20 Ripplewood Road from (H)R4 to RM4 s.4.1.443 to facilitate a townhouse development in conjunction with the adjacent registered plan of subdivision.
To: COUNCIL
Meeting Date: 8/29/2023
Subject: 23-264-CD Recommendation Report for Zoning By-law Amendment – 355 and 395 Hespeler Road (Proposed Go-Karting)

Submitted By: Sylvia Rafalski-Misch, Manager of Development Planning
Prepared By: Michael Campos – Senior Planner
Report No.: 23-264-CD
File No.: R07/23
Wards Affected: Ward 8

RECOMMENDATION(S):

THAT Report 23-264-CD Recommendation Report for Zoning By-law Amendment – 355 and 395 Hespeler Road (Proposed Go-Karting) be received;
AND THAT Council approves the proposed Zoning By-law Amendment to update the existing site-specific provision on the subject lands to permit commercial-recreational establishments as described in section 3.3.2.3 of the By-law, which will permit the proposed indoor electric go-karting facility within the existing Cambridge Centre Mall;
AND FURTHER THAT the By-law attached to report 23-264-CD be passed.

EXECUTIVE SUMMARY:

Purpose

The purpose of this report is to provide a recommendation on the proposed Zoning By-law Amendment application to update the existing site-specific provision on the subject lands to facilitate the proposed conversion of the former skating rink inside the Cambridge Centre Mall, to an electric go-karting facility.

Key Findings

- The proposed Zoning By-law Amendment seeks permission to reuse the former indoor ice-skating rink space within the Cambridge Centre Mall, for an indoor electric go-karting facility.
Financial Implications

- A planning application fee in the amount of $16,800 has been paid to the City of Cambridge to process the Zoning By-law Amendment application.
- Any further costs associated with the development of the site are borne by the applicant.

STRATEGIC ALIGNMENT:

☒ Strategic Action

Objective(s): PLANNING FOR GROWTH - Provide for a mix of development, uses and amenities in order to meet the needs of a changing and diverse population

Strategic Action: Not Applicable

☒ Core Service

Program: Development Approvals

Core Service: Official Plan and Zoning By-law Amendments

BACKGROUND:

Property

The subject lands are approximately 22 hectares in size and comprise of a range of commercial retail buildings and surface parking, provided for all the commercial buildings, throughout the site. The largest building currently on the subject lands is a commercial shopping centre, commonly identified as Cambridge Centre mall. Cambridge Centre mall is bordered by Hespeler Road, Bishop Street North, Conestoga Boulevard and Dunbar Road, and is municipally addressed as 355 and 395 Hespeler Road.

Existing/Surrounding Land Uses

The subject lands are located within an area comprised primarily of retail commercial and service commercial uses within both individual commercial sites and buildings, as well as strip-mall format buildings. Some of these commercial uses include restaurants, car dealerships, banks and small grocery shops. Existing established residential neighbourhoods surround this commercial area and are generally located east of Conestoga Boulevard and along Dunbar Road, west of Hespeler Road. In addition, further south along Hespeler Road, at the corner of Hespeler Road and Dunbar Road, is the Dumfries Conservation Area.
The subject lands are outlined in red within Figure 1.

![Figure 1 Aerial Map of the subject lands](image)

**EXISTING POLICY / BY-LAW(S):**

City of Cambridge Official Plan, 2012, as amended

Existing Land use Designation(s): Regional Commercial and Hespeler Road Mixed-Use Corridor as per Map 2 of the City's Official Plan.

The existing land use designation in the City's Official Plan is shown in Figure 2 below.

City of Cambridge Zoning By-law No. 150-85, as amended

**Existing Zoning:** Commercial CS1, with site-specific provision S.4.1.1 and C4

**Proposed Zoning:** Commercial CS1 and C4, with additional site-specific provisions under S.4.1.1 to permit commercial-recreational establishments on the subject lands as described in section 3.3.2.3 of the Zoning By-law, which will permit an electric go-karting use within the existing Cambridge Centre Mall.

The existing and proposed zoning is shown in Figure 3 below.
Figure 2 Existing Official Plan Designation

Figure 3 Existing and Proposed Zoning
ANALYSIS:
The applicant is proposing a Zoning By-law Amendment for the subject lands to update the existing site-specific provision to permit commercial-recreational establishments as described in section 3.3.2.3 of the Zoning By-law, which will permit an electric go-karting facility as a permitted use within the Cambridge Centre Mall. The proposed indoor go-karting facility would replace the indoor ice-skating rink.

The Concept Site Plan is provided in Appendix A.

Policy Overview

The subject lands are located within the Delineated Built-Up Area in accordance with Map 2 of the Regional Official Plan (ROP).

The subject lands are designated Regional Commercial in accordance with Map 2 of the City Official Plan (City OP), with one commercial-retail building designated as Hespeler Road Mixed Use Corridor. As stated in City OP, the Regional Commercial designation applies to large-scale commercial development whose planned function is to provide a diverse range of retail, comparison shopping, and service uses that serve the shopping and service needs of residents in the Cambridge market area and surrounding regional market area. Lands designated Regional Commercial are generally anchored by one or more department stores, home improvement stores, warehouse membership clubs or food stores.

The subject lands are zoned Commercial CS1 with site-specific provision 4.1.1. The CS1 zone permits a range of commercial-retail establishments, service-commercial establishments, a place of amusement as specifically defined in the Zoning By-law and, a recreation centre as specifically defined in the Zoning By-law. The CS1 zoning does not permit the full range of commercial-recreational establishments as-of-right, and therefore, a Zoning By-law Amendment is required. The proposed go-karting facility would fall under the commercial-recreational establishment.

The proposed change to the site-specific provision, to permit commercial-recreational establishments, and that will allow an electric go-karting facility within the mall will not change the general intent of the existing zoning of the lands.

Staff Recommendation

Staff gave consideration to Provincial, Regional and City policies, agency comments, resident comments, and compatibility with the surrounding neighbourhood with respect to the appropriateness of the requested site-specific amendment.

It is the opinion of Planning staff that the proposed application is consistent with the Provincial Policy Statement, conforms with the policies of the Provincial Growth Plan.
2020, the ROP, the City OP and meets the general intent and purpose of the City of Cambridge Zoning By-law No. 150-85.

Planning decisions are subject to appeal to the Ontario Land Tribunal (OLT). An appeal may be filed if the application is refused, approved, or if a decision is not made within the timeline for processing the applications set out in the Planning Act.

