Hanover
Ontario, Canada

REGULAR COUNCIL MEETING AGENDA

Monday, October 6, 2025, 4:00 pm
Council Chambers | Civic Centre
341 10th Street
Hanover, ON N4N 1P5

ZOOM MEETING PUBLIC ACCESS WEBSITE
Part 1 - https://us02web.zoom.us/j/85944246913
Part 2 - https://us02web.zoom.us/j/84450882915

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17. Good News and Celebrations

18. Upcoming Committee Meetings

18.1 Age Friendly Committee - November 17, 2025 | 10:00am

18.2 Economic, Tourism & Cultural Development Committee - November 19, 2025 | 9:00am

18.3 Cultural Roundtable Subcommittee - November 4, 2025 | 10:00am

18.4 Heritage Subcommittee - November 20, 2025 | 10:00am

18.5 Planning Advisory Committee -October 14, 2025 | 4:00pm

18.6 Hanover Police Service Board - October 16, 2025 | 10:00am

18.7 Hanover Public Library Board - October 15, 2025 | 6:00pm

18.8 Parks, Recreation & Culture Advisory Committee - November 26, 2025 | 6:00pm

18.9 Hanover / Walkerton Waste Management Committee - October 14, 2025 | 1:00pm

18.10 Saugeen Municipal Airport Commission - October 15, 2025 | 1:00pm

18.11 Saugeen Mobility and Regional Transit Board - October 17, 2025 | 10:00am

19. Important Dates and Announcements

19.1 Next Regular Council Meeting – Monday October 20, 2025 | 4:00pm

19.2 Mayor's Breakfast for Business - Wednesday October 15, 2025 | 7:45am

20. Closed Meeting

That the council of the Town of Hanover meet in closed session in order to address a matter pertaining to 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 pertaining to a possible development.

21. Confirmation of Proceedings By-law

21.1 By-law 3353-25 - Confirm Proceedings of the October 6, 2025 Council Meeting 163

22. Adjournment

HEALTH and SAFETY MESSAGE

Recognize Spoofing

Spoofing is a tactic in which a cyber criminal disguises malicious communication or activity as something from a trusted source. Cyber criminals use spoofing to fool victims into giving up sensitive information, money or downloading malware.

Here are the main types of spoofing used by fraudsters;

- **Caller ID spoofing** - fraudsters can make it appear a call or message is from a legitimate phone number such as your bank, Canada Revenue Agency or even a family member.
- **Email spoofing** - fraudsters can manipulate the sender's email address to make you believe that the email you're receiving is from a legitimate source.
- **Website spoofing** – cyber criminals will create fake websites that look legitimate to try to access your financial or personal information.

Protect yourself from spoofing

- Never assume the phone numbers appearing on your call display are accurate.
- When someone claims to be contacting you from your financial institution, service provider, or government agency, don’t provide any information over the phone.
- Never click on links received via text message or email.
- When visiting a website, always verify the URL and domain to make sure you are on the official website.
- If you’re not sure whether you are receiving a legitimate communication, do what you can to verify it. For example, if you get an email claiming to be from your bank, look up the bank’s phone number online and give them a call to verify the message or request.

If you are a victim of a spoofed message or website, report it to the Canadian Anti-Fraud Centre and your local police.

Hanover
Ontario, Canada

Staff Report To Council

From: Andrew Wilken, Director of Development & Infrastructure/CBO

Date: October 6, 2025

Report: PB-14-25

Subject Public Meeting for Zoning By-Law Amendment By-Law 3348-25 (File No. Z1-25-265 10th Avenue)

Recommendation

That Report PB-14-25 Public Meeting for Zoning By-Law Amendment By-Law 3348-25 (File No. Z1-25, 265 10th Avenue) be received; and

That council pass By-Law 3348-25 to rezone the land described as Lot 15, 16 and Part of Lot 17, Registered Plan 752 and known as 265 10th Avenue in the Town of Hanover in the County of Grey from Residential Type 1 (R1) to Residential Type 3 (R3) zone.

Background

On August 26, 2025, Melanie Scott, agent for 265 10th Avenue, submitted an application (see plan attached) to amend the zoning on lands described as Lot 15, 16 and Part of Lot 17, Registered Plan 752, and known as 265 10th Avenue in the Town of Hanover, in the County of Grey. This zoning by-law amendment proposes to rezone the subject lands to demolish an existing single family dwelling to allow for the construction of a new semi-detached dwelling on the same lot.

Discussion

On September 15, 2025, Notice of the Public Meeting for Zoning By-Law Amendment No. Z1-25 was circulated to all applicable agencies and persons as required by Section 34 of the *Planning Act RSO 1990*. Circulation of the Notice of Public Meeting included abutting property owners within 120 meters of the subject land and was also posted on the subject land. Additionally, the notice was posted on the town's website.

The proposed zoning by-law amendment applies to lands described as Lot 15, 16 and Part of Lot 17, Registered Plan 752 and located at 265 10th Avenue in the Town of Hanover in the County of Grey. This amendment proposes to rezone the entire land from Residential Type 1 (R1) to Residential Type 3 (R3) Zone. The existing building on the lot will be demolished to allow the construction of a new semi-detached dwelling at the property known as 265 10th Avenue.

The proposed application meets all requirements outlined within the Comprehensive Zoning Bylaw Residential R3 zoning provisions.

A consent application has been received separately which will be processed if approval of application Z1-25 is granted.

Planning Advisory Committee (PAC) reviewed the zoning by-law amendment application at their September 9, 2025, meeting and recommended that Zoning By-law Amendment No. Z1-25 proceed to a public meeting.

Financial Implications

There are no financial implications to the Town associated with this report.

Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

☐ **Goal 1**: **Safe and Reliable Infrastructure**
Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.

☐ **Goal 2: Healthy and Welcoming Community**
Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover "home".

☐ **Goal 3: Strong and Vibrant Economy**
Refresh downtown Hanover and retain and attract local economic investment and jobs.

☒ **Goal 4**: **Balanced Growth**
Work together to create a community we can all be proud of.

☐ **Goal 5**: **Open and Responsible Government**
Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,	Concurrence,
Andrew Wilken, Director of Development & Infrastructure/CBO	Sherri Walden CAO

TOWN OF HANOVER
APPLICATION FOR OFFICIAL PLAN AND/OR ZONING BY-LAW AMENDMENT

Under Sec. 22 (4) of the Ontario Planning Act, R.S.O. 1990, as amended

(FOR OFFICE USE ONLY)	
FILE NO.	OPA - ____ - ____
FILE NO.	Z - 1 - 25
Date Received:	

The undersigned applies to the Planning Advisory Committee of the Town of Hanover for an amendment of the Official Plan and/or Zoning By-Law

NOTE: This application consists of Part "A", Part "B" and Part "C". To avoid delays, the information on each part must be complete and accurate. Incomplete applications will be returned. All applications must be signed. Metric units should be used. PLEASE PRINT.

Mail 3 copies of this form to: TOWN OF HANOVER
341 10th Street
HANOVER, Ontario
N4N 1P5
(519) 364-2780

FEE: $ 2500 Payable to the TOWN OF HANOVER

PART "A" (Page 1 of 3)

1. NAME AND ADDRESS

APPLICANT/OWNER'S NAME AND ADDRESS	AGENT/SOLICITOR'S NAME AND ADDRESS
Name: Estate of Dorothea Viola Hallman (Sherry Hallman and Alanda Lantz)	Name: Melanie Scott
Mailing Address: 33195 Allan Park Road	Mailing Address: 123 Woolwich St Unit 101
Town/City/Province: Hanover On	Town/City/Province: Guelph, Ontario
Postal Code: N4N 3B8	Postal Code: N1H 3V1
Telephone Number [redacted]	Telephone Number: [redacted]
Facsimile Number ( ) -	Facsimile Number [redacted]

All Correspondence Should Be Sent To: ☑ APPLICANT OR ☑ AGENT/SOLICITOR

2. LOCATION OF PROPERTY

Municipality: Hanover	Municipal Address: 265 10th Ave.		
Registered Plan Number: Plan 752	Lot(s): 15, 16, PT 17 irreg	Reference Plan Number / Part(s):	Parcel Number:
Geographic or Former Township: Township of Bentinck	Concession Number:	Lot Number (s):	
Assessment Roll Number: 4229 010-003-14200-0000			

3. Name and Address of Mortgagees, holders of charges or other encumbrances in respect of the subject property.

Estate of Dorothea Viola Hallman, 133195 Allan Park Road Hanover On N4N 3B8, 519-901-2763

4. DESCRIPTION OF PROPERTY AS SHOWN ON SKETCH

	EXISTING	PROPOSED
FRONTAGE (m.)	36.23 m	36.23M
DEPTH (m.)	47.68 m	47.68
AREA (m.)	1699.10 m2	1699.10 m2

5. DOES THE AMENDMENT COVER THE ENTIRE PROPERTY? ☑ YES ☐ NO (just a "portion" of the property)
DESCRIPTION OF AREA TO BE AMENDED, if only a "portion" of the property.

	EXISTING	PROPOSED
FRONTAGE (m.)		
DEPTH (m.)		
AREA (m.)		

6. CURRENT OFFICIAL PLAN DESIGNATION OF SUBJECT PROPERTY

EXISTING	PROPOSED
RESIDENTIAL	RESIDENTIAL

7. CURRENT ZONING OF SUBJECT PROPERTY

EXISTING	PROPOSED
R1	R3

8. USE OF PROPERTY

EXISTING USE: SINGLE FAMILY DWELLING DETACHED RESIDENTIAL

PROPOSED USE: SEMI-DETACHED DWELLING RESIDENTIAL

Have you contacted your neighbours regarding this application? ☐ Yes ☑ No

PART "A" (Page 3 of 3)

18. SERVICING - STORM DRAINAGE		EXISTING	PROPOSED
Storm Drainage Supplied By:	Municipality	✓	✓
	Sewers	✓	✓
	Ditches	☐	☐
	Swales	☐	☐
	Other: (Specify)	☐	☐

19. OTHER DOCUMENTS / INFORMATION (e.g. Environmental Impacts Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate License Report, Stormwater Management Report, etc.)

PART "C"

AFFIDAVIT *(This affidavit must be signed in the presence of a Commissioner)*

Dated at the Town of Hanover

this 26th day of August, 20 25.

I/We MELANIE SCOTT of the TOWNSHIP/MUNICIPALITY of CHATSWORTH in the County/District/Regional Municipality of Grey

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

DECLARED before me at the
Town of Hanover
in the County
of Grey
this 26th day of August, 20 25

[redacted]

A Commissioner, etc.

[redacted]

Tanya Patterson, a Commissioner, etc.,
County of Grey, while Deputy Clerk of the
Corporation of the Town of Hanover.

AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER

If this application is made by an agent or solicitor on behalf of the landowner, the owner's written authorization must be included. Without such authorization, the application cannot be considered. If surface and subsurface rights are held by different parties, both signatures are required.

I/We Estate of Dorothea Viola Hallman (Sherry Hallman / Alanda Lantz), Owner(s) of the lands as described in this application

and known as ______ of the Town of Hanover

in the County of Grey do hereby authorize ______

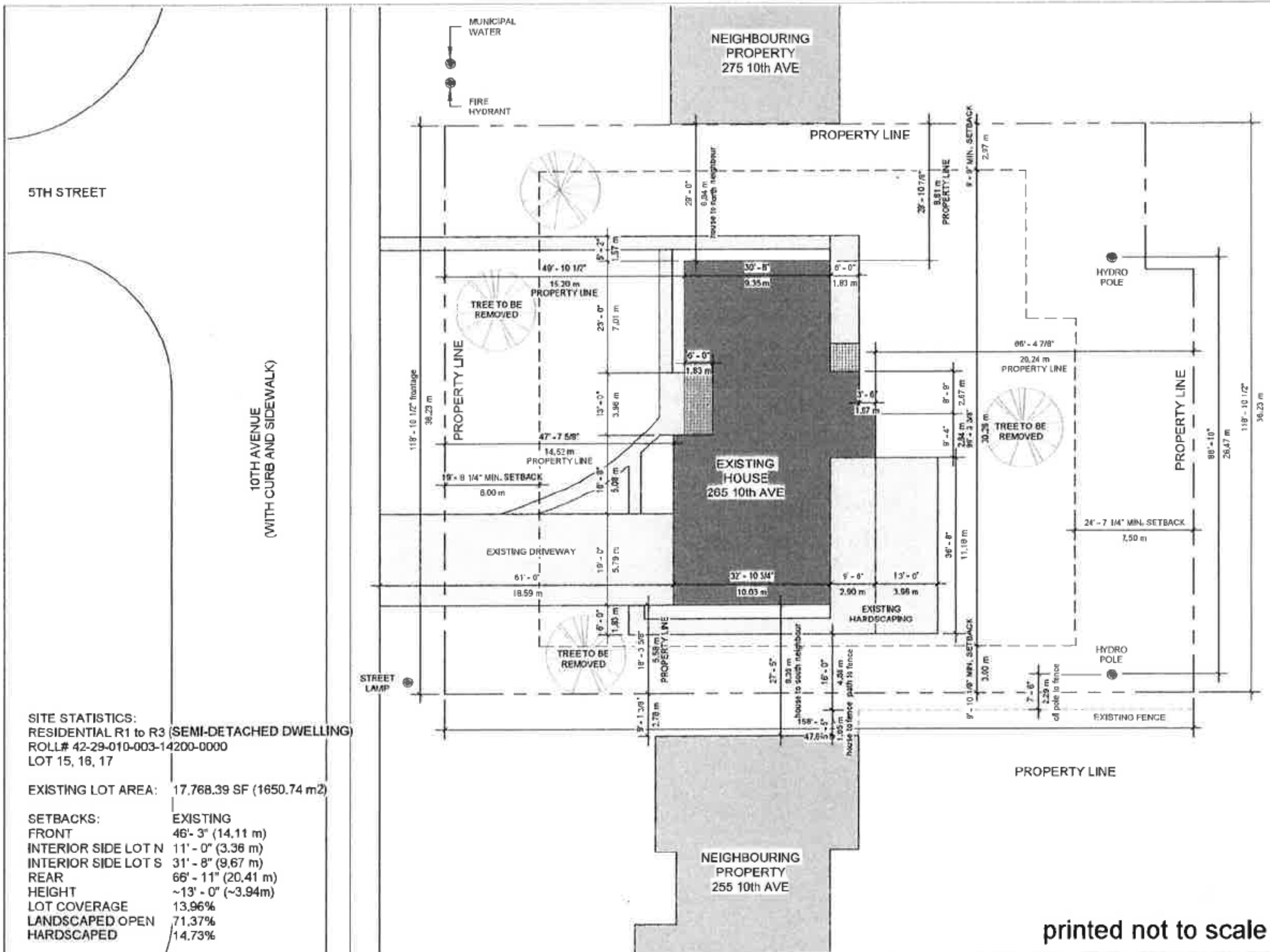
Melanie Scott, Evolve Builders Group Inc. to act as my Agent/Solicitor for this application.

[redacted]

Signature of Owner(s)

Aug 18/25

Date



SITE STATISTICS:
RESIDENTIAL R1 to R3 (SEMI-DETACHED DWELLING)
ROLL# 42-29-010-003-14200-0000
LOT 15, 16, 17

EXISTING LOT AREA:	17,768.39 SF (1650.74 m2)
SETBACKS:	EXISTING
FRONT	46'- 3" (14.11 m)
INTERIOR SIDE LOT N	11' - 0" (3.36 m)
INTERIOR SIDE LOT S	31' - 8" (9.67 m)
REAR	66' - 11" (20.41 m)
HEIGHT	~13' - 0" (~3.94m)
LOT COVERAGE	13.96%
LANDSCAPED OPEN	71.37%
HARDSCAPED	14.73%

evolve builders group inc
123 WOOLWICH STREET, SUITE 101, ON, N1H 3V1
519.265.6546
WWW.EVOLVEBUILDERS.CA

ALL DIMENSIONS AND INFORMATION SHOWN ON THESE DRAWINGS MUST BE CHECKED AND VERIFIED ON SITE PRIOR TO CONSTRUCTION AND FABRICATION OF ITS COMPONENTS.

ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNER IMMEDIATELY.

DO NOT SCALE DRAWINGS.

Issued	Date
For Coordination	2025-08-08
For Review	2025-08-13
For Rezoning and Consent Appl.	2025-08-26
For Building Permit Application	2025-08-26

Revision List

No.	Description	Date

10th AVE HANOVER

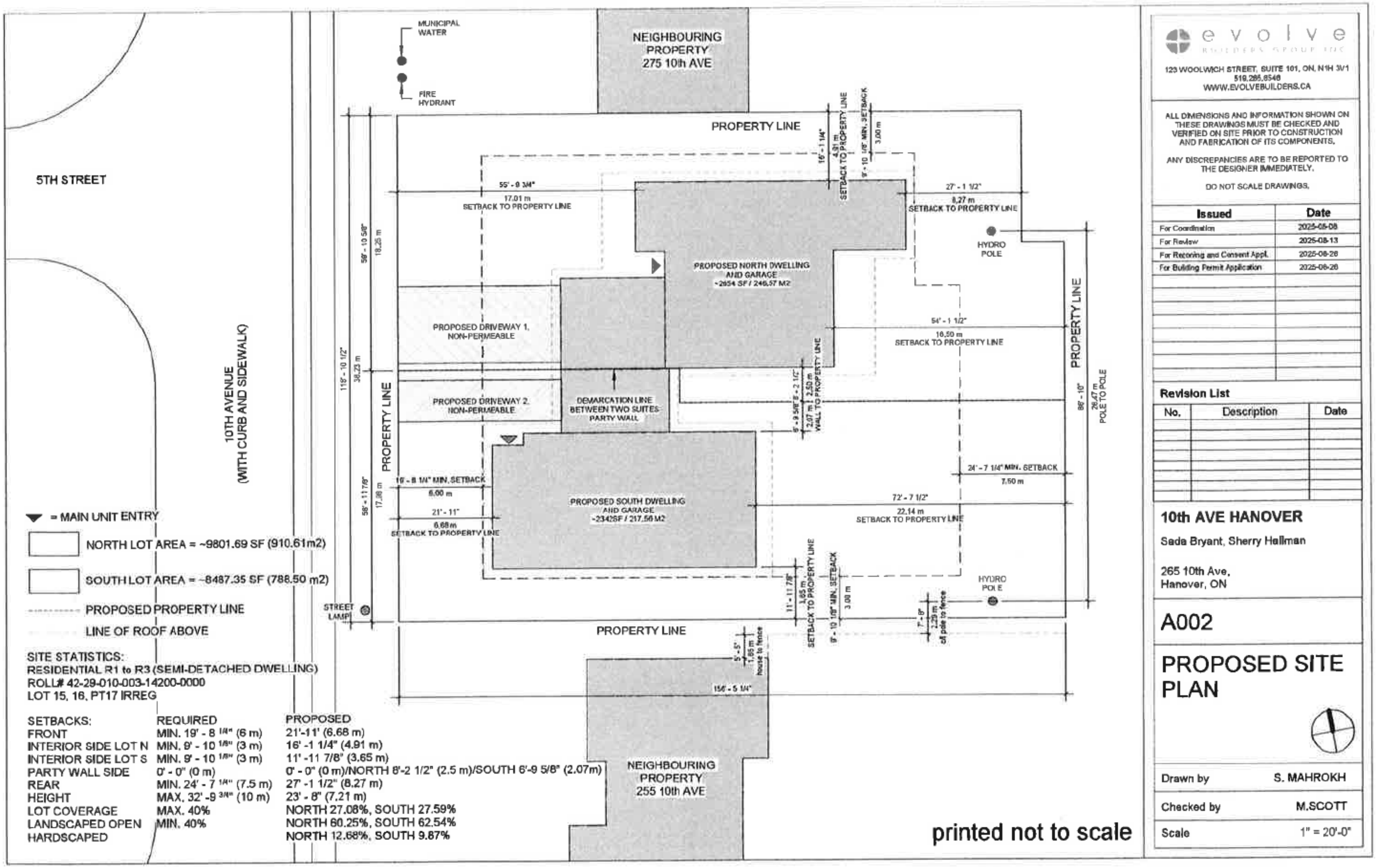
Sada Bryant, Sherry Hallman

265 10th Ave,
Hanover, ON

A001

EXISTING SITE PLAN

Drawn by	S. MAHROKH
Checked by	M. SCOTT
Scale	1" = 20'-0"



5TH STREET
10TH AVENUE (WITH CURB AND SIDEWALK)
MUNICIPAL WATER
FIRE HYDRANT
NEIGHBOURING PROPERTY 275 10th AVE
PROPERTY LINE
PROPOSED NORTH DWELLING AND GARAGE ~2654 SF / 246.57 M2
PROPOSED DRIVEWAY 1, NON-PERMEABLE
PROPOSED DRIVEWAY 2, NON-PERMEABLE
DEMARCATION LINE BETWEEN TWO SUITES PARTY WALL
PROPOSED SOUTH DWELLING AND GARAGE ~2342SF / 217.56 M2
HYDRO POLE
STREET LAMP
NEIGHBOURING PROPERTY 255 10th AVE
55' - 9 3/4" 17.01 m SETBACK TO PROPERTY LINE
27' - 1 1/2" 8.27 m SETBACK TO PROPERTY LINE
54' - 1 1/2" 16.50 m SETBACK TO PROPERTY LINE
24' - 7 1/4" MIN. SETBACK 7.50 m
72' - 7 1/2" 22.14 m SETBACK TO PROPERTY LINE
19' - 8 1/4" MIN. SETBACK 6.00 m
21' - 11" 6.68 m SETBACK TO PROPERTY LINE
16' - 1 1/4" 4.91 m SETBACK TO PROPERTY LINE
9' - 10 1/8" MIN. SETBACK 3.00 m
11' - 11 7/8" 3.65 m SETBACK TO PROPERTY LINE
9' - 10 1/8" MIN. SETBACK 3.00 m
8' - 2 1/2" 2.50 m 6' - 9 5/8" 2.07 m WALL TO PROPERTY LINE
59' - 10 5/8" 18.25 m
118' - 10 1/2" 36.23 m
58' - 11 7/8" 17.98 m
86' - 10" 26.47 m POLE TO POLE
7' - 6" 2.29 m of pole to fence
5' - 5" 1.65 m house to fence
156' - 5 1/4"
= MAIN UNIT ENTRY
NORTH LOT AREA = ~9801.69 SF (910.61m2)
SOUTH LOT AREA = ~8487.35 SF (788.50 m2)
PROPOSED PROPERTY LINE
LINE OF ROOF ABOVE
SITE STATISTICS:
RESIDENTIAL R1 to R3 (SEMI-DETACHED DWELLING)
ROLL# 42-29-010-003-14200-0000
LOT 15, 16, PT17 IRREG
SETBACKS: REQUIRED PROPOSED
FRONT MIN. 19' - 8 1/4" (6 m) 21'-11' (6.68 m)
INTERIOR SIDE LOT N MIN. 9' - 10 1/8" (3 m) 16' -1 1/4" (4.91 m)
INTERIOR SIDE LOT S MIN. 9' - 10 1/8" (3 m) 11' -11 7/8" (3.65 m)
PARTY WALL SIDE 0' - 0" (0 m) 0' - 0" (0 m)/NORTH 8'-2 1/2" (2.5 m)/SOUTH 6'-9 5/8" (2.07m)
REAR MIN. 24' - 7 1/4" (7.5 m) 27' -1 1/2" (8.27 m)
HEIGHT MAX. 32' -9 3/4" (10 m) 23' - 8" (7.21 m)
LOT COVERAGE MAX. 40% NORTH 27.08%, SOUTH 27.59%
LANDSCAPED OPEN MIN. 40% NORTH 60.25%, SOUTH 62.54%
HARDSCAPED NORTH 12.68%, SOUTH 9.87%
printed not to scale
evolve BUILDERS GROUP INC
123 WOOLWICH STREET, SUITE 101, ON, N1H 3V1
519.265.6546
WWW.EVOLVEBUILDERS.CA
ALL DIMENSIONS AND INFORMATION SHOWN ON THESE DRAWINGS MUST BE CHECKED AND VERIFIED ON SITE PRIOR TO CONSTRUCTION AND FABRICATION OF ITS COMPONENTS.
ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNER IMMEDIATELY.
DO NOT SCALE DRAWINGS.
Issued Date
For Coordination 2025-05-08
For Review 2025-08-13
For Rezoning and Consent Appl. 2025-08-26
For Building Permit Application 2025-08-26
Revision List
No. Description Date
10th AVE HANOVER
Sada Bryant, Sherry Hallman
265 10th Ave, Hanover, ON
A002
PROPOSED SITE PLAN
Drawn by S. MAHROKH
Checked by M.SCOTT
Scale 1" = 20'-0"

Hanover
Ontario, Canada

Staff Report To Council

From: Andrew Wilken, Director of Development & Infrastructure/CBO

Date: October 6, 2025

Report: PB-15-25

Subject Public Meeting for Zoning By-Law Amendment By-Law 3349-25 (File No. Z2-25, 862 8th Avenue North)

Recommendation

That Report PB-15-25 Public Meeting for Zoning By-Law Amendment By-Law 3349-25 (File No. Z2-25, 862 8th Avenue North) be received; and

That council pass By-Law 3349-25 to rezone the land described as Part of Lot 18, Registered Plan 55, more specifically Part 3, Reference plan 16R11878 and known as 862 8th Avenue North in the Town of Hanover in the County of Grey from Residential Type 1 (R1) to Residential Type 3 (R3) zone.

Background

On September 8, 2025, Tim Kraemer of BrenLea Homes (Owner of 862 8th Avenue North) submitted an application to amend the zoning on lands described as Part of Lot 18, Registered Plan 55 more specifically Part 3, Reference plan 16R11878 and known as 862 8th Avenue North in the Town of Hanover, in the County of Grey. This zoning by-law amendment proposes to rezone the subject lands to allow for the construction of a semi-detached dwelling on the existing R1-Residential lot.

This lot was created through consent application B3-22 in September 2022. At that time, it was noted that there is a significant area of these lands that fall within regulated areas that will need to be studied prior to development occurring.

Discussion

On September 15, 2025, Notice of the Public Meeting for Zoning By-Law Amendment No. Z2-25 was circulated to all applicable agencies and persons as required by Section 34 of the *Planning Act RSO 1990*. Circulation of the Notice of Public Meeting included abutting property owners within 120 meters of the subject land and was also posted on the subject land. Additionally, the notice was posted on the town's website.

The proposed zoning by-law amendment applies to lands described as Part of Lot 18, Registered Plan 55 more specifically Part 3, Reference plan 16R11878 and located at 862 8th Avenue North in the Town of Hanover in the County of Grey. This amendment proposes to rezone the currently vacant land from Residential Type 1 (R1) to Residential Type 3 (R3) zoning to allow the for development of a semi-detached dwelling on the subject land.

Town staff have reviewed the comments received from the public agencies as part of this application. As has been outlined within SVCA comments dated September 29, 2025, there is currently an unresolved violation on the property that needs to be rectified prior to development. As well, Town staff agrees that additional studies may be required by the developer to obtain necessary SVCA sign off and obtain SVCA and Town of Hanover Building permit approvals. These specific background reports can occur before or after the zoning bylaw amendment and in the opinion of staff, do not impact the decision of the zoning bylaw amendment Z2-25 as proposed.

Of note within SVCA September 29, 2025 comments states:

"Chapter 5 of the PPS, 2024 states in part that development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk and not create new or aggravate existing hazards, including a one-zone floodplain. Specifically, s. 5.2.3 prohibits development and site alteration in a floodway (i.e. one-zone floodplain).
As mentioned above, floodplain extends onto the properties. The floodplain is managed as a one-zone floodplain, where the entire floodplain is considered floodway. Based on the information submitted with the applications, a floodplain offsetting area has been proposed to locate new development outside the floodplain. However, SVCA has not been provided with the requested floodplain assessment that demonstrates the proposal would not impact flood elevations and flows on adjacent properties.
Therefore, it is the opinion of SVCA staff that the Z2-25 and Z3-25 proposed zoning by-law amendments are not consistent with Chapter 5 of the PPS."

The lands as of right maintain a R1-residential/H-hazard zoning designation and would require the aforementioned studies and analysis prior to development occurring if the property were to develop as a single-family dwelling (which would require no planning application) or in an R3-residential/H-hazard zoning as proposed. While the application intensifies the land use, the completion of any studies/analysis and mitigation work as described by SVCA prior to development occurring would satisfy any concerns of the town. Therefore a decision on the proposed zoning amendment may be applicable that a permit is received from SVCA prior to development.

Further to the Notice of Infraction issued by SVCA, on September 19, 2025, Town of Hanover also issued a Notice of Comply under the Building Code Act for the property owner to obtain a building permit prior to commencing construction.

Planning Advisory Committee (PAC) reviewed the zoning by-law amendment application at their September 9, 2025, meeting and recommended that Zoning By-law Amendment No. Z2-25 proceed to tonight's public meeting, with comments that any approval be subject on Saugeen Valley Conservation Authority (SVCA) issuing a permit prior any future development occurring as a large portion of the property remains within regulated areas.

Comments from the Saugeen Valley Conservation Authority (SVCA), Grey County and Gerald & Bonnie Blake residing at 861 7th Avenue have been received and are attached.

Financial Implications

There are no financial implications to the Town associated with this report.

Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

☐ **Goal 1**: **Safe and Reliable Infrastructure**
Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.
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Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,	Concurrence,
Andrew Wilken, Director of Development & Infrastructure/CBO	Sherri Walden CAO

TOWN OF HANOVER
APPLICATION FOR OFFICIAL PLAN AND/OR ZONING BY-LAW AMENDMENT

Under Sec. 22 (4) of the Ontario Planning Act, R.S.O. 1990, as amended

(FOR OFFICE USE ONLY)
FILE NO. OPA - ______ - ___
FILE NO. Z - 2 - 25
Date Received: ______

The undersigned applies to the Planning Advisory Committee of the Town of Hanover for an amendment of the Official Plan and/or Zoning By-Law.

NOTE: This application consists of Part "A", Part "B" and Part "C". To avoid delays, the information on each part must be complete and accurate. Incomplete applications will be returned. All applications must be signed. Metric units should be used. **PLEASE PRINT.**

Mail 3 copies of this form to:
TOWN OF HANOVER
341 10th Street
HANOVER, Ontario
N4N 1P5
(519) 364-2780

FEE: $ 2500 Payable to the **TOWN OF HANOVER**

PART "A" (Page 1 of 3)

1. NAME AND ADDRESS

APPLICANT/OWNER'S NAME AND ADDRESS	AGENT/SOLICITOR'S NAME AND ADDRESS
Name: Bren Lea Homes Ltd C/o Tim Kraemer	Name:
Mailing Address: PO Box 356	Mailing Address:
Town/City/Province: Hanover, ON	Town/City/Province:
Postal Code: N4N 3H6	Postal Code:
Telephone Number: [redacted]	Telephone Number: ( ) -
Facsimile Number ( ) -	Facsimile Number ( ) -

All Correspondence Should Be Sent To: ☐ APPLICANT OR ☐ AGENT/SOLICITOR

2. LOCATION OF PROPERTY

Municipality: Hanover		Municipal Address: 862 8th Ave N		
Registered Plan Number: 55	Lot(s): Pt Lot 18	Reference Plan Number: 16R11878	Part(s): 3	Parcel Number:
Geographic or Former Township: Bentinck		Concession Number:		Lot Number (s):
Assessment Roll Number: 4229 04000338302				

3. Name and Address of Mortgagees, holders of charges or other encumbrances in respect of the subject property:

4. DESCRIPTION OF PROPERTY AS SHOWN ON SKETCH

	EXISTING	PROPOSED
FRONTAGE (m.)	29.26	29.26
DEPTH (m.)	46.54	46.54
AREA (m.)	1362.56	1362.56

5. DOES THE AMENDMENT COVER THE ENTIRE PROPERTY? ☑ YES ☐ NO (just a "portion" of the property)
DESCRIPTION OF AREA TO BE AMENDED, if only a "portion" of the property.

	EXISTING	PROPOSED
FRONTAGE (m.)		
DEPTH (m.)		
AREA (m.)		

6. CURRENT OFFICIAL PLAN DESIGNATION OF SUBJECT PROPERTY

EXISTING	PROPOSED
Residential | Hazard	Residential | Hazard

7. CURRENT ZONING OF SUBJECT PROPERTY

EXISTING	PROPOSED
R1 | H	R3 | H

8. USE OF PROPERTY

EXISTING USE: Vacant Land

PROPOSED USE: Build a semi detached residential home

Have you contacted your neighbours regarding this application? ☐ Yes ☑ No

PART "A" (Page 2 of 3)

9. DESCRIPTION OF ALL BUILDINGS

	EXISTING	PROPOSED
TYPE OF BUILDING/STRUCTURE	-	Semi-detached Dwelling
HEIGHT OF BUILDING/STRUCTURE	-	16'
% LOT COVERAGE	-	33.10 %
# OF PARKING SPACES	-	2
# OF LOADING SPACES	-	-
NUMBER OF FLOORS	-	1 (+Basement)
TOTAL FLOOR AREA	-	7873.60 Sq. Ft.
GROUND FLOOR AREA (excl.basement)	-	4066.00 Sq. Ft.
	-	

10. WHAT IS THE PURPOSE OF AND REASONS FOR THE PROPOSED AMENDMENT(S)?

The purpose is to permit the development of a semi-detached dwelling on the subject property. The lands are currently zoned R1 | H, which only permits single detached dwellings. The proposed amendment seeks to rezone the property to R3 |H to allow for a semi-detached dwelling.

