

**The Corporation of the Township of Malahide  
CORRESPONDENCE AGENDA  
July 20, 2023 – 7:30 p.m.**

(G) Correspondence:

1. Association of Municipalities of Ontario - Watch File – dated July 6, 2023, and July 13, 2023.
2. Ministry of Natural Resources and Forestry - Technical Bulletin - Flooding Hazards: Data Survey and Mapping Specifications
3. Minister of Environment and Climate Change – Response to correspondence sent supporting Township of the Archipelago’s phragmites resolution
4. Elgin County – Council Highlights – July 11, 2023
5. Southwestern Public Health – Annual Report 2022
6. Tillsonburg District Memorial Hospital & Alexandra Hospital Ingersoll – Annual Report 2022-2023
7. Chatham-Kent – Time for Change Municipal Freedom of Information and Protection of Privacy Act
8. AGCO - Extension of Hours for Ontario Liquor Sales Licensees During FIFA Women's World Cup 2023
9. Fisheries and Ocean Canada (DFO) - Publication of Proposed Management Plan for Northern Sunfish on the Species at Risk Public Registry
10. Ministry of Natural Resources and Forestry – Proposal to Amend Three Regulated Manuals under the Crown Forest Sustainability Act
11. Town of Aylmer – Notice of Complete Applications and Public Meeting 245-249 John Street South

The Township of Malahide will provide an accessible conversion of this document or any document with this information package upon request. Contact staff at 519-773-5344 ext. 222 or at [aadams@malahide.ca](mailto:aadams@malahide.ca).

**Allison Adams**

---

**From:** AMO Communications <Communicate@amo.on.ca>  
**Sent:** Thursday, July 6, 2023 10:01 AM  
**To:** Allison Adams  
**Subject:** AMO Watchfile - July 6, 2023

AMO Watchfile not displaying correctly? [View the online version](#)  
 Add Communicate@amo.on.ca to your safe list



July 6, 2023

**In This Issue**

- Provide your feedback on AMO's digital communications.
- MPAC Board positions - Call for expressions of interest.
- Input sought on revisions to Cannabis Standards.
- Off-road vehicle consultation.
- Electrification and Energy Transition Panel - Call for feedback.
- Housing accelerator portal open with interactive webinars.
- Register for the AMO 2023 Annual General Meeting and Conference.
- Register for in-person Land Use training at the AMO Conference.
- Councillor training: Fall dates.
- Human Rights and Equity Training: November workshop.
- LAS & IPE 2023 Risk Symposium, October 4-5, Casino Rama Orillia.
- Registration for AMO-LAS Energy Symposium is now open!
- Mini workshop: Uncovering Savings in Water/Wastewater Plants.
- Deadline extended for BPS energy reporting.
- Canoe vendor spotlight: Radiomobile, L3Harris, Getac, Whelen.
- Careers: AMO, Ministry of Transportation, MMAH, London, Malahide.

**AMO Matters**

Please complete this [six-minute survey](#) on AMO's brand and digital communications. Help AMO shape our future brand and member engagement!

AMO has issued a call for expression of interests for building the AMO 2024 list of nominees for the Municipal Property Assessment Corporation (MPAC) Board of Directors. Application deadline has been extended - [apply now](#).

**Provincial Matters**

The Alcohol and Gaming Commission of Ontario (AGCO) is looking for input on proposed revisions to the Registrar's Standards for Cannabis Retail Stores. The deadline is July 11. [Register](#) to provide feedback.

The Ministry of Transportation is seeking feedback on Off-Road Vehicle safety enhancement proposals in a session on July 17. Materials will be distributed in advance. To register email [kemar.palmer@ontario.ca](mailto:kemar.palmer@ontario.ca).

Organizations are invited to provide submissions to the [Electrification and Energy Transition Panel](#) via email at [energypanel@ontario.ca](mailto:energypanel@ontario.ca) until June 30 at 5:00 pm. Feedback will inform the Panel's report to the Minister of Energy.

### **Federal Matters**

Learn more about the [Housing Accelerator Fund](#) by attending a virtual information webinar on July 13 or 18. Applications are due August 18.

### **Eye on Events**

AMO is excited about this year's Conference hosted by the City of London at RBC Place London and DoubleTree by Hilton, August 20-23. View the preliminary [program](#) and [register](#) now for this important event.

We are offering a number of training opportunities focused on both the fundamentals of land use planning and strategic decision making at this year's conference, Saturday, August 19 and Sunday, August 20. [Register today](#) for one of the limited spots.

Secure your spot in AMO's iconic councillor training this fall. This training provides councillors in all stages of their careers information, insights, and the necessary tools to be an effective local leader. [Register today](#).

Understanding your role and responsibilities as an elected official when it comes to [Human Rights & Equity](#) is critical. This training examines your legislative responsibilities and understanding what equity means and how it can be implemented. [Register today](#) to build your knowledge in these complex areas.