FINANCIAL IMPACT:

- A planning application fee in the amount of $16,800 has been paid to the City of Cambridge to process the Zoning By-law Amendment application.
- Any further costs associated with the development of the site are borne by the applicant.

PUBLIC VALUE:

A Statutory Public Meeting required under the Planning Act was held on June 20, 2023.

No comments were received from members of the public during the public meeting or after the public meeting. No requests from members of the public, to be added to the mailing list to be additionally notified about the processing of the application, were received.

The full application submission was posted on the City’s “Current Development Applications” webpage for the public to view.

ADVISORY COMMITTEE INPUT:

Not Applicable

PUBLIC INPUT:

No comments have been received from members of the public on this application both during the public meeting and following the public meeting.

During the public meeting, comments were raised from Council with respect to the following:

- Potential emissions from the batteries that operate the electric-go karts and public health permissions for this type of use near a food court.
  - The applicant confirmed that the operation of the go-karts, through the use of batteries, would permit their safe use indoors.
  - A further review from Public Health will be completed as part of the business licensing process, to ensure public health safety with the operation of the go-karts.
- The hours of operation alongside the mall hours of operation.
The applicant confirmed that the go-karting facility would operate under the same operating hours as the mall hours, similar to the existing ice-skating rink.

- The length of the track, and the ability to accommodate a go-kart track within the same area as the ice-skating rink.
  - The applicant confirmed that the go-karting track would be accommodated within the same area as the existing ice-skating rink.

It is staff’s opinion that an additional statutory public meeting is not necessary.

INTERNAL / EXTERNAL CONSULTATION:
The applications have been circulated to the departments and commenting agencies listed in Appendix B.

Staff has received comments from the applicable City departments and outside agencies with respect to the proposed Zoning By-law Amendment. There were no staff or agency comments that were required to be addressed by the applicant.

CONCLUSION:
It is the opinion of Planning Staff that the proposed Zoning By-law Amendment application is consistent with the Provincial Policy Statement, conforms to the policies of the Provincial Growth Plan, the Regional Official Plan, and the City of Cambridge Official Plan and meets the general intent and purpose of the City of Cambridge Zoning By-law 150-85.

The proposal represents good planning and will re-purpose and existing similar commercial-recreation use. The proposed amendment is in keeping with the character of the existing surrounding neighbourhood and will maintain the general function of the Cambridge Centre mall. As such, Planning Staff recommends approval of the proposed Zoning By-law Amendment.

REPORT IMPACTS:
Agreement: No
By-law: Yes
Budget Amendment: No
Policy: No
APPROVALS:
This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:
Director
Deputy City Manager
Chief Financial Officer
City Solicitor
City Manager

ATTACHMENTS:
1. 23-264-CD Appendix A – Conceptual Plan
2. 23-264-CD Appendix B – Application Circulation List
3. 23-264-CD Appendix C – Proposed By-law for Zoning By-law
Internal/External Consultation

This application has been circulated to the departments and agencies listed below. Their comments will be included in a future staff report to Council for consideration.

- Regional Municipality of Waterloo
- Grandbridge Energy Inc. (Hydro)
- Ministry of Transportation
- Waterloo Regional District School Board
- Waterloo Catholic District School Board
- City of Cambridge Engineering and Transportation Divisions
- City of Cambridge Economic Development
- City Cambridge Fire Department
- Planning Services
- City of Cambridge Accessibility Coordinator
- City of Cambridge Sustainable Transportation
- City of Cambridge Policy Services
THE CORPORATION OF THE CITY OF CAMBRIDGE

By-law 23-XXX

Being a By-law to amend Zoning By-law No. 150-85, as amended with respect to land municipally known as 355 and 395 Hespeler Road.

WHEREAS Council of the City of Cambridge has the authority pursuant to Sections 34 of the Planning Act, R.S.O. 1990, c. P. 13, as amended to pass this by-law;

WHEREAS this By-law conforms to the City of Cambridge Official Plan, as amended;

AND WHEREAS Council deems that adequate public notice of the public meeting was provided and adequate information regarding this Amendment was presented at the public meeting held June 20, 2023, and that a further public meeting is not considered necessary in order to proceed with this Amendment.

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT this by-law shall apply to lands municipally addressed as 355 and 395 Hespeler Road and legally described as (1) Lt 3 Rcp 1378. S/t Right 1293984; (2) Pt Lt 14 Rcp 1378 Parts 1 & 2 58R-11117. S/t Right 1371863; and (3) Pt Lt 14 Rcp 1378 Part 1 58R11514 & Part 1 58R-12811. S/t Right 1408202. Cambridge. S/t Easement In Gross Over Pts 1 & 2 On 58R-16173 as in Wr440448, City of Cambridge in the Municipality of Waterloo as shown outlined in heavy black on Schedule ‘A’ attached hereto and forming part of this by-law;

2. THAT Schedule ‘A’ to the City of Cambridge By-law 150-85, as amended, is hereby amended by changing the zoning classification of the lands shown outlined in heavy black in the attached Schedule ‘A’ to this By-law from C4 S.4.2.26 and CS1 S.4.1.1 to C4 S.4.2.26 and CS1 S.4.1.1.

3. AND FURTHER THAT Section 4.1.1 of the aforesaid City of Cambridge Zoning By-law No. 150-85, as amended, is hereby further amended by adding the following subsection:

4. Notwithstanding Section 3.3.3.1(c) of this By-law, the lands in the CS1 zone to which parenthetical reference to “(S.4.1.1)” is made on Zoning Maps G10 and G11 attached to, and forming part of this By-law, may be used for ‘commercial-recreational establishments’ as described in 3.3.2.3, and that an indoor electric go-karting facility shall be considered a permitted ‘commercial-recreational establishment’ within the existing shopping centre building;
Enacted and Passed this 29th day of August, 2023.