11. DOES THE PROPOSED OFFICIAL PLAN AMENDMENT:

Change a Policy in the Official Plan ☐ Yes ☐ No ☐ Unknown	Replace a Policy in the Official Plan ☐ Yes ☐ No ☐ Unknown	Delete a Policy in the Official Plan ☐ Yes ☐ No ☐ Unknown
Add a Policy in the Official Plan ☐ Yes ☐ No ☐ Unknown	Add or Change a Designation in the Official Plan ☐ Yes ☐ No ☐ Unknown	

12. IF APPLICABLE AND KNOWN AT TIME OF APPLICATION, PLEASE PROVIDE THE FOLLOWING:

Section Number(s) of Policy to be changed:

Text of the Proposed New Policy:

New Designation Name:

13. IS THE SUBJECT LAND OR ANY LAND WITHIN 120 METRES OF THE SUBJECT LAND, THE SUBJECT OF AN APPLICATION FOR ANY OF THE FOLLOWING?

Official Plan Amendment ☐ Yes ☑ No	Zoning Amendment ☑ Yes ☐ No	Minor Variance ☐ Yes ☑ No
Plan of Subdivision ☐ Yes ☑ No	Consent (Severance) ☐ Yes ☑ No	Site Plan Control ☐ Yes ☑ No

14. IF APPLICABLE, PLEASE PROVIDE THE FOLLOWING INFORMATION:

File Number of Application: Z3-25	Approval Authority: Council
Lands Subject to Application: 866 8th Ave N	Purpose of Application: R1 | H to R3 | H
Status of Application: Ongoing	Effect on the Current Application for Amendment: N/A

15. SERVICING - ROAD ACCESS

COMMON NAME OF ROAD			EXISTING	PROPOSED
a. OWNERSHIP		Municipality	✓	✓
		Crown		
		Ministry of Transportation		
		County		
		Private		
b. MAINTENANCE	i.	Municipality	✓	✓
		Unassumed Municipal Road		
		Ministry of Transportation		
		County		
		Private or Right of Way		
		None		
	ii.	Seasonal		
		Year-Round	✓	✓

c. WATER ACCESS: If the proposed access is by water, please describe the nearest public boat launching and car parking facility.

How far is it from the property, and what facilities are there?

Please also show on key plan portion of the sketch map.

d. OTHER ACCESS (Specify)

16. SERVICING - WATER

		EXISTING	PROPOSED
Water Supplied By:	Municipality	✓	✓
	Local Services Board		
	Private: Well, Lake or Communal (Specify)		

17. SERVICING - SEWAGE

		EXISTING	PROPOSED
Sewage System Supplied By:	Municipality	✓	✓
	Local Services Board		
	Private: Septic, Pit, Chemical (Specify)		

PART "A" (Page 3 of 3)

18. SERVICING - STORM DRAINAGE		EXISTING	PROPOSED
Storm Drainage Supplied By:	Municipality	✓	✓
	Sewers		
	Ditches		
	Swales		
	Other: (Specify)		

19. OTHER DOCUMENTS / INFORMATION (e.g. Environmental Impacts Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate License Report, Stormwater Management Report, etc.)

PART "B"

Sketch Accompanying Application
See Information Below denoting requirements.

KEY MAP

N

see attached

The above sketch should include the following:

i. The boundaries and dimensions of the subject land.
ii. The location and nature of any easement or restrictive covenants affecting the subject land.
iii. The current uses on land that is adjacent and abutting to the subject land. (e.g. residential, agricultural, extractive, commercial, industrial, recreational, institutional)
iv. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
v. The approximate location of all natural and artificial features on the subject land and on land that is adjacent or abutting to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, structures, fencing, parking and loading areas, railways, bridges, watercourses, drainage ditches, river or stream banks, wetlands, flood plains, wet areas, wooded areas, slopes, gravel pits, wells and septic systems.
vi. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way.
vii. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
viii. The dimensions of area of amendment.

PART "C"

AFFIDAVIT *(This affidavit must be signed in the presence of a Commissioner)*

Dated at the Town of Hanover
this 8th day of September, 20 25
I/We, Tim Koehnke of the Town of
Hanover in the County/District/Regional Municipality of Grey,
do solemnly declare that all the statements contained in this application are true, and I/We make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the **CANADA EVIDENCE ACT**.

[redacted]

DECLARED before me at the }
Town of Hanover }
in the County }
of Grey }
this 8th day of September, 20 25 }

A Commissioner, etc.

[redacted]

Tanya Patterson, a Commissioner, etc., County of Grey, while Deputy Clerk of the Corporation of the Town of Hanover.

AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER

If this application is made by an agent or solicitor on behalf of the landowner, the owner's written authorization must be included. Without such authorization, the application cannot be considered. If surface and subsurface rights are held by different parties, both signatures are required.

I/We ______________________, Owner(s) of the lands as described in this application
and known as ______________________ of the ____________ of ____________
in the ____________ of ____________ do hereby authorize ______________________
______________________ to act as my Agent/Solicitor for this application.

____
Signature of Owner(s)

____
Date

____
Signature of Owner(s)

____
Date

Personal information on this form is collected under the authority of the Planning Act, RSO 1990, Chapter P. 13, as amended, and will be used to assess applications for amendments to the Official Plan and/or Zoning By-Law for the Town of Hanover. Questions about this collection should be directed to the Chief Building Official/Planning Administrator, Town of Hanover, 341 10th Street, Hanover, Ontario N4N 1P5 Phone (519) 364-2780.

MUNICIPAL STAFF HAVE REVIEWED AND RECEIVED THE ATTACHED GRADING PLAN.

SIGNATURE

NAME IN PRINT

DATE

LEGEND

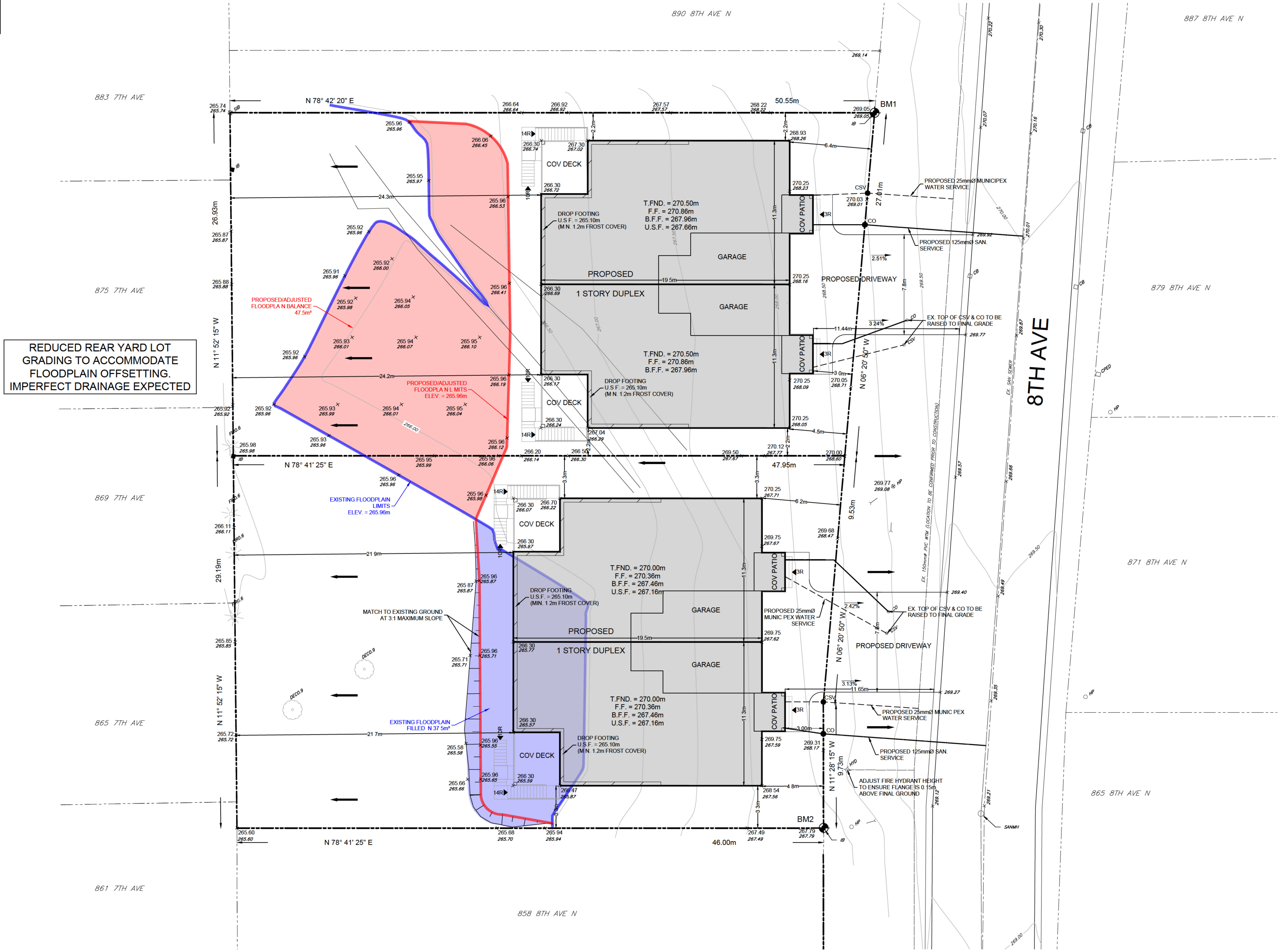
269.99	DIRECTION OF SURFACE WATER FLOW / PROPOSED FINISHED GROUND ELEVATION		PROPOSED SILT FENCE
269.94	EXISTING GROUND ELEVATION		PROPOSED TREELINE
	PROPOSED WELL		EXISTING TREELINE
			DOWNSPOUT / SPLASHPAD

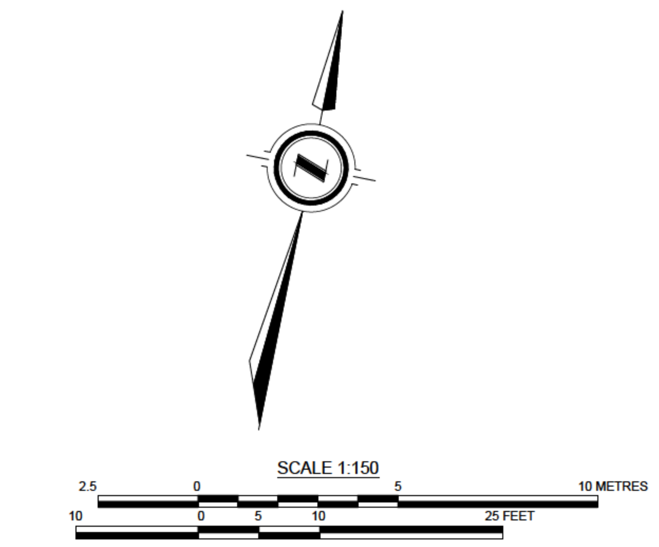
LOT STATISTICS:
OVERALL LOT AREA = 2,688.3m²
HOUSE FOOTPRINT = 839.6m²
LOT COVERAGE = 31.23%

CAUTION:
THE POSITION OF POLE LINES, CONDUITS, WATERMAINS, SEWERS AND OTHER UNDERGROUND AND OVERGROUND UTILITIES AND STRUCTURES IS NOT NECESSARILY SHOWN ON THE DRAWINGS, AND, WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM THEMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES, AND SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.

Notes

1. COBIDE ENGINEERING INC. ASSUMES NO RESPONSIBILITY FOR BASEMENT CONDITIONS DUE TO GROUNDWATER.
2. ALL FOOTINGS ARE TO BE CONSTRUCTED TO NATIVE SOIL OR PLACED ON STRUCTURAL FILL.
3. PROVIDE FROST FOOTINGS AS REQUIRED.
4. ALL DISTURBED AREAS TO BE RESTORED WITH TOPSOIL, SEED AND MULCH OR SOD IMMEDIATELY UPON COMPLETION OF CONSTRUCTION.
5. ENSURE POSITIVE DRAINAGE AWAY FROM PROPOSED HOUSE.
6. REFER TO THE ARCHITECTURAL PLAN FOR BUILDING PLACEMENT. THE DRAWINGS PROVIDED HEREIN ARE INTENDED SOLELY FOR GRADING AND DRAINAGE PURPOSES AND SHOULD NOT BE RELIED UPON FOR ANY OTHER DESIGN OR CONSTRUCTION DECISIONS.





Benchmark Information

BM1	TOP OF IRON BAR LOCATED AT THE NORTH EAST PROPERTY CORNER.	
	ELEVATION	268.92m
BM2	TOP OF IRON BAR LOCATED AT THE SOUTH EAST PROPERTY CORNER.	
	ELEVATION	267.79m

No.	DATE	DESCRIPTION	BY	APPD
1	AUG 28/25	FIRST SUBMISSION	JHL	TLB

REVISION / ISSUE

Seal not valid unless signed and dated

COBIDE
ENGINEERING INC
517 10th Street, Hanover, Ontario N4N 1R4
Telephone: (519) 506-5959
www.cobideeng.com

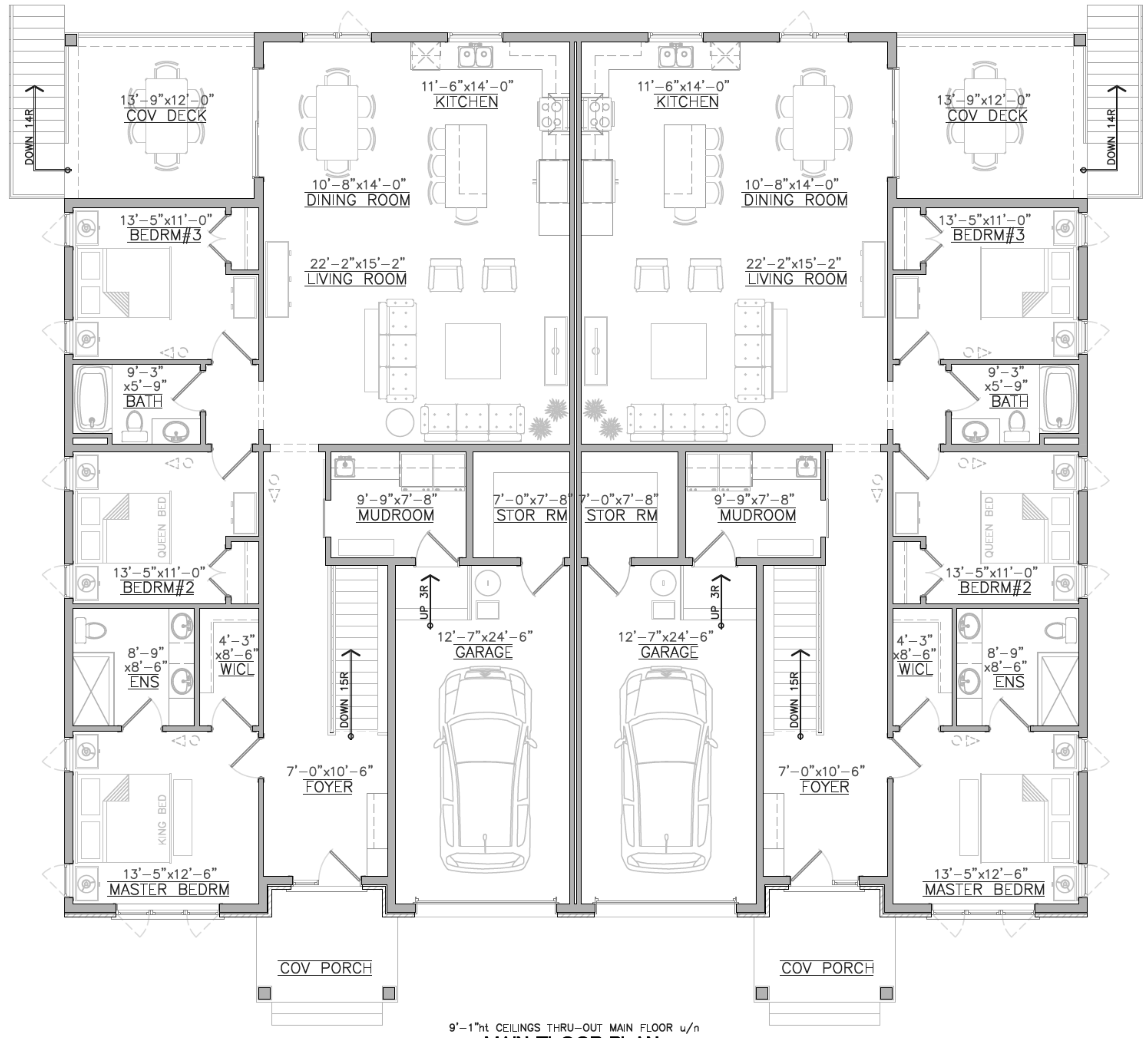
Title:
866 8th AVENUE NORTH
LOT 18, PLAN No. 55
TOWN OF HANOVER
COUNTY OF GREY

Client:
KRAEMER

Design:	TLB	Scale:	1:150
Drawn:	JHL	Approved:	
Checked:	TLB		
Date:	AUG 2025		Design Engineer
DRAWING No.	04100-SP1		

H:\Kraemer\04100 8th Avenue North - 866 8th Avenue North Site Plan\Drawings\Submissions\2025-08-14 First Submission\04100 - 866 8th Avenue North Site Plan 2025-08-15 - Ver1.dwg

THIS IS NOT A PLAN OF SURVEY



9'-1"ht CEILINGS THRU-OUT MAIN FLOOR u/n

MAIN FLOOR PLAN

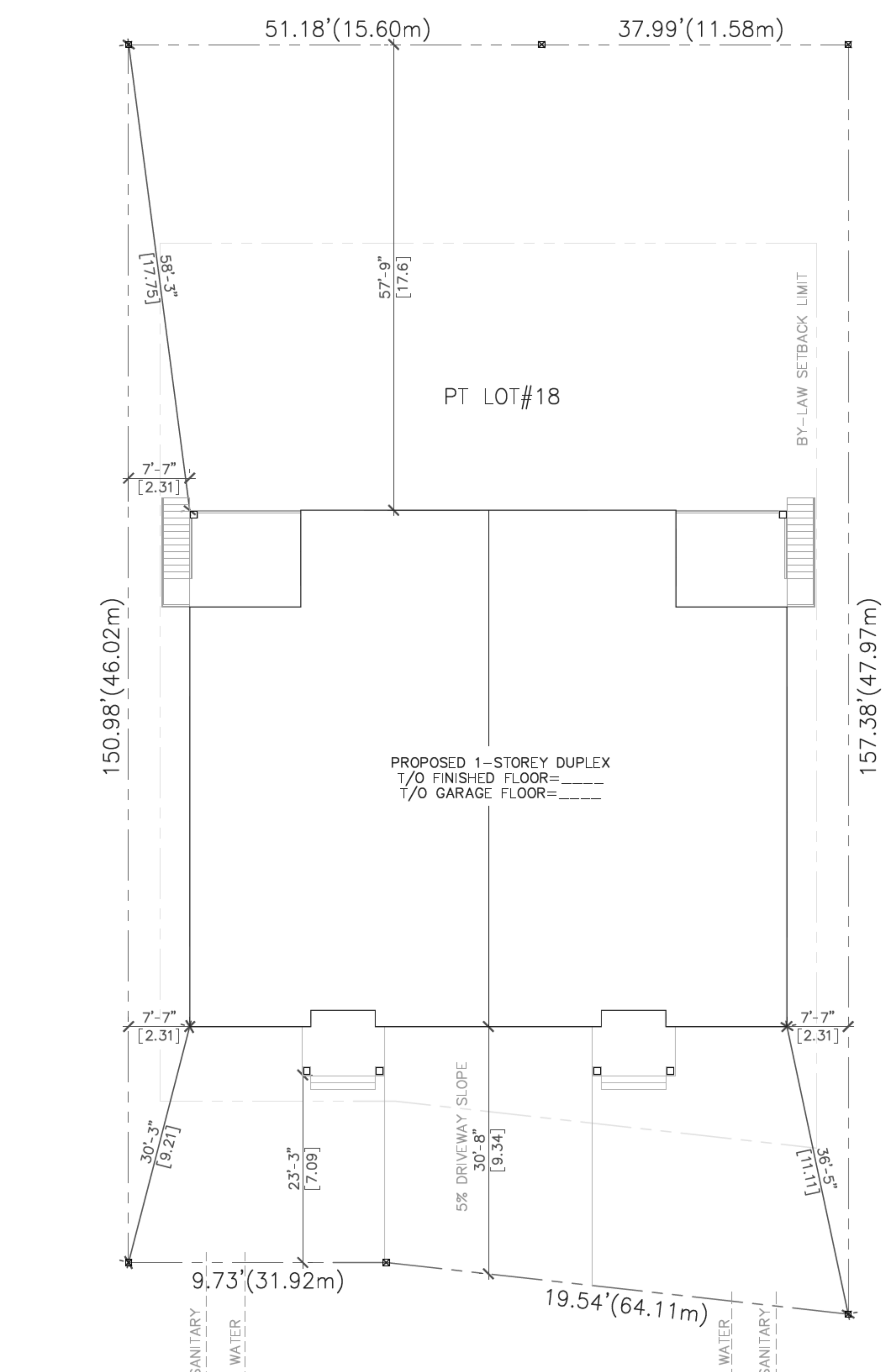
Scale: 1/8"=1'-0"

Main Floor/Unit	=1792sqft
Garage/Unit	= 395sqft
Porch/Unit	= 76sqft
Cov. Deck	= 165sqft
TOTAL SQFT	=2428sqft

FRONT ELEVATION

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

SITE PLAN of PT LOT #8
8TH AVE N, HANOVER, ON
REGISTERED PLAN No. ____
COUNTY OF GREY, 2025



NOTE: THIS DRAWING IS NOT A PLAN OF SURVEY & SHALL ONLY BE USED TO APPROXIMATELY LOCATE HOUSE
-SITE GRADING TO CONFORM w/DRAINAGE PLAN(By Oth)
-COMPLETE SITEWORK & SERVICE HOOK-UPS REQ'D

0 20 40 60 100
SCALE: 1 Inch =15 Feet

REFERENCE SITE PLAN

Gross Areas= 14678sqft(Site)/4856sqft(Residence)
Lot Coverage= 33%(35%max)

R1 Residential Zoning By-Law
Building Lot Setbacks(Min)
Front Yard= 19.686'(6.00m)
Rear Yard= 24.607'(7.50m)
Int Side Yard= 3.937'(1.20m)

DRAWING LIST

A-0 TITLE SHEET — A-1 FOUNDATION PLAN — A-2 BASEMENT PLAN — A-3 MAIN FLOOR PLAN — A-4 EXTERIOR ELEVATIONS — A-5 BUILDING SECTIONS & NOTES

Project: Kraemer Duplex
Address: 866 8th Ave North, Hanover, ON
Sheet: 1/6
Scale: As Noted
Title: Title Sheet & Site Plan

A-0

COMMENTS - Zoning By-Law Amendment Application, Z2-25, 862 8th Ave N

AGENCY	DATE RECEIVED
1. Saugeen Valley Conservation Authority (SVCA)	September 29, 2025
2. Grey County	September 30, 2025
3. Neighbor residing at 861 7th Ave	September 26, 2025

Saugeen CONSERVATION

1078 Bruce Road 12 | P.O. Box 150 | Formosa ON
Canada | N0G 1W0 | 519-364-1255
www.saugeenconservation.ca
publicinfo@svca.on.ca

SENT ELECTRONICALLY (vmcdonald@hanover.ca)

September 29, 2025

Town of Hanover
341 10th Street
Hanover, ON N4N 1P5
ATTENTION: Vicki McDonald, Clerk

Dear Vicki McDonald,

RE: Zoning by-law Amendments Z2-25 and Z3-25
862-8th Avenue (south parcel); and 866-8th Avenue (north parcel)
Roll Nos. 422904000338302; and 422904000338300
Pt Lt 18 Pl 55, Pt 3 Pl 16R11878; and Pt Lt 18 Pl 55, Pt 2 Pl 16R11878
Town of Hanover

The above-noted applications have been received by the Saugeen Valley Conservation Authority (SVCA) in accordance with the Mandatory Programs and Services Regulation (Ontario Regulation 686/21) made under the *Conservation Authorities Act* (CA Act). SVCA staff have reviewed the proposal for consistency with SVCA's environmental planning and regulation policies made in conformance with the Provincial Planning Statement, CA Act, O. Regulation 41/24, and associated provincial guidelines. Where a Memorandum of Agreement (MOA) exists between a planning partner and the SVCA, staff have reviewed the applications for conformity with the natural hazard policies of the applicable County or Municipality.

Purpose

The purpose of the applications are:

Z2-25: proposes the amendment of property zoning from R1-Residential & H-Hazard to R3-Residential & H-Hazard to allow for the development of a semi-detached dwelling on the property at 862 8th Avenue North.

Z3-25: proposes the amendment of property zoning from R1-Residential & H-Hazard to R3-Residential & H-Hazard to allow for the development of a semi-detached dwelling on the property at 866 8th Avenue North

Recommendation

SVCA recommends deferring the applications until outstanding matters relating to offences to the *Conservation Authorities Act* on the properties have been resolved, and additional technical information relating to the flood hazard has been provided to the SVCA. We elaborate below.

Documents Reviewed by Staff

Staff have received and reviewed the following documents submitted with the applications:

1) Notice of a Public Meeting, (Z2-25) dated September 15, 2025; and
2) Notice of a Public Meeting, (Z3-25) dated September 15, 2025.

Background

SVCA provided comments for consent to sever file B3-22, dated September 20, 2022, for. SVCA's comments stated in part that: the consent to sever was generally acceptable, and that any new development (residence, etc.) must be located outside the hazard lands to be in conformance with PPS/County polices. Based on the site plan submitted with that application, there was a small portion of developable area outside of the hazard lands. SVCA stated that a SVCA permit would be required prior to development occurring.

SVCA understands that the property changed ownership after 2022.

In June 2025, Brent Kraemer (owner/contractor) contacted SVCA regarding the SVCA regulatory/permit process for the properties. In July 2025, SVCA staff identified the floodplain and applicable floodplain elevation for the client and recommended that a grading plan be prepared to determine the extent of the floodplain. SVCA staff advised that the proposed dwellings must be located outside of the floodplain.

SVCA received the attached Cobide Engineering Inc. drawing: 04100-SP1 in August 2025 that shows a proposed floodplain adjustment. On September 2, 2025 SVCA requested additional technical information to support the proposal. On September 9, 2025, SVCA staff observed development activities on the property, and SVCA staff recommended to the owner/contractor that work stop because a SVCA permit was not issued for the work. On September 19, 2025, SVCA staff issued a Notice of Violation under the *Conservation Authorities Ac*t to the owners/contractor.

Site Characteristics

SVCA mapping shows the majority of the properties are located within the SVCA's Regulated Area. Based on SVCA mapping, the natural hazard feature affecting the properties is part of the floodplain of the main Saugeen River located south of the properties. Engineered floodplain mapping exists for the community of Hanover-Knappville. The floodplain in the community of Hanover-Knappville is managed as a one-zone floodplain, where the entire floodplain is considered floodway. The floodplain extends onto the subject property.

It is SVCA staff's opinion that the Hazard Lands designation as shown on Schedule A to the Grey County OP, and Town of Hanover OP, and the Hazard zone as shown in the Town of Hanover Zoning By-law, generally coincides with historical SVCA hazard lands mapping for the properties.

However, with more up-to-date elevation information, SVCA staff recommends that as part of the current planning applications, and after the outstanding SVCA violation matters has been resolved, that the Hazard Lands designation and Hazard zone be updated to best reflect the flood hazard limit.

Provincial Planning Statement (PPS, 2024)

In accordance with s. 7 of O. Regulation 686/21, SVCA shall act on behalf of the Province or as a public body under the *Planning Act* (PA) to ensure municipal decisions made under the PA are consistent with the natural hazards policies of the PPS, Chapter 5.

Chapter 5 of the PPS, 2024 states in part that development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk and not create new or aggravate existing hazards, including a one-zone floodplain. Specifically, s. 5.2.3 prohibits development and site alteration in a floodway (i.e. one-zone floodplain).

As mentioned above, floodplain extends onto the properties. The floodplain is managed as a one-zone floodplain, where the entire floodplain is considered floodway. Based on the information submitted with the applications, a floodplain offsetting area has been proposed to locate new development outside the floodplain. However, SVCA has not been provided with the requested floodplain assessment that demonstrates the proposal would not impact flood elevations and flows on adjacent properties.

Therefore, it is the opinion of SVCA staff that the Z2-25 and Z3-25 proposed zoning by-law amendments are not consistent with Chapter 5 of the PPS.

Conservation Authorities Act and O. Regulation 41/24

Within SVCA's regulated areas and in accordance with the CA Act and O. Regulation 41/24, a permit from the SVCA is required to change or interfere with watercourses or wetlands and for development activities in or adjacent to hazardous lands, wetlands, river or stream valleys, Great Lakes and inland lake shorelines. When reviewing an application, SVCA staff must assess the proposal for impacts to the control of flooding, erosion, dynamic beaches, or unstable soil or bedrock, and ensure the activity will not create conditions or circumstances that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property. Provided staff are satisfied the proposal is consistent with SVCA's policies, designed to mitigate these risks, a permit can be issued.

As noted above, large area of the properties are within the SVCA Approximate Regulated Area. The SVCA Approximate Regulated Area includes the floodplain hazard located on the property and an offset distance of 15 metres outwards from the floodplain.

To determine the SVCA Approximate Regulated Area on the properties, please refer to the SVCA's online mapping, available via SVCA's website (https://camaps.maps.arcgis.com/apps/webappviewer/index.html?id=f0ec744c8d6d4e499895aaaab3d83761.) Should you require assistance, please contact our office directly.

SVCA Permit

Based on SVCA review of the planning applications, and in accordance with SVCA's policies made under the CA Act and O. Regulation 41/24, a permit from the SVCA is required prior to development on each property. An application for SVCA permit has not been submitted to the SVCA, and the SVCA has not been provided with the requested technical information to support the proposed floodplain offsetting area. If an application for SVCA permit was applied for at this time, it would be considered incomplete.

It is the opinion of SVCA staff that the offence to the *Conservation Authorities Act* remains outstanding at this time. This issue will need to be resolved prior SVCA supporting proposed development on the properties.

Drinking Water Source Protection

The subject properties appear to SVCA staff to not be located within an area that is subject to the local Drinking Water Source Protection Plan.

Summary

SVCA staff have reviewed the proposals for consistency with SVCA's policies made in conformance with the Provincial Planning Statement, CA Act, O. Regulation 41/24, and associated provincial guidelines.

Given the above comments, it is the opinion of SVCA staff that the proposals are not consistent with the natural hazard policies of the PPS, 2024, and SVCA staff recommending deferring the applications at this time.

Please inform this office of any decision made by the Town of Hanover regarding the applications. We respectfully request to receive a copy of the decision and notice of any appeals filed.

Should you have any questions, or require this information in an accessible format, please contact the undersigned.

Sincerely,

Michael Oberle (m.oberle@svca.on.ca)
Environmental Planning Technician
Saugeen Conservation
MO/
cc: Andrew Wilken, Director of Development & Infrastructure/CBO, Town of Hanover (via email)
Aindrila Sengupta, Building & Planning Administrative Assistant (via email)

County comments for Z2-25 Bren Lea Homes Ltd.

Hello Hanover,

Please note that Grey County is taking steps to streamline development review by limiting planning policy comments on some development applications. Unless otherwise requested by municipal staff, County planning comments will be limited for the following applications:

- All minor variance and site plan applications; and
- zoning by-law amendments and consents within settlement areas.

County planning staff may continue to provide comments where the above applications are connected to a County application.

Grey County Ecology staff will continue to review all applications with regards to natural heritage matters. Other County departments will continue to be circulated through our 'one-window' approach and will provide comments as needed.

Given the above, a formal planning policy review of the subject application has not been undertaken. Please be advised that all planning decisions shall conform with the County's Official Plan. County planning staff can assist with specific questions in this respect.