Join Local Authority Services (LAS) and Intact Public Entities (IPE) in discussion on Navigating the Road to Resilience in examination of critical municipal risk issues such as climate resiliency, cyber security, risk data management and more. [Register today](#) as space is limited. Deadline to Register: September 27.

The AMO and Local Authority Services (LAS) are pleased to be hosting the 2023 Municipal Energy Symposium on November 2- 3 at the Novotel Centre Toronto. [Registration](#) is now open. Space is limited.

### **LAS**

Does your water/wastewater treatment plant use a lot of energy? [Register](#) for a free virtual mini-workshop with LAS and Stephen Dixon. We'll show you how you can identify energy conservation opportunities at your plant using RETScreen. [Contact Christian Tham](#) for further details.

The Ministry of Energy has extended the reporting deadline for 2021 energy usage data under O. Reg 25/23 until October 31, 2023. Watch for additional Ministry-hosted webinars in September. For any questions related to MOE's energy reporting requirements, please email [BPSsupport@ontario.ca](mailto:BPSsupport@ontario.ca).

The Canoe Procurement Group continues to expand! Our Enforcement Solutions category is growing with the addition of Radiomobile, L3Harris, Getac, and Whelen Engineering. Simplify procurement while keeping your community safe. Contact Sarah to learn more.

### **Careers**

Senior Manager, Policy - AMO. This is a leadership role as a key contributor to AMO's overall policy and government relations strategy and activities. Submit cover letter and CV via confidential email to: [careers@amo.on.ca](mailto:careers@amo.on.ca), subject: Senior Manager, Policy by July 7.

Senior Advisor - AMO. Advise Senior Management and Board of Directors on policy and government relations strategies related to housing, LUP and natural resource / environmental management. Submit cover letter and CV via confidential email to: [careers@amo.on.ca](mailto:careers@amo.on.ca), subject: Senior Advisor by July 7.

Director, Standards and Contracts Branch - Ministry of Transportation. Provides technical, operational and strategic leadership to a team that leads the planning, development, implementation and delivery of the ministry's highway engineering and construction standards, specifications and policies. Please apply online only, by July 11.

Municipal Policy Specialist - Ministry of Municipal Affairs and Housing. Lead and coordinate policy and program development initiatives and projects related to local government strategies, policies, programs, and research activities. Please apply online only, by August 1.

Deputy City Manager, Legal Services - City of London. The DCM is responsible for providing the vision, strategic direction, and overall management of the Legal Services Service Area. Applications should be submitted online ideally by August 4.

Chief Administrative Officer - Township of Malahide. The CAO will be instrumental in the completion and execution of the strategic plan. Apply to [hr@malahide.ca](mailto:hr@malahide.ca) by July 26.

---

### **About AMO**

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](https://twitter.com/AMOPolicy) on Twitter!

### **AMO Contacts**

AMO Watchfile Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

ONE Investment

Media Inquiries

Municipal Wire, Career/Employment and Council Resolution Distributions

**Allison Adams**

---

**From:** AMO Communications <Communicate@amo.on.ca>  
**Sent:** Thursday, July 13, 2023 10:01 AM  
**To:** Allison Adams  
**Subject:** AMO Watchfile - July 13, 2023

AMO Watchfile not displaying correctly? [View the online version](#)  
 Add Communicate@amo.on.ca to your safe list



July 13, 2023

**In This Issue**

- ROMA encourages rural municipalities to apply for Housing Accelerator Fund.
- Provide your feedback on AMO's digital communications.
- MPAC Board positions - Call for expressions of interest.
- Off-road vehicle consultation.
- AMO 2023 is just over a month away - Register today!
- Take advantage of Land Use Planning Training at the AMO Conference.
- LAS & IPE 2023 Risk Symposium - Are you safe?
- Registration for the one of a kind AMO-LAS Energy Symposium is now open!
- BLOG: Accelerating Digital Services.
- Mini workshop: Uncovering Savings in Water/Wastewater Plants.
- Canoe supplies for your summertime activities.
- Webinar: Aging Well and Financial Security.
- No Hot Pets campaign.
- Careers: LAS, Niagara Region, King, Simcoe, Ottawa, and Greater Madawaska.

**AMO Matters**

The Rural Ontario Municipal Association (ROMA) wants to make sure that rural, small and northern communities consider applying for the [Housing Accelerator Fund](#) by August 18. Don't miss this opportunity! Questions, call CMHA 1-800-668-2642 or [email](#). ROMA is interested in [hearing](#) from members who will be and are considering submitting an application. Learn more about the [Housing Accelerator Fund](#) by attending a virtual information webinar on July [13](#) or [18](#) at 1 pm.

Please complete this [six-minute survey](#) on AMO's brand and digital communications. Help AMO shape our future brand and member engagement!

AMO has issued a call for expression of interests for building the AMO 2024 list of nominees for the Municipal Property Assessment Corporation (MPAC) Board of Directors. Application deadline has been extended - [apply now](#).