---------------------------------  
MAYOR

---------------------------------  
CLERK
Purpose and Effect

The purpose and effect of this By-law is to revise site-specific provision of the lands legally described as (1) Lt 3 Rcp 1378. S/t Right 1293984; (2) Pt Lt 14 Rcp 1378 Parts 1 & 2 58R-11117. S/t Right 1371863; and (3) Pt Lt 14 Rcp 1378 Part 1 58R11514 & Part 1 58R-12811. S/t Right 1408202. Cambridge. S/t Easement In Gross Over Pts 1 & 2 On 58R-16173 as in Wr440448, City of Cambridge in the Municipality of Waterloo to:

- Allow the lands identified in heavy black outline on Schedule 'A' to be used for additional commercial-recreational establishments, including an indoor electric go-karting facility.
Notice of Motion – August 22, 2023

Re: Declaring Intimate Partner Violence (IPV) an epidemic

Moved By: Councillor Hamilton
Seconded: Councillor Kimpson

WHEREAS the safety of our community and its members is of extreme importance to every single Cambridge resident, as well as to Cambridge Council;

WHEREAS intimate partner violence, often referred to as domestic violence, means any use of physical or sexual force, actual or threatened in an intimate relationship, including emotional and/or psychological abuse or harassing behaviour, and persons of any gender or sex can be victims of intimate partner violence;

WHEREAS Waterloo Region is experiencing a rise in intimate partner violence (IPV) and domestic violence during and after the COVID-19 pandemic, and the Waterloo Region Police Service (WRPS) experiences an average of 17 calls related to IPV per day, with a total of 6,158 calls in 2022 and 66,000 calls for service in total, despite the fact that 70% of IPV incidents go unreported due to feelings of shame, fear, and secrecy;

WHEREAS the WRPS has laid more than 35,000 charges related to IPV, or an average of 3500 per year;

WHEREAS in 2022, five out of the six homicides in Waterloo Region stemmed from IPV and domestic violence, with over 3,800 criminal charges issued by WRPS in relation to IPV;

WHEREAS between 2012 and 2022, the WRPS received a total of 20,870 calls related to IPV in Cambridge, and laid a total of 11,020 charges related to IPV in Cambridge;

WHEREAS Indigenous women are approximately 3.5 times more likely to experience some form of intimate partner violence than non-Indigenous women, and the homicide rate for Indigenous women and girls is approximately 6 times higher than for non-Indigenous women and girls, and Indigenous women are 12 times more likely to be murdered or missing than any other women in Canada, and 16 times more likely than white women;

WHEREAS violence against women costs the national justice system, health care systems, social services agencies and municipalities billions of dollars per year, and municipalities are on the front lines in addressing gender-based violence;

BE IT RESOLVED THAT the City of Cambridge joins over 30 other Ontario municipalities in supporting the recommendation #1 from the Culleton, Kuzyk and Warmerdam Inquest (CKW Inquest) in formally declaring intimate partner violence (IPV)
as an epidemic;

**AND THAT** the Province of Ontario be requested to declare that intimate partner violence and violence against women is an epidemic, in accordance with Recommendation #1 of the C.K.W. Inquest;

**AND THAT** Cambridge recommends that Waterloo Regional Council integrates intimate partner violence into the Region’s Community Safety and Wellbeing Plan, in accordance with Recommendation #10 of the C.K.W. Inquest, and set out gender based violence/intimate partner violence as a separate priority within the plan;

**AND FURTHER THAT** the City Clerk be directed to send a copy of this motion to the Region of Waterloo, Province of Ontario, The Right Honorable Prime Minister, The Right Honorable Members of Parliament, The Right Honorable Provincial Members of Parliament, United Nations, and all Ontario Municipalities.
THE CORPORATION OF THE CITY OF CAMBRIDGE

BY-LAW 23-064

Being a by-law to amend Zoning By-law No. 150-85, as amended with respect to land municipally known as 355 and 395 Hespeler Road.

WHEREAS Council of the City of Cambridge has the authority pursuant to Sections 34 of the Planning Act, R.S.O. 1990, c. P. 13, as amended to pass this by-law;

WHEREAS this by-law conforms to the City of Cambridge Official Plan, as amended;

AND WHEREAS Council deems that adequate public notice of the public meeting was provided and adequate information regarding this Amendment was presented at the public meeting held June 20, 2023, and that a further public meeting is not considered necessary in order to proceed with this Amendment,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT this by-law shall apply to lands municipally addressed as 355 and 395 Hespeler Road and legally described as (1) Lt 3 Rcp 1378. S/t Right 1293984; (2) Pt Lt 14 Rcp 1378 Parts 1 & 2 58R-11117. S/t Right 1371863; and (3) Pt Lt 14 Rcp 1378 Part 1 58R11514 & Part 1 58R-12811. S/t Right 1408202. Cambridge. S/t Easement In Gross Over Pts 1 & 2 On 58R-16173 as in Wr440448, City of Cambridge in the Municipality of Waterloo as shown outlined in heavy black on Schedule ‘A’ attached hereto and forming part of this by-law.

2. THAT Schedule ‘A’ to the City of Cambridge By-law 150-85, as amended, is hereby amended by changing the zoning classification of the lands shown outlined in heavy black in the attached Schedule ‘A’ to this By-law from C4 S.4.2.26 and CS1 S. 4.1.1 to C4 S.4.2.26 and CS1 S.4.1.1.

3. AND FURTHER THAT Section 4.1.1 of the aforesaid City of Cambridge Zoning By-law No. 150-85, as amended, is hereby further amended by adding the following subsection:

4. Notwithstanding Section 3.3.3.1(c) of this By-law, the lands in the CS1 zone to which parenthetical reference to “(S.4.1.1)” is made on Zoning Maps G10 and G11 attached to, and forming part of this By-law, may be used for ‘commercial-
recreational establishments’ as described in 3.3.2.3, and that an indoor electric go-karting facility shall be considered a permitted ‘commercial-recreational establishment’ within the existing shopping centre building;

**ENACTED AND PASSED** this 29th day of August, 2023.

________________________________________

MAYOR

________________________________________

CLERK
Schedule ‘A’

This is Schedule A attached to and forming part of By-law ________

- Lands affected by the by-law
- Zoning Classification
  - OPEN SPACE
  - INDUSTRIAL
  - COMMERCIAL
  - MEDIUM HIGH DENSITY RESIDENTIAL
Purpose and Effect of By-law No. 23-XXX

The purpose and effect of this By-law is to revise site-specific provision of the lands legally described as (1) Lt 3 Rcp 1378. S/t Right 1293984; (2) Pt Lt 14 Rcp 1378 Parts 1 & 2 58R-11117. S/t Right 1371863; and (3) Pt Lt 14 Rcp 1378 Part 1 58R11514 & Part 1 58R-12811. S/t Right 1408202. Cambridge. S/t Easement In Gross Over Pts 1 & 2 On 58R-16173 as in Wr440448, City of Cambridge in the Municipality of Waterloo to:

- Allow the lands identified in heavy black outline on Schedule ‘A’ to be used for additional commercial-recreational establishments, including an indoor electric go-karting facility.
THE CORPORATION OF THE CITY OF CAMBRIDGE

BY-LAW 23-067

Being a by-law to amend By-law 22-044 to regulate traffic and parking on highways under the jurisdiction of The Corporation of the City of Cambridge.