Comments

1. Grey County Planning Ecology staff have reviewed the application and provided the following comment:

> i) No natural heritage has been identified on the subject lands; however, the subject lands are identified as containing Hazard Lands on Schedule A of the County Official Plan. Hazard Lands include floodplains, steep or erosion-prone slopes, organic or unstable soils, and poorly drained areas. These lands can be impacted by flooding, erosion, and/or dynamic beach hazards or have poor drainage, or any other physical condition that is severe enough to pose a risk for the occupant, property damage, or social disruption if developed. In the Hazard Lands land use type, buildings and structures are generally not permitted. Additional comments should be received from Saugeen Valley Conservation Authority.

County staff have no further comments at this time. Please let us know if you have any questions.

Best regards,

Cassondra

Sept 26/25

Attention

Vicki McDonald, Clerk, Town of Hanover.

Re: Lot 862 8th Ave North.
Lot 866 8th Ave North

- We received a letter for both of the above lot construction. by mail.

- Our only concern is if there will be any possible run-off of water from the above mentioned lots to the houses/property below on 7th Ave.
Will there be drains to re-route any water run offs from these property as the homes on 7th Ave already have water issues.

- Can we be notified in regards to this as we are unable to attend the meeting on monday Oct 6/25 @ 4:00 PM.

Thank-you

[redacted]

Hanover
Ontario, Canada

Staff Report To Council

From: Andrew Wilken, Director of Development & Infrastructure/CBO

Date: October 6, 2025

Report: PB-16-25

Subject Public Meeting for Zoning By-Law Amendment By-Law 3350-25 (File No. Z3-25, 866 8th Avenue North)

Recommendation

That Report PB-16-25 Public Meeting for Zoning By-Law Amendment By-Law 3350-25 (File No. Z3-25, 866 8th Avenue North) be received; and

That council pass By-Law 3350-25 to rezone the land described as Part of Lot 18, Registered Plan 55, more specifically Part 2, Reference plan 16R11878 and known as 866 8th Avenue North in the Town of Hanover in the County of Grey from Residential Type 1 (R1) to Residential Type 3 (R3) zone.

Background

On September 8, 2025, Tim Kraemer (Agent for 866 8th Avenue North) submitted an application (see plan attached) on behalf of the owner Tony Lang Farms Ltd. to amend the zoning on lands described as Part of Lot 18, Registered Plan 55 more specifically Part 2, Reference plan 16R11878 and known as 866 8th Avenue North in the Town of Hanover, in the County of Grey. This zoning by-law amendment proposes to rezone the subject lands to allow for the construction of a semi-detached dwelling on the lot.

This lot was created through consent application B3-22 in September 2022. At that time, it was noted that there is a portion of these lands that fall within regulated areas that may require studies prior to development occurring.

Discussion

On September 15, 2025, Notice of the Public Meeting for Zoning By-Law Amendment No. Z3-25 was circulated to all applicable agencies and persons as required by Section 34 of the *Planning Act RSO 1990*. Circulation of the Notice of Public Meeting included abutting property owners within 120 meters of the subject land and was also posted on the subject land. Additionally, the notice was posted on the town's website.

The proposed zoning by-law amendment applies to lands described as Part of Lot 18, Registered Plan 55 more specifically Part 2, Reference plan 16R11878 and located at 866 8th Avenue North in the Town of Hanover in the County of Grey. This amendment proposes to rezone the currently vacant land from Residential Type 1 (R1) to Residential Type 3 (R3) Zone to allow the development of semi-detached dwelling on the subject land.

Town staff have reviewed the comments received from the public agencies as part of this application. As has been outlined within Saugeen Valley Conservation Authority (SVCA) comments dated September 29, 2025, there is currently an unresolved violation on the property that needs to be rectified prior to development. As well, Town staff agrees that additional studies may be required by the developer to obtain necessary SVCA sign off and obtain SVCA and Town of Hanover Building permit approvals. These specific background reports can occur before or after the zoning bylaw amendment and in the opinion of staff, do not impact the decision of the zoning bylaw amendment Z3-25 as proposed.

Of note within SVCA September 29, 2025, comments states:

"Chapter 5 of the PPS, 2024 states in part that development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk and not create new or aggravate existing hazards, including a one-zone floodplain. Specifically, s. 5.2.3 prohibits development and site alteration in a floodway (i.e. one-zone floodplain).
As mentioned above, floodplain extends onto the properties. The floodplain is managed as a one-zone floodplain, where the entire floodplain is considered floodway. Based on the information submitted with the applications, a floodplain offsetting area has been proposed to locate new development outside the floodplain. However, SVCA has not been provided with the requested floodplain assessment that demonstrates the proposal would not impact flood elevations and flows on adjacent properties.
Therefore, it is the opinion of SVCA staff that the Z2-25 and Z3-25 proposed zoning by-law amendments are not consistent with Chapter 5 of the PPS."

The lands as of right maintain a R1-residential/H-hazard zoning designation and would require the aforementioned studies and analysis prior to development occurring if the property were to develop as a single-family dwelling (which would require no planning application) or in an R3-residential/H-hazard zoning as proposed. While the application intensifies the land use, the completion of any studies/analysis and mitigation work as described by SVCA prior to development occurring would satisfy any concerns of the Town. Therefore a condition of decision on the proposed zoning amendment may be applicable that a permit is received from SVCA prior to development.

Further to the Notice of Infraction issued by SVCA, on September 19, 2025, the Town of Hanover also issued a Notice of Comply under the Building Code Act for the property owner to obtain a building permit prior to commencing construction.

Planning Advisory Committee (PAC) reviewed the zoning by-law amendment application at their September 9, 2025, meeting and recommended that Zoning By-law Amendment No. Z3-25 proceed to tonight's public meeting, with comments that any approval be subject to SVCA issuing a permit prior to any future development occurring as a large portion of the property remains within regulated areas.

Comments from the SVCA, Grey County and Gerald & Bonnie Blake residing at 861 7th Avenue have been received and are attached.

Financial Implications

There are no financial implications to the Town associated with this report.

Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

☐ **Goal 1**: **Safe and Reliable Infrastructure**
Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.

☐ **Goal 2: Healthy and Welcoming Community**
Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover "home".

☐ **Goal 3: Strong and Vibrant Economy**
Refresh downtown Hanover and retain and attract local economic investment and jobs.

☒ **Goal 4**: **Balanced Growth**
Work together to create a community we can all be proud of.

☐ **Goal 5**: **Open and Responsible Government**
Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,	Concurrence,
Andrew Wilken, Director of Development & Infrastructure/CBO	Sherri Walden CAO

TOWN OF HANOVER
APPLICATION FOR OFFICIAL PLAN AND/OR ZONING BY-LAW AMENDMENT

Under Sec. 22 (4) of the Ontario Planning Act, R.S.O. 1990, as amended

(FOR OFFICE USE ONLY)
FILE NO. OPA - ______ - ___
FILE NO. Z - 3 - 25
Date Received: ______

The undersigned applies to the Planning Advisory Committee of the Town of Hanover for an amendment of the Official Plan and/or Zoning By-Law.

NOTE: This application consists of Part "A", Part "B" and Part "C". To avoid delays, the information on each part must be complete and accurate. Incomplete applications will be returned. All applications must be signed. Metric units should be used. **PLEASE PRINT.**

Mail 3 copies of this form to: TOWN OF HANOVER
341 10th Street
HANOVER, Ontario
N4N 1P5
(519) 364-2780

FEE: $ 2500 Payable to the **TOWN OF HANOVER**

PART "A" (Page 1 of 3)

1. NAME AND ADDRESS

APPLICANT/OWNER'S NAME AND ADDRESS	AGENT/SOLICITOR'S NAME AND ADDRESS
Name: Tony Lang farms Ltd.	Name: Tim Kraemer
Mailing Address: FN 472 Greenock Brant Townline	Mailing Address: PO Box 356
Town/City/Province: Chepstow, ON	Town/City/Province: Hanover, ON
Postal Code: N0G 1K0	Postal Code: N4N 3H6
Telephone Number: ( ) -	Telephone Number: [redacted]
Facsimile Number ( ) -	Facsimile Number ( ) -

All Correspondence Should Be Sent To: ☐ APPLICANT OR ☑ AGENT/SOLICITOR

2. LOCATION OF PROPERTY

Municipality: Hanover	Municipal Address: 866 8th Ave N		
Registered Plan Number: 55	Lot(s): Pt Lot 18	Reference Plan Number: 16R11878 / Part(s): 2	Parcel Number:
Geographic or Former Township: Bentinck	Concession Number:		Lot Number (s):
Assessment Roll Number: 4229 04000338300			

3. Name and Address of Mortgagees, holders of charges or other encumbrances in respect of the subject property:

4. DESCRIPTION OF PROPERTY AS SHOWN ON SKETCH

	EXISTING	PROPOSED
FRONTAGE (m.)	27.01	27.01
DEPTH (m.)	49.25	49.25
AREA (m.)	1325.64	1325.64

5. DOES THE AMENDMENT COVER THE ENTIRE PROPERTY? ☑ YES ☐ NO (just a "portion" of the property)
DESCRIPTION OF AREA TO BE AMENDED, if only a "portion" of the property.

	EXISTING	PROPOSED
FRONTAGE (m.)		
DEPTH (m.)		
AREA (m.)		

6. CURRENT OFFICIAL PLAN DESIGNATION OF SUBJECT PROPERTY

EXISTING	PROPOSED
Residential | Hazard	Residential | Hazard

7. CURRENT ZONING OF SUBJECT PROPERTY

EXISTING	PROPOSED
R1 | H	R3 | H

8. USE OF PROPERTY

EXISTING USE: Vacant Land

PROPOSED USE: Build a semi detached residential home

Have you contacted your neighbours regarding this application? ☐ Yes ☑ No

PART "A" (Page 2 of 3)

9. DESCRIPTION OF ALL BUILDINGS

	EXISTING	PROPOSED
TYPE OF BUILDING/STRUCTURE	-	Semi-detached Dwelling
HEIGHT OF BUILDING/STRUCTURE	-	16'
% LOT COVERAGE	-	34.03 %
# OF PARKING SPACES	-	2
# OF LOADING SPACES	-	-
NUMBER OF FLOORS	-	1 (+Basement)
TOTAL FLOOR AREA	-	7873.60 Sq. Ft.
GROUND FLOOR AREA (excl.basement)	-	4066.00 Sq. Ft.
	-	

10. WHAT IS THE PURPOSE OF AND REASONS FOR THE PROPOSED AMENDMENT(S)?

The purpose is to permit the development of a semi-detached dwelling on the subject property. The lands are currently zoned R1 | H, which only permits single detached dwellings. The proposed amendment seeks to rezone the property to R3 |H to allow for a semi-detached dwelling.

11. DOES THE PROPOSED OFFICIAL PLAN AMENDMENT:

Change a Policy in the Official Plan ☐ Yes ☐ No ☐ Unknown	Replace a Policy in the Official Plan ☐ Yes ☐ No ☐ Unknown	Delete a Policy in the Official Plan ☐ Yes ☐ No ☐ Unknown
Add a Policy in the Official Plan ☐ Yes ☐ No ☐ Unknown	Add or Change a Designation in the Official Plan ☐ Yes ☐ No ☐ Unknown	

12. IF APPLICABLE AND KNOWN AT TIME OF APPLICATION, PLEASE PROVIDE THE FOLLOWING:

Section Number(s) of Policy to be changed:

Text of the Proposed New Policy:

New Designation Name:

13. IS THE SUBJECT LAND OR ANY LAND WITHIN 120 METRES OF THE SUBJECT LAND, THE SUBJECT OF AN APPLICATION FOR ANY OF THE FOLLOWING?

Official Plan Amendment ☐ Yes ☑ No	Zoning Amendment ☑ Yes ☐ No	Minor Variance ☐ Yes ☑ No
Plan of Subdivision ☐ Yes ☑ No	Consent (Severance) ☐ Yes ☑ No	Site Plan Control ☐ Yes ☑ No

14. IF APPLICABLE, PLEASE PROVIDE THE FOLLOWING INFORMATION:

File Number of Application: Z2-25	Approval Authority: Council
Lands Subject to Application: 862 8th Ave N	Purpose of Application: R1 | H to R3 | H
Status of Application: Ongoing	Effect on the Current Application for Amendment: N/A

15. SERVICING - ROAD ACCESS

COMMON NAME OF ROAD			EXISTING	PROPOSED
a. OWNERSHIP		Municipality	✓	✓
		Crown		
		Ministry of Transportation		
		County		
		Private		
b. MAINTENANCE	i.	Municipality	✓	✓
		Unassumed Municipal Road		
		Ministry of Transportation		
		County		
		Private or Right of Way		
		None		
	ii.	Seasonal		
		Year-Round	✓	✓

c. WATER ACCESS: If the proposed access is by water, please describe the nearest public boat launching and car parking facility.

How far is it from the property, and what facilities are there?

Please also show on key plan portion of the sketch map.

d. OTHER ACCESS (Specify)

16. SERVICING - WATER

		EXISTING	PROPOSED
Water Supplied By:	Municipality	✓	✓
	Local Services Board		
	Private: Well, Lake or Communal (Specify)		

17. SERVICING - SEWAGE

		EXISTING	PROPOSED
Sewage System Supplied By:	Municipality	✓	✓
	Local Services Board		
	Private: Septic, Pit, Chemical (Specify)		

PART "A" (Page 3 of 3)

18. SERVICING - STORM DRAINAGE		EXISTING	PROPOSED
Storm Drainage Supplied By:	Municipality	✓	✓
	Sewers		
	Ditches		
	Swales		
	Other: (Specify)		

19. OTHER DOCUMENTS / INFORMATION (e.g. Environmental Impacts Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate License Report, Stormwater Management Report, etc.)

PART "B"

Sketch Accompanying Application
See Information Below denoting requirements.

KEY MAP

N

see attached

The above sketch should include the following:

i. The boundaries and dimensions of the subject land.
ii. The location and nature of any easement or restrictive covenants affecting the subject land.
iii. The current uses on land that is adjacent and abutting to the subject land. (e.g. residential, agricultural, extractive, commercial, industrial, recreational, institutional)
iv. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
v. The approximate location of all natural and artificial features on the subject land and on land that is adjacent or abutting to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, structures, fencing, parking and loading areas, railways, bridges, watercourses, drainage ditches, river or stream banks, wetlands, flood plains, wet areas, wooded areas, slopes, gravel pits, wells and septic systems.
vi. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way.
vii. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
viii. The dimensions of area of amendment.

PART "C"

AFFIDAVIT *(This affidavit must be signed in the presence of a Commissioner)*

Dated at the Town of Hanover
this 9th day of September, 20 25
I/We, Tim Kraemer of the Town of
Hanover in the County/District/Regional Municipality of Grey,
do solemnly declare that all the statements contained in this application are true, and I/We make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the **CANADA EVIDENCE ACT**.

DECLARED before me at the
Town of Hanover
in the County
of Grey
this 9th day of September, 20 25

[redacted]

A Commissioner, etc.

[redacted]

Tanya Patterson, a Commissioner, etc., County of Grey, while Deputy Clerk of the Corporation of the Town of Hanover.

AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER

If this application is made by an agent or solicitor on behalf of the landowner, the owner's written authorization must be included. Without such authorization, the application cannot be considered. If surface and subsurface rights are held by different parties, both signatures are required.

I/We Tony Lang Farms Ltd. Anthony Lang, Owner(s) of the lands as described in this application and known as 86 8th Ave N of the Town of Hanover
in the ______ of ______ do hereby authorize ______
Tim Kraemer to act as my Agent/Solicitor for this application.

[redacted]

Signature of Owner(s)

Sept 8/25.
Date

______
Signature of Owner(s)

______
Date

Personal information on this form is collected under the authority of the Planning Act, RSO 1990, Chapter P. 13, as amended, and will be used to assess applications for amendments to the Official Plan and/or Zoning By-Law for the Town of Hanover. Questions about this collection should be directed to the Chief Building Official/Planning Administrator, Town of Hanover, 341 10th Street, Hanover, Ontario N4N 1P5 Phone (519) 364-2780.

MUNICIPAL STAFF HAVE REVIEWED AND RECEIVED THE ATTACHED GRADING PLAN.

SIGNATURE

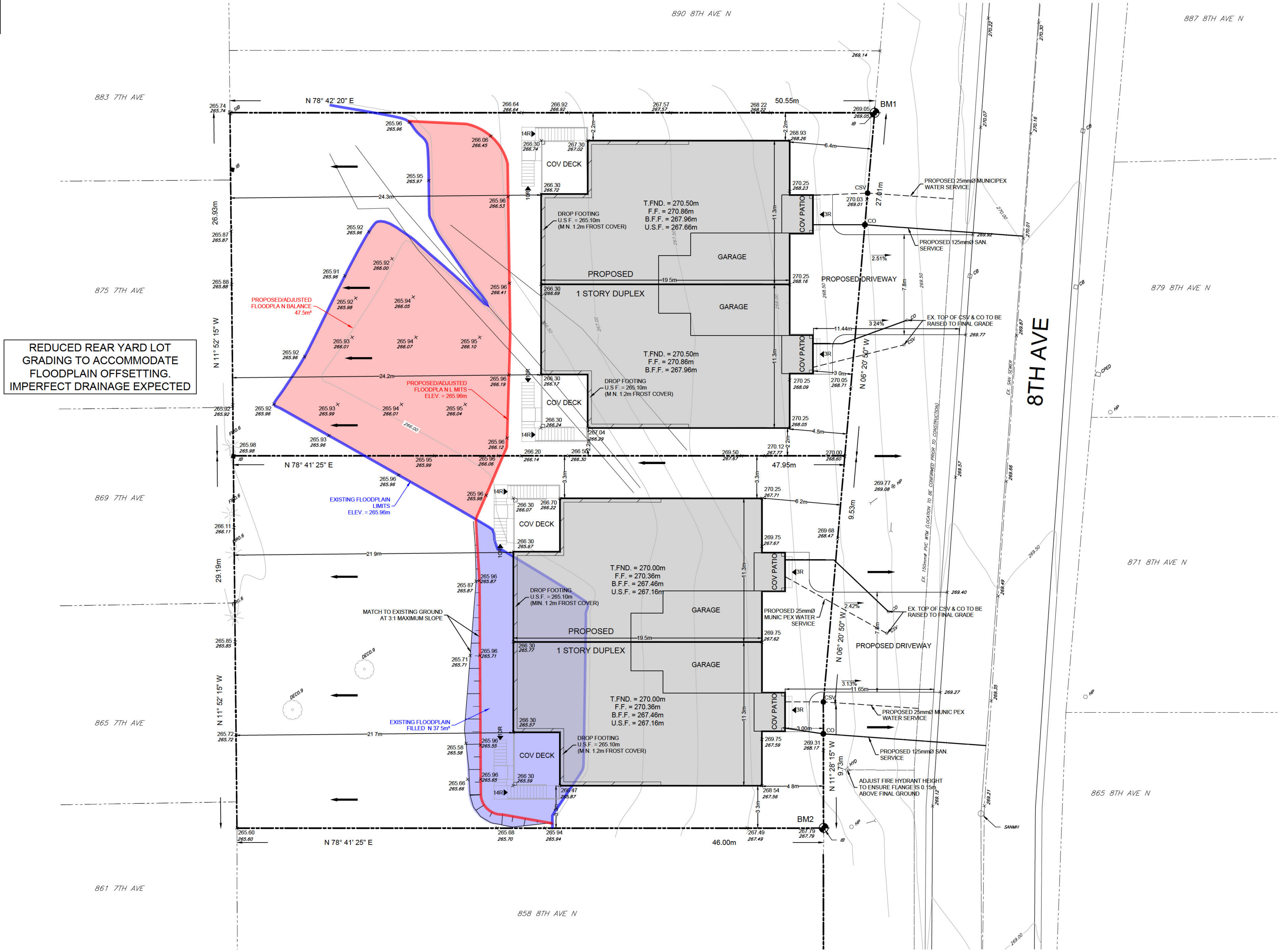
NAME IN PRINT

DATE

LEGEND

← 269.99	DIRECTION OF SURFACE WATER FLOW	(silt fence)	PROPOSED SILT FENCE
269.99	PROPOSED FINISHED GROUND ELEVATION	(treeline)	PROPOSED TREELINE
× 269.94	EXISTING GROUND ELEVATION	(treeline)	EXISTING TREELINE
(W)	PROPOSED WELL	○→	DOWNSPOUT / SPLASHPAD

LOT STATISTICS:
OVERALL LOT AREA = 2,688.3m²
HOUSE FOOTPRINT = 839.6m²
LOT COVERAGE = 31.23%



SCALE 1:150

CAUTION:
THE POSITION OF POLE LINES, CONDUITS, WATERMAINS, SEWERS AND OTHER UNDERGROUND AND OVERGROUND UTILITIES AND STRUCTURES IS NOT NECESSARILY SHOWN ON THE DRAWINGS, AND, WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM THEMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES, AND SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.

Notes

1. COBIDE ENGINEERING INC. ASSUMES NO RESPONSIBILITY FOR BASEMENT CONDITIONS DUE TO GROUNDWATER.
2. ALL FOOTINGS ARE TO BE CONSTRUCTED TO NATIVE SOIL OR PLACED ON STRUCTURAL FILL.
3. PROVIDE FROST FOOTINGS AS REQUIRED.
4. ALL DISTURBED AREAS TO BE RESTORED WITH TOPSOIL, SEED AND MULCH OR SOD IMMEDIATELY UPON COMPLETION OF CONSTRUCTION.
5. ENSURE POSITIVE DRAINAGE AWAY FROM PROPOSED HOUSE.
6. REFER TO THE ARCHITECTURAL PLAN FOR BUILDING PLACEMENT. THE DRAWINGS PROVIDED HEREIN ARE INTENDED SOLELY FOR GRADING AND DRAINAGE PURPOSES AND SHOULD NOT BE RELIED UPON FOR ANY OTHER DESIGN OR CONSTRUCTION DECISIONS.

Benchmark Information

BM1 TOP OF IRON BAR LOCATED AT THE NORTH EAST PROPERTY CORNER. ELEVATION 268.92m

BM2 TOP OF IRON BAR LOCATED AT THE SOUTH EAST PROPERTY CORNER. ELEVATION 267.79m

No.	DATE	DESCRIPTION	BY	APPD
1	AUG 28/25	FIRST SUBMISSION	JHL	TLB

REVISION / ISSUE

Seal not valid unless signed and dated

COBIDE ENGINEERING INC
517 10th Street, Hanover, Ontario N4N 1R4
Telephone: (519) 506-5959
www.cobideeng.com

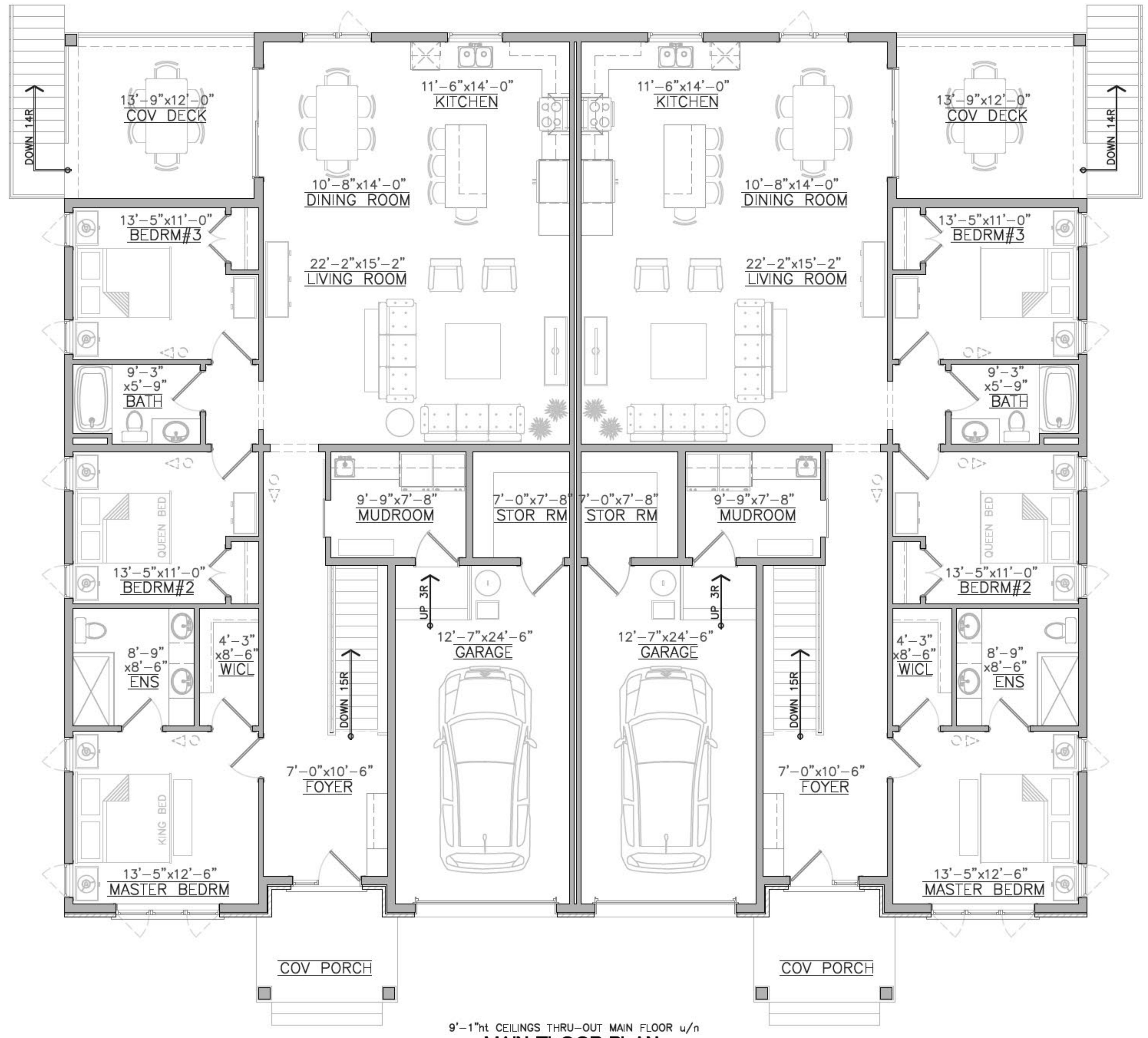
Title:
866 8th AVENUE NORTH
LOT 18, PLAN No. 55
TOWN OF HANOVER
COUNTY OF GREY

Client: KRAEMER

Design:	TLB	Scale:	1:150
Drawn:	JHL	Approved:	
Checked:	TLB		
Date:	AUG 2025		Design Engineer
DRAWING No.			04100-SP1

THIS IS NOT A PLAN OF SURVEY

H:\Kraemer\04100 8th Avenue North Site Plan\Drawings\Submissions\2025-08-14 First Submission\04100 - 866 8th Avenue North Base Plan 2025-08-15 - Ver1.dwg



9'-1"ht CEILINGS THRU-OUT MAIN FLOOR u/n

MAIN FLOOR PLAN

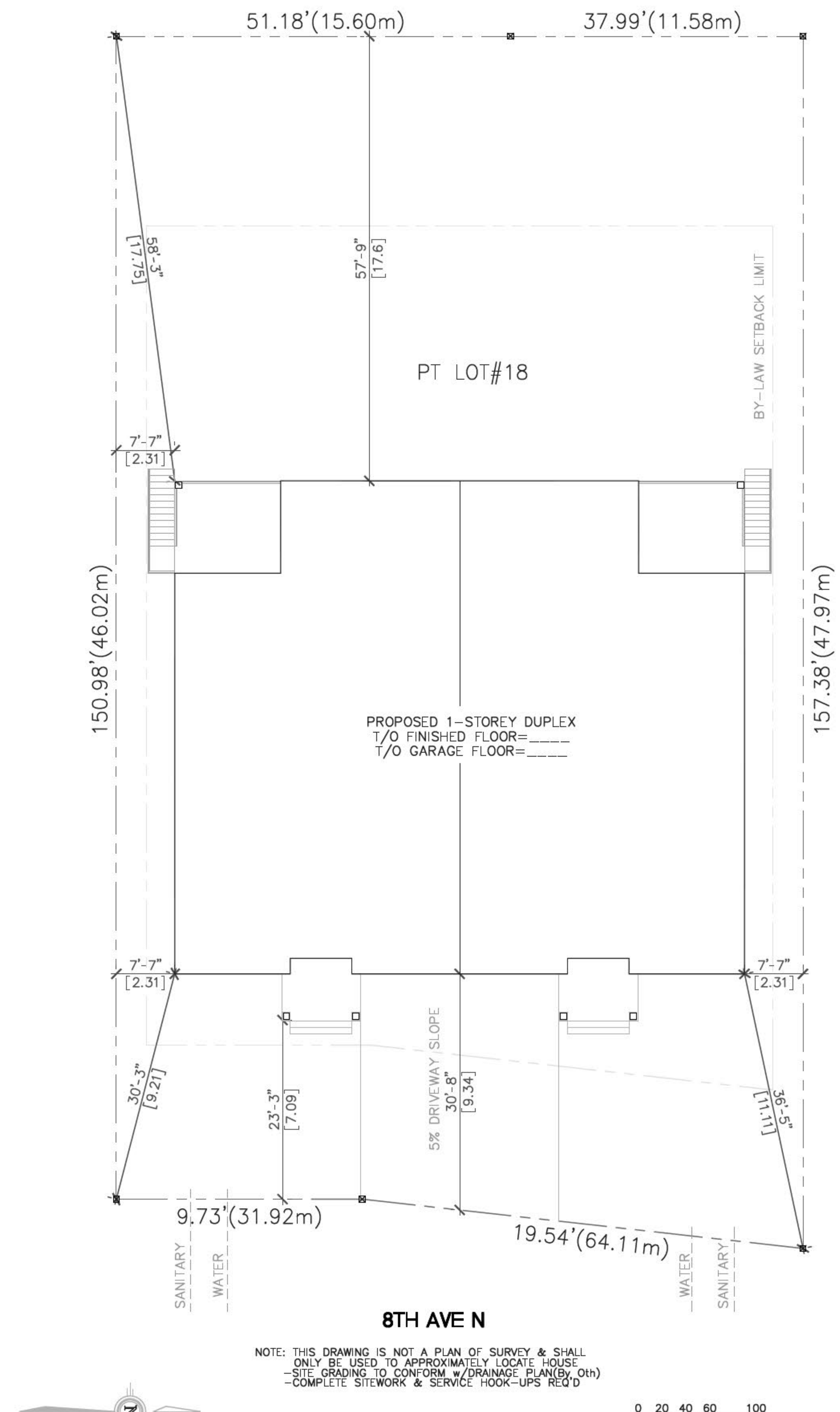
Scale: 1/8"=1'-0"

Main Floor/Unit	=	1792sqft
Garage/Unit	=	395sqft
Porch/Unit	=	76sqft
Cov. Deck	=	165sqft
TOTAL SQFT	=	2428sqft

FRONT ELEVATION

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

SITE PLAN of PT LOT #8
8TH AVE N, HANOVER, ON
REGISTERED PLAN No. ____
COUNTY OF GREY, 2025



NOTE: THIS DRAWING IS NOT A PLAN OF SURVEY & SHALL ONLY BE USED TO APPROXIMATELY LOCATE HOUSE
-SITE GRADING TO CONFORM w/DRAINAGE PLAN(By Oth)
-COMPLETE SITEWORK & SERVICE HOOK-UPS REQ'D

0 20 40 60 100
SCALE: 1 Inch =15 Feet

REFERENCE SITE PLAN

Gross Areas= 14678sqft(Site)/4856sqft(Residence)
Lot Coverage= 33%(35%max)

R1 Residential Zoning By-Law
Building Lot Setbacks(Min)
Front Yard= 19.686'(6.00m)
Rear Yard= 24.607'(7.50m)
Int Side Yard= 3.937'(1.20m)

DRAWING LIST

A-0 TITLE SHEET A-1 FOUNDATION PLAN A-2 BASEMENT PLAN A-3 MAIN FLOOR PLAN A-4 EXTERIOR ELEVATIONS A-5 BUILDING SECTIONS & NOTES

DRAWING TO BE PRINTED ON 18x24 PAPER

Project: Kraemer Duplex
Address: 866 8th Ave North, Hanover, ON
Sheet: 1/6
Scale: As Noted
Title: Title Sheet & Site Plan

A-0

COMMENTS - Zoning By-Law Amendment Application, Z3-25, 866 8th Ave N

AGENCY	DATE RECEIVED
1. Saugeen Valley Conservation Authority (SVCA)	September 29, 2025
2. Grey County	September 30, 2025
3. Neighbor residing at 861 7th Ave	September 26, 2025

1078 Bruce Road 12 | P.O. Box 150 | Formosa ON
Canada | N0G 1W0 | 519-364-1255
www.saugeenconservation.ca
publicinfo@svca.on.ca

SENT ELECTRONICALLY (vmcdonald@hanover.ca)

September 29, 2025

Town of Hanover
341 10th Street
Hanover, ON N4N 1P5
ATTENTION: Vicki McDonald, Clerk

Dear Vicki McDonald,

RE: Zoning by-law Amendments Z2-25 and Z3-25
862-8th Avenue (south parcel); and 866-8th Avenue (north parcel)
Roll Nos. 422904000338302; and 422904000338300
Pt Lt 18 Pl 55, Pt 3 Pl 16R11878; and Pt Lt 18 Pl 55, Pt 2 Pl 16R11878
Town of Hanover

The above-noted applications have been received by the Saugeen Valley Conservation Authority (SVCA) in accordance with the Mandatory Programs and Services Regulation (Ontario Regulation 686/21) made under the *Conservation Authorities Act* (CA Act). SVCA staff have reviewed the proposal for consistency with SVCA's environmental planning and regulation policies made in conformance with the Provincial Planning Statement, CA Act, O. Regulation 41/24, and associated provincial guidelines. Where a Memorandum of Agreement (MOA) exists between a planning partner and the SVCA, staff have reviewed the applications for conformity with the natural hazard policies of the applicable County or Municipality.