WHEREAS the Council of The Corporation of the City of Cambridge passed By-law No. 22-044 on the 19th day of July, 2022;

AND WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, Section 11(3), authorizes the passing of by-laws regulating traffic and parking on highways,

NOW THEREFORE BE IT RESOLVED THAT The Corporation of the City of Cambridge enacts as follows:

1. THAT Schedule 1, “No Parking”, Part V of By-law No. 22-044 is hereby amended by removing the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beverly Street</td>
<td>both</td>
<td>Dundas Street</td>
<td>416m east of Dundas Street</td>
<td>anytime</td>
</tr>
<tr>
<td>Sheldon Drive</td>
<td>both</td>
<td>Hespeler Road</td>
<td>east City limits</td>
<td>anytime</td>
</tr>
<tr>
<td>Wellington Street</td>
<td>west</td>
<td>Main Street</td>
<td>63m north of Main Street</td>
<td>anytime</td>
</tr>
<tr>
<td>Wellington Street</td>
<td>east</td>
<td>Main Street</td>
<td>35m south of Dickson Street</td>
<td>anytime</td>
</tr>
</tbody>
</table>

2. THAT Schedule 1, “No Parking”, Part V of By-law No. 22-044 is hereby amended by adding the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beverly Street</td>
<td>both</td>
<td>Dundas Street North</td>
<td>Samuelson Street</td>
<td>anytime</td>
</tr>
<tr>
<td>Samuelson Street</td>
<td>south</td>
<td>Beverly Street</td>
<td>Elgin Street North</td>
<td>anytime</td>
</tr>
<tr>
<td>Sheldon Drive</td>
<td>both</td>
<td>Hespeler Road</td>
<td>Lingard Road</td>
<td>anytime</td>
</tr>
<tr>
<td>Wellington Street</td>
<td>east</td>
<td>Main Street</td>
<td>56m north thereof</td>
<td>anytime</td>
</tr>
<tr>
<td>Wellington Street</td>
<td>west</td>
<td>24m south of Dickson Street</td>
<td>anytime</td>
<td></td>
</tr>
</tbody>
</table>

3. THAT Schedule 2, “Limited Parking”, Part V, of By-law No. 22-044 is hereby amended by removing the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellington Street</td>
<td>west</td>
<td>11m south Dickson Street</td>
<td>18m south thereof</td>
<td>9:00 a.m. – 6:00 p.m.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Monday – Saturday</td>
</tr>
</tbody>
</table>
4. **THAT** Schedule 2, “Limited Parking”, Part V, of By-law No. 22-044 is hereby amended by **adding** the following:

<table>
<thead>
<tr>
<th>HIGHWAY SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
<th>DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellington Street east</td>
<td>57.5m north of Main Street</td>
<td>20m north thereof</td>
<td>9:00 a.m. – 6:00 p.m.</td>
<td>Monday – Saturday</td>
</tr>
<tr>
<td>Wellington Street west</td>
<td>11m south of Dickson Street</td>
<td>15m south thereof</td>
<td>9:00 a.m. – 6:00 p.m.</td>
<td>Monday – Saturday</td>
</tr>
</tbody>
</table>

5. **THAT** Schedule 4, “No Stopping”, Part V of By-law No. 22-044 is hereby amended by **removing** the following:

<table>
<thead>
<tr>
<th>HIGHWAY SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
<th>DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellington Street east</td>
<td>Dickson Street</td>
<td>15m south of Dickson Street</td>
<td>anytime</td>
<td></td>
</tr>
</tbody>
</table>

6. **THAT** Schedule 4, “No Stopping”, Part V of By-law No. 22-044 is hereby amended by **adding** the following:

<table>
<thead>
<tr>
<th>HIGHWAY SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
<th>DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Samuelson Street north</td>
<td>Elgin Street North</td>
<td>Beverly Street</td>
<td>anytime</td>
<td></td>
</tr>
<tr>
<td>Wellington Street east</td>
<td>77m north of Main Street</td>
<td>Dickson Street</td>
<td>anytime</td>
<td></td>
</tr>
<tr>
<td>Wellington Street west</td>
<td>Dickson Street</td>
<td>11m south thereof</td>
<td>anytime</td>
<td></td>
</tr>
</tbody>
</table>

7. **THAT** Schedule 9, “Traffic Signals”, Part VII of By-law No. 22-044 is hereby amended by **adding** the following:

**LOCATIONS**
Elgin Street North at Samuelson Street

8. **THAT** Schedule 10, “No Pedestrians”, Part VIII of By-law No. 22-044 is hereby amended by **removing** the following:

<table>
<thead>
<tr>
<th>HIGHWAY SIDE(S)</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
</table>
9. THAT Schedule 10, “No Pedestrians”, Part VIII of By-law No. 22-044 is hereby amended by adding the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>SIDE(S)</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Franklin Boulevard</td>
<td>west</td>
<td>Holiday Inn Drive</td>
<td>Highway 401</td>
</tr>
</tbody>
</table>

10. THAT Schedule 11, “Through Highways”, Part IX of By-law No. 22-044 is hereby amended by adding the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Samuelson Street/ Beverly Street</td>
<td>west side of Franklin Boulevard</td>
<td>Clyde Road</td>
</tr>
</tbody>
</table>

11. THAT Schedule 13, “Intersection Yield Signs”, Part XI of By-law No. 22-044 is hereby amended by removing the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>INTERSECTING AT</th>
<th>FACING TRAFFIC TRAVELLING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hungerford Road</td>
<td>Lewis Street</td>
<td>eastbound</td>
</tr>
<tr>
<td>John Street</td>
<td>Crombie Street</td>
<td>northbound</td>
</tr>
<tr>
<td>Queenston Road</td>
<td>Brower Street</td>
<td>westbound</td>
</tr>
</tbody>
</table>

12. THAT Schedule 24, “Reserved Lanes”, Part XX of By-law No. 22-044 is hereby amended by removing the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>FROM</th>
<th>TO</th>
<th>SIDE</th>
<th>TIMES/ DAYS</th>
<th>VEHICLE CLASS OR TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sheldon Drive</td>
<td>Hespeler Road</td>
<td>Conestoga Boulevard</td>
<td>both</td>
<td>anytime</td>
<td>bicycle</td>
</tr>
</tbody>
</table>

13. THAT Schedule 24, “Reserved Lanes”, Part XX of By-law No. 22-044 is hereby amended by adding the following:

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>FROM</th>
<th>TO</th>
<th>SIDE</th>
<th>TIMES/ DAYS</th>
<th>VEHICLE CLASS OR TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sheldon Drive</td>
<td>Hespeler Road</td>
<td>Franklin Boulevard</td>
<td>both</td>
<td>anytime</td>
<td>bicycle</td>
</tr>
</tbody>
</table>

14. AND THAT this by-law shall not come into force or take effect until the sign or signs has or have been erected and is or are on display.
ENACTED AND PASSED this 29th day of August, 2023.

________________________________
MAYOR

________________________________
CLERK
BY-LAW 23-068

Being a by-law to exempt certain lots or blocks pursuant to subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended (Part Lot Control Exemption) – Block 1 on Registered Plan 58M-709.

WHEREAS subsection 50(7) of the Planning Act R.S.O. 1990, c. P.13, as amended, provides that a municipal Council may by by-law provide that subsection 50(5) of the Planning Act R.S.O. 1990 c.P.13, as amended (Part Lot Control) does not apply to land within plans or parts of plans designated in the by-law and that when the by-law is approved by the appropriate approval authority, subsection 50(5) ceases to apply to the lands therein described,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. **THAT** Subsection 50(5) of the Planning Act R.S.O 1990, c.P.13, as amended, shall not apply to Block 1 on Registered Plan No. 58M-709.

2. **THAT** this by-law shall be restricted in its application only to divide the blocks and create easements as cited in accordance with Reference Plan No. 58R-21757 and Schedule ‘A’ attached hereto.

3. **THAT** this by-law shall remain in force and effect for a period of two (2) years from the date of its passing and shall expire on August 29, 2025.

4. **THAT** this by-law be registered electronically on the title to the lands described herein.

5. **AND THAT** this by-law shall come into full force on the day it is passed.

ENACTED AND PASSED this 29th day of August, 2023.

________________________
MAYOR

________________________
CLERK
Schedule “A” to By-law 23-068; Block 1, 58M-709; Parts 1-2, 6 and 10-45 58R-21757

Parcel 1:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>03843-0305</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 10, Plan 58R-21757</td>
</tr>
</tbody>
</table>

**Parts making up the Parcel**

- Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.
- Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.

**Existing Easement(s) to which the Parcel is subject**

**New easement(s) to which the Parcel is subject**

- Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 10, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 11 to 45, Plan 58R-21757, inclusive, for the purpose access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 10, Plan 58R-21757 and for no other purpose.

**New easement(s) for the Benefit of the Parcel**

- Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7 Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive.
Parcel 2:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 11, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.</td>
</tr>
<tr>
<td></td>
<td>Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 11, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 and 12 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 11, Plan 58R-21757, and for no other purpose.</td>
</tr>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive.</td>
</tr>
</tbody>
</table>
 Parcel 3:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 12, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
| New easement(s) to which the Parcel is subject | Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 12, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 and 11, Plan 58R-21757 and 13 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 12, Plan 58R-21757 and for no other purpose. |
| New easement(s) for the Benefit of the Parcel | Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive. |
## Parcel 4:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 13, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
| New easement(s) to which the Parcel is subject | Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 13, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 12, Plan 58R-21757, inclusive, and 14 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 13, Plan 58R-21757, and for no other purpose. |
| New easement(s) for the Benefit of the Parcel | Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive. |
### Parcel 5:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 14 and 15, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
| New easement(s) to which the Parcel is subject | Subject to an easement over Part of Block 1, Plan 58M-709 designated as Parts 14 and 15, Plan 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 13, Plan 58R-21757, inclusive, and 16 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 14 and 15, Plan 58R-21757, inclusive, and for no other purpose.  
Subject to an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 15, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709, designated as Parts 10 to 13, inclusive, and 16 to 45, Plan 58R-21757, inclusive, for the purpose of maintenance, repair and operation of a storm water sewer and for no other purpose. |
**PIN – PART OF PIN 03843-0305** | **TRANSFEREE – 2577914 Ontario Inc.**
--- | ---
New easement(s) for the Benefit of the Parcel | Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive.

**Parcel 6:**

**PIN – PART OF PIN 03843-0305** | **TRANSFEREE – 2577914 Ontario Inc.**
--- | ---
Parts making up the Parcel | Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 16 and 17, Plan 58R-21757

Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.

 | Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.
<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 16 and 17, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 15, Plan 58R-21757, inclusive and 18 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 16 and 17, Plan 58R-21757, inclusive, and for no other purpose.</td>
</tr>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 16, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709, designated as Parts 10 to 15, inclusive, and 18 to 45, Plan 58R-21757 inclusive, for the purpose of maintenance, repair and operation of a storm water sewer and for no other purpose.</td>
</tr>
<tr>
<td></td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive.</td>
</tr>
</tbody>
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Parcel 7:

<table>
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<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 18 and 19, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.</td>
</tr>
<tr>
<td></td>
<td>Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Parts 18 and 19, 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 17, Plan 58R-21757, inclusive, and 20 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 18 and 19, Plan 58R-21757, and for no other purpose.</td>
</tr>
<tr>
<td></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 19, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 17, inclusive, and 20 to 45, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
<tr>
<td>PIN – PART OF PIN 03843-0305</td>
<td>TRANSFEREE – 2577914 Ontario Inc.</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>----------------------------------</td>
</tr>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, inclusive.</td>
</tr>
</tbody>
</table>

Parcel 8:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 20 and 21, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo. Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
</tbody>
</table>
## THE CORPORATION OF THE CITY OF CAMBRIDGE

### BY-LAW 23-068

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>New easement(s) to which the Parcel is subject</strong></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Parts 20 and 21, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 19, Plan 58R-21757, inclusive, and 17 to 45, 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 20 and 21, Plan 58R-21757, and for no other purpose. Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 21, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 19, inclusive, and 22 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
<tr>
<td><strong>New easement(s) for the Benefit of the Parcel</strong></td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
</tr>
</tbody>
</table>
### Parcel 9:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 22 and 23, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
| New easement(s) to which the Parcel is subject | Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 22 and 23, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 21, Plan 58R-21757, inclusive, and 24 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate within Part of Block 1, Plan 58M-709, designated as Parts 22 and 23, Plan 58R-21757 and for no other purpose.  
Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 23, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 21, inclusive, and 24 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench. |
PIN – PART OF PIN 03843-0305 | TRANSFEREE – 2577914 Ontario Inc.
--- | ---
New easement(s) for the Benefit of the Parcel | Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.