Purpose

The purpose of the applications are:

Z2-25: proposes the amendment of property zoning from R1-Residential & H-Hazard to R3-Residential & H-Hazard to allow for the development of a semi-detached dwelling on the property at 862 8th Avenue North.

Z3-25: proposes the amendment of property zoning from R1-Residential & H-Hazard to R3-Residential & H-Hazard to allow for the development of a semi-detached dwelling on the property at 866 8th Avenue North

Recommendation

SVCA recommends deferring the applications until outstanding matters relating to offences to the *Conservation Authorities Act* on the properties have been resolved, and additional technical information relating to the flood hazard has been provided to the SVCA. We elaborate below.

Documents Reviewed by Staff

Staff have received and reviewed the following documents submitted with the applications:

1) Notice of a Public Meeting, (Z2-25) dated September 15, 2025; and
2) Notice of a Public Meeting, (Z3-25) dated September 15, 2025.

Background

SVCA provided comments for consent to sever file B3-22, dated September 20, 2022, for. SVCA's comments stated in part that: the consent to sever was generally acceptable, and that any new development (residence, etc.) must be located outside the hazard lands to be in conformance with PPS/County polices. Based on the site plan submitted with that application, there was a small portion of developable area outside of the hazard lands. SVCA stated that a SVCA permit would be required prior to development occurring.

SVCA understands that the property changed ownership after 2022.

In June 2025, Brent Kraemer (owner/contractor) contacted SVCA regarding the SVCA regulatory/permit process for the properties. In July 2025, SVCA staff identified the floodplain and applicable floodplain elevation for the client and recommended that a grading plan be prepared to determine the extent of the floodplain. SVCA staff advised that the proposed dwellings must be located outside of the floodplain.

SVCA received the attached Cobide Engineering Inc. drawing: 04100-SP1 in August 2025 that shows a proposed floodplain adjustment. On September 2, 2025 SVCA requested additional technical information to support the proposal. On September 9, 2025, SVCA staff observed development activities on the property, and SVCA staff recommended to the owner/contractor that work stop because a SVCA permit was not issued for the work. On September 19, 2025, SVCA staff issued a Notice of Violation under the *Conservation Authorities Ac*t to the owners/contractor.

Site Characteristics

SVCA mapping shows the majority of the properties are located within the SVCA's Regulated Area. Based on SVCA mapping, the natural hazard feature affecting the properties is part of the floodplain of the main Saugeen River located south of the properties. Engineered floodplain mapping exists for the community of Hanover-Knappville. The floodplain in the community of Hanover-Knappville is managed as a one-zone floodplain, where the entire floodplain is considered floodway. The floodplain extends onto the subject property.

It is SVCA staff's opinion that the Hazard Lands designation as shown on Schedule A to the Grey County OP, and Town of Hanover OP, and the Hazard zone as shown in the Town of Hanover Zoning By-law, generally coincides with historical SVCA hazard lands mapping for the properties.

However, with more up-to-date elevation information, SVCA staff recommends that as part of the current planning applications, and after the outstanding SVCA violation matters has been resolved, that the Hazard Lands designation and Hazard zone be updated to best reflect the flood hazard limit.

Provincial Planning Statement (PPS, 2024)

In accordance with s. 7 of O. Regulation 686/21, SVCA shall act on behalf of the Province or as a public body under the *Planning Act* (PA) to ensure municipal decisions made under the PA are consistent with the natural hazards policies of the PPS, Chapter 5.

Chapter 5 of the PPS, 2024 states in part that development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk and not create new or aggravate existing hazards, including a one-zone floodplain. Specifically, s. 5.2.3 prohibits development and site alteration in a floodway (i.e. one-zone floodplain).

As mentioned above, floodplain extends onto the properties. The floodplain is managed as a one-zone floodplain, where the entire floodplain is considered floodway. Based on the information submitted with the applications, a floodplain offsetting area has been proposed to locate new development outside the floodplain. However, SVCA has not been provided with the requested floodplain assessment that demonstrates the proposal would not impact flood elevations and flows on adjacent properties.

Therefore, it is the opinion of SVCA staff that the Z2-25 and Z3-25 proposed zoning by-law amendments are not consistent with Chapter 5 of the PPS.

Conservation Authorities Act and O. Regulation 41/24

Within SVCA's regulated areas and in accordance with the CA Act and O. Regulation 41/24, a permit from the SVCA is required to change or interfere with watercourses or wetlands and for development activities in or adjacent to hazardous lands, wetlands, river or stream valleys, Great Lakes and inland lake shorelines. When reviewing an application, SVCA staff must assess the proposal for impacts to the control of flooding, erosion, dynamic beaches, or unstable soil or bedrock, and ensure the activity will not create conditions or circumstances that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property. Provided staff are satisfied the proposal is consistent with SVCA's policies, designed to mitigate these risks, a permit can be issued.

As noted above, large area of the properties are within the SVCA Approximate Regulated Area. The SVCA Approximate Regulated Area includes the floodplain hazard located on the property and an offset distance of 15 metres outwards from the floodplain.

To determine the SVCA Approximate Regulated Area on the properties, please refer to the SVCA's online mapping, available via SVCA's website (https://camaps.maps.arcgis.com/apps/webappviewer/index.html?id=f0ec744c8d6d4e499895aaaab3d83761.) Should you require assistance, please contact our office directly.

SVCA Permit

Based on SVCA review of the planning applications, and in accordance with SVCA's policies made under the CA Act and O. Regulation 41/24, a permit from the SVCA is required prior to development on each property. An application for SVCA permit has not been submitted to the SVCA, and the SVCA has not been provided with the requested technical information to support the proposed floodplain offsetting area. If an application for SVCA permit was applied for at this time, it would be considered incomplete.

It is the opinion of SVCA staff that the offence to the *Conservation Authorities Act* remains outstanding at this time. This issue will need to be resolved prior SVCA supporting proposed development on the properties.

Drinking Water Source Protection

The subject properties appear to SVCA staff to not be located within an area that is subject to the local Drinking Water Source Protection Plan.

Summary

SVCA staff have reviewed the proposals for consistency with SVCA's policies made in conformance with the Provincial Planning Statement, CA Act, O. Regulation 41/24, and associated provincial guidelines.

Given the above comments, it is the opinion of SVCA staff that the proposals are not consistent with the natural hazard policies of the PPS, 2024, and SVCA staff recommending deferring the applications at this time.

Please inform this office of any decision made by the Town of Hanover regarding the applications. We respectfully request to receive a copy of the decision and notice of any appeals filed.

Should you have any questions, or require this information in an accessible format, please contact the undersigned.

Sincerely,

Michael Oberle (m.oberle@svca.on.ca)
Environmental Planning Technician
Saugeen Conservation
MO/
cc: Andrew Wilken, Director of Development & Infrastructure/CBO, Town of Hanover (via email)
Aindrila Sengupta, Building & Planning Administrative Assistant (via email)

County comments for Z3-25 Tony Lang Farms Ltd.

Hello Hanover,

Please note that Grey County is taking steps to streamline development review by limiting planning policy comments on some development applications. Unless otherwise requested by municipal staff, County planning comments will be limited for the following applications:

- All minor variance and site plan applications; and
- zoning by-law amendments and consents within settlement areas.

County planning staff may continue to provide comments where the above applications are connected to a County application.

Grey County Ecology staff will continue to review all applications with regards to natural heritage matters. Other County departments will continue to be circulated through our ‘one-window’ approach and will provide comments as needed.

Given the above, a formal planning policy review of the subject application has not been undertaken. Please be advised that all planning decisions shall conform with the County's Official Plan. County planning staff can assist with specific questions in this respect.

Comments

1. Grey County Planning Ecology staff have reviewed the application and provided the following comment:

i) No natural heritage has been identified on the subject lands; however, the subject lands are identified as containing Hazard Lands on Schedule A of the County Official Plan. Hazard Lands include floodplains, steep or erosion-prone slopes, organic or unstable soils, and poorly drained areas. These lands can be impacted by flooding, erosion, and/or dynamic beach hazards or have poor drainage, or any other physical condition that is severe enough to pose a risk for the occupant, property damage, or social disruption if developed. In the Hazard Lands land use type, buildings and structures are generally not permitted. Additional comments should be received from Saugeen Valley Conservation Authority.

County staff have no further comments at this time. Please let us know if you have any questions.

Best regards,

Cassondra

Sept 26/25

Attention

Vicki McDonald, Clerk, Town of Hanover.

Re: Lot 862 8th Ave North.
Lot 866 8th Ave North

- We received a letter for both of the above lot construction. by mail.

- Our only concern is if there will be any possible run-off of water from the above mentioned lots to the houses/property below on 7th Ave.
Will there be drains to re-route any water run offs from these property as the homes on 7th Ave already have water issues.

- Can we be notified in regards to this as we are unable to attend the meeting on monday Oct 6/25 @ 4:00 PM.

Thank-you

[redacted]

Hanover
Ontario, Canada

REGULAR COUNCIL MEETING MINUTES

September 15, 2025, 4:00 pm
Council Chambers | Civic Centre
341 10th Street
Hanover, ON N4N 1P5

MEMBERS PRESENT	**Mayor Sue Paterson** **Deputy Mayor Warren Dickert** **Councillor Harold Fleet** **Councillor Dave Hocking** **Councillor Carol Hudson** **Councillor Brandon Koebel (virtual until arrival in Chambers at 4:43pm)** **Councillor Susan Sakal**
STAFF PRESENT	**Vicki McDonald, Clerk** **Tanya Patterson, Administrative Assistant/Deputy Clerk** **Sherri Walden, CAO** **Chris Walker, Director of Corporate Services/Treasurer** **Andrew Wilken, Director of Development & Infrastructure/CBO**
ALSO PRESENT	**Carol Kraft, Chairperson – Saugeen Hospice** **Charles Boulianne, Business Manager – Saugeen Hospice** **Chief Chris Knoll – Hanover Police Service** **Selwyn Hicks, Chairperson – Hanover Police Service Board**

---

1. National Anthem

2. Call to Order

Mayor Paterson called the meeting to order at 4:00pm.

3. Land Acknowledgment

We want to acknowledge the Traditional Territory of the Anishinabek Nation: The People of the Three Fires known as Ojibway, Odawa, and Pottawatomie Nations. And further give thanks to the Chippewas of Saugeen, and the Chippewas of Nawash, now known as the Saugeen Ojibway Nation, as the traditional keepers of this land.

4. Disclosure of Pecuniary Interest

Councillor Koebel declared a pecuniary interest with respect to item 9.2, Report PB-12-15 - Site Plan Control Agreement Amendment, as his residence is within the Planning Act notice area of the subject property.

5. Agenda Additions or Deletions

None

6. Delegations

6.1 Carol Kraft, Chairperson and Charles Boulianne, Business Manager - Saugeen Hospice

Saugeen Hospice Board Chairperson, Carol Kraft shared the organizations mandate to build a six-bed hospice residence that offers compassionate end of life care close to home. An overview of services to be provided at the hospice residence were highlighted. To date, $7.4 million dollars has been raised in donations and pledges of the established $10,000,000 fundraising goal.

Business Manager Charles Boulianne provided further commentary on the impact of hospice care for the patient and their family and caregivers. The Board envisions a collaborative commitment from local governments, businesses as well as community and religious organizations that supports the realization of Saugeen Hospice.

The Board seeking financial support from local municipalities and is offering a room naming opportunity for a donation of $350,000.

The Mayor thanked both individuals for their presentation.

6.2 Chief Chris Knoll, Hanover Police Service - 2024 Annual Report

Chief Knoll highlighted key areas of the annual report referencing policing directives in correlation to the community priorities identified in the 2025 to 2029 Strategic Plan. Primary drivers of service calls relate to drug and substance misuse, mental health, intimate partner violence and property crime which combatted through enforcement, education, and partnerships with community stakeholders.

Chief Knoll shared comparator statistics on the crime severity rate, the quantity and types of calls for service and the corresponding clearance rates. Notably, Hanover Police Service has one of highest clearance rates across Ontario and Canada.

Council extended appreciation to the Police Service for their continued service excellence.

6.3 Selwyn Hicks, Hanover Police Service Board and Chief Chris Knoll, Hanover Police Service - 2025 to 2029 Strategic Plan

Police Board Chair Selwyn Hicks summarized the legislative authority of the Hanover Police Service Board noting that the Community Safety and Policing Act replaced the Police Services Act on April 1, 2024. Community engagement was undertaken in developing the 2025 to 2029 Strategic Plan that informed the core objectives of Well-Being, Engagement, Safe Public Spaces and Partnerships. Mr. Hicks acknowledged Chief Knoll's leadership in ensuring adequate and effective community policing and offered appreciation to Board members for their efforts and dedication.

7. Council Minutes

7.1 Regular Council Meeting Minutes – September 2, 2025

Resolution Number: 138-25

Moved by COUNCILLOR SAKAL
Seconded by COUNCILLOR HUDSON

That the minutes of the Tuesday September 2, 2025 regular council meeting be adopted as printed and circulated.

CARRIED

8. Business Arising From the Minutes

None

9. Consent Agenda

Mayor Paterson asked if any member of council wished to have an item on the consent agenda brought forth for separate discussion.

Councillor Hudson requested that item 9.2, Report PB-12-25 - Site Plan Control Agreement Amendment – 2854116 Ontario Ltd – 651 23rd Avenue be shared separately for public information.

9.1 Report ED-10-25 - Upcoming Events that Celebrate Community and Innovation in Hanover

9.2 Report PB-12-25 - Site Plan Control Agreement Amendment – 2854116 Ontario Ltd – 651 23rd Avenue

9.3 Community Safety and Well Being Planning Committee Minutes - August 12, 2025

Resolution Number: 139-25

Moved by DEPUTY MAYOR DICKERT
Seconded by COUNCILLOR SAKAL

That the items listed on the Consent Agenda, excluding item 9.2 - Report PB-12-25, be received for information and that any recommendations contained therein be hereby approved.

CARRIED

Resolution Number: 140-25

Moved by COUNCILLOR HUDSON
Seconded by DEPUTY MAYOR DICKERT

That item 9.2 Report PB-12-25 - Site Plan Control Agreement Amendment - 285116 Ontario LTd - 651 23rd Avenue be received for information.

CARRIED

10. Staff Reports Requiring Action

10.1 Report DCS-12-25 - Municipal Surplus Asset Declaration and Disposal Recommendations

Resolution Number: 141-25

Moved by DEPUTY MAYOR DICKERT
Seconded by COUNCILLOR KOEBEL

That Report DCS-12-25 Municipal Surplus Asset Declaration and Disposal Recommendations be received; and

That council declare the assets identified in Report DCS-12-25 as surplus to the requirements of the municipality; and

That the surplus assets be disposed of in the manner recommended.

CARRIED

10.2 Report PB-13-25 - Part Lot Control – 766 & 768 18th Street – Lot 111 & 112

Resolution Number: 142-25

Moved by COUNCILLOR KOEBEL
Seconded by COUNCILLOR SAKAL

That Report PB-13-25 Part Lot Control - 766 & 768 18th Street – Lot 111 & 112 be received; and

That council pass By-law No. 3345-25 authorizing the Mayor and Clerk to remove Part-lot Control for the purpose of creating a right of way on the properties known as 766 and 768 18^{th} Street.

CARRIED

10.3 Report PW-17-25 - Water System Financial Plan Update

Resolution Number: 143-25

Moved by COUNCILLOR FLEET
Seconded by COUNCILLOR HUDSON

That council receive Report PW-17-25 Water System Financial Plan Update; and

That council approve the updated financial plan for the Town of Hanover water system as proposed; and

That the financial plan be submitted to the Ministry of Municipal Affairs and Housing and to the Ministry of Environment and Conservation and Parks.

CARRIED

10.4 Report CAO-17-25 - Flag and Proclamation Protocol Policy Revisions and Notice of Motion Follow-up

Resolution Number: 146-25

Moved by COUNCILLOR SAKAL
Seconded by COUNCILLOR KOEBEL

That Report CAO-17-25 - Flag and Proclamation Protocol Policy Revisions and Notice of Motion Follow-up- be received; and

That council approve the revisions to the ADM-013 Flag and Proclamation Protocol Policy, as amended.

CARRIED

Amendment:
Resolution Number: 144-25

Moved by COUNCILLOR KOEBEL
Seconded by COUNCILLOR HOCKING

That article 2.2 be amended to include September 30th, National Day for Truth and Reconciliation to the Canada Flag half-masting protocol.

CARRIED

Amendment:
Resolution Number: 145-25

Moved by COUNCILLOR KOEBEL
Seconded by COUNCILLOR HOCKING

That section 3.4 be amended to include that the Pride Flag be flown under the Town of Hanover Municipal Flag at the Civic Centre from June 1 to 7 each year.

CARRIED

11. Committees of Council Minutes

11.1 Joint Health and Safety Committee Minutes - September 4, 2025

Resolution Number: 147-25

Moved by COUNCILLOR KOEBEL
Seconded by COUNCILLOR FLEET

That the minutes of the following committee be received for information and the recommendations contained therein be hereby approved;

- Joint Health and Safety Committee - September 4, 2025

CARRIED

12. By-Laws

12.1 By-law 3345-25 - Remove Lands from Part Lot Control

12.2 By-law-3346-25 - Authorize Borrowing

Resolution Number: 148-25

Moved by COUNCILLOR SAKAL
Seconded by COUNCILLOR HOCKING

That By-law 3345-25 and 3346-25 be introduced; and

That they be read a first, second and third time, finally passed, signed by the mayor and clerk, sealed with the seal of the Corporation and inserted into the By-law book.

CARRIED

13. Correspondence Requiring Action

13.1 Correspondence regarding the Ministry of Energy and Mines' consultation on the future of natural gas expansion

Resolution Number: 149-25

Moved by DEPUTY MAYOR DICKERT
Seconded by COUNCILLOR HOCKING

WHEREAS the Province has posted ERO 0250923, *Consultation on the Future of Community Natural Gas Expansion*, seeking feedback from municipalities, Indigenous communities and other stakeholders on how Phase Three (3) could best support access to natural gas for community development.

AND WHEREAS expanding access to natural gas is identified as a tool to support affordability and economic growth in Ontario communities, with Phases One (1) and Two (2) estimated to enable connections for approximately 17,000 buildings across 59 communities, and 16 projects completed to date.

AND WHEREAS the Town of Hanover is working toward its housing and employment land goals that contribute to Ontario's broader objective to build at least 1.5 million homes by 2031 and recognizes that timely servicing solutions (including natural gas where appropriate) can help enable these targets. housing, economic development, commercial and industrial investments;

AND WHEREAS Ontario's energy future relies on a balance of affordability, reliability, and sustainability by leveraging a mix of energy solutions—including natural gas, electricity, and emerging energy technologies, to meet growing community needs. And whereas natural gas continues to play a critical role in supporting energy affordability, economic competitiveness, and enabling housing and employment growth across the province.

NOW THEREFORE the Council of the Corporation of the Town of Hanover hereby enacts as follows;

1. Support for the Ministry's consultation on the Future of Community Natural Gas Expansion (NGEP Phase 3) and endorsement of access to natural gas as an option to other energy solutions to advance the municipality's housing, employment lands, and economic development objectives.

2. Directs staff to submit comments to ERO 0250923 reflecting the Town's priorities, including: priority application types, alignment with Official Plan/Secondary Plans, sites and corridors where gas access would enable development (housing/employment lands), any Phase 1 and 2 learnings (if applicable) and practical barriers (e.g., timing, permitting, costs, land access).

3. That this resolution be forwarded to MPP Paul Vickers, the Minister of Energy and Mines, the Ontario Energy Board, AMO, and neighbouring municipalities.

CARRIED

14. Notice of Motion

None

15. Good News and Celebrations

16. Upcoming Committee Meetings

16.1 Age Friendly Committee - November 17, 2025 | 10:00am

16.2 Economic, Tourism & Cultural Development Committee - September 17, 2025 | 9:00am

16.3 Cultural Roundtable Subcommittee - November 4, 2025 | 10:00am

16.4 Heritage Subcommittee - September 18, 2025 | 10:00am

16.5 Planning Advisory Committee - October 14. 2025 | 4:00pm

16.6 Hanover Police Service Board - October 16, 2025 | 10:00am

16.7 Hanover Public Library Board - September 17, 2025 | 6:00pm

16.8 Parks, Recreation & Culture Advisory Committee - September 29, 2025 | 6:00pm

16.9 Hanover / Walkerton Waste Management Committee - October 14, 2025 | 1:00pm

16.10 Saugeen Municipal Airport Commission - September 17, 2025 | 1:00pm

16.11 Saugeen Mobility and Regional Transit Board - September 19, 2025 | 10:00am

17. Important Dates and Announcements

17.1 Special Council Meeting - September 22, 2025 | 4:00pm

17.2 Next Regular Council Meeting – October 6, 2025 | 4:00pm

17.3 Mayors Breakfast for Business - October 15, 2025 | 7:45am - Hanover Legion

18. Closed Meeting

None

19. Confirmation of Proceedings By-law

19.1 By-law 3347-25 - Confirm Proceedings of the September 15, 2025 Regular Council Meeting

Resolution Number: 150-25

Moved by COUNCILLOR SAKAL
Seconded by COUNCILLOR HUDSON

That By-law 3347-25 be introduced; and

That it be read a first, second and third time, finally passed, signed by the mayor and clerk, sealed with the seal of the Corporation and inserted into the By-law book.

CARRIED

20. Adjournment

Resolution Number: 151-25

Moved by COUNCILLOR FLEET
Seconded by COUNCILLOR HOCKING

THAT this meeting of Hanover Council now be adjourned at 5:28pm.

CARRIED

Susan Paterson, Mayor

Vicki McDonald, Clerk

Hanover
Ontario, Canada

SPECIAL COUNCIL MEETING MINUTES

September 23, 2025 | 5:00 pm
Council Chambers | Civic Centre
341 10th Street
Hanover, ON N4N 1P5

MEMBERS PRESENT	**Mayor Sue Paterson** **Deputy Mayor Warren Dickert** **Councillor Harold Fleet** **Councillor Dave Hocking** **Councillor Carol Hudson** **Councillor Brandon Koebel** **Councillor Susan Sakal**
STAFF PRESENT	**Vicki McDonald, Clerk** **Tanya Patterson, Administrative Assistant/Deputy Clerk** **Sherri Walden, CAO** **Chris Walker, Director of Corporate Services/Treasurer** **Andrew Wilken, Director of Development & Infrastructure/CBO**

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1. Call to Order

Mayor Paterson called the meeting to order at 5:00pm.

2. Land Acknowledgment

We want to acknowledge the Traditional Territory of the Anishinabek Nation: The People of the Three Fires known as Ojibway, Odawa, and Pottawatomie Nations. And further give thanks to the Chippewas of Saugeen, and the Chippewas of Nawash, now known as the Saugeen Ojibway Nation, as the traditional keepers of this land.

3. Disclosure of Pecuniary Interest

None

4. Closed Meeting

Resolution Number: 152-25

Moved by COUNCILLOR SAKAL
Seconded by COUNCILLOR KOEBEL

That the council of the Town of Hanover meet in closed session in order to address a matter pertaining to a position, plan, procedure, criteria or instruction to be applied to negotiations with respect to growth.

CARRIED

Hanover council reconvened in open session at 7:09pm. The Chair confirmed that council only discussed the matter pertaining to a position, plan, procedure, criteria or instruction to be applied to negotiations with respect to growth. Council provided direction with respect to the matter.

5. Adjournment

Resolution Number: 153-25

Moved by COUNCILLOR SAKAL
Seconded by COUNCILLOR HUDSON

THAT this special meeting of Hanover Council now be adjourned at 7:09pm.

CARRIED

____
Susan Paterson, Mayor

____
Vicki McDonald, Clerk

HANOVER POLICE SERVICE BOARD
MINUTES OF MEETING
Monday, September 15, 2025
Boardroom, P & H Centre, Hanover, ON

Present: Chair Selwyn Hicks
Vice-Chair Peter McEwen
Police Service Board Member Dave Hocking
Police Service Board Member Sue Paterson

Chief Chris Knoll
Board Administrator Catherine McKay

Absent: None

Guest: Hank Zehr, Police Services Advisor

DECLARATION OF CONFLICT OR PECUNIARY INTEREST
No conflict or pecuniary interest declared.

OPENING OF MEETING
The Chair declared the meeting open at 10:04 a.m.

AGENDA
Motion # 2025-07-058
Moved by: D. Hocking **Seconded by**: P. McEwen
That the agenda for September 15, 2025 be accepted as circulated and that the Board deviate from the agenda if required.
Carried

MINUTES OF THE JULY 21, 2025 MEETING
Motion # 2025-07-059
Moved by: S. Paterson **Seconded by**: D. Hocking
That the Minutes of the July 21, 2025 meeting be adopted as circulated.
Carried

CONSENT AGENDA
Motion # 2025-07-060
Moved by: P. McEwen **Seconded by**: S. Paterson
That the following Consent Agenda items be received and that the information and correspondence in the consent agenda be received for information.
A. July & August 2025 Cheque Registers
B. Correspondence
  i. Ministry of the Solicitor General re Court Security
  ii. Proposed Amendments to O. Reg. 521/01: Collection of Personal Information under the Education Act Regarding Police Record Checks
  iii. OAPSB Fall Forward Updates: Training, Budget Prep & Governance Tools

Carried

BUSINESS FROM MINUTES
A. Council Presentation on 2024 Annual Report
The Chair and the Chief will attend Council on September 15, 2025 to present the 2025 to 2029 Strategic Plan and the 2024 Annual Report. Mayor Paterson acknowledged the work of Board Administrator in developing these documents.

CORRESPONDENCE & MINUTES
A. New Police Station Project Team Minutes
The HPS station committee members have met with the architects on a few occasions to discuss operational needs of the police service so they can present an updated design draft to the Station Building Committee. The next meeting of the Project Team will be held on September 16, 2025.

NEW BUSINESS

A. Revised Board Policies to Comply with CSPA
The policies will be posted on hanoverpolice.ca in accordance with the Community Safety and Policing Act.

Motion # 2025-07-061
Moved by: S. Paterson **Seconded by**: D. Hocking
That the Board approve the policies revised to comply with the Community Safety and Policing Act as submitted.
Carried

B. Chief Performance Evaluation
This matter was deferred to the Board's December 2025 meeting when it will be discussed in closed session.

C. Deputy Chief Performance Evaluation
The Chief will review the Deputy Chief's performance before year end and report back to the Board. P. McEwen will present a succession plan at the December meeting. The Chief noted that the Service does performance management with its members on an ongoing basis.

D. Cell Monitor/Jail Guard Pay
The Chief provided an overview of the history and structure of the pay for the Cell Monitors/Jail Guard position. The Board discussed issues of attraction and retention as they relate to this position.

Motion # 2025-07-062
Moved by: D. Hocking
That effective October 1, 2025 the Hanover Police Service Board increase the rates of pay for Cell monitor – Prison Guard to $22.00 for entry level, $23.00 for mid-level and $24.00 for top level, and that a premium of $2.00 per hour be paid to those who work between 11:00 p.m. and 7:00 a.m.

The motion was not seconded and thus failed.

Motion # 2025-07-063
Moved by: D. Hocking **Seconded by**: P. McEwen
That effective October 1, 2025 the Hanover Police Service Board increase the rates of pay for Cell monitor – Prison Guard to $22.00 for entry level, $23.00 for mid-level and $24.00 for top level, and that a premium of $2.00 per hour be paid to those who work between 11:00 p.m. and 7:00 a.m. and that effective January 1, 2026, the Hanover Police Service Board increase the rates of pay for Cell Monitor – Prison Guard to $23.00 for entry level, $24.00 for mid-level and $25.00 for top level, and that a premium of $2.00 per hour be paid to those who work between 11:00 p.m. and 7:00 a.m..
Carried

E. 2025 OAPSB Labour Conference, November 25-26, 2025, Hilton Toronto Airport Hotel
The Chair and the Chief will attend the conference.

F. Ratification of Motions Passed by Email
Motion # 2025-07-064
Moved by: S. Paterson **Seconded by**: P. McEwen
That the Board ratify Motion #00-058 passed by email on September 4, 2025 that the Hanover Police Service Board offer full time employment and appoint Kevin Donald Gowan as a Fourth Class Probationary Constable with the Hanover Police Service effective October 6th, 2025.
Carried

G. Restrictions on Secondary Activities
There were no restrictions on secondary activities to report.

H. Handling of Discipline
There was no handling of discipline to report.

CHIEF'S REPORT
The Chief noted that number of calls for service and persons in custody are down slightly from the same quarter in 2024, although mental health calls and wellbeing checks have increased. Project Noisemaker continues to be successful in targeting loud mufflers and aggressive drivers. During this reporting period, HPS officers laid 19 charges and issued 19 warnings. The charges range from speeding, unnecessary noise, fail to stop for stop signs, licence plate offences and more. The Chief toured the Walkerton Jail with Ontario Solicitor General Michael Kerzner and other policing officials, and the Board discussed the implications and benefits of having a correctional facility in the area. The Board noted that X (formerly Twitter) is becoming less popular and other social media platforms such as BlueSky and Instagram were noted as alternatives to X. The agreement for dispatch services with the Owen Sound Police Department will be updated for Board approval at its next meeting.

Motion # 2025-07-065
Moved by: D. Hocking **Seconded by**: P. McEwen
That the Board accept the Chief's Report for the period July 22 to September 12, 2025 as presented.
Carried

Motion # 2025-07-066
Moved by: S. Paterson **Seconded by**: P. McEwen
That the Hanover Police Service Board promote Constable Thomas Brown, Badge #150, to the rank of 3rd Class Constable effective September 25, 2025.
Carried

IN CAMERA SESSION
Motion # 2025-07-067
Moved by: S. Paterson **Seconded by**: D. Hocking
That the Board convene in closed session at 11:53 a.m. under section 44 (2) of the Community Safety and Policing Act to discuss to discuss personal matters about an identifiable individual, including members of the Police Service or any other employees of the Board; matters relating to labour relations or employee negotiations; and litigation or potential litigation affecting the Board, including matters before administrative tribunals.
Carried

The Hanover Police Service Board reconvened in open session at 12:31 p.m. and the Chair confirmed that the Board had gone in closed session under section 44 (2) of the Community Safety and Policing Act and discussed personal matters about an identifiable individual, including members of the Police Service or any other employees of the Board; matters relating to labour relations or employee negotiations; and litigation or potential litigation affecting the Board, including matters before administrative tribunals.

ADJOURNMENT & NEXT MEETING
Motion # 2025-07-068
Moved by: P. McEwen **Seconded by**: D. Hocking
That the Board adjourn at 12:31 p.m. to meet again on Thursday, October 16, 2025 at 9:00 a.m. in the Boardroom, P&H Centre, or at the call of the Chair.
Carried

Selwyn Hicks, Chair **Catherine McKay, Secretary/Administrator**

MINUTES
Hanover Public Library Board Meeting
Wednesday June 18th, 2025 at 6:00 pm
In the Saugeen Room, Hanover Civic Centre

Members: (X = present, A = absent, R = regrets, L = Expected late)

X Brenda Booth (chair)	X Kathi Maskell	X Alex Taylor (staff)
X Laurel Douma	X Jeannette Wilken (vice chair)	
X Edwin Haas		
R Sue Paterson (council rep)	X Carolyn Caskanette (CEO)	

1. **Brenda Booth** called the meeting to order at 5:56 p.m. The Territory Acknowledgement was read by Brenda Booth.

2. **Agenda:**
Moved by Jeannette Wilken and seconded by Laurel Douma THAT the agenda be accepted. **CARRIED**

3. **Declaration of conflict of interest** - None.

4. **Board Education**
- Toni, Library Assistant- Programming and Outreach
  - Toni introduced herself to the board
  - Discussed the programs she has assisted creating and implementing
  - Toni highlighted projects that are currently being undertaken
  - Covered her goals for future projects
- Alex left at 6:07pm and returned at 6:09pm
- Toni left at 6:23pm

5. **Consent Agenda**
- Spelling error to be fixed in last month's minutes
  - Moved by Kathi Maskell and seconded by Jeannette Wilken THAT the Consent Agenda items be accepted with amendments.

CARRIED

6. **Matters Arising from the Minutes:**
Space Needs edits were discussed
- Recommendations reviewed
- Changes:
  - Pg 4 secondary school on the east side of town
  - Pg 11 cost sharing, efforts have been made in the past to do cost sharing, would like this reflected in report
- Cost of new facility discussed
- Patrons who have moved from cities have expectations for libraries we don't meet
  - Private study rooms
  - Regular programs like trivia

7. Report from the Chair

- One Thank you note written
- Charity tax return discussed with Finance Committee
- Met with Carolyn about Space Needs Report
- Incident report for a situation involving CEO's safety addressed

8. Committee Reports

- **Policy Committee**
  - FR01 : Donations, Sponsorship & Fundraising

Moved by Jeannette Wilken and seconded by Kathi Maskell THAT the board adopt policy FR01- Donations, Sponsorship & Fundraising Policy. **CARRIED**

  - OP 04 : Membership Policy
    - Under purpose "members" has been changed to "patrons"
    - Pg 2 non resident
      - "One membership fee will be charged to each family and…"
    - Pg 3 "restricted membership types"
      - Changes to children and youth section
      - Under the age of 16 patrons do not need a photo ID required just proof of address
      - "Elementary and secondary school" classification discussed
    - Pg 4
      - "members" has been changed to "patrons"
      - Memberships expire every 3 years now
        - Non residents must renew annually
      - "exceed the current limit" added
    - Pg 5
      - "members" has been changed to "patrons"

Moved by Jeannette Wilken and seconded by Edwin Haas THAT the board accept the amendments made to OP-04 Membership Policy. **CARRIED**

- **Finance Committee**
  - Revenue and expenses on track
  - Microsoft will cost $400 for new emails
  - Behind on donations, expected to increase with summer and during heavy donation months later in the year

Moved by Edwin Haas and seconded by Jeannette Wilken THAT the Financial Report and Balance Sheet for the month of May 2025 be received for information.
CARRIED

- **Adhoc Branding Committee**
  - Taking a break with the artist for now
  - Get ideas from the community
  - Community engagement to be planned
    - Competition for schools
  - Planned to bring ideas to the board in September

  - Alex to talk to the artist about vectorizing future logo

9. Other and New Business
- Laurel Douma reported about the OLS Board Assembly meeting which took place on Zoom
  - November 20 for Ontario Library Service Conference
  - Other libraries were having size issues
  - Board recruitment suggestions
  - Anti spam legislation discussed

10. Board Work Plan
- Paperback pop up next week
- Charity tax return done
- Annual report done
- Space needs to be finished
- Mission and Vision Statements
  - OLS to help us probably next year
- Summer students going to fall fair

11. Adjournment

Next scheduled meeting is: Wednesday, September 17th, 2025 at 6:00pm in the Saugeen Room of the Hanover Civic Centre.

Moved by Jeannette Wilken THAT the Board be adjourned at 8:00 pm.

Signed:

Secretary ____________________ Chair_____________________________

Hanover
Ontario, Canada

COMMITTEE OF ADJUSTMENT MEETING MINUTES

Thursday, September 11, 2025, | 4:00 pm
Virtual Meeting via Zoom

MEMBERS PRESENT Barbara Hicks (Chair) | Bill Switzer | Brandon Koebel | Carol Hudson | Larry Lantz | Mark Ebert

OTHERS PRESENT Andrew Wilken, Secretary -Treasurer | Jordan Whitmore, Deputy CBO | Aindrila Sengupta, Building & Planning Assistant | Luc McClement

REGRETS None

DISCLOSURE OF PECUNIARY INTEREST None

DELEGATIONS Travis Campbell – Homeowner, 269 13th Avenue A | Dana Keiffer – Agent, 645 10th Street | Jeff Schaus – Homeowner, 203 17th Avenue

1. Adoption of July 30, 2025, Regular Meeting Minutes

Moved by BRANDON KOEBEL / Seconded by LARRY LANTZ

That the minutes of the July 30, 2025, regular meeting be approved as printed and circulated.

CARRIED

2. Business Arising from Minutes

The Secretary-Treasurer informed the Committee that Minor Variance Application A3-25, submitted by Travis Campbell for 269 13th Avenue, had previously been deferred, with direction to revise the proposal to more closely align the height and gross building area of the accessory structure with the Comprehensive Zoning By-law. The revised proposal is being presented to the Committee today for consideration. Minor Variance Application A4-25, submitted by John and Meaghan Cooney, seeking relief from the Front Yard Setback and Gross Building Area, was approved by the Committee of Adjustment on July 9, 2025, and is currently advancing through the Town's building permit approval process. With respect to Minor Variance Application A5-25 for the property at 612 10th Street, the Committee of Adjustment approved a parking variance at a separate meeting on July 30, 2025, supported by the requisite parking studies, and the Town is now working on a Site Plan Control Agreement for the property.

3. Minor Variance Application, A3-25, Travis Campbell ---------------------- 269 13th A Ave

The Secretary-Treasurer advised that the notice for the public meeting was mailed to all commenting agencies on August 29, 2025, in accordance with the *Section 45 of the Planning Act, R.S.O. 1990*. The Notice was posted on the Town of Hanover Website, circulated to abutting landowners within 60 metres of the subject lands and was also posted on the subject lands.

The Secretary-Treasurer informed the Committee regarding Minor Variance Application A3-25 for a proposed accessory structure at the rear yard of the applicant's property at 269 13th Avenue A. The structure is intended to provide storage for dirt bikes, off-road vehicles, trailers, and personal equipment maintenance. The applicant is proposing to construct a detached garage measuring 30 ft. by 45 ft. The Secretary-Treasurer further noted that the proposal has been revised in response to the Committee's previous advice. To proceed, the applicant is requesting a variance to increase the maximum permitted gross building area for accessory structures from 600 sq. ft., as set by the Comprehensive Zoning By-law, to 1,350 sq. ft. In addition, and at the Committee's request, the applicant submitted 3D visualizations to provide greater clarity on the proposed structure.

After a good discussion on the application, a motion was made to approve the project. It was then,

Moved by LARRY LANTZ / Seconded by BRANDON KOEBEL

That the Minor Variance application be granted subject to the following conditions:

1. that the approval be for this application only;
2. that the proposed development will not adversely affect or restrict the uses in the surrounding area;

CARRIED

4. Minor Variance Application, A6-25, AUM Developer Ltd. ----------------------- 645 10th Street

The Secretary-Treasurer advised that the notice for the public meeting was mailed to all commenting agencies on August 29, 2025, in accordance with the *section 45 of the Planning Act, R.S.O. 1990*. The Notice was posted on the Town of Hanover Website, circulated to abutting landowners within 60 metres of the subject lands and was also posted on the subject lands.

The Secretary-Treasurer informed the Committee of Minor Variance Application A6-25, received for the property at 645 10th Street, which proposes the construction of a two-storey, 4,100 sq. ft. mixed-use building consisting of four residential units on the second floor and two take-out restaurants on the first floor. The applicant is seeking relief from the minimum number of loading spaces required by the Comprehensive Zoning By-law, reducing the requirement from two to one, from the minimum distance between the property line and the parking line, reducing it from 1.0 m to 0.6 m, and from the minimum rear yard setback, reducing it from 6.0 m to 4.0 m. Acting as the agent for the project, Dana Keiffer provided an overview of the proposal and emphasized that the requested variances are modest in nature and would support a high quality infill development on a relatively small lot of record.

After a thorough discussion in which many questions were raised by the Committee members and addressed satisfactorily by Ms. Keiffer, a motion was made to approve the project, a motion was made to approve the project. It was then,

Moved by MARK EBERT / Seconded by LARRY LANTZ

That the Minor Variance application be granted subject to the following conditions:

1. that the approval be for this application only;
2. that the proposed development will not adversely affect or restrict the uses in the surrounding area;
3. That parking spaces for residential and commercial uses shall be clearly delineated to the satisfaction of the Town of Hanover.

CARRIED

5. Minor Variance Application, A7-25, Heather Curran & Jeff Schaus ---------------- 203 17th Ave

The Secretary-Treasurer advised that the notice for the public meeting was mailed to all commenting agencies on August 29, 2025, in accordance with the *Section 45 of the Planning Act, R.S.O. 1990*. The Notice was posted on the Town of Hanover Website, circulated to abutting landowners within 60 metres of the subject lands and was also posted on the subject lands.

The Secretary-Treasurer informed the Committee of a Minor Variance Application received for 203 17th Avenue, where the applicant is seeking relief for a rear yard setback. The current zoning by-law requires a rear yard setback of 24’- 7”, whereas the proposed setback is 14’- 3¼ “. The applicant is proposing to demolish the existing deck and construct a covered deck in its place at the rear of the property.

After a good discussion on the application, a motion was made to approve the project. It was then,

Moved by LARRY LANTZ / Seconded by CAROL HUDSON

That the Minor Variance application be granted subject to the following conditions:

1. that the approval be for this application only;
2. that the proposed development will not adversely affect or restrict the uses in the surrounding area;

CARRIED

6. Correspondence

None

7. New Business

None

8. Adjournment

Moved by BRANDON KOEBEL
That the meeting now be adjourned at 4:32 pm.

____
Chair, Barbara Hicks

____
Secretary-Treasurer, Andrew Wilken

Hanover Downtown Improvement Area

MINUTES 2025 8:00am | Thursday August 21, 2025

214 – 10th Street Boardroom

Board Members present: Jennifer Heerema, Krista LeSauvage, Jenn Olivero,
Ryan Enright, Harold Fleet, Will Shannon, Committee Member: Linda Fidler

Absent with Regrets: Brianna Schnurr

Convener: Jennifer convened and brought the meeting to order. Board: 7 | Quorum: 4

Disclosure of Pecuniary Interest: none noted

Minutes: Board members received a draft copy of the D.I.A. Board Meeting Minutes of June 19, 2025 for their reference and review. [emailed to Board Aug. 19th, hard copies at the table]

MOTION by Jenn, to approve the D.I.A. Board Meeting Minutes of June 19, 2025 as presented, Seconded by Ryan, all in favour, … carried. [approved copy to Town for Council Packages]

Accounts for Payment 2025: D.I.A. Codes [21-8300-____]

MOTION by Will to approve the above noted D.I.A. Invoices for Payment, seconded by Ryan, all in favour, … carried.

Revenue Codes | 0518 Contra Spon/Donation | 0578 Promo/Market
Expense Codes | 32**23** Promo | 32**33** Market Fall/Christmas | 3143 Office | 4126 Admin-C | 3627 CIP top-up | 3439 Flowers

**** No new payments / brought forward for tracking purposes:**

CIP 2025 Downtown Revitalization: D.I.A. Top Up $15% with max $2,000 per business **2025 Budget 3,000**

"Façade / Building / Signage + Accessibility Improvement". Town approves app's, we top-up D.I.A. businesses. Details from April Marshall upon project completion.

DIA Incentive Grant Track **2025: $3,000** - '24: Ashanti $210.; LMLR Faç $900., Brutons Sign $1,895.40= -$5.40

COMMITTEE UPDATES

- **Downtown Plan (MOU) –** Jenn, Jennifer, Harold Details in May Minutes Jennifer noted their first meeting was held. The draft RFP was reviewed, noting no need to rebrand, and keeping our current logo. The RFP will be sent out. Next meeting called when replies are received.
- **Council Report –** Harold reported they run with a New Procedure By-Law, making meetings more efficient. Council received a Strategic Plan update. Mayor's Directives were implemented as a result of recent 'Strong Mayor Powers'. This included delegation of various responsibilities to council and CAO. Food Trucks may be found around town, originally noted as not by restaurants. **Non Eligible Downtown Properties - Recycling pick-up:** On Jan. 1st as a download from the Province, no commercial pickup; some properties are both commercial & residential. Residential portion is taxed at the residential property rate and should be included in recycling pick-up. To check with the town on that policy. A survey is out now, with replies by mid September (on website, SM and DIA D-Blast). Options will be discussed when the survey closes. Discussion followed.
- **E.T.C.D.A.C. Report –** Jenn No meetings during the summer.
- **Market Committee Report –** Saturday September 27th 10am to 3pm Linda shared the fall market now has 50 vendors (up 10 from last year). Entertainment booked: Dance School, Live Music, Line Dancing, Pumpkin decorating for the kids. The Social Media star Mackenzie is connecting vendors to new contacts. They will also have fall décor. The D.I.A. businesses will be asked to setup Sidewalk Sales with these Saturday shoppers, and the Market will direct attendees downtown.
The Saturday Dec. 6th Christmas Market is also taking vendor registrations, with many new vendors.
MOTION by Jenn to donate $100 Downtown Dollars in $10 denominations, to be handed out to 10 people promoting 'Shop Downtown Hanover', seconded by Will, all in favour … carried.

- **Downtown Promotions:**
  See items in Other Business.

Other Business:

1. **Springtime Shop & Win** (5th)**:** April 14 - May 10th Waiting for Ballot Town Tally for tracking – will check this aft. Cost Share next meeting. [68 in '25/ 75 in '24/ 71 in '23/ 72 in '22/ 71 in '21]

2. **Town's Volunteers Are Valued:** Saturday June 28th   Music in the Square / BBQ at the Civic Center / Library Popup Paperback Sale / Red & White Décor / Downtown Sales & Promotions (Volunteers Are Valued Sales, Discounts, Promos). Details shared several times with businesses. Confirming only 4 businesses offered Discounts, we promoted in D-Blasts + SM. We asked the 4 businesses if any Discounts were given from this promo … **no**, but confirmed we happily shared their business names.

3. **Canada Day Celebrations:** We informed Laura at Parks & Rec that our mandate is to spend funds in the Downtown. However, we asked for participants in a Discount Letter similar to Bowling Discounts, but only 4 replied. No letter produced. Promoted in D-Blasts + SM. We asked the 4 businesses if any Discounts were given from this promo … **no**, but confirmed we happily shared their business names. It was noted the Hanover Park is perfect: spacious, ample parking, shade trees and now the Splash Pad!

4. **Eat Well Market:** $20 tables offered to our D.I.A. businesses as N/C once this summer … no takers.

5. **Mother's Day:** April 28 to May 11th   Jessica Beukema of Dutch Touch Photography had a winner, member of WDSS Counselling Team, very happy to win / invoice needed from Jessica by Oct. SM Promo

6. **Father's Day:** Erin at Foodland sent info for our invoice, and a very happy winner. SM Promo

7. **Canada Flags:** flying proudly, purchased locally. Cost Share with Chamber when they come down.

8. **Update:** email from April M.: 'Shopping local in Grey and Bruce Counties' – Local Offer. Info at meeting.

9. **Promos:** discuss upcoming promotions now, for advanced planning. Here before we know it!

10. **2026:** Christmas in July in Downtown Hanover – Jenn Lengthy discussion, 10am-1pm event, Saturday, team up with Service Group and the Raceway, 'Summer Boxing Day Sales', costumes, … next meeting.

11. **10th St.:** Issues with complaints at 2 locations were quickly resolved. The By-Law Officer responded, connected, and enforced. We will **Push the Portal:** for businesses and residents to use as needed.

12. **From** the **Walk:** Harold will ask Public Works to check the garbage lids at Pita Pit and Meridian, and when the Benches are removed some need repainting. Relocate Garbage Container from north side of Heritage Square, to the south side on 10th Street which are used only by the area residents.

13. **Hanover Public Library:** Jenn noted the Library will become the Newcomer's Centre on September 20th. We will be watching Amazing Race Canada to see our Town Crier as she cries the clues!

14. **Next Meeting:** September 18th   set fall promos   8am, here (* usually 3rd Thursday)

MOTION to Adjourn: Krista (9:10 am)

SAUGEEN MOBILITY
and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES
Friday, June 20, 2025, 10:00 a.m.
Boardroom, 603 Bruce Rd 19, Walkerton, ON & via Zoom

Board Members Present: Kym Hutcheon, Deputy Mayor, Brockton, Chair
Ed McGugan, Councillor, Huron-Kinloss (past Chair)
Doug Townsend, Councillor, West Grey
John Divinski, Councillor, Saugeen Shores
Scott Mackey, Mayor, Chatsworth
Joel Loughead, Councillor, Grey Highlands
Monica Singh-Soares, Councillor, Southgate (via Zoom)
Warren Dickert, Deputy Mayor, Hanover
Mike Hinchberger, Councillor, Kincardine

Absent members: Jennifer Shaw, Deputy Mayor, Arran-Elderslie, Vice-Chair

Other members present: Stephan Labelle, Manager

1. Call to Order
The Chair called the meeting to order at 10:00 a.m.

2. Disclosure of Pecuniary Interest and Declaration of Conflict of Interest
None declared.

3. Approval of Agenda Motion
Motion Moved by John Divinski; Seconded by Doug Townsend.
That the agenda be accepted as presented.
Carried

4. Minutes of the Previous Meeting – May 16, 2025
Motion Moved by Ed McGugan; Seconded by Scott Mackey.
That the minutes from May 16, 2025 be approved as presented.
Carried

5. Business Arising from the Minutes
A. Partnership agreement and By-law June 2025
Revisions to the partnership agreement and Bylaw were discussed. The board agreed that the Manager will coordinate with Loucks & Loucks to finalize the partnership agreement and bylaws and present the finalized document for review at the September 12, 2025 meeting.
Motion Moved by Doug Townsend; Seconded by Warren Dickert.
That the Manager coordinate with Loucks & Loucks to finalize modifications on the Partnership agreement and By-law June 2025.
Carried

6. New Business

A. Meetings

The scheduling of meetings was discussed, and a consensus was reached regarding the preferred meeting times.

Motion Moved by Joel Loughead; Seconded by John Divinski.

That the monthly meetings be held on the second Friday of each month, at 10AM, starting with the September 2025 meeting.

Carried

B. Annual Letter

The letter sent annually to municipalities was presented and discussed. It was agreed to modify it slightly.

Motion Moved by Warren Dickert; Seconded by John Divinski.

That the annual letter be sent to the Partnership municipalities.

Defeated. This matter will be deferred until the September 2025 meeting.

C. Regional integrated software study

A study between Saugeen Mobility and Home & Community Support Services (HCSS) was discussed. The aim is to coordinate dispatching so that vehicles from both organizations don't end up in the same place.

Motion Moved by Ed McGugan; Seconded by Scott Mackey.

That the Manager of Saugeen Mobility and Regional Transit (S.M.A.R.T.), and the Chair, Board of Directors, have the authority to use Saugeen Mobility budget funds to a maximum of $500 and to go ahead with the RTSF planning project dealing with SMART/HCSS integrated software study. This includes signing cheques and entering into contract agreements with vendors.

Carried

7. Reports and Recommendations

A. Report on May 2025 operations

The May 2025 Operations Report indicated that a total of 2,679 rides were carried out. The report also showed that deadhead kilometers (51,162km) accounted for 133% of billed kilometers, reflecting an improvement of 1% in efficiency.

Motion Moved by Doug Townsend; Seconded by Mike Hinchberger.

That the report on May 2025 operations be accepted as presented.

Carried

8. Closed Session - none

9. Adjournment & Upcoming Meeting Date

Friday, September 12, 2025, 10:00 a.m.

Motion Moved by Scott Mackey; Seconded by Ed McGugan.

That the Board meeting be adjourned as of 11:25 a.m.

Carried

[redacted]

Kym Hutcheon, Chair

[redacted]

Stephan Labelle, Recording Secretary

SAUGEEN MOBILITY
and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES
Friday, September 5, 2025, 3:30 P.M. via Zoom

Board Members Present: Kym Hutcheon, Deputy Mayor, Brockton, Chair
Jennifer Shaw, Deputy Mayor, Arran-Elderslie, Vice-Chair
Ed McGugan, Councillor, Huron-Kinloss (past Chair)
Doug Townsend, Councillor, West Grey
John Divinski, Councillor, Saugeen Shores
Scott Mackey, Mayor, Chatsworth
Joel Loughead, Councillor, Grey Highlands
Monica Singh-Soares, Councillor, Southgate
Warren Dickert, Deputy Mayor, Hanover
Mike Hinchberger, Councillor, Kincardine

Absent members: none

Other members present: Stephan Labelle, Manager

1. **Call to Order**
The Chair called the meeting to order at 3:30 P.M.

2. **Disclosure of Pecuniary Interest and Declaration of Conflict of Interest**
None declared.

3. **Approval of Agenda Motion**
Motion Moved by Scott Mackey; Seconded by John Divinski.
That the agenda be accepted as presented.
Carried

4. **Minutes of the Previous Meeting – June 20, 2025 – deferred to September 12, 2025 Board meeting**

5. **Business Arising from the Minutes – deferred to September 12, 2025 Board meeting**

6. **Correspondence - none**

7. **New Business**
A. South Bruce municipal contribution to SMART
A discussion on South Bruce's municipal contribution to SMART concluded by agreeing on $12,000.
Motion Moved by Ed McGugan; Seconded by Warren Dickert.
That the municipal contribution for South Bruce be set at $12,000.
Carried
B. Budget
Board members asked various questions about the proposed budget. The Manager responded to these questions, underscoring that the combination of higher client ride fees and increased municipal contributions will ensure that revenue objectives for 2026 are achieved.
Motion Moved by Doug Townsend; Seconded by Joel Loughead.

That the 2026 budget be approved as presented.
Carried

8. Reports and Recommendations – deferred to September 12, 2025 Board meeting

9. Closed Session - none

10. Adjournment & Upcoming Meeting Date
Friday, September 12, 2025, 10:00 a.m.
Motion Moved by Monica Singh-Soares; Seconded by Mike Hinchberger.
That the Board meeting be adjourned as of 3:58 P.M.
Carried

[redacted]
Kym Hutcheon, Chair

[redacted]
Stephan Labelle, Recording Secretary

SAUGEEN MOBILITY
and REGIONAL TRANSIT
Box 40 Walkerton, ON N0G 2V0
519-881-2504 1-866-981-2504

September 17, 2025

Dear Member Municipal Councils and CAOs,

Thank you for your continued partnership with Saugeen Mobility and Regional Transit (SMART). SMART continues to increase its rides capacity after the slowdown caused by COVID-19 (as evidenced in the attached report, an increase of 11% in rides in 2024 compared to 2023), and the company remains sound financially.

Throughout 2024, the SMART Board and management continued to review operations and practices to ensure effective and efficient service delivery. A few highlights from 2024:

1. SMART received two 7-passenger vans in 2024. They were funded by a grant from the federal government. SMART, as part of its asset management plan, received, in 2025, an additional two 7-passenger vans and eight wheelchair accessible minivans through a federal government grant.

2. SMART participated in talks to integrate operations between various transportation agencies in order to make transportation more efficient within Grey and Bruce Counties. The aim is to avoid situations where vans from different transportation agencies end up in the same parking lot, and to minimize "deadhead" (unbilled distance travelled to and from client's residence).

3. In May 2025, SMART sent an electronic copy of the financial statements to all member municipalities. Additionally, please find attached Ridership Statistic Summary January to December 2024.

Lastly, SMART management and its Board are working with the municipality of Kincardine toward a pilot project that would offer evening and Sunday rides to citizens with physical and/or mental challenges.

Sincerely,

SMART Board of Directors

RIDERSHIP STATISTICS SUMMARY - JANUARY TO DECEMBER 2024

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	CHANGE
ARRAN-ELDERSLIE	**2024**	257	269	271	470	314	207	117	208	278	334	312	192	3229	**14.83%**
	2023	167	181	206	148	213	196	159	179	202	282	356	523	2812	
BROCKTON	**2024**	248	315	300	311	227	304	383	442	356	338	460	390	4074	**20.07%**
	2023	149	164	222	263	276	309	345	396	267	386	324	292	3393	
CHATSWORTH	**2024**	105	94	58	122	99	68	114	75	146	85	60	61	1087	**-5.56%**
	2023	76	60	87	91	123	113	103	82	107	119	142	48	1151	
GREY HIGHLANDS	**2024**	42	36	26	38	36	58	17	36	67	51	28	28	463	**157.00%**
	2023	6	3	8	15	26	11	14	19	12	58	58	52	282	
HANOVER	**2024**	584	552	488	637	617	419	438	669	403	485	352	474	6118	**14.55%**
	2023	463	409	481	410	416	408	400	479	360	466	550	499	5341	
HURON-KINLOSS	**2024**	52	74	64	95	127	99	32	146	100	113	89	83	1074	**-23.34%**
	2023	119	72	111	136	119	106	116	143	109	134	118	118	1401	
KINCARDINE	**2024**	95	121	118	193	185	138	264	404	285	249	210	148	2410	**7.64%**
	2023	152	97	195	179	158	212	238	269	153	141	308	137	2239	
SAUGEEN SHORES	**2024**	330	383	347	514	447	433	359	266	337	379	334	232	4361	**-9.71%**
	2023	351	363	476	527	442	453	277	350	335	435	539	282	4830	
SOUTHGATE	**2024**	78	83	74	74	97	82	84	82	108	151	115	64	1092	**117.53%**
	2023	30	24	39	21	41	33	19	22	41	58	111	63	502	
WEST GREY	**2024**	207	197	250	282	307	358	250	246	251	319	318	212	3197	**17.88%**
	2023	216	183	220	207	243	233	232	300	257	229	260	132	2712	
SUB-TOTALS	**2024**	1998	2124	1996	2736	2456	2166	2058	2574	2331	2504	2278	1884	27105	**9.90%**
	2023	1729	1556	2045	1997	2057	2074	1903	2239	1843	2308	2766	2146	24663	
OTHER	**2024**	0	0	0	0	0	70	44	57	30	42	26	0	269	**23.39%**
	2023	0	0	0	0	0	38	34	30	0	38	78	0	218	
GREY-BRUCE STS	**2024**	51	69	54	73	70	50	0	0	88	116	101	42	714	**51.27%**
	2023	7	6	13	49	55	44	0	0	71	94	133	0	472	
TOTALS	**2024**	**2049**	**2193**	**2050**	**2809**	**2526**	**2286**	**2102**	**2631**	**2449**	**2662**	**2405**	**1926**	**28088**	**10.79%**
	2023	1736	1562	2058	2046	2112	2156	1937	2269	1914	2440	2977	2146	25353	

THE SAUGEEN MUNICIPAL AIRPORT COMMISSION
Regular Meeting Minutes
Wednesday, September 17, 2025, 1:00 p.m.
Boardroom, Saugeen Municipal Airport

Commissioners Present:	Dave Hocking, Chair Tom Hutchinson, Vice Chair Victor Danielli Moe Hanif	**Absent:**	Carl Kuhnke
		Others:	Tim Olds, Airport Manager Catherine McKay, Secretary

Guests: Luigi Presta, Managing Partner, thinkCOMPASS

1. **Call to Order**
   The Chair called the meeting to order at 1:00 p.m..

2. **Approval of the Agenda**
   Motion Moved by C. Kuhnke — Seconded by M. Hanif
   That the agenda for September 17, 2025 be amended to place the Closed Session after the Disclosure of Pecuniary Interest and Declaration of Conflict of Interest and that the agenda be approved as so amended.
   Carried

3. **Disclosure of Pecuniary Interest and Declaration of Conflict of Interest** - None declared.

4. **Closed Session**
   Motion Moved by M. Hanif — Seconded by V. Danielli
   That the Commissioners of the Saugeen Municipal Airport enter into Closed Session at 1:02 p.m. in accordance with Section 239(2) of the Municipal Act in order to address matters pertaining to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence which, if disclosed could reasonably be expected to prejudice significantly the competitive position or interfere significantly with contractual or other negotiations of a person, group of persons, or organization, and a position, plan, procedure, criteria or instruction to be applied to any negotiation on behalf of the Saugeen Municipal Airport, specifically future economic development on airport lands.
   Carried

   The Saugeen Municipal Airport reconvened in open session at 2:20 p.m. The Chair confirmed that the Commission had gone in closed session in accordance with Section 239(2) of the Municipal Act and discussed matters pertaining to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence which, if disclosed could reasonably be expected to prejudice significantly the competitive position or interfere significantly with contractual or other negotiations of a person, group of persons, or organization, and a position, plan, procedure, criteria or instruction to be applied to any negotiation on behalf of the Saugeen Municipal Airport, specifically future economic development on airport lands.

5. **Direction Coming out of Closed Session**
   Motion Moved by V. Danielli — Seconded by C. Kuhnke
   That the Saugeen Municipal Airport Commission approve direction as provided in the closed session.
   Carried

6. **Adoption of Minutes of July 16, 2025**
   Motion Moved by C. Kuhnke — Seconded by V. Danielli
   That the minutes of the July 16, 2025 meeting be approved as circulated.
   Carried

7. Business Arising from Minutes

A. Barns2Beaches Music Tour

The event was cancelled and for 2026, an evening event is tentatively planned in conjunction with First Responders' Day which was very successful in 2024.

B. Municipal Funding Formula

Representatives of the three municipal owners of the airport, including the Mayors, Chief Administrative Officers and Municipal appointees, met earlier in the day and made progress towards a new funding agreement.

C. Hanover and District Hospital Foundation Event

Sky High Bingo will be held on September 26, 2025 at the Airport in a hangar donated by a pilot and is expected to attract about 250 – 300 people.

D. Saugeen Culture Bus, October 4, 2025

The bus stops at various points of interest, one of which will be the Airport. Victor Danielli has offered to open his hangar to the participants and a presentation will be made by the Chair and the Airport Manager.

8. Reports

A. APM's Report

July and August 2025 were busy months, and September has continued to be busy.

Motion Moved by C. Kuhnke Seconded by T. Hutchinson
That the APM's report for July and August 2025 be received for information.
Carried

B. COPA 54/Friends of the Saugeen Municipal Airport Update

Victor Daniellli reported that the dinner to raise funds for the Canadian In-Flight Information Broadcasting system was very successful. The fee has been reduced by $100 because more airports are joining and it will continue to come down in the future. The Rust Remover event was a success, and although there were fewer participants than in the past, there were over 50 pilots attending and the presentation was one of the best. Pilots were engaged and actively contributed to the event. The October meeting has been cancelled The Captain has tendered his resignation and so there will be a nomination process and elections for the 2025 executive. The Christmas party will be held on December 20, 2025.

Motion Moved by C. Kuhnke Seconded by T. Hutchinson
That the COPA 54/Friends of the Saugeen Municipal Airport Update be received for information.
Carried

9. Accounts

A. Financial Statements as of May 31 & June 30, 2025

The Chair highlighted that revenue is up and expenses are down.

Motion Moved by V. Danielli Seconded by T. Hutchinson
That the financial statements dated August 31, 2025 be approved as presented.
Carried

10. New Business

A. Region of Waterloo International Airport Charity Racecourse

The Chair highlighted this charity race course event at the Waterloo Airport. The Commission discussed past go-cart races held at the Airport which would not be advisable in the future due to wear and tear on the runways.

B. Brockton Appointee
Commissioner Kuhnke has resigned from Brockton Council effective November 30, 2025. It is not yet known who will be appointed to replace him as Brockton's representative on the Commission.

C. Asset Inventory
The Airport Manager will provide an updated inventory to the Secretary for inclusion on the October meeting agenda.

D. Budget
The Chair, the Airport Manager and the Secretary will meet to develop a draft budget for presentation to the Commission at its November meeting. Due to the "Strong Mayor Powers", budget processes will be brought forward in future years to August or September.

11. Adjournment and Next Meeting
Motion Moved by V. Danielli Seconded by T. Hutchinson
That the Saugeen Municipal Airport Commission adjourn at 3.10 p.m.
Carried

Dates to Remember
Sky-High Bingo, Friday, September 26, 2025, 6:00 -11:00 p.m.
SMA Regular Meeting, Wednesday, October 15, 2025, Saugeen Municipal Airport, 1:00 p.m.
SMA Regular Meeting, Wednesday, November 19, 2025, Saugeen Municipal Airport, 1:00 p.m.
SMA Regular Meeting, Wednesday, December 17, 2025, Saugeen Municipal Airport, 1:00 p.m.

David Hocking, Chair **Catherine McKay, Secretary**

Saugeen Municipal Airport
34 Saugeen Airport Rd
Walkerton Ontario N0G2V0
519-364-3220
www.saugeenmunicipalairport.com

July/August 2025 Manager's Report

Fuel Sales

- **100 LL**: $48,563.86 (19,115.400 units)
- **Jet A**: $21,771.79 (10,281.700 units)
- **Total**: $70,335.65 (29,397.100 units)

Landings

- 389 Landings
- 4 Commercial Landings

News at SMA

- CiFib roast beef dinner was a success.
- Hope Air BBQ was also a success, raising over $4000 for charity medical flights.
- Litres of fuel sold year to year had almost a 10% increase from last summer.
- Jet A tank has been refinished complete with new stickers for smoking and Fuel Type.
- Nozzle replaced on dyed diesel tank.
- Septic will be pumped this week.
- Rust Remover.