Parcel 10:

PIN – PART OF PIN 03843-0305 | TRANSFEREE – 2577914 Ontario Inc.
--- | ---
Parts making up the Parcel | Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 24 and 25, Plan 58R-21757
Existiing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.
 | Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.
New easement(s) to which the Parcel is subject | Subject to an easement over Part of Block 1, 58M-709 designated as Part 24 and 25, Plan 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 23, Plan 58R-21757, inclusive, and 26 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 24 and 25, Plan 58R-21757, and for no other purpose.
<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 25, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 23, inclusive, and 26 to 45, Plan 58R-21757, 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
<td></td>
</tr>
</tbody>
</table>

| New easement(s) for the Benefit of the Parcel | Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757. |

Parcel 11:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 26 and 27, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.</td>
</tr>
<tr>
<td></td>
<td>Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td>PIN – PART OF PIN 03843-0305</td>
<td>TRANSFEREE – 2577914 Ontario Inc.</td>
</tr>
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<td>--------------------------------</td>
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</tr>
<tr>
<td><strong>New easement(s) to which the Parcel is subject</strong></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 26 and 27, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 25, Plan 58R-21757, inclusive, and 28 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 26 and 27, Plan 58R-21757, and for no other purpose.</td>
</tr>
<tr>
<td><strong>New easement(s) for the Benefit of the Parcel</strong></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 27, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 25, inclusive, and 28 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
<tr>
<td></td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
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</table>
**Parcel 12:**

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<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 28, 29, 30 and 31, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo. Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 28, 29, and 31, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 27, Plan 58R-21757, inclusive, and 32 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 28, 29, and 31, Plan 58R-21757, and for no other purpose. Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 30, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 17, inclusive, and 20 to 45, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
<tr>
<td>PIN – PART OF PIN 03843-0305</td>
<td>TRANSFEREE – 2577914 Ontario Inc.</td>
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<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
</tr>
</tbody>
</table>

Parcel 13:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 32, 33, 34 and 35, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 32, 33 and, 34, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 31, Plan 58R-21757, inclusive, and 36 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 32, 33, and 34, Plan 58R-21757, and for no other purpose.</td>
</tr>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 35, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 31, inclusive, and 36 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
<tr>
<td></td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
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<td>Parcel 14:</td>
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<tr>
<td><strong>PIN – PART OF PIN 03843-0305</strong></td>
<td><strong>TRANSFEREE – 2577914 Ontario Inc.</strong></td>
</tr>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 36 and 37, Plan 58R-21757</td>
</tr>
<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
<td>Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.</td>
</tr>
<tr>
<td></td>
<td>Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc.</td>
</tr>
<tr>
<td>New easement(s) to which the Parcel is subject</td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 36 and 37, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 35, Plan 58R-21757, inclusive, and 38 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 36 and 37, Plan 58R-21757, and for no other purpose.</td>
</tr>
<tr>
<td></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 37, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 36 inclusive, and 38 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
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<tr>
<th>Parcel 15:</th>
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<tbody>
<tr>
<td><strong>PIN – PART OF PIN 03843-0305</strong></td>
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<tr>
<td>Parts making up the Parcel</td>
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<tr>
<td>PIN – PART OF PIN 03843-0305</td>
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<tr>
<td>Existing Easement(s) to which the Parcel is subject</td>
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<tr>
<td>New easement(s) to which the Parcel is subject</td>
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<tr>
<td>New easement(s) for the Benefit of the Parcel</td>
</tr>
</tbody>
</table>
### Parcel 16:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
<th>TRANSFEREE – 2577914 Ontario Inc.</th>
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</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Part 40 and 41, Plan 58R-21757</td>
</tr>
</tbody>
</table>
| Existing Easement(s) to which the Parcel is subject | Subject to easement registered as Instrument No. WR1276525 for the benefit of Region of Waterloo.  
Subject to easement registered as Instrument No. WR1292502 for the benefit of Rogers Communications Inc. |
| New easement(s) to which the Parcel is subject | Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 40 and 41, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 39, Plan 58R-21757, inclusive, and 42 to 45, Plan 58R-21757, inclusive, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 40 and 41, Plan 58R-21757, and for no other purpose.  
Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 41, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 39, inclusive, and 42 to 45, Plan 58R-21757 inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench. |
| New easement(s) for the Benefit of the Parcel | Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757. |

### Parcel 17:

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Parts making up the Parcel</td>
<td>Part Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 42 and 43, Plan 58R-21757</td>
</tr>
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### Parcel 18:

<table>
<thead>
<tr>
<th>PIN – PART OF PIN 03843-0305</th>
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</tr>
<tr>
<td><strong>New easement(s) to which the Parcel is subject</strong></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 42 and 43, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 41, Plan 58R-21757, inclusive, and 44 and 45, Plan 58R-21757, for the purpose of access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 42 and 43, Plan 58R-21757, and for no other purpose.</td>
</tr>
<tr>
<td></td>
<td>Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 43, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 41, Plan 58R-21757, inclusive, and 44 to 45, Plan 58R-21757, inclusive, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.</td>
</tr>
<tr>
<td><strong>New easement(s) for the Benefit of the Parcel</strong></td>
<td>Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.</td>
</tr>
</tbody>
</table>
New easement(s) to which the Parcel is subject

Subject to an easement over Part of Block 1, Plan 58M-709 designated as Part 44 and 45, 58R-21757 in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 43, Plan 58R-21757, inclusive, for the purpose access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Part 26, and for no other purpose.

Subject to an easement over Part of Block 1, Plan 58M-709, designated as Part 45, Plan 58R-21757, in favour of the owners and occupants of Part of Block 1, Plan 58M-709 designated as Parts 10 to 43, inclusive, Plan 58R-21757, for the purposes of maintenance, repair and operation of a storm water swale, catch basin, sewer and infiltration trench.