Saugeen Municipal Airport
34 Saugeen Airport Rd
Walkerton Ontario N0G2V0
519-364-3220
www.saugeenmunicipalairport.com

- Rollers and trim protectors have been manufactured and installed on the 100LL and Jet A fuel dispensers to prolong the hose life and protect the fuel cabinets.
- Ongoing lawn maintenance.
- Oil and Hydraulic filters replaced on the New Holland tractors.
- Field Revenue has been received, approximately $18,000.00.
- Runway numbers and compass rose have been painted; lines will be worked on next.
- New fuel tank is progressing. The interior has been sand blasted and coated. Pressure test and final inspection next. We will wait till fuel prices are low in the colder months to fill the tank to get the most value.
- Repairs have been made to lighting for the PAPI lights from rodent damage.
- Preparations are underway for the Sky-High Bingo event in September.
- Cancellation of Barns to Beaches.
- Investigating costs for new hangars + prepared land for future development.

Saugeen Valley Conservation Authority

Minutes – Board of Directors Meeting

Date:	Thursday July 17, 2025, 1:00 p.m.
Location:	1078 Bruce Rd 12, Formosa, ON, N0G 1W0 and hybrid
Chair:	Tom Hutchinson
Members present:	Barbara Dobreen, Sue Paterson, Moiken Penner, Jennifer Prenger (virtual), Larry Allison, Bill Stewart, Paul Allen, Steve McCabe, Kevin Eccles, Dave Myette, Bud Halpin, Greg McLean, Mike Niesen Larry Allison left the meeting at 2:55 p.m., Moiken Penner left the meeting at 3:51 p.m.
Members absent:	Peter Whitten
Staff present:	Erik Downing, Donna Lacey, Matt Armstrong, Jody Duncan, Ashley Richards, Don Moss, Katie Thomas, Adam Chalmers

The meeting was called to order at 1:01 p.m.

1. Land Acknowledgement – read by Larry Allison

We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudenosaunee, the Neutral, and the Petun peoples as the traditional keepers of this land. We are committed to moving forward in the spirit of reconciliation with First Nations, Métis, and Inuit peoples.

2. Adoption of Agenda

Motion #G25-48
Moved by Steve McCabe
Seconded by Bill Stewart
THAT the agenda for the Saugeen Valley Conservation Authority meeting, July 17, 2025, be adopted as amended.

Carried

3. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest relative to any item on the agenda.

4. Adoption of Minutes

4.1 Authority meeting – May 15, 2025

Motion #G25-49
Moved by Larry Allison
Seconded by Paul Allen

THAT the minutes of the Saugeen Valley Conservation Authority meeting, May 15, 2025, be adopted as presented.

Carried

5. Delegation – Dan Timbers, Varney Conservation Area

Dan Timbers, a community member, provided a delegation to the Board expressing public interest in contributing to a long-term solution for Varney Conservation Area. He reported that a community meeting had been held, during which participants indicated support for enhancing the property's appeal to visitors and expressed willingness to explore fundraising, charitable status, or partnership opportunities to support maintenance or acquire the property.

Mr. Timbers was thanked for his presentation.

6. Matters Arising from the Minutes – none

7. New Business

7.1 Correspondence – Town of Puslinch, Town of Parry Sound

Correspondence related to Bill 5, with resolutions from the respective councils of the Town of Puslinch and the Town of Parry Sound.

7.2 GM-2025-05: SVCA Operational Plan

The GM/S-T highlighted portions of the SVCA operational plan, noting that Hearing Training would be complete as of that morning, Low Water program is underway as well as a Critical Failure plan. Director Eccles inquired why Varney Conservation Area was still on the list for an application, and it was explained that this item needs to be updated to reflect current board direction. Manager Lacey clarified that, as per Board direction, there is no current direction for staff to undertake upgrades at the property, which remains under the standard maintenance program for the conservation area as a non-revenue park.

7.3 GM-2025-06 Program Report

Directors Halpin, Stewart, and Prenger expressed appreciation for staff efforts and their commitment to conservation and community engagement. Director Eccles raised concern regarding the alignment of community events with the Authority's mandate and inquired about the presence of six SVCA vehicles in the parking lot. Director Dobreen called a point of order.

Chair Hutchinson advised that staff could prepare a report for the Board addressing director questions related to SVCA's mission, mandate, strategic direction, and the classification of Category 1, 2, and 3 programs and services.

7.4 Ward and Uptigrove Health and Safety Presentation – Jenn Goertzen

Senior HR Specialist Jenn Goertzen (Ward and Uptigrove Human Resources Solutions) provided an update on the final draft deliverables for the SVCA Organizational Health and Safety Redevelopment Project. She reported that the Joint Health and Safety (JHSC) course had been revised, efforts are underway to reduce administrative burden, and the JHSC committee is performing well. Project deliverables include a new employee handbook, standard operating procedures (SOPs), and various supporting documents.

Discussion followed regarding the absence of dedicated HR staff at SVCA and who is ultimately responsible for document ownership. Goertzen advised that a single administrative owner should be designated for records management purposes, to ensure consistency with AODA and language standards.

Director McLean commented that the project provides a strong foundation and emphasized that health and safety is a shared responsibility among all staff. Director McCabe asked how the project aligns with other conservation authorities and Conservation Ontario. Goertzen confirmed that the project reflects current best practices and that external models are considered as appropriate.

Director Dobreen asked whether staff find the new policies easy to follow. The General Manager/Secretary-Treasurer responded that staff had completed an initial review and that documents had been simplified, with ongoing engagement. Director Dobreen noted the importance of continued staff involvement.

Director Myette inquired about the inclusion of the right to refuse work. Goertzen explained that while SOPs address work refusal procedures, it is not established as a standalone policy.

7.5 EPR-2025-08: Permits Issued for Endorsement

Manager Armstrong presented 56 permits issued between May 1 and July 2, 2025 for endorsement by the Board.

Director Halpin inquired about permit processing times. Manager Armstrong confirmed timelines remain consistent, and the GM/S-T noted that permit processing statistics are summarized in an annual report to the Board. Director Myette inquired about the permit refusal process. Staff explained that the pre-consultation process plays a key role in identifying potential issues early. Applicants whose proposals are unlikely to be approved typically do not proceed.

Director Dobreen requested confirmation that SVCA staff do not refuse permits. Manager Armstrong confirmed that permits can only be declined by the SVCA board of directors. Director Dobreen inquired why townships are no longer listed in the permit endorsement table. Manager Armstrong explained that the new content management system used to generate the report references municipalities rather than townships, and that the system significantly improves efficiency for the department.

Motion #G25-50
Moved by Larry Allison
Seconded by Paul Allen
THAT SVCA permit applications 25-047 to 25-101 as approved by staff, be endorsed by the SVCA Board of Directors.

Carried

7.6 LAN-2025-05: Forest Management Plan

Staff were directed to draft an updated 20-year Forest Management Plan, gather stakeholder and public feedback, and return a revised draft to the Authority for approval.

Manager Lacey confirmed no external consultants are required and that the plan will follow provincial standards. She noted the Managed Forest Tax Incentive Program and Conservation Lands Tax Program benefit SVCA. In response to questions, she confirmed fire risk exists but is mitigated by firebreaks, landscape features, and species mix across SVCA lands.

Motion #G25-51
Moved by Steve McCabe
Seconded by Bill Stewart
THAT staff be directed to draft an updated 20-year Forest Management Plan; AND THAT, staff be directed to gather stakeholder and public feedback on the draft plan; AND FURTHER THAT, staff bring a revised draft to the Authority for consideration and approval.

Carried

7.7 WR-2025-04: Collaborative Water Data Viewer

Flood Forecasting and Warning Coordinator Duncan provided an overview of the Collaborative Water Data Viewer (CWDV), developed by the Upper Thames River Conservation Authority and made available through the Western Ontario Data Hub at no additional cost to SVCA. The platform provides public and municipal access to real-time data from SVCA's hydrometric network, including water levels, air temperature, and precipitation. A demonstration of the tool was given. Future training for municipal staff is planned, along with potential expansion to include water quality and groundwater data.

7.8 Other Business

The GM-S-T informed the SVCA Board of Directors that an updated agreement between the SVCA and the Children's Safety Village is underway, and will be in place before expiry.

7.9 Closed Session

Motion #G25-52
Moved by Bud Halpin
Seconded by Greg McLean
THAT the Authority move to Closed Session to discuss a potential litigation matter affecting the Authority and plans to be applied to negotiations carried on or to be carried on by or on behalf of the Authority; AND THAT Erik Downing, Donna Lacey and Ashley Richards remain in the meeting.

Carried

Motion #G25-57
Moved by Kevin Eccles
Seconded by Bill Stewart
THAT staff proceed as directed in closed session.

Carried

8. Adjournment

With no further business to discuss, the meeting was adjourned at 4:00 p.m. following a motion by Steve McCabe and seconded by Paul Allen.

______________________________	______________________________
Tom Hutchinson Chair	Ashley Richards in lieu of Recording Secretary

Grey County Council and Committee of the Whole Highlights

Grey County Council met September 11, 2025 in the Grey County Council Chamber and virtually on Zoom. The meeting was immediately followed by a session of Committee of the Whole. A recording of the meeting can be found on the Grey County YouTube Channel.

County Council

- Council accepted the minutes of the August 14 Grey County Council and Committee of the Whole meetings. Council Committee
- Council received the minutes of the June 27 Board of Health meeting. Minutes

Committee of the Whole

- Council received a delegation from Brightshores Health Systems and the Brightshores Hospital Foundation. Delegates thanked the County for previous support of the Wellness and Recovery Centre in Owen Sound and shared some positive statistics of the impact of these new services after one year of operating. The facility has been at 100% occupancy since opening and 202 clients have completed their treatment plans, including 31 clients who were experiencing homelessness and are now transitioned into stable housing. Brightshores Health Systems President and CAO, Ann Ford, thanked Council for past support and invited Grey County to participate in upcoming strategic planning. Presentation
- Council approved the minutes of the August 7 Planning and Economic Development Advisory Committee meeting. At this meeting the committee heard an update from the Henry Bernick Entrepreneurial Centre speaking to the first year of the partnership with Grey County at Sydenham Campus. The meeting also included a strategic progress report, a report from the season's tourism summer students, and a roundtable discussion of sector trends and challenges. Minutes
- Council accepted the minutes of the September 7 meeting of the Agricultural Advisory Committee. At the meeting the committee discussed the results of public engagement on wildlife management by-laws relating to beavers and coyotes. Feedback was varied from the public and interest holders and staff highlighted a need for more education around the issues wildlife can cause for the agricultural community, and more education about mitigation methods beyond trapping and hunting. The committee had a roundtable discussion about agricultural sector trends and challenges. Minutes
- Council received the 2026 paramedic services response time plan. The same service level targets will be set for 2026 as 2025. Grey County met or exceeded all response time targets in 2024. In the first half of 2025, call volumes have risen by 8% compared to the same period in 2024. Patient call volumes have risen nearly 30% over the past five years. Report

- The Bruce Grey Catholic District School Board is working towards building a new secondary school on the east end of Owen Sound along Grey Road 5. As part of the plans, a new roadway will be needed, which will create a new three-way intersection on Grey Road 5. Council supported a request from the MTO to prohibit any future expansion of the new intersection that would create a new road to the east. Further, Council discussed expected road enhancements needed on this stretch to support the new school and voted to direct staff to move forward with plans to design the road for an 80 kmph speed limit and to bring back a staff report regarding the potential reduction of the speed limit to 60 kmph. Report
- Council ratified a new collective agreement with Unifor Local 302 staff at Rockwood Terrace, Grey County's long-term care home in Durham. Report
- Council received a report on a new optional Affordable Rental Housing Subclass that was introduced by the province in the spring 2025 budget. The changes allow municipalities to adopt a tax reduction for eligible units of up to 35% of the New Multi-Residential rate. One non-profit housing provider in Owen Sound has expressed an interest for this subclass to be adopted. Report
- Council approved moving forward with roof repairs at the Grey County Administration building. Grey County will work with Garland Canada to preserve the existing warranty on the roof. Garland Canada has advised Grey County the current repairs, quoted to be at least $250,000, are not covered by warranty and will be funded by the 2025 surplus and Administrative Properties Reserve. Report

Grey County Council and Committee of the Whole Highlights

Grey County Council met September 25, 2025 in the Grey County Council Chamber and virtually on Zoom. The meeting was immediately followed by a session of Committee of the Whole. A recording of the meeting can be found on the Grey County YouTube Channel.

County Council

- Council accepted the minutes of the September 11 Grey County Council and Committee of the Whole meetings. Council Committee
- Council celebrated the upcoming grand opening of the Durham Paramedic Services base. There will be a ribbon cutting ceremony and grand opening on Saturday, September 27 from 2 p.m. to 4 p.m. News

Committee of the Whole

- Grey County will include $130,000 in the 2026 budget to complete studies and assessments to help prepare two parcels of county-owned land for future development, including the possibility of future affordable housing builds. One parcel of land is in Durham and one parcel of land is in Markdale. Report
- Council received a staff report providing an update on the Court Security Contribution Agreement with the City of Owen Sound as directed by Council last year. The agreement aims to help cover the gap between the City's court security and prisoner transport costs and the funding it receives from the Province. The County's contribution to the court security costs was estimated to be $250,000 in the 2025 Budget but the actual court security costs resulted in a shortfall of approximately $120,000 which will be covered from reserves. Grey County operates the Provincial Offences Court out of the Administration Building in Owen Sound. Earlier this year the Ministry of the Solicitor General directed all courts to increase security levels. Council directed staff to write letters to the Ministry of the Attorney General and Ministry of the Solicitor General advocating for additional provincial funding to cover these new security directives. Report
- Grey County currently has 62 long-term care beds approved for redevelopment at Grey Gables in Markdale. The Province has asked long-term care operators with approved new bed allocations to indicate if they plan to move ahead with construction plans. Council discussed the importance of long-term care services and highlighted the significant investments underway to redevelop Rockwood Terrace in Durham into a 128-bed home. Council had a lengthy discussion noting the need for more beds, the expected impact on the levy, debt limits, the complexity of redevelopment and more. Council directed staff to inform the Ministry of Long-Term Care that Grey County is interested in maintaining the 62-bed allocation and will decide on construction once the Rockwood Terrace project is completed in 2027. Report
- Council received a staff report to consider implementing a development charges holiday for industrial development. Development charges are a tax on new

development that helps to offset the increased cost of delivering municipal services and building infrastructure with growth. The intention of a development charges holiday is to spur the development of industrial lands which could in turn result in employment growth. After discussing the report, Council voted not to move forward with an industrial development charges holiday at this time. Report

- Grey County and partners Bruce County, Dufferin County and Saugeen Mobility Transit have secured $9.5 million in funding through the Ontario Transit Investment Fund (OTIF) to develop a regional transit network. The first phase of the project is the completion of a study that will design and cost a unified regional transit network building on previous transit planning efforts, leveraging past insights, and recommendations. The study will give staff, Council and the partners the information necessary to make informed decisions about the future potential of a unified regional transit network. The study itself is expected to take approximately six months, followed by presentations to each Council and board for consideration in the spring of 2026. The OTIF funding agreement requires contributions from all partners. Council authorized staff to sign a transfer payment agreement and to include $145,000 in the 2026 budget for Council's consideration. Report

From: Minister, MECP (MECP) <Minister.MECP@ontario.ca>
Sent: Wednesday, 1 October 2025 12:09 pm
Subject: Letter from the Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks / lettre de l'honourable Todd McCarthy, ministre de l'Environnement, de la Protection de la nature et des Parcs

Good morning,

As you know, Ontario is transitioning the blue box system from municipal control to a producer-run model where Producer Responsibility Organizations (PROs) will be running a province-wide blue box collection system. This will save municipalities over $171 million annually and the transition will be complete in 2026.

I am writing today to confirm that, under the Blue Box Regulation, PROs are not, and have never been, responsible for collecting blue box waste from industrial, commercial, and institutional (IC&I) sources. In addition, PROs have indicated that, beginning in 2026, they will not voluntarily continue to offer this service to municipalities who are willing to pay for it as they have been doing for some small IC&I locations during the transition.

As PROs have been communicating since 2023, this means that municipalities will need to continue to work with their small IC&I establishments to identify the best path forward for collection in their communities. It is the ministry's understanding that many municipalities have already started this work to be ready for January 1, 2026.

This is not the outcome I had hoped for when I wrote PROs on June 4, 2025, to ask them to prepare an offer of service that would continue small IC&I collection at municipal cost. I had heard from municipalities and PROs that PROs could leverage the province-wide blue box collection system to offer a cost-effective option for municipalities to consider.

Unfortunately, on September 19, 2025, PROs indicated that they would not be able to fulfill my initial direction. They identified operational, infrastructure, and financial challenges to providing small IC&I collection that would make it impractical and unaffordable for most municipalities and potentially disruptive for the residential collection run by PROs.

While I remain disappointed that the design of the proposal does not support broader curbside collection, leaving a gap in service across municipalities, I am pleased that PROs have agreed to work with communities that rely on depots for blue box collection to facilitate small IC&I collection. They are proposing to allow for comingling of residential and small IC&I blue box in shared depot containers. This means that municipalities will not have to plan and pay for separate depot containers for small IC&I blue box waste, which would add cost and burden. Under the PROs' proposed approach, PROs will be responsible for hauling and recycling the estimated share of collected recyclables from residential sources, and municipalities will be responsible for hauling and recycling the estimated share from small IC&I establishments.

I am very disappointed that PROs were not able to deliver an offer for small IC&I collection. However, I also recognize that the vast majority of businesses in Ontario arrange their own recycling collection through private contracts, or through an arrangement with their municipalities. While PROs will not be making municipalities an offer for small IC&I collection, these private sector solutions are still available to municipalities. If municipalities are not going to offer this service to businesses, proactive communication will be needed to inform individual businesses and business associations of the need to organize recycling independently.

My government is committed to the best possible blue box system for both producers and municipalities. To this end, we will be considering improvements to the system over the coming year. As this occurs, we will be looking into how any changes to the Blue Box Regulation could leverage the producer-run system and support our communities, small businesses, and institutions to cost-effectively maintain blue box services.

My ministry will be in touch with further information over the coming months as we move forward on this initiative. In the meantime, if you have questions about the PROs' offer to facilitate small IC&I collection in depot communities, please contact info@circularmaterials.ca.

Thank you for your continued support of the transition to producer responsibility. This transition will improve the amount of material recycled in Ontario and save money for municipalities.

Todd McCarthy
Minister of the Environment, Conservation and Parks

Hanover
Ontario, Canada

Staff Report To Council

From: April Marshall, Economic Development Manager

Date: October 6, 2025

Report: ED-12-25

Subject Hanover Downtown Plan Consultant Selection

Recommendation

That Report ED-12-25 Hanover Downtown Plan Consultant Selection be received; and

That the proposal to complete the Hanover Downtown Plan as presented by J.L. Richards & Associates Limited be accepted; and

That the Mayor and CAO be authorized to enter into an agreement with J.L. Richards & Associates Limited.

Background

The Town of Hanover's 2023-2027 Strategic Plan identified the following actions under Strategic Direction #3: Strong & Vibrant Community:

3.2 Enhancing the downtown experience for residents and visitors

a) *Establish an action-oriented downtown plan that includes key stakeholders such as Downtown Improvement Area (DIA), Hanover Chamber of Commerce, Cultural Roundtable, Town Staff and Council representatives and residents.*
b) *Explore options for the downtown plan to include recommendations to create an enhanced schedule of downtown events/initiatives including Heritage Square; increase Event Development Fund to financially support these downtown efforts.*

3.4. Promoting tourism as an economic driver

a) *Create a Tourism Plan that provides practical recommendations to leverage the Town's features/amenities to enhance and market Hanover as a destination of choice.*

The municipality's commitment to enhancing our downtown and promoting tourism can also be found in a series of other core planning documents, including the 2023-2027 Economic, Tourism and Cultural Development Strategic Plan. This plan recognizes that economic growth and diversification are inseparable from providing for individual and community fulfillment and quality of life. The arts, culture and heritage are understood as essential to realizing these overarching community goals.

In February 2025, Mayor Paterson and staff, Sherri Walden and April Marshall, attended the DIA executive meeting to propose a partnership to develop the Downtown Plan with a tourism component. With this a memorandum of understanding was developed detailing the Downtown Plan goals to revitalize Hanover's core by aligning community values, economic development, and tourism potential. The shared goals include:

1. **Strengthening Downtown Hanover's Vitality**
   Enhance the economic, physical, and social well-being of the downtown area to create a vibrant, welcoming space for residents and visitors alike.

2. **Building Through Collaboration**
   Foster success through partnerships with local businesses, organizations, and residents, ensuring community involvement and smart growth principles guide development.

3. **Driving Tourism and Investment Through Data**
   Use evidence-based decision-making to stimulate tourism, attract reinvestment, and support sustainable economic development in the downtown core.

4. **Creating a Destination Downtown**
   Develop a new attraction that complements Hanover's existing downtown offerings, encouraging regional visitors and travellers to explore and engage with the community.

To assist in the process, a steering committee was assembled with representation from the DIA, municipal staff and committee representation:

Jennifer Heerema	DIA Executive Chair
Jennifer Olivero	DIA Executive and ETCDAC Member
Harold Fleet	Councillor and DIA Representative
Bev Morgan	Cultural Roundtable
Ruth Linnen	Cultural Roundtable
Brandon Dobson	PRC Program Supervisor and Cultural Roundtable
April Marshall	Economic Development Manager

Discussion

The Downtown Plan RFP was advertised on the Town's website and Biddingo with a closing date and time of Friday, September 26, 2025, at 2:00pm. Eight proposals were received by the deadline with one being withdrawn due to not meeting the established submission criteria.

The following is a summary of the submissions:

Proponent	Proposed Fee (excludes HST)
Context Research Group	$42,550.00
GSP Group	$38,955.00

J.L Richards & Associates Ltd.	$34,942.00
Concept Dash	$39,840.00
J.C. Williams Group	$44,680.00
KMI Consulting	$35,000.00
The Innovation Group	$44,000.00

Proposals were evaluated based on the following criteria to determine which proponent provided the best overall value:

Criteria	Description	Weight
Understanding of Project Goals	Demonstrates a clear understanding of Hanover's downtown revitalization and tourism objectives.	15%
Approach and Methodology	Quality and feasibility of the proposed approach to research, engagement, design, and implementation.	20%
Experience and Qualifications	Relevant experience in downtown planning, tourism development, stakeholder engagement, and design.	15%
Budget and Cost Breakdown	Clarity, completeness, and alignment of the budget with the $35,000 cap; modular pricing is preferred.	20%
Innovation and Value-Added Ideas	Creativity in concept development, marketing, and community engagement; added value beyond scope.	10%
Scalability and Flexibility	Ability to phase or scale the project based on available funding and priorities.	10%
References and Past Work	Quality of past projects and client references.	10%

The committee reviewed and scored the proposals and narrowed the selection down to arrive at a mutual top contender that meets the established criteria and represents the best overall value. Based on an assessment of the submitted proposals the committee reached the conclusion that J.L. Richards & Associates (JLR) provides the best overall solution that focuses on creating a plan that enhances the downtown experience for both residents and visitors, while supporting long-term community and economic goals, that also promote people stopping and visiting while travelling through our community.

JLR provides several key advantages to this project that includes a deep regional knowledge, proven experience in downtown revitalization, and ongoing regional engagement in several planning projects. For this important community-building initiative, JLR has partnered with Dr. Troy Glover and ThinkLink Graphics as a uniquely qualified team of experts in urban design, place-based economic development, and revitalization, planning and placemaking. JLR intends to craft a transformational strategy for this area as a tourism industry driver and to deliver the Town, its citizens, institutions, and businesses a plan they can be proud of and celebrate.

The committee selected the JLR proposal based on its strong experience working with small towns and local municipalities, including the Town of Collingwood, Municipality of Meaford, and Town of The Blue Mountains. JLR also completed the Net Zero Fire Hall Feasibility Study for Hanover. Their previous work in Collingwood contributed to its emergence as a vibrant tourism destination, demonstrating their ability to build on existing strengths. The proposal was well-structured, with clear headings and visuals that made it easy to navigate. It outlined a phased approach that was both practical and inclusive, with a strong emphasis on stakeholder and public engagement and identifying roles and responsibilities to execute actions amongst stakeholders. JLR's familiarity with the region ensures their strategies are grounded in local realities. Their technical background review includes developing a comprehensive inventory of downtown uses, business mix, vacancies, and infill opportunities that provide a solid foundation for informed decision-making. The proposal also builds upon existing work and data, including the 2015 Downtown Hanover Streetscape Plan, Hanover Cultural Plan, Hanover's Innovative People Program (HIPP) Retention & Attraction Plan, Business Retention & Expansion Survey responses, and Spotlight by Environics data. Importantly, the approach focuses on listening to the community and building on current successes, fostering a positive tone and supporting continued momentum in the downtown core.

The project timeline will begin immediately, with the final plan being drafted in April 2026.

Financial Implications

The financial implications of the JLR proposal are well-aligned with the project's budget, with a total price schedule of $34,942.00, meeting the established budget of $35,000.00.

Funding for the project is being shared between the Downtown Improvement Area (DIA), which is contributing $10,000.00, and the Town's economic development budget. The remaining $25,000.00 is drawn from two previously approved allocations: $10,000.00 earmarked for a tourism plan and $15,000.00 for a downtown plan. By merging these two funding streams, the Town is maximizing value and efficiency, recognizing the natural synergy between tourism development and downtown revitalization efforts. This integrated approach ensures that resources are used strategically to support both community and economic goals.

Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

☐ **Goal 1**: **Safe and Reliable Infrastructure**

Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.

☐ **Goal 2: Healthy and Welcoming Community**

Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover "home".

☒ **Goal 3: Strong and Vibrant Economy**

Refresh downtown Hanover and retain and attract local economic investment and jobs.

☐ **Goal 4**: **Balanced Growth**

Work together to create a community we can all be proud of.

☐ **Goal 5**: **Open and Responsible Government**

Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,	Concurrence,
April Marshall Economic Development Manager	Sherri Walden CAO

Hanover
Ontario, Canada

Staff Report To Council

From: Christine Walker, Director of Corporate Services/Treasurer

Date: October 6, 2025

Report: DCS-13-25

Subject **FCM Green Municipal Fund – Firehall Long Term Borrowing**

Recommendation

That Report DCS-13-25 FCM Green Municipal Fund – Firehall Long Term Borrowing be received; and

That council approve a by-law to enter into this Long-Term Borrowing with FCM.

Background

In the 2024 capital budget, council approved the building of the new firehall and included with that budget was indication that long-term borrowing for this project was required. In October 2023, the Town submitted an application through the Federation of Canadian Municipalities (FCM), Green Municipal Fund, and received funding approval notification in April 2024. The maximum loan / grant combination through this FCM Green Municipal Fund approved was $6,780,160 ($5,895,791.30 in long term borrowing and $884,368.70 grant), based on the application of $8,848,634 required for this project. This funding project was a combination of the new firehall and the 2nd Street extension east of 18th Avenue and allowed for a maximum of 80% funding for the entire project through a combination of loan and grant.

Discussion

The total cost of the completed firehall and 2nd Street extension east of 18th Avenue was a total of $7,708,371.59. Based on these actual costs incurred, the maximum FCM Green Municipal Funding available is $6,166,700 (80% maximum of the total project). Of this total, $5,362,350 is through long-term borrowing over 20 years and the balance of $804,350 is available in direct grant money for this project. Our assumption for loan repayments was $458,000 based on $5,585,000 over 20 years.

In 2024, as per report DCS-09-24 and By-law 3311-24, interim borrowing in the amount of $5,800,000 was undertaken through Infrastructure Ontario as the funds through this FCM program were delayed until the project was finalized (final invoices for the entire project not completed until July 2025).

Once the invoices were finalized, an audit report and several other detailed reports and photos were required to be provided to FCM 60 days prior to the date when the by-law would be presented to council.

In order to finalize this loan with FCM, a Town By-law for this borrowing is required and included for council's consideration.

Financial Implications

Upon receipt of the loan monies from FCM of $5,362,350 (should be receiving October 15, 2025), this will be used to reduce the temporary borrowing and the balance of the monies owing to Infrastructure Ontario will be covered through the FCM grant monies when received. This will clear the temporary borrowing by-law from 2024 and the first loan payment on the FCM loan will occur in April 2026. The loan through FCM over 20 years at a fixed rate of 4.98%, paid semi-annually (April and October of each year), is a total amount of $426,501.58 per year.

The total external loans annual payments will be $612,954.46 ($426,501.58 – Firehall; $186,452.88 – Trails/Landfill).

Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

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Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.
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Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover "home".
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Refresh downtown Hanover and retain and attract local economic investment and jobs.
☐ **Goal 4**: **Balanced Growth**
Work together to create a community we can all be proud of.
☒ **Goal 5**: **Open and Responsible Government**
Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,	Concurrence,
Christine Walker, CMO Director of Corporate Services/Treasurer	Sherri Walden CAO

Hanover
Ontario, Canada

Staff Report To Council

From: Jelena Savic, Director of Corporate Services & Chris Walker, Director of Corporate Services / Treasurer

Date: October 6, 2025

Report: DCS-14-25

Subject **Strong Mayor Powers Legislation Impact on the Budget Process**

Recommendation

That Report DCS -14-25 Strong Mayor Powers Legislation Impact on the Budget Process be received; and

That council provide direction on whether to proceed with the legislated default timeline or adopt a shortened budget timeline for the 2026 fiscal year as outlined in this report; and

That should council elect to proceed with a shortened budget timeline, that council adopt the required resolutions for amending the budget timeline.

Background

The Province of Ontario granted ‘Strong Mayor Powers’ to designated heads of council under Bill 3, the Strong Mayors, Building Homes Act, and expanded those powers further under Bill 39, the Better Municipal Governance Act. As of May 1, 2025, the Mayor of the Town of Hanover has the authority to prepare and submit the municipal budget directly to council, changing the traditional budget development process.

At the July 10, 2025, meeting, Mayor Paterson directed the Treasurer and CAO as per MDE-2025-004 to prepare the 2026 budget.

These changes include a prescribed legislative process and deadlines but allow the mayor and council to shorten the timelines to align with municipal preferences.

Discussion

The purpose of this report is to inform council of the impact of the Strong Mayor Powers (as per the Municipal Act amendments under Bill 3 and Bill 39) on the annual budget process and timelines, and to present council with options for proceeding under the new legislative framework.

Legislated Budget Timeline
Under the legislation, the default budget process and deadlines are as follows:

Milestone	Deadline	Duration
Mayor tables budget	November 24, 2025	
Council may pass amendments by 2/3 majority vote	December 24, 2025	30 days
Mayor may veto council amendments	January 3, 2026	10 days
Council may override veto by 2/3 majority	January 13, 2026	15 days

This results in a legislated process that spans approximately seven weeks, potentially delaying final budget approval into mid-January.

Optional Shortened Timeline

The Municipal Act allows the mayor, in consultation with council, to set shorter deadlines than those prescribed. The following is a proposed accelerated timeline for budget approval, subject to council support.

Milestone	Deadline	Modified Duration
Mayor tables budget	November 24, 2025	
Council may pass amendments by 2/3 majority vote	December 9, 2025	15 days
Mayor may veto council amendments	December 15, 2025	6 days
Council may override veto by 2/3 majority	December 23, 2025	8 days

Legislated Timeline	2026 Budget Timeline	Proposed 2026 Budget Timeline
Proposed Budget	November 24, 2025	November 24, 2025
Amendment deadline (30 days)	December 24, 2025	December 9, 2025 (15 days)
Mayoral veto deadline (10 days)	January 3, 2026	December 15, 2025 (6 days)
Council override of veto (15 days)	January 18, 2026	December 23 (8 days)

Council resolution is required to amend the duration of the 30-day amendment period and the 15-day override period for any vetoes made by council. The 10-day period during which the mayor may veto any amendments can be shortened through mayoral direction.

Staff recommend that council consider adopting the shortened timeline to better align with strategic goals, procurement planning, and financial best practices.

Financial Implications

There are no direct financial impacts from the change in budget approval timelines.

Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

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Work together to create a community we can all be proud of.

☒ **Goal 5**: **Open and Responsible Government**
Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

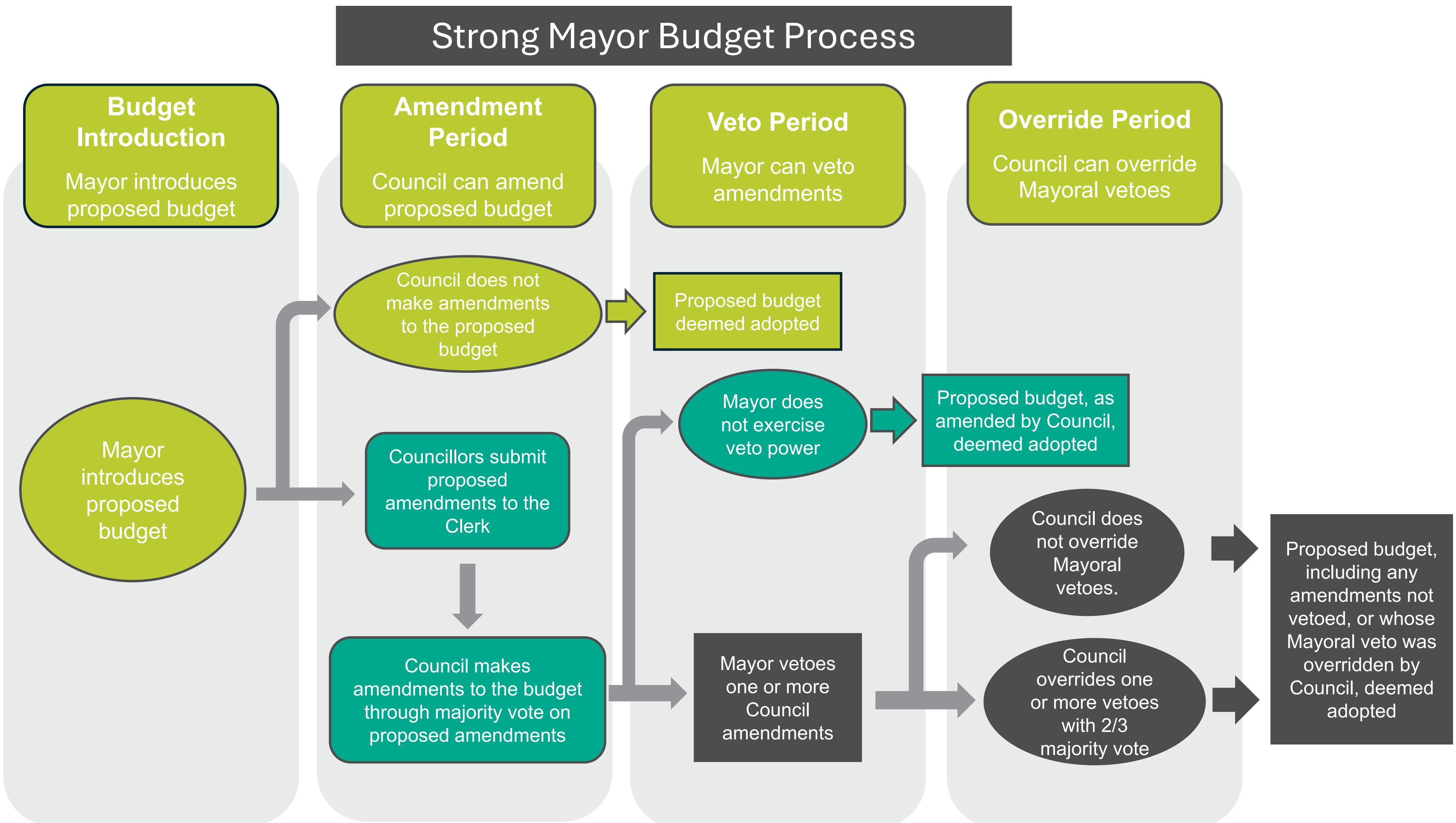
Respectfully submitted,

Jelena Savic
Director of Corporate Services

Christine Walker
Director of Corporate Services/Treasurer

Concurrence,

Sherri Walden
CAO


Strong Mayor Budget Process
Budget Introduction
Mayor introduces proposed budget
Amendment Period
Council can amend proposed budget
Veto Period
Mayor can veto amendments
Override Period
Council can override Mayoral vetoes
Mayor introduces proposed budget
Council does not make amendments to the proposed budget
Proposed budget deemed adopted
Councillors submit proposed amendments to the Clerk
Council makes amendments to the budget through majority vote on proposed amendments
Mayor does not exercise veto power
Proposed budget, as amended by Council, deemed adopted
Mayor vetoes one or more Council amendments
Council does not override Mayoral vetoes.
Council overrides one or more vetoes with 2/3 majority vote
Proposed budget, including any amendments not vetoed, or whose Mayoral veto was overridden by Council, deemed adopted

Legislated Timeline	2026 Budget Timeline	Proposed 2026 Budget Timeline	
Proposed Budget	November 24, 2025	November 24, 2025	
Amendment deadline (30 days)	December 24, 2025	December 9, 2025 (15 days)	Council Resolution
Mayoral veto deadline (10 days)	January 3, 2026	December 15, 2025 (6 days)	Mayoral Directive
Council override of veto (15 days)	January 18, 2026	December 23 (8 days)	Council Resolution

Hanover
Ontario, Canada

Staff Report To Council

From: Jelena Savic, Director of Corporate Services & Chris Walker, Director of Corporate Services / Treasurer

Date: October 6, 2025

Report: DCS-15-25

Subject **Appointment of External Municipal Auditor 2025 to 2029**

Recommendation

That Report DCS-15-25 Appointment of External Municipal Auditor 2025 to 2029 be received; and

That council approve a by-law to appoint MNP LLP for a five-year term for fiscal periods ending 2025 to 2029.

Background

As per Section 296(1) of the *Municipal Act, 2001*, a municipality shall appoint an auditor licensed under the *Public Accounting Act, 2004* and who is responsible for:

(a) annually auditing the accounts and transactions of the municipality and its local boards and expressing an opinion on the financial statements of these bodies based on the audit; and
(b) performing duties as required by the municipality or local board.

As per Section 296(3), an auditor of a municipality shall not be appointed for a term exceeding five years. The previous appointment of the Town's auditors (2020 - 2024) was completed with the presentation of the 2024 Financial Statements.

Discussion

In 2010 and 2015, a Request for Proposal (RfP) for external auditing services was issued. The results of both RfPs was to award the services to BDO Canada LLP, now know as MNP LLP, located in Hanover. In light of the previous two RfP results, the current transition within our corporate services staff, and the excellent on-going auditing services we have received from MNP over the last decades, staff requested a proposal from MNP for the next five years.

The proposal received from MNP (attached) is an increase over the past 5 years as there has been additional accounting and auditing standards that have come into effect since the previous quotation.

- PS 3280 – Asset Retirement obligation standard;
- PS3450 – Financial Instruments;
- CAS 315 auditing standard, which has resulted in significantly more auditing work around risks and our information technology (IT) systems.

- CSQM-1 and CSQM-2 Quality management standards have increased the levels of review required by all accounting firms;
- CAS 600 – Audit of Group audits has changed how the auditors are able to document and perform audits of the Trust funds, DIA and Landfills. T

There are fewer and fewer options for external auditors in the local area, therefore it is advantageous to work with a local auditor that wishes to continue to work with the municipality. It is noted that an area municipality issued an RfP for auditing services recently and received no submissions.

The relationship between the municipality and its auditors is extremely important and should be considered when evaluating services. MNP provides a thorough audit process, has a complete knowledge of the Town of Hanover's processes and needs, and provides value-added services including complementary reviews of financial policies and processes, consulting advisory services for special projects, council governance and financial literacy training, professional development training, and WebEx seminars related to current issues.

Financial Implications

The following summarizes the five-year proposal received from MNP:

Entity	2025	2026	2027	2028	2029
Town of Hanover includes Consolidation **	44,000	45,540	47,134	48,784	50,491
Trust Funds	2,500	2,588	2,678	2,772	2,869
BAO Compliance Report for Trust Funds	4,000	4,140	4,285	4,435	4,590
DIA	4,000	4,140	4,285	4,435	4,590
Landfill	8,000	8,280	8,570	8,870	9,180
Total	**62,500**	**64,688**	**66,952**	**69,295**	**71,720**

** Consolidation includes the municipality's proportion of the Saugeen Municipal Airport (SMA), Saugeen Mobility & Regional Transit (SMART) and the Hanover/Walkerton Landfill Site, 100% of the Hanover Police Services Board, Hanover Cemetery Board, Hanover Public Library Board and the Hanover Downtown Improvement Area (DIA).

The 5-year proposal has the audit starting at $62,500 for the 2025 audit (approximately $11,600 more than the 2024 audit figure provided in 2019) plus the new accounting required for Bereavement Authority of Ontario (BAO) (started in 2024 audit) for the trust funds. The proposal details an annual increase by 3.5% to $71,720 in 2029. As noted in previous reports for external auditing purposes, bringing on any new qualified auditor will create additional work for municipal staff, particularly during the first year and thus, potentially negate initial cost savings, if any.

Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

☐ **Goal 1**: **Safe and Reliable Infrastructure**
Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.
☐ **Goal 2: Healthy and Welcoming Community**
Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover "home".
☐ **Goal 3: Strong and Vibrant Economy**
Refresh downtown Hanover and retain and attract local economic investment and jobs.
☐ **Goal 4**: **Balanced Growth**
Work together to create a community we can all be proud of.
☒ **Goal 5**: **Open and Responsible Government**
Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,

Jelena Savic
Director of Corporate Services

Concurrence,

Sherri Walden
CAO

Christine Walker
Director of Corporate Services / Treasurer

MNP

October 1, 2025

Attention: Christine Walker and Jelena Savic
The Corporation of the Town of Hanover
341 10th Street
Hanover, ON N4N 1P5

Via Email:
cwalker@hanover.ca
jsavic@hanover.ca

Dear Ms. Walker and Ms. Savic:

Thank you for the opportunity to provide a quote for the provision of audit services to the Corporation of the Town of Hanover ["the Town"] for the next five years commencing December 31, 2025 and ending December 31, 2029. We are confident that we have the experience and the necessary qualifications to address the Town's needs.

We propose to continue to serve the Town from our Hanover office with an engagement team supervised by Kevin Tremble and lead by Riley O'Hagan. Available year-round to address questions you may have, our objective is to make your life easier by proactively planning the audit in conjunction with the Town's Council and management; ensure clear communication; and to use our extensive municipal experience and knowledge of your operations to add value to the Town. All members of our team are enthusiastic about the opportunity to continue to serve as your auditors.

The proposed fees include the following:

- discussion with the Corporation of the Town of Hanover management team at the planning stage of the audit prior to December 31st each year;
- Meetings with staff in the execution stage of the audit and at the conclusion of the audit to discuss the audit, financial statements, management letter or any other matters as required.
- Meeting with Council to discuss the audit, financial statements, letter to Council and any other matters as required; and
- addressing questions of a routine nature throughout the year.

These fees include all out-of-pocket expenses but exclude any applicable taxes (i.e. HST) and exclude our administration fee (5%).

MNP

Proposed Fees

Item	2025	2026	2027	2028	2029
Audit of Town of Hanover	44,000	45,540	47,134	48,784	50,491
Audit of Town of Hanover Trust Funds	2,500	2,588	2,678	2,772	2,869
Audit of Downtown Improvement Area	4,000	4,140	4,285	4,435	4,590
Audit of Hanover Walkerton Landfill	8,000	8,280	8,570	8,870	9,180
Bereavement Authority of Ontario Compliance report for trust funds	4,000	4,140	4,285	4,435	4,590
New Standard PS 1202 Financial Statement Presentation implementation additional fee for 12/31/2027 to be billed at rate of $250/hour or a pre-determined amount agreed upon in the future	Not applicable	Not applicable	TBD	Not applicable	Not applicable
	62,500	64,688	66,952	69,295	71,720

The fee estimate assumes that:

- All journal entries, account analysis and working papers will be prepared by Town staff prior to our commencement of the audit.
- MNP will assist in preparing the financial statements and consolidation entries.
- Town staff will continue to prepare the Financial Information Return.
- Town staff will continue to assist us in the retrieval of documents necessary for us to conduct our audit.

Any changes to the fee quote would be discussed with Management prior to such changes. These changes would be the result of a change in the scope of the engagement, change to the business, or new accounting and assurance standards.

Expertise and experience: The expertise and experience of 8,900+ team members including 1,300+ partners in 150+ locations across Canada.

- MNP is uniquely positioned to provide you with not only the very best team, but also a team comprised of Hanover based professionals, all with significant assurance and tax expertise. This provides the Town with local decision-making experts on the ground to ensure timely delivery of solutions and services;
- We are one firm / one pot / one team;
- A proactive & collaborative work ethic – we embrace open and frank communication throughout the year to talk about your business, challenges, issues and successes as this reflects our goal to add value beyond simply providing an audit engagement report on the annual financial statements. Our communication is both formal and informal and our entire engagement team is always accessible to discuss any matters when they arise; and
- A seasoned team of professionals with specialized tax consulting, compliance and project management skills, as well as deep direct industry experience.

Value-added services: As a full-service firm, MNP can assist you in achieving your business objectives and managed risk. Our services include:

- Corporate Finance;

- Enterprise Risk;
- Cyber Security;
- Property Tax Recovery;
- Valuations, Forensics & Litigation Support;
- Succession and Transition Services; and
- Corporate Consulting, including Technology, Performance Improvement and Strategic Planning.

You are an important and valued client of MNP. We would be pleased to continue to be the external auditor for the Town of Hanover and look forward to the opportunity to continue to work with you.

Yours truly,

[redacted]

Kevin Tremble, CPA CA
Partner through a corporation
MNP LLP

519.364.3790 | Kevin.Tremble@mnp.ca

Hanover
Ontario, Canada

AGE-FRIENDLY ADVISORY COMMITTEE MINUTES

Date & Time: August 18, 2025 | 10:00 am
Location: Council Chambers and Zoom

MEMBERS PRESENT	Harold Fleet | Loretta Dunn | Cassondra Dillman | Kaela Sales | Pat Butler | Pamela Matheson | Sandra Hong | Laura-Lee Ribey
OTHERS PRESENT	Brandon Dobson | Lyndsay Regier
REGRETS	Karen Otterbein

1. **DISCLOSURE OF PECUNIARY INTEREST** – Nil.

2. **DELEGATION** – Nil.

3. **ADOPTION OF January 20, 2025 MINUTES – Deferred.**

4. **ADOPTION OF May 26, 2025 MINUTES**
Moved by L. Dunn | Seconded by P. Butler
THAT the minutes of May 26, 2025 meeting be approved as circulated. **CARRIED.**

5. **ITEMS FOR INFORMATION**
Included in the Age-Friendly package emailed on August 12, 2025 and copies were available to committee members.

5.1. Alzheimer Society of Grey Bruce | Coffee Break – On September 18th we will be hosting a Coffee Break to support local families living with dementia. The Coffee Break will be occurring with the Lunch & Social in the Lions Den. Hanover Family Health Team will also be having a Coffee Break in support of the Alzheimer's Society in the lobby of the P & H Centre on September 23rd from 1:00 – 3:00pm.

5.2. A Friendly Voice – This service is provided to older adults who want to chat with welcoming and caring persons. People can call in any day of the week from 8:00am to 10:00pm. They are also looking for volunteers to take calls and provide support.

6. **Senior Active Living Centre (SALC) Programs** – Committee members were provided with an overview of the new SALC programs offered at the P&H Centre this fall and winter.

7. **Senior Community Grant (SCG) Expo** – Committee discussed approval from the Senior Community Grant to host an Expo for seniors. The Expo must be completed by March 31st, 2026. Committee members tentatively agreed on March 24th for the Expo.

ACTION: Committee members to come up with possible themes and guest speakers for the Expo for next meeting.

8. OTHER BUSINESS

8.1. Committee member shared that the YMCA in Owen Sound are completing Dementia Training for all their staff. Wiarton is also becoming a Dementia Friendly Community.

8.2. Grey County Age Friendly will be having their meeting on Tuesday, September 9th in Owen Sound. It will be a hybrid meeting. Hoping to have a joint meeting in December with Bruce County.

8.3. The Library offers Storytime once a month for the Hanover Care Centre. They also offer to deliver books and audio recordings of books to both the Village and Hanover Care Centre.

8.4. On Saturday, September 6th the Library will be a games event for kids and their grandparents.

8.5. On Friday, August 22nd the Library will have a Tech Talk about emails for seniors.

8.6. Committee member shared that there is lots of complements around town about the good work that the Age Friendly group is doing.

8.7. Reminder that the Fall 2025/Winter 2026 Community Guide is out now. Registration is August 21 for residents and August 28 for non-residents.

9. NEXT MEETING – Monday September 15, 2025 | 10:00am

10. ADJOURNMENT

Moved by L. Dunn | Seconded by H. Fleet
THAT the meeting be adjourned at 11:20am**.**

Hanover
Ontario, Canada

PARKS, RECREATION & CULTURE ADVISORY COMMITTEE MINUTES

Wednesday, August 20, 2025 | 6:00pm
P & H Centre | Boardroom

MEMBERS PRESENT	Keith Hopkins | Carol Hudson | David Ford | Marion Massaloup | Matt Bender | Danica Metcalfe | Brandon Koebel (departed at 7:15pm)
OTHERS PRESENT	Laura Christen | Lyndsay Regier
REGRETS	Neil Simpson

1. DISCLOSURE OF PECUNIARY INTEREST – Nil.

2. DELEGATION – Nil.

3. ITEMS FOR INFORMATION – Nil.

4. ADOPTION OF THE July 23, 2025 PRC ADVISORY MINUTES
Moved by D. Ford | Seconded by M. Bender
THAT the minutes of the July 23, 2025 regular meeting be approved as printed and circulated. **CARRIED.**

5. STAFF REPORTS – Nil.

6. ITEMS FOR DIRECTION | DISCUSSION

6.1 2026 Capital Project Input – Committee members reviewed and provided feedback for capital projects proposed for 2026.

Moved by M. Massaloup | Seconded by M. Bender
THAT the PRC Advisory Committee support the replacement of the Ball Park Pavilion in 2026. **CARRIED.**

7. NEXT MEETING – September 24, 2025 @ 6pm (Next regular meeting)

8. ADJOURNMENT
Moved by D. Metcalfe | Seconded by M. Bender
THAT the meeting be adjourned at 7:45pm. CARRIED.

Hanover
Ontario, Canada

PLANNING ADVISORY COMMITTEE MINUTES

Tuesday, September 9, 2025, | 4:00 pm
Saugeen Room and Zoom

MEMBERS PRESENT	Tim Norwood (Chair) | Mark Ebert | Terry Leis | Tony Diaco | Harold Fleet
OTHERS PRESENT	Andrew Wilken, Secretary -Treasurer | Sherri Walden, CAO | April Marshall, Economic Development Manager | Jordan Whitmore, Deputy Chief Building Official | Sue Patterson, Mayor | Warren Dickert (Deputy Mayor, virtual) | Aindrila Sengupta, Building and Planning Assistant
REGRETS	Keith Hopkins
DISCLOSURE OF PECUNIARY INTEREST	None
DELEGATIONS	Dana Keiffer – Agent, 645 10th Street | Melanie Scott (Virtual) – Agent, 265 10th Avenue | Dave Helwig – Agent, 503 10th Ave

1. Adoption of July 8, 2025, Regular Meeting Minutes

Moved by TERRY LEIS / Seconded by HAROLD FLEET
That the minutes of the July 8, 2025, regular meeting be approved as printed and circulated.

CARRIED

2. Business arising from Minutes

The Secretary-Treasurer informed the Committee that the Minor Variance application A3-25 for Travis Campbell, 269 13th Avenue, which had been previously deferred, is scheduled to return before the Committee of Adjustment on September 11, 2025, with a revised proposal reflecting the Committee of Adjustment's recommendations on building area and height. Minor Variance Application A4-25, submitted by John and Meaghan Cooney, seeking relief from the Front Yard Setback and Gross Building Area, was approved by the Committee of Adjustment on July 9, 2025, and is currently progressing through the Town's building permit approval process. With respect to the Minor Variance Application A5-25 for the property at 612 10th Street, the Committee of Adjustment, at a separate meeting on July 30, 2025, approved the parking variance supported by the requisite parking studies, and the Town is now working on a Site Plan Control Agreement for the property.

3. Official Plan Update

The Secretary-Treasurer informed the Committee that a Steering Committee Meeting on the Official Plan was held on August 12, 2025, with Terry Leis and Harold Fleet from the committee in attendance. The meeting that was chaired by Dana Keiffer, Senior Planner with Cobide Engineering Inc., and covered topics such as land use designation, growth management, density analysis, and ways to improve public engagement, including sessions and surveys. Ms. Keiffer and Town staff are now working together on the next steps, and the minutes from the meeting are in the process of being finalized.

4. Development Charges Study Update

The Secretary-Treasurer informed the Committee that Town staff are currently reviewing and updating spreadsheets provided by Watson Associates. Each department is required to submit its updated information so that the process can be completed in 2025. Once the spreadsheets have been returned to Watson Associates, the necessary data will be compiled, and a report will be prepared for presentation to the Committee.

5. Minor Variance Application, A6-25, AUM Developers Ltd. -------------- 645 10th Street

The Secretary-Treasurer informed the Committee of a Minor Variance Application received for 645 10th Street, accompanied by a planning justification report prepared by Cobide Engineering Inc. The property owner is proposing to construct a two-storey, 4,100 sq. ft. mixed-use building, with four residential units on the second floor and two take-out restaurants on the ground floor, with limited seating primarily intended for take-out service. Dana Keiffer, acting as agent for the property, provided an overview of the project, noting that it is a development requiring three minor variances, a reduction in the minimum number of loading spaces from two to one, a reduction in the minimum distance between the property line and parking line from 1.0 m to 0.6 m to improve turning areas and access to parking spaces and a reduction in the rear yard setback from 6.0 m to 4.0 m. Ms. Keiffer explained that these variances are minor in nature and necessary to facilitate the efficient development of the proposed mixed-use building on a relatively small lot. During the discussion, Tony Diaco raised a concern regarding the reduced distance between the property line and the parking line and whether it would impact the sidewalk. The Secretary-Treasurer clarified that it would not, as the measurement is taken from the property line rather than the sidewalk itself. Councillor Harold Fleet also inquired about the setback from abutting properties. Both Ms. Keiffer and the Secretary-Treasurer confirmed that adequate buffer space exists on all sides of the proposed building which are still subject to site plan control.

Following a thorough discussion on the application, it was then:

Moved by MARK EBERT / Seconded by TERRY LEIS

That the Planning Advisory Committee recommend to Council and Committee of Adjustment that they have no objections to the approval of Minor Variance Application No. A6-25.

CARRIED

6. Minor Variance Application, A7-25, Heather Curran & Jeff Schaus -------------------- 203 17th Avenue

The Secretary-Treasurer informed the Committee of a Minor Variance Application received for 203 17th Avenue, where the applicant is seeking relief for a rear yard setback. The current zoning by-law requires a rear yard setback of 24'- 7", whereas the proposed setback is 14'- 3¼ ". The applicant is proposing to demolish the existing deck and construct a covered deck in its place at the rear of the property. Committee member Tony Diaco raised concerns regarding potential issues such as easements or utility rights and questioned whether future owners of abutting properties would be permitted to construct decks of similar sizes. The Secretary-Treasurer advised that the proposed development does not pose any issues for the Town and that, regarding precedent, each property is assessed on its own merits; any future applications would be evaluated based on the unique characteristics of the property and other relevant factors.

Subsequent to a good discussion with regards to this application, it was then,

Moved by TONY DIACO / Seconded by HAROLD FLEET

That the Planning Advisory Committee recommend to Council and Committee of Adjustment that they have no objections to the approval of Minor Variance Application, A7-25.

CARRIED

7. Zoning By-law Amendment Application, Z1-25, Hallman Estate -------------------------265 10th Ave

The Secretary-Treasurer informed the Committee that the Town has received a Zoning By-law Amendment Application for 265 10th Avenue, proposing to change the zoning designation from Residential Type 1 (R1) to Residential Type 3 (R3) to permit the construction of a semi-detached dwelling on the property. Melanie Scott, agent for the property, presented the proposal to the Committee, noting that the lot is sufficiently large to accommodate a semi-detached dwelling while retaining space for landscaping and open areas. The Secretary-Treasurer further advised that drawings illustrating the proposed zoning and development layout are available. The Committee determined that a Planning Justification Report or environmental review is not required for this application.

Subsequent to a good discussion with regards to this application, it was then,

Moved by TONY DIACO / Seconded by TERRY LEIS

That the Planning Advisory Committee recommend to Council that they have no objections to the approval of Zoning By-law Amendment Application, Z1-25.

CARRIED

8. Zoning By-law Amendment Application, Z2-25 & Z3-25 ----------------------- 862 & 866 8th Avenue North

The Secretary-Treasurer informed the Committee that the Town has received two Zoning By-law Amendment Application for the properties at 862 and 866 8th Avenue North, proposing to redesignate the lands from Residential Type 1 (R1) to Residential Type 3 (R3). The Secretary-Treasurer further advised that a majority of the subject lands are regulated by the Saugeen Valley Conservation Authority (SVCA) and that a permit from SVCA, including any necessary floodplain-related mitigation, will be required prior to development. The committee confirmed that as of right the properties could proceed with building a single family dwelling on the properties at this time with SVCA permits. The zoning bylaw amendments proposed still require the same permits to be issued with the R3 rezoning. The Committee determined that a Planning Justification Report or additional environmental review would not be required, provided approval is obtained from the Saugeen Valley Conservation Authority.

Subsequent to a good discussion with regards to this application, it was then,

Moved by MARK EBERT / Seconded by HAROLD FLEET

That the Planning Advisory Committee recommend to Council that they have no objections to the approval of Zoning By-law Amendment Application, Z2-25 conditional on Saugeen Valley Conservation Authority's approval of the flood plain issues.

CARRIED

9. Part Lot Control Application, Candue Homes ------------------------ 766 & 768 18th Street

The Secretary-Treasurer informed the Committee of a Part Lot Control Application received for the properties at 766 and 768 18th Street, identified as Lot 111 and Lot 112, Registered Plan 16M-95. The application requests the removal of Part Lot Control to allow access to the backyard of Lot 112 through Lot 111, and to the backyard of Lot 113 through Lots 111 and 112, as a fourplex is proposed to be built spanning from Lot 111 to Lot 114. The Secretary-Treasurer noted that Part Lot

Control applications are approved by the County, and that the Town's role is to prepare a report and by-law for submission to the County following Council's consideration on September 15, 2025. Any comments provided by the Town will be included in the Council package.

Subsequent to a good discussion with regards to this application, it was then,

Moved by TONY DIACO / Seconded by TERRY LEIS

That the Planning Advisory Committee recommend to Council that they have no objections to the approval of Part-lot Control Application for Lots 111 and 112 also known as 766 and 768 18th street.

CARRIED

10. 68-Unit Apartment Proposal -- 167 10th Street

The Secretary-Treasurer informed the Committee of a proposal for a 68-unit apartment building, which is anticipated to be submitted to the Town as a complete application in the future. The project is currently in the pre-consultation phase. Based on the preliminary review, the proposal is consistent with the intent of the Zoning By-law. Town staff are currently working with the owner on functional servicing and lot grading and have consulted with the Fire Department regarding fire route and access. From the Town staff's perspective, the zoning requirements have been met, and the project is eligible for a Site Plan Control Agreement. This project is presented to the Committee for comments and information. During the discussion, concerns were raised regarding parking, front yard setback, and fire route availability, all of which were addressed by the Secretary-Treasurer during the meeting.

11. Environmental Considerations

None

12. Correspondence

None

13. New Business

The Secretary-Treasurer introduced two new applications received for the property at 503 10th Avenue, located in the C1 Downtown Commercial zone, consisting of a Consent Application and a Minor Variance Application. The Secretary-Treasurer advised the Committee that the applications are currently in the preliminary review stage. The proposal involves the construction of a four-unit apartment building in the rear yard of the existing lot, with adequate parking provided in front of the building, while retaining the existing single dwelling unit on the west side of the current property. The proposal includes severance of the existing lot through the Consent Application, resulting in the creation of one new lot. As a result of the anticipated severance, a few variance requirements have been identified, including variances for front, rear, and side yard setbacks. During the discussion, the Committee addressed matters such as the potential adjustment of the severance line and the provision of fencing along the north, east, and west lot lines. The Secretary-Treasurer emphasized the importance of these comments, noting that the Town does not have a Site Plan Control process for buildings with fewer than 10 units. All comments were received by the applicant for consideration.

Subsequent to a good discussion with regards to this application, it was then,

Moved by MARK EBERT / Seconded by TONY DIACO

That the Planning Advisory Committee express to the Committee of Adjustment and Council a preference for the provision of fencing and noted that the setbacks could be enhanced on the west side. The Committee also recommended that prior to formal submission the survey be completed with an emphasis on expanding the west property line to minimize any setback variances.

14. Adjournment

Moved by TONY DIACO
That the meeting now be adjourned at 5: 15 pm.

____
Chair, Tim Norwood

____
Secretary-Treasurer, Andrew Wilken

Hanover
Ontario, Canada

Brockton

HANOVER-WALKERTON WASTE MANAGEMENT COMMITTEE MINUTES
Tuesday September 09, 2025 | 1:00pm
By Zoom

MEMBERS PRESENT: Jamie McCarthy | Warren Dickert | Peter Hambly | Nicholas Schnurr | Tim Elphick | Daniel Ferguson | Tanya Patterson, Recording Secretary

1. DISCLOSURE OF PECUNIARY INTEREST

None.

2. DELEGATIONS

None.

3. ADOPTION OF PREVIOUS MEETING MINUTES

Moved by PETER HAMBLY / Seconded by WARREN DICKERT

That the minutes of the May 27, 2025 meeting be approved as presented and circulated.

Carried

4. BUSINESS ARISING

None.

5. ITEMS FOR DECISION/DISCUSSION

5.1. Rates and Fees for 2026

Moved by PETER HAMBLY / Seconded by NICHOLAS SCHNURR

That the Hanover/Walkerton Waste Management Committee recommends the following increases to the garbage and recycling joint landfill fees, effective January 1, 2026:

- Garbage (sorted) per tonne from $145.00 to $148.00
- Garbage (non-sorted) per tonne from $290.00 to $296.00
- Non-hazardous industrial waste per tonne from $290.00 to $296.00

Carried

6. ITEMS FOR INFORMATION/CORRESPONDENCE

6.1. Cell #3 Construction

The committee was provided with details and photos of the current status of Cell #3 construction.

6.2. Recycling Depot Operations

The committee was provided with an Amendment Agreement from Circular Materials Ontario (CMO) regarding depot operations past December 31, 2025 for information.

The Town of Hanover will continue to run recycling depot for high density multi-residential for Hanover residents.

With this change, there will be a reduction in financial contributions from CMO.

The agreement requires the addition of Walkerton multi-residential.

A report will be presented to council requesting direction for staffing of the recycling depot under the amended agreement.

It was noted that Brockton recycling depots will close as of January 1, 2026.

6.3. Landfill Budget to Date

The committee reviewed the landfill budget to August 31st, 2025.

6.4. Landfill Quantities

The committee reviewed the landfill quantity report to June 30th, 2025.

6.5. Recycling Cart Roll Out

A Promotional and Education (P&E) document provided by Circular Materials Ontario (CMO) was provided to the committee for information.

Waste Management (WM) are scheduled to deliver recycling new carts to every Hanover residential address with P&E on October 9, 2025.

Municipalities are waiting for a final list from the province of items being accepted under the new program. It was suggested that P&E be provided to residents once the list is finalized.

7. NEW BUSINESS

The chair noted that Household Hazardous Waste Day is Saturday October 18, 2025 from 10:00am to 2:00pm at the Hanover Public Works yard.

Brockton staff will share Hanover's social media post once notified by Hanover staff that it is posted.

8. NEXT MEETING

The next meeting is scheduled for October 14th at 1:00PM via Zoom

9. ADJOURNMENT

Moved by NICHOLAS SCHNURR / Seconded by TIM ELPHICK

That this meeting adjourns at 1:26pm.

THE CORPORATION OF THE TOWN OF HANOVER

BY-LAW NO. 3348 - 25

A By-law to amend Zoning By-law No. 2912-15, as amended, being the Comprehensive Zoning By-law of the Town of Hanover;

WHEREAS the Council of the Corporation of the Town of Hanover deems it in the public interest to pass a By-law to amend By-law No. 2912-15;

AND WHEREAS pursuant to the provisions of Section 34 of The Planning Act, R.S.O. 1990, as amended, Zoning By-laws may be amended by Councils of Municipalities;

NOW THEREFORE the Municipal Council of the Corporation of the Town of Hanover hereby enacts as follows:

1. Schedule “A” to By-law No. 2912-15 is hereby amended by changing the zone symbols affecting the lands described as Lot 15, 16 and Part of Lot 17, Registered Plan 752 in the Town of Hanover and shown more particularly on Schedule “A-1” attached hereto.

2. THAT Schedule “A” to By-law No. 2912-15 is hereby amended by changing from Residential Type 1 (R1) Zone to Residential Type 3 (R3) Zone as shown on Schedule “A-1” affixed hereto.

3. THAT all other provisions of By-law No. 2912-15 shall apply to the subject property shown on Schedule "A-1" affixed hereto.

4. Schedule “A-1" and all other notations thereon are hereby declared to form part of this By-law.

5. If no appeal is filed pursuant to Section 34(19) of the Planning Act, (R.S.O. 1990, C.P. 13, as amended), or if an appeal is filed and the Local Planning Appeal Tribunal dismisses the appeal, this by-law comes into force on the day it is passed. If the Local Planning Appeal Tribunal amends the By-law pursuant to Section 34(26) of the Planning Act, as amended, the part or parts so amended come into force upon the day the Board’s Order is issued directing the amendment or amendments.