New easement(s) for the Benefit of the Parcel

Together with an easement over Part of Block 1, Plan 58M-709, City of Cambridge, Regional Municipality of Waterloo, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757, for the purpose of pedestrian and vehicular ingress and egress and for the access of persons, materials, vehicles and equipment necessary for the maintenance, repair, construction and operation of any utility or service, mechanical and electrical installations pertinent thereto, including but not limited to water mains, gas mains, storm or sanitary sewers, electrical cable, wire and ducts, telephone, cable television, cables, wires, ducts and street light standards, catch basins, manholes, fire hydrants, hydro vaults all of which are or may be situate or to be situate within Part of Block 1, Plan 58M-709, designated as Parts 1, 2, 4, 5, 6 and 7, Plan 58R-21757.
General Provisions Applicable to All Parcels and Easements

In this document any references to “Common Services” shall mean any and all catch basins, street lighting on any internal roadway or Parcel of Tied Land, and all curbs, sidewalks, walkways, community mailboxes, visitor parking spaces, pipes, wires, vents, ducts, cables, conduits, sewers (both storm and sanitary), service connections, castings, manholes, valves, backflow preventors, drains, life safety equipment, electricity transformer(s), storm water swales, storm water management facilities, sump pumps, weeping tiles and/or other conduits, telecommunication signal transmission and reception facilities and lines, water mains, water shut off valves and related mechanisms, water meters, water meter rooms, water meter chambers, fire hydrants, fire hoses and all related piping and fixtures, fire suppressant systems including all piping, sprinklers and relaxed fixtures and components, water supply hose bibs and related piping and metering, telephone cables and access transmission lines and public and private utility lines that, without limiting the generality of the foregoing, provide, measure, regulate or transmit, power, communication facilities, water, fuel, storm water and other drainage, and/or sewage disposal. Despite the reservation or granting of any easement herein the same shall not and does not:

- permit the owner of any Parcel described herein apart from Greentown Developments. to install any new Common Services in any servient lands other than to repair or replace existing Common Services;
- impair, restrict or prohibit the:
  - presence within the lands subject to any such easement of any existing (as of the date of the registration of this document) building, structure, roadway, driveway, service, Common Services, landscape or other feature; nor
  - construction within the lands subject to any such easement of any future building, structure, roadway, driveway, service, Common Services, landscape or other feature or other component provided for, permitted by, or required by any municipal approved site, landscape, grading, drainage, storm water management, servicing, engineering, or similar plan or any applicable municipal development agreement or provided the same is constructed with a municipal building permit.

Fences/Barriers/Gates

In order to facilitate such access as set out in this instrument, no fence or other obstruction can be erected or placed along the side and/or rear yard (as the case may be) boundaries of any Parcel described herein or otherwise within any Parcel described herein that would restrict reasonable yard access and passage otherwise permitted by this instrument. Any fence that is constructed within any of the lands described herein that are subject to a pedestrian right of ingress and/or egress permitted by any easement retained or transferred herein must permit access as set out in this instrument and Reference Plan 58R-21757 without obstruction and provide the ability to pass along the rear/side portion of the Parcel and to allow passage of small equipment including without limitation a regular sized wheelbarrow. Without limitation this means the portion of the Parcel which is the subject of an access easement must remain reasonably clear of trees and landscaping that would obstruct such passage.

Projections

Despite anything set out herein to the contrary, eaves, eavestroughs, brick, siding and other architectural and building component projections including, without limitation, downspouts and...
roofs from/of any building on any of the Parcels described herein (any and all of which are referred to herein as “Projections”) may and are allowed to project into the airspace of an adjoining Parcel(s) and entry by the Owner or representative or contractor of such Owner of such Parcel on which such building is situate into the yard area(s) of adjoining Parcel(s) as is necessary to complete any reasonable inspection, maintenance, repair or replacement of any such Projections is permitted.

General

The easements granted and retained herein:

(a) contemplate and are intended to accommodate further development on all of the Dominant Lands referred to herein;

(b) allow for and contemplate further subdivision of all of the Dominant Lands all of which subdivided parcels (if any) share in the full right to the enjoyment of these easements.
Appendix B – Draft By-law to require a By-Election to fill the vacancy for the office of City Councillor, Ward 1

THE CORPORATION OF THE CITY OF CAMBRIDGE

BY-LAW 23-069

Being a by-law to require a By-Election to fill the vacancy for the office of City Councillor representing Ward 1.

WHEREAS Section 259 of the Municipal Act, 2001, S.O. 2001, c.25, as amended (the Act), establishes that the office of a member of council of a municipality becomes vacant upon the death of a member;

WHEREAS Section 262 (1) of the Act, states that if the office of a member of council becomes vacant upon the death of a member, the council shall declare the office to be vacant at one of its next two meetings;

WHEREAS in accordance with Section 262 (1) of the Act, Council of the City of Cambridge declared the office of Ward 1 City Councillor to be vacant on August 15, 2023;

AND WHEREAS Section 263 of the Act, establishes that where a vacancy occurs in the office of a member of Council of a municipality, the Council may pass a by-law to require that a by-election be held to fill the vacancy in the office of City Councillor – Ward 1,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT a by-election be held to fill the vacancy for the office of City Councillor representing Ward 1 in the City of Cambridge.

2. THAT said by-election be conducted in accordance with Section 65 of the Municipal Elections Act, S.O. 1996, c. 32, Sched.
3. **THAT** the by-election be administered via the following method ____________________


5. **AND THAT** this by-law shall come into force and full effect on the date of passing.

**ENACTED AND PASSED** this 29th day of August, 2023.

________________________________
MAYOR

________________________________
CLERK
THE CORPORATION OF THE CITY OF CAMBRIDGE

BY-LAW 23-070

Being a by-law to authorize the use of alternative voting methods and vote counting equipment for the 2023 Ward 1 By-Election

WHEREAS Section 42 of the Municipal Elections Act, 1996, S.O. 1996, c. 32, as amended, provides that the council of a local municipality may, by by-law, authorize the use of optical scanning vote tabulators and alternative voting methods;

AND WHEREAS the Council of the City of Cambridge deems it appropriate and in the public interest to utilize optical scanning vote tabulators and vote by internet as the methods of conducting the 2023 By-Election to fill the vacancy for the office of City Councillor representing Ward 1,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT the use of optical scanning vote tabulators be authorized for the purpose of counting votes in the 2023 By-Election to fill the vacancy for the office of City Councillor representing Ward 1.

2. THAT internet voting be hereby authorized as an alternative voting method in the 2023 By-Election to fill the vacancy for the office of City Councillor representing Ward 1.

3. AND THAT this by-law shall come into force and full effect on the date of passing.

ENACTED AND PASSED this 29th day of August, 2023.

________________________________
MAYOR

________________________________
CLERK
THE CORPORATION OF THE CITY OF CAMBRIDGE

BY-LAW 23-071

Being a by-law to amend By-law 40-04, as amended, to provide for regulating the sale, setting off and holding of fireworks displays

WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, s. 121 provides that a municipality may prohibit and regulate the sale of fireworks and the setting off of fireworks;

WHEREAS the Council for The Corporation of the City of Cambridge enacted By-law 40-04, being a by-law to provide for regulating the sale, setting off and holding of fireworks displays, on February 9, 2004;

AND WHEREAS the Council for The Corporation of the City of Cambridge now wishes to amend By-law 40-04 to prohibit the setting of fireworks within the City except for on Canada Day, Diwali and Victoria Day,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT Section 5 of By-law 40-04, as amended, is hereby amended to read as follows:

   5. No person shall set off any fireworks at any time except between dusk and 11:00 p.m. on Canada Day, Diwali and Victoria Day unless such person has first obtained a permit pursuant to paragraph 6 of this by-law.

2. AND THAT this by-law shall come into force and effect on the date on which it is passed.

   ENACTED AND PASSED this 29th day of August, 2023.

__________________________________________

MAYOR

__________________________________________

CLERK
THE CORPORATION OF THE CITY OF CAMBRIDGE

BY-LAW 23-072

Being a By-law to amend Zoning By-law No. 150-85, as amended with respect to land municipally known as 20 Ripplewood Road, Cambridge

WHEREAS Council of the City of Cambridge has the authority pursuant to Sections 34 of the Planning Act, R.S.O. 1990, c. P. 13, as amended to pass this by-law;

WHEREAS this by-law conforms to the City of Cambridge Official Plan, as amended;

AND WHEREAS Council deems that adequate public notice of the public meeting was provided and adequate information regarding this Amendment was presented at the public meeting held June 20, 2023, and that a further public meeting is not considered necessary in order to proceed with this Amendment,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT this by-law shall apply to lands legally described as Part of Lot 1, Concession 9, City of Cambridge (Geographic Township of North Dumfries), Regional Municipality of Waterloo and municipally addressed as 20 Ripplewood Road and as shown on Schedule ‘A’ attached hereto and forming part of this by-law.

2. THAT Schedule ‘A’ to the City of Cambridge By-law 150-85, as amended, is hereby amended by changing the zoning classification of the lands shown outlined in heavy black in the attached Schedule ‘A’ to this by-law from the (H)R4 to RM4 S.4.1.443.

3. THAT the aforesaid City of Cambridge Zoning By-law No. 150-85, as amended, is hereby further amended adding the following subsection under section 4.1 thereof:

“4.1.443 – 20 Ripplewood Road;

In addition to the provisions of Section 3.1.2.5 and notwithstanding Sections 2.1.15(1), 3.1.2.5(c) and (e), the following regulations shall also apply to the lands in the RM4 zone to which reference ‘s.4.1.443’ is made on Schedule ‘A’ attached to and forming part of this By-law:

a) A maximum dwelling height of 3 storeys is permitted for a townhouse dwelling.

b) A minimum front yard setback of 3m to a dwelling and 5.8m to a garage is required.
c) A minimum interior side yard setback of 0.6m is permitted and the reduced side yard shall be finished with hardscaping, not grass.

d) A maximum permitted encroachment of eves or gutters into the minimum required interior side yard shall be 0.42m in situations where the minimum interior side yard setback of 0.6m is provided.

e) Notwithstanding Section 2.1.13.1, for the purposes of interpretation of the by-law, a lot with frontage on a private road will be considered to have frontage on a public road and the zoning regulations of the RM4 s.4.1.443 zone will apply to the blocks as a whole regardless of whether individual lots or units are created for ownership purposes either through plan of condominium or part lot control.

4. THAT Geothermal Wells are prohibited on the lands in Schedule “A”. A geothermal well is defined as a vertical well, borehole or pipe installation used for geothermal systems, ground-source heat pump systems, geo-exchange systems or earth energy systems for heating or cooling; including open-loop and closed-loop vertical borehole systems. A geothermal well does not include a horizontal system where construction or excavation occurs to depths less than five meters unless the protective geologic layers overlaying a vulnerable aquifer have been removed through construction or excavation.

ENACTED and PASSED this 29th day of August 2023.

_________________________________
MAYOR

_________________________________
CLERK
Purpose and Effect of By-law No. 23-072

The purpose and effect of this by-law is to amend the zoning classification of the lands legally described as Part of Lot 1, Concession 9, City of Cambridge (Geographic Township of North Dumfries), Regional Municipality of Waterloo and municipally addressed as 20 Ripplewood Road from (H)R4 to RM4 s.4.1.443 to facilitate a townhouse development in conjunction with the adjacent registered plan of subdivision.
THE CORPORATION OF THE CITY OF CAMBRIDGE

BY-LAW 23-073

Being a by-law to confirm the proceedings of the Council of the Corporation of the City of Cambridge

WHEREAS the Municipal Act, 2001 S.O. 2001, c.25, Section 5, provides that the powers of a municipal corporation shall be exercised by its Council;

WHEREAS the Municipal Act, 2001 S.O. 2001, c.25, Section 9 and 11, provides that except where otherwise provided the powers of any Council shall be exercised by by-law;

AND WHEREAS in many cases action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual by-law,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT the action of the Council at its meeting held on the 29th day of August, 2023, in respect of each motion, resolution and other action taken by the Council, and its Committees, at its said meeting is, except where the prior approval of the Local Planning Appeal Tribunal or other authority is by law required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.

2. THAT where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the above mentioned Minutes or with respect to the exercise of any powers by the Council in the above mentioned Minutes, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing and taking of any action authorized therein or thereby, or required for the exercise of any powers therein by the Council.

3. THAT the Mayor and the proper officers of The Corporation of the City of Cambridge are hereby authorized and directed to do all things necessary to give effect to the said action of the Council or to obtain approvals where required and, except where otherwise provided, the Mayor, the Clerk and the Treasurer are hereby directed to execute all documents necessary on behalf of The Corporation of the City Cambridge and to affix thereto the corporate seal of The Corporation of the City of Cambridge.
4. **AND THAT** this by-law shall come into full force on the day it is passed.

**ENACTED AND PASSED** this 29th day of August 2023.

_________________________________
MAYOR

_________________________________
CLERK