READ A FIRST, SECOND and THIRD TIME and FINALLY PASSED this 6th day of October 2025.

____
Sue Paterson, Mayor

____
Vicki McDonald, Clerk

Hanover
Ontario, Canada

THE CORPORATION OF THE TOWN OF HANOVER
SCHEDULE "A-1" to BY-LAW NO. 3348 – 25

Lands being affected are Lot 15, 16 and Part of Lot 17, Plan 752, Town of Hanover, County of Grey.

Passed this 6th day of October 2025

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Susan Paterson, Mayor

____
Vicki McDonald, Clerk

Residential Type 1 (R1) Zone to Residential Type 3 (R3) Zone

THE CORPORATION OF THE TOWN OF HANOVER

BY-LAW NO. 3349 - 25

A By-law to amend Zoning By-law No. 2912-15, as amended, being the Comprehensive Zoning By-law of the Town of Hanover;

WHEREAS the Council of the Corporation of the Town of Hanover deems it in the public interest to pass a By-law to amend By-law No. 2912-15;

AND WHEREAS pursuant to the provisions of Section 34 of The Planning Act, R.S.O. 1990, as amended, Zoning By-laws may be amended by Councils of Municipalities;

NOW THEREFORE the Municipal Council of the Corporation of the Town of Hanover hereby enacts as follows:

1. Schedule “A” to By-law No. 2912-15 is hereby amended by changing the zone symbols affecting the lands described as Part of Lot 18, Registered Plan 55 and Part 3, Reference Plan 16R11878 in the Town of Hanover and shown more particularly on Schedule “A-1” attached hereto.

2. THAT Schedule “A” to By-law No. 2912-15 is hereby amended by changing from Residential Type 1 (R1) and Hazard (H) Zone to Residential Type 3 (R3) and Hazard (H) Zone as shown on Schedule “A-1” affixed hereto.

3. THAT all other provisions of By-law No. 2912-15 shall apply to the subject property shown on Schedule "A-1" affixed hereto.

4. Schedule “A-1" and all other notations thereon are hereby declared to form part of this By-law.

5. If no appeal is filed pursuant to Section 34(19) of the Planning Act, (R.S.O. 1990, C.P. 13, as amended), or if an appeal is filed and the Local Planning Appeal Tribunal dismisses the appeal, this by-law comes into force on the day it is passed. If the Local Planning Appeal Tribunal amends the By-law pursuant to Section 34(26) of the Planning Act, as amended, the part or parts so amended come into force upon the day the Board’s Order is issued directing the amendment or amendments.

READ A FIRST, SECOND and THIRD TIME and FINALLY PASSED this 6th day of October 2025.

____
Sue Paterson, Mayor

____
Vicki McDonald, Clerk

THE CORPORATION OF THE TOWN OF HANOVER

SCHEDULE "A-1" to BY-LAW NO. 3349 – 25

Lands being affected are Part of Lot 18, Registered Plan 55 and Part 3, Reference Plan 16R11878, Town of Hanover, County of Grey.

Passed this 6th day of October 2025

____
Susan Paterson, Mayor

____
Vicki McDonald, Clerk

Residential Type 1 (R1) Zone and Hazard (H) to Residential Type 3 (R3) and Hazard (H) Zone

THE CORPORATION OF THE TOWN OF HANOVER

BY-LAW NO. 3350 - 25

A By-law to amend Zoning By-law No. 2912-15, as amended, being the Comprehensive Zoning By-law of the Town of Hanover;

WHEREAS the Council of the Corporation of the Town of Hanover deems it in the public interest to pass a By-law to amend By-law No. 2912-15;

AND WHEREAS pursuant to the provisions of Section 34 of The Planning Act, R.S.O. 1990, as amended, Zoning By-laws may be amended by Councils of Municipalities;

NOW THEREFORE the Municipal Council of the Corporation of the Town of Hanover hereby enacts as follows:

1. Schedule “A” to By-law No. 2912-15 is hereby amended by changing the zone symbols affecting the lands described as Part of Lot 18, Registered Plan 55 and Part 2, Reference Plan 16R11878 in the Town of Hanover and shown more particularly on Schedule “A-1” attached hereto.

2. THAT Schedule “A” to By-law No. 2912-15 is hereby amended by changing from Residential Type 1 (R1) and Hazard (H) Zone to Residential Type 3 (R3) and Hazard (H) Zone as shown on Schedule “A-1” affixed hereto.

3. THAT all other provisions of By-law No. 2912-15 shall apply to the subject property shown on Schedule "A-1" affixed hereto.

4. Schedule “A-1" and all other notations thereon are hereby declared to form part of this By-law.

5. If no appeal is filed pursuant to Section 34(19) of the Planning Act, (R.S.O. 1990, C.P. 13, as amended), or if an appeal is filed and the Local Planning Appeal Tribunal dismisses the appeal, this by-law comes into force on the day it is passed. If the Local Planning Appeal Tribunal amends the By-law pursuant to Section 34(26) of the Planning Act, as amended, the part or parts so amended come into force upon the day the Board’s Order is issued directing the amendment or amendments.

READ A FIRST, SECOND and THIRD TIME and FINALLY PASSED this 6th day of October 2025.

____
Sue Paterson, Mayor

____
Vicki McDonald, Clerk

Hanover
Ontario, Canada

THE CORPORATION OF THE TOWN OF HANOVER
SCHEDULE "A-1" to BY-LAW NO. 3350 – 25

Lands being affected are Part of Lot 18, Registered Plan 55 and Part 2, Reference Plan 16R11878, Town of Hanover, County of Grey.

Passed this 6th day of October 2025

____
Susan Paterson, Mayor

____
Vicki McDonald, Clerk

Residential Type 1 (R1) and Hazard (H) Zone to Residential Type 3 (R3) and Hazard (H) Zone

THE CORPORATION OF THE TOWN OF HANOVER

BY-LAW NO. 3351-25

BEING a by-law to appoint external auditors for the Town of Hanover

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WHEREAS Section 296 of the Municipal Act, 2001, S.O. 2001, c.25, as amended authorizes municipalities to appoint auditors;

AND WHERAS Section 296 (3) indicates an auditor shall not be appointed for a term exceeding five years.

NOW THEREFORE the Council of the Corporation of the Town of Hanover enacts as follows:

1. That the firm of:

   MNP LLP, Chartered Accountants, Licensed Public Accountants
   485-10th Street, Hanover, Ontario N4N 1R2

   be appointed as the Town of Hanover Municipal Auditors for the fiscal years 2025, 2026, 2027, 2028 and 2029.

2. That the terms of engagement, more particularly described in the correspondence from MNP LLP dated October 1, 2025 be attached hereto as Schedule ‘A’ and form part of this by-law.

READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 6th day of October, 2025.

Susan Paterson, Mayor

Vicki McDonald, Clerk

Hanover
Ontario, Canada

October 1, 2025

Attention: Christine Walker and Jelena Savic
The Corporation of the Town of Hanover
341 10th Street
Hanover, ON N4N 1P5

Via Email:
cwalker@hanover.ca
jsavic@hanover.ca

Dear Ms. Walker and Ms. Savic:

Thank you for the opportunity to provide a quote for the provision of audit services to the Corporation of the Town of Hanover ["the Town"] for the next five years commencing December 31, 2025 and ending December 31, 2029. We are confident that we have the experience and the necessary qualifications to address the Town's needs.

We propose to continue to serve the Town from our Hanover office with an engagement team supervised by Kevin Tremble and lead by Riley O'Hagan. Available year-round to address questions you may have, our objective is to make your life easier by proactively planning the audit in conjunction with the Town's Council and management; ensure clear communication; and to use our extensive municipal experience and knowledge of your operations to add value to the Town. All members of our team are enthusiastic about the opportunity to continue to serve as your auditors.

The proposed fees include the following:

- discussion with the Corporation of the Town of Hanover management team at the planning stage of the audit prior to December 31st each year;
- Meetings with staff in the execution stage of the audit and at the conclusion of the audit to discuss the audit, financial statements, management letter or any other matters as required.
- Meeting with Council to discuss the audit, financial statements, letter to Council and any other matters as required; and
- addressing questions of a routine nature throughout the year.

These fees include all out-of-pocket expenses but exclude any applicable taxes (i.e. HST) and exclude our administration fee (5%).

Proposed Fees

Item	2025	2026	2027	2028	2029
Audit of Town of Hanover	44,000	45,540	47,134	48,784	50,491
Audit of Town of Hanover Trust Funds	2,500	2,588	2,678	2,772	2,869
Audit of Downtown Improvement Area	4,000	4,140	4,285	4,435	4,590
Audit of Hanover Walkerton Landfill	8,000	8,280	8,570	8,870	9,180
Bereavement Authority of Ontario Compliance report for trust funds	4,000	4,140	4,285	4,435	4,590
New Standard PS 1202 Financial Statement Presentation implementation additional fee for 12/31/2027 to be billed at rate of $250/hour or a pre-determined amount agreed upon in the future	Not applicable	Not applicable	TBD	Not applicable	Not applicable
	62,500	64,688	66,952	69,295	71,720

The fee estimate assumes that:

- All journal entries, account analysis and working papers will be prepared by Town staff prior to our commencement of the audit.
- MNP will assist in preparing the financial statements and consolidation entries.
- Town staff will continue to prepare the Financial Information Return.
- Town staff will continue to assist us in the retrieval of documents necessary for us to conduct our audit.

Any changes to the fee quote would be discussed with Management prior to such changes. These changes would be the result of a change in the scope of the engagement, change to the business, or new accounting and assurance standards.

Expertise and experience: The expertise and experience of 8,900+ team members including 1,300+ partners in 150+ locations across Canada.

- MNP is uniquely positioned to provide you with not only the very best team, but also a team comprised of Hanover based professionals, all with significant assurance and tax expertise. This provides the Town with local decision-making experts on the ground to ensure timely delivery of solutions and services;
- We are one firm / one pot / one team;
- A proactive & collaborative work ethic – we embrace open and frank communication throughout the year to talk about your business, challenges, issues and successes as this reflects our goal to add value beyond simply providing an audit engagement report on the annual financial statements. Our communication is both formal and informal and our entire engagement team is always accessible to discuss any matters when they arise; and
- A seasoned team of professionals with specialized tax consulting, compliance and project management skills, as well as deep direct industry experience.

Value-added services: As a full-service firm, MNP can assist you in achieving your business objectives and managed risk. Our services include:

- Corporate Finance;

- Enterprise Risk;
- Cyber Security;
- Property Tax Recovery;
- Valuations, Forensics & Litigation Support;
- Succession and Transition Services; and
- Corporate Consulting, including Technology, Performance Improvement and Strategic Planning.

You are an important and valued client of MNP. We would be pleased to continue to be the external auditor for the Town of Hanover and look forward to the opportunity to continue to work with you.

Yours truly,

[redacted]

Kevin Tremble, CPA CA
Partner through a corporation
MNP LLP

519.364.3790 | Kevin.Tremble@mnp.ca

THE CORPORATION OF THE TOWN OF HANOVER

BY-LAW NO. 3352-25

Being a by-law to authorize the Town of Hanover to enter into a borrowing agreement with the Federation of Canadian Municipalities (FCM) through the Green Municipal Fund for the Net Zero Fire Station project.

WHEREAS the *Municipal Act, 2001*, as amended (the "**Act**") provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS subsection 408 (2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

AND WHEREAS the Council of the Corporation of the Town of Hanover (the "**Municipality**") has passed the by-law(s) enumerated in column (1) of Schedule "A" attached hereto and forming part of this By-law **(Schedule "A")** authorizing the capital work described in column (2) of Schedule "A" (the "**Capital Work"**) and authorizing, inter alia, the entering into of a Green Municipal Fund Loan and Grant Agreement dated August 21, 2024 for the provision of long-term borrowing from the Federation of Canadian Municipalities, as trustee of the Green Municipal Fund ("**FCM"**) in respect of the Capital Work (the "**Financing Agreement**") and desires to issue debentures for the Capital Work in the amount specified in column (3) of Schedule "A".

AND WHEREAS before authorizing the Capital Work, the Municipality had its treasurer update its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation and, prior to authorizing the Capital Work, the treasurer determined that the estimated annual amount payable in respect of the Capital Work, would not cause the Municipality to exceed its updated limit and that the approval of the Capital Work, by the Ontario Land Tribunal was not required;

AND WHEREAS to provide long-term financing for the Capital Work pursuant to the Financing Agreement, it is now expedient to issue 4.98% amortizing debentures in the principal amount of $5,362,350 in lawful money of Canada, on the terms hereinafter set forth.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF HANOVER ENACTS AS FOLLOWS:

1. For the Capital Work, the borrowing upon the credit of the Municipality of the principal sum of $5,362,350 and the issue of amortizing debentures therefor to be repaid in semi-annual instalments of combined (blended) principal and interest as hereinafter set forth, are hereby authorized.

2. The mayor and the treasurer of the Municipality are hereby authorized to cause any number of amortizing debentures to be issued up to the aggregate principal amount outstanding of all Disbursements in the said amount of $5,362,350 substantially in the form attached as Schedule "B" attached hereto and forming part of this By-law (the "Debentures"). The Debentures shall bear the Municipality's municipal seal and the signatures of the mayor and the treasurer of the Municipality, all in accordance

with the provisions of the Act. The Debentures are sufficiently signed if they bear the required signatures and each person signing has the authority to do so on the date he or she signs.

3. The Debentures shall be in fully registered form as one or more certificates in the aggregate principal amount of $5,362,350, in the name of FCM or as FCM may otherwise direct, substantially in the form attached as **Schedule "B"** hereto and forming part of this By-law with provision for payment of principal and interest (other than in respect of the final payment of principal and outstanding interest on the maturity date upon presentation and surrender) on such terms as to which the registered holder and the Municipality may agree.

4. The Debentures shall all be dated the 15th day of October 2025, and as to both principal and interest shall be expressed and be payable in lawful money of Canada. The Debentures shall bear interest at the rate of 4.98% per annum from the date thereof payable semi-annually in arrears as described in this section. The Debentures shall be paid in full by October 15, 2045 and shall be payable in semi-annual instalments of combined (blended) principal and interest on such days as are set forth in Schedule "C" attached hereto and forming part of this By-law ("**Schedule C**") in each of the years during the currency of the Debentures, as set forth in Schedule "C".

5. Payments in respect of principal and/or interest on the Debentures shall be made only on a day on which banking institutions in Ottawa, Ontario, are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day and no further interest shall be paid in respect of the delay in such payment.

6. If the Municipality defaults in the payment of any instalment at any time appointed for payment thereof, the Municipality shall, until such overdue principal and/or interest amount(s) has/have been paid in full, pay to FCM interest on the principal and interest that is then outstanding at an annual rate of 4.98%, calculated from the date of such default.

7. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 or 366 days as appropriate.

8. Following October 15, 2035, the Municipality may on any subsequent semi-annual payment date, on not less than thirty (30) days' written notice to FCM, prepay all or part of the principal amount of Debentures that is outstanding on the specified semiannual payment date ("**Prepayment Date**"), provided it simultaneously pays all accrued interest thereon plus an amount equal to twenty-four (24) months of interest calculated pursuant to Section 7 of Schedule B of the Financing Agreement on the Debentures so prepaid. Notwithstanding the foregoing, the Municipality shall pay an amount equal to twelve (12) months of interest instead of twenty-four (24) months interest if the prepayment occurs on or after the expiration of three-quarters (3/4) of the term of the Debentures. Prepayments must be in an amount equal to or greater than ten percent (10%) of the outstanding principal amount of the Debentures. In the event of a partial prepayment, FCM shall provide to the Municipality a new amortization schedule effective as of the Prepayment Date. Such new amortization schedule shall be deemed to replace the amortization schedule which constitutes

part of the Debentures in respect of which the prepayment was effected. Upon delivery of such new schedule, the Municipality shall be obligated to effect payment in accordance with the terms of the new amortization schedule. Any amounts prepaid may not be reborrowed.

9. Each year in which a payment of an instalment of combined (blended) principal and interest becomes due, there shall be raised as part of the general levy the amounts of principal and interest payable in each year as set out in Schedule “C” to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.

10. The Debentures may contain any provision for their registration thereof authorized by any statute relating to municipal debentures in force at the time of the issue thereof.

11. The Municipality shall maintain a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the cancellation, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic,magnetic or other media for records of or related to the Debentures or for copies of them.

12. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the sum or sums so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.

13. The Debentures will be transferable or exchangeable at the office of the treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such of such transfer or exchange and cancellation of the Debenture, the mayor and the treasurer shall issue and deliver a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations as directed by the transferee, in the case of a transfer or as directed by the registered holder in the case of an exchange.

14. The mayor and the treasurer shall issue and deliver new Debentures in exchange or substitution for the Debentures outstanding on the registry with the same maturity and of like form which have become lost, stolen, mutilated, defaced or destroyed, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a lost, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to

the certificate number of the Debenture in question) and indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.

15. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of this By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.

16. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; and (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange.

17. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are lost, stolen, mutilated, defaced or destroyed and for the replacement of lost, stolen, mutilated, defaced or destroyed principal and interest cheques may be imposed by the Municipality. Where new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.

18. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder.

19. The mayor and the treasurer are hereby authorized to cause the Debentures to be issued, the clerk and the treasurer are hereby individually authorized to generally do all things and to execute all documents and other papers in the name of the Municipality in order to carry out the issue of the Debentures and the treasurer or the clerk is authorized to affix the Municipality’s municipal seal to any of such documents and papers.

20. The proceeds realized in respect of the Debentures and any earnings derived from the investment of such proceeds, after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Work and to no other purpose except as permitted by the Act.

21. Subject to the Municipality’s investment policies and goals, the applicable legislation and the terms and conditions of the Debentures, the Municipality may, if not in default under the Debentures, at any time purchase any of the Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including, without limitation, the manner by which any tender offer may be communicated or accepted and the persons to whom it may be addressed) as the Municipality may in its discretion determine.

22. This By-law takes effect on the day of passing.

READ A FIRST, SECOND and THIRD TIME and FINALLY PASSED this 6th day of October, 2025.

Susan Paterson, Mayor

Vicki McDonald, Clerk

SCHEDULE "A"

(1) By-law	(2) Capital Work Description	(3) Amount of Debentures to be Issued	(4) Term of Years of Debentures
3352-25	Building a Net Zero Fire Station in Hanover	$5,362,350	20

SCHEDULE "B" to Borrowing By-law

Province of Ontario
Corporation of the Town of Hanover

No. 3352-25

FULLY REGISTERED 4.98% AMORTIZING DEBENTURE

Corporation of the Town of Hanover (the "Municipality"), for value received, hereby promises to pay to:

FEDERATION OF CANADIAN MUNICIPALITIES, AS TRUSTEE FOR THE GREEN MUNICIPAL FUND ("FCM")

or registered assigns, subject to the conditions attached hereto which form part hereof (the "Conditions") upon presentation and surrender of this debenture by the maturity date of this debenture 15th, October, 2045), the principal sum of

Five Million, three hundred and sixty-two thousand, three hundred and fifty Dollars
---------------------------------- ($5,362,350) --------------------------------

and to pay interest thereon until the maturity of this debenture by semi-annual instalments of combined (blended) principal and interest in the manner and in the amounts set forth in the attached amortization schedule (the "**Schedule**") and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada.. Interest shall be paid until the maturity date of this debenture, in like money in semi-annual payments from the 15th day of October, 2025 or from the last date on which interest has been paid on this debenture, whichever is later at the rate of 4.98% per annum, in arrears, on the specified dates, as set forth in the Schedule (each, a "**Payment Date**") in the manner provided in the Conditions. Interest shall be paid on default at the applicable rate set out in the Conditions both before and after default and judgment. The applicable rate of interest, the payments of principal and interest and the principal balance outstanding in each year are shown in the Schedule.

This debenture is subject to the Conditions.

DATED at the Town of Hanover on October 15, 2025

IN TESTIMONY WHEREOF and under the authority of By-law Number 3352-25 of the Municipality duly passed on October 6, 2025 (the "**Bylaw**"), this debenture is sealed with the municipal seal of the Municipality and signed by the mayor and the treasurer thereof.

Date of Registration: October 15, 2025

Mayor

Treasurer

CONDITIONS OF THE DEBENTURE

Capitalized terms used in the Conditions of this Debenture and not defined below shall have the meaning ascribed to them in the Green Municipal Fund Loan and Grant Agreement between the

CORPORATION OF THE TOWN OF HANOVER and

FEDERATION OF CANADIAN MUNICIPALITIES,

as Trustee of the Green Municipal Fund ("**FCM**")

dated and effective as of August 21, 2024 Financing Agreement

1. The debentures issued pursuant to the By-law (collectively the "Debentures" and individually a "**Debenture**") are issuable as fully registered Debentures without coupns. The Debentures are direct, unsecured and unsubordinated obligations of the Municipality. Notwithstanding any provision to the contrary contained herein, the Debentures shall be issued in minimum denominations of $5,362,350. The Debentures rank concurrently and equally in respect of payment of principal and interest with all other debentures of the Municipality except for the availability of money in a sinking or retirement fund for a particular issue of debentures.

2. This Debenture is one fully registered Debenture registered in the name of FCM and held by FCM.

3. The Municipality shall maintain at its designated office a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the cancellation, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

4. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures, including this Debenture as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the sum or sums so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.

5. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any Payment Date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding Payment Date.

6. The Municipality shall make all payments in respect of the Debentures on each Payment Date commencing on April 15, 2026 (other than in respect of the final payment of principal and outstanding interest on the maturity date upon presentation and surrender of this Debenture) on such terms as the Municipality and the registered holder may agree.

7. Following October 15, 2023, the Municipality may on any subsequent semiprepay all or part of the principal amount of Debentures that is outstanding on the specified semiannual payment date ("**Prepayment Date**"), provided it simultaneously pays all accrued interest thereon plus an amount equal to twenty-four (24) months of interest calculated pursuant to Section 7 of Schedule B of the Financing Agreement on the Debentures so prepaid. Notwithstanding the foregoing, the Municipality shall pay an amount equal to twelve (12) months of interest instead of twenty-four (24) months of interest if the prepayment occurs on or after the expiration of threequarters (3/4) of the term of the Debentures. Prepayments must be in an amount equal to or greater than ten percent (10%) of the outstanding principal amount of the Debentures. In the event of a partial prepayment, FCM shall provide to the Municipality a new amortization schedule effective as of the Prepayment Date. Such new amortization schedule shall be deemed to replace the amortization schedule which constitutes part of the Debentures in respect of which the prepayment was effected. Upon delivery of such new amortization schedule, the Municipality shall be obligated to effect payment in accordance with the terms of the new amortization schedule and this section. Any amounts prepaid may not be re-borrowed.

8. If the Municipality defaults in the payment of any instalment at any time appointed for payment thereof, the Municipality shall, until such overdue principal and/or interest amount(s) has/have been paid in full, pay to FCM interest on the principal and interest that is then outstanding at an annual rate of 4.98%, calculated from the date of such default.

9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 or 366 days, as appropriate.

10. Payments in respect of principal of and interest on the Debentures shall be made only on a day on which banking institutions in Ottawa, Ontario, are not authorized or obligated by law or executive payment is not a Business Day, payment shall be made

on the next following Business Day and no further interest shall be paid in respect of the delay in such payment.

11. The Debentures are transferable or exchangeable at the office of the treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferee, in the case of a transfer or as directed by the registered holder in the case of an exchange.

12. The Municipality shall issue and deliver new Debentures in exchange or substitution for Debentures outstanding on the registry with the same maturity and of like form which have become lost, stolen, mutilated, defaced or destroyed, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a lost, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.

13. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of the By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.

14. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange to the treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; and (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange.

15. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are lost, stolen, mutilated, defaced or destroyed and for the replacement of lost, stolen, mutilated, defaced or destroyed principal and interest cheques may be imposed by the Municipality. Where new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c)

enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.

16. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder. If the Municipality or any registered holder is required to give any notice in connection with the Debentures on or before any day and that day is not a Business Day then such notice may be given on the next following Business Day.

17. Unless otherwise expressly provided herein, any reference herein to a time shall be considered to be a reference to Ottawa, Ontario time.

18. The Debentures are governed by and shall be construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in Ontario.

SCHEDULE "C"

Amortization Schedule

SCHEDULE "C"
Amortization Schedule

Date: 2025-09-29

Please note that this is a simulated amortization schedule with the single loan contribution as of October 15, 2025. The final amortization schedule will be prepared once the last disbursement has been made on or before the contract expiration date Section 5.7 Loan Expiration Date.

FCM Number: CPC-23-0120 Type: Municipal
Business: Hanover, Corporation of the Town of
Jeff Dentinger
341 10th Street
Hanover, Ontario, N4N 1P5
Tel: 519-364-2780 ext 1239
firechief@hanover.ca; cwalker@hanover.ca
Creditor: Federation of Canadian Municipalities

Amount Financed (Original)	$5,362,350.00
Simple Interest (2025-10-15)	4.98 %
Payment Frequency	Semiannually
Start of the period	2025-10-15
First payment	2026-04-15
Method	Simple Interest
Day Count	Actual/Actual
Payment Method	Normal

Line Num.	Line status	Pmt Date	Payment	Rate	Principal (Mathematical)	Accrued Interest	Col. Fees	Balance	Comment
1	Information	2025-10-15	$0.00	4.98 %	$0.00	$0.00	$0.00	$5,362,350.00	
2	Due Pmt	2026-04-15	$213,250.79	4.98 %	$80,094.09	$133,156.70	$0.00	$5,282,255.91	
3	Due Pmt	2026-10-15	$213,250.79	4.98 %	$81,362.27	$131,888.52	$0.00	$5,200,893.64	
4	Due Pmt	2027-04-15	$213,250.79	4.98 %	$84,103.34	$129,147.45	$0.00	$5,116,790.30	
5	Due Pmt	2027-10-15	$213,250.79	4.98 %	$85,493.65	$127,757.14	$0.00	$5,031,296.65	
6	Due Pmt	2028-04-15	$213,250.79	4.98 %	$87,971.50	$125,279.29	$0.00	$4,943,325.15	
7	Due Pmt	2028-10-15	$213,250.79	4.98 %	$90,161.99	$123,088.80	$0.00	$4,853,163.16	
8	Due Pmt	2029-04-15	$213,250.79	4.98 %	$92,738.11	$120,512.68	$0.00	$4,760,425.05	
9	Due Pmt	2029-10-15	$213,250.79	4.98 %	$94,391.45	$118,859.34	$0.00	$4,666,033.60	
10	Due Pmt	2030-04-15	$213,250.79	4.98 %	$97,384.87	$115,865.92	$0.00	$4,568,648.73	
11	Due Pmt	2030-10-15	$213,250.79	4.98 %	$99,179.77	$114,071.02	$0.00	$4,469,468.96	
12	Due Pmt	2031-04-15	$213,250.79	4.98 %	$102,265.92	$110,984.87	$0.00	$4,367,203.04	
13	Due Pmt	2031-10-15	$213,250.79	4.98 %	$104,209.51	$109,041.28	$0.00	$4,262,993.53	
14	Due Pmt	2032-04-15	$213,250.79	4.98 %	$107,102.25	$106,148.54	$0.00	$4,155,891.28	
15	Due Pmt	2032-10-15	$213,250.79	4.98 %	$109,769.10	$103,481.69	$0.00	$4,046,122.18	
16	Due Pmt	2033-04-15	$213,250.79	4.98 %	$112,778.37	$100,472.42	$0.00	$3,933,343.81	
17	Due Pmt	2033-10-15	$213,250.79	4.98 %	$115,042.20	$98,208.59	$0.00	$3,818,301.61	
18	Due Pmt	2034-04-15	$213,250.79	4.98 %	$118,435.56	$94,815.23	$0.00	$3,699,866.05	
19	Due Pmt	2034-10-15	$213,250.79	4.98 %	$120,871.72	$92,379.07	$0.00	$3,578,994.33	
20	Due Pmt	2035-04-15	$213,250.79	4.98 %	$124,377.99	$88,872.80	$0.00	$3,454,616.34	
21	Due Pmt	2035-10-15	$213,250.79	4.98 %	$126,995.17	$86,255.62	$0.00	$3,327,621.17	
22	Due Pmt	2036-04-15	$213,250.79	4.98 %	$130,393.02	$82,857.77	$0.00	$3,197,228.15	

Line Num.	Line status	Pmt Date	Payment	Rate	Principal (Mathematical)	Accrued Interest	Col. Fees	Balance	Comment
23	Due Pmt	2036-10-15	$213,250.79	4.98 %	$133,639.81	$79,610.98	$0.00	$3,063,588.34	
24	Due Pmt	2037-04-15	$213,250.79	4.98 %	$137,176.44	$76,074.35	$0.00	$2,926,411.90	
25	Due Pmt	2037-10-15	$213,250.79	4.98 %	$140,183.50	$73,067.29	$0.00	$2,786,228.40	
26	Due Pmt	2038-04-15	$213,250.79	4.98 %	$144,063.78	$69,187.01	$0.00	$2,642,164.62	
27	Due Pmt	2038-10-15	$213,250.79	4.98 %	$147,280.64	$65,970.15	$0.00	$2,494,883.98	
28	Due Pmt	2039-04-15	$213,250.79	4.98 %	$151,298.38	$61,952.41	$0.00	$2,343,585.60	
29	Due Pmt	2039-10-15	$213,250.79	4.98 %	$154,735.63	$58,515.16	$0.00	$2,188,849.97	
30	Due Pmt	2040-04-15	$213,250.79	4.98 %	$158,748.43	$54,502.36	$0.00	$2,030,101.54	
31	Due Pmt	2040-10-15	$213,250.79	4.98 %	$162,701.26	$50,549.53	$0.00	$1,867,400.28	
32	Due Pmt	2041-04-15	$213,250.79	4.98 %	$166,879.92	$46,370.87	$0.00	$1,700,520.36	
33	Due Pmt	2041-10-15	$213,250.79	4.98 %	$170,791.82	$42,458.97	$0.00	$1,529,728.54	
34	Due Pmt	2042-04-15	$213,250.79	4.98 %	$175,264.91	$37,985.88	$0.00	$1,354,463.63	
35	Due Pmt	2042-10-15	$213,250.79	4.98 %	$179,432.25	$33,818.54	$0.00	$1,175,031.38	
36	Due Pmt	2043-04-15	$213,250.79	4.98 %	$184,072.67	$29,178.12	$0.00	$990,958.71	
37	Due Pmt	2043-10-15	$213,250.79	4.98 %	$188,508.32	$24,742.47	$0.00	$802,450.39	
38	Due Pmt	2044-04-15	$213,250.79	4.98 %	$193,269.78	$19,981.01	$0.00	$609,180.61	
39	Due Pmt	2044-10-15	$213,250.79	4.98 %	$198,082.19	$15,168.60	$0.00	$411,098.42	
40	Due Pmt	2045-04-15	$213,250.79	4.98 %	$203,042.48	$10,208.31	$0.00	$208,055.94	
41	Due Pmt	2045-10-15	$213,250.73	4.98 %	$208,055.94	$5,194.79	$0.00	$0.00	

Line Num.	Line status	Pmt Date	Payment	Rate	Principal (Mathematical)	Accrued Interest	Col. Fees	Balance	Comment

Grand total

Principal (Original)	$5,362,350.00
Additional Principal	$0.00
Financed Fees (APR)	$0.00

Total Amount Financed	$5,362,350.00
Other increases	$0.00
Total Accrued Interest	$3,167,681.54
Grand total	$8,530,031.54
Total payments (positive)	$8,530,031.54
Balance	$0.00

THE CORPORATION OF THE TOWN OF HANOVER

BY-LAW NO. 3353-25

A By-law of the Town of Hanover to confirm the proceedings of the Council of the Corporation of the Town of Hanover at its regular meeting held on October 6, 2025.

WHEREAS the Municipal Act, S.O. 2001, c.25, as amended, Section 5 and amendments thereto, provides that the powers of a municipal corporation shall be exercised by its Council;

AND WHEREAS the Municipal Act, S.O. 2001, c.25, as amended, Section 5 and Section 9, and amendments thereto, 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 the Council for the Corporation of the Town of Hanover hereby enacts as follows:

1. THAT the actions of the Council at its regular meeting held on October 6, 2025 in respect of each motion, resolution and other action taken by the Council, and its Committees, at its said meetings are, except where the prior approval of the Ontario Municipal Board 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. AND THAT the Mayor and the proper officers of The Corporation of the Town of Hanover 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 Town of Hanover and to affix thereto the corporate seal of the Corporation of the Town of Hanover.

READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 6th day of October, 2025.

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Susan Paterson, Mayor

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Vicki McDonald, Clerk

Hanover
Ontario, Canada