### **Provincial Matters**

The Ministry of Transportation is seeking feedback on Off-Road Vehicle safety enhancement proposals in a session on July 17. Materials will be distributed in advance. To register email [kemar.palmer@ontario.ca](mailto:kemar.palmer@ontario.ca).

### **Eye on Events**

AMO is excited about this year's Conference hosted by the City of London at RBC Place London and DoubleTree by Hilton, August 20-23. View the preliminary [program](#) and [register](#) now for this important event.

We are offering a number of training opportunities focused on both the fundamentals of land use planning and strategic decision making at this year's conference, Saturday, August 19 and Sunday, August 20. [Register today](#) for one of the limited spots.

Join Local Authority Services (LAS) and Intact Public Entities (IPE) in discussion on Navigating the Road to Resilience in examination of critical municipal risk issues such as climate resiliency, cyber security, risk data management and more. [Register today](#) for all you need to know on municipal risk management - deadline: September 27.

AMO and Local Authority Services (LAS) are pleased to be hosting the 2023 Municipal Energy Symposium on November 2- 3 at the Novotel Centre Toronto. [Registration](#) is now open. Space is limited.

### **LAS**

The day-to-day reality of how digital solutions will impact citizens and municipal workers is not always made clear. [Read three cases](#) that municipalities may encounter before going fully digital.

LAS and Stephen Dixon are hosting a 1-hr virtual workshop on July 19 at 10am. Find out how to determine energy savings potential at your Water/Wastewater Treatment Plants using RETScreen Expert. Attendees receive a 14-day RETScreen trial license. It's less than a week away - [Register today!](#)

Ontario municipalities rely on the [Canoe Procurement Group](#) to supply their most needed summertime activities. From fitness to playgrounds and lawncare to heavy construction, Canoe makes it easy to buy products and services you use every day. Take some time to review the 250+ approved vendors and save time with your purchase. [Contact Sarah](#) to get started!

### **Municipal Employer Pension Centre of Ontario (MEPCO)**

OMERS and the National Institute on Aging are hosting a webinar on July 21 on income security and maintaining good health and well-being. Register [here](#).

### **Municipal Wire\***

The Ontario SPCA and Humane Society, and participating SPCAs and humane societies across the province have launched a summer [No Hot Pets campaign](#). As a part of this campaign, individuals are encouraged to contact their municipality to request they enact a bylaw to protect animals from being left unattended in vehicles.

### **Careers**

Program Manager - Local Authority Services (LAS). Responsible for the overall administration, marketing, and growth of programs (ONE Investment, Natural Gas, Electricity), management of customer relationships, and supervision of the Client Relations Specialists, Energy Billing/Settlement team and the Board Coordinator. Apply to [careers@amo.on.ca](mailto:careers@amo.on.ca) by August 4.

Director Asset Management - Niagara Region. Accountable for leading and providing management, guidance and direction in developing and sustaining the corporate Asset Management program. Submit online application by August 2.

Manager of Communications & Public Engagement - King Township. Provides expert counsel to Council/Senior Management on issues related to communications and media, public relations and outreach. Apply by July 21.

Manager, Early Learning & Childcare Services - County of Simcoe. Work alongside an innovative team of professionals responsible for system planning and management of the licensed child care and early years sector. Submit your [application online](#) by July 14.

Payroll Technical Analyst - City of Ottawa. Manages the payroll system and is responsible for the delivery of pay, time entry, pension and benefit services, and reimbursements. Apply by July 28.

Chief Administrative Officer - Township of Greater Madawaska. Works collaboratively with the senior management team to provide the best possible advice to the Mayor and Council. Apply to [finance@greatermadawaska.com](mailto:finance@greatermadawaska.com) by July 21.

### About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

### AMO Contacts

[AMO Watchfile](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#)

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

AMO's Partners



\*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

**Ministry of Natural Resources and Forestry**

Resources Planning and Development  
Policy Branch  
Policy Division  
300 Water Street  
Peterborough, ON K9J 3C7

**Ministère des Richesses naturelles et des Forêts**

Direction des politiques de planification et d'exploitation des ressources  
Division de l'élaboration des politiques  
300, rue Water  
Peterborough (Ontario) K9J 3C7

July 4, 2023

Good Afternoon,

Today, the government released a draft technical bulletin on the Environmental Registry of Ontario to support municipalities and conservation authorities with flood hazard mapping activities. The "[ERO Posting #019-4706: Technical bulletin - Flooding hazards: data survey and mapping specifications](#)", would replace Chapter J of the existing "*River and Stream Systems: Flooding Hazard Limit*" technical guideline.

The technical bulletin is to be applied when delineating the flooding hazard through mapping new, or updating existing, maps. It is intended to assist technical personnel experienced in mapping and geomatics in undertaking flood hazard surveying and mapping in Ontario, and if accepted, will become the definitive source of flood hazard data, survey and mapping guidance for use in Ontario.

A critical step in protecting people and property from flooding starts with identifying where flooding is expected to occur. This is most often achieved through flood mapping Actions in [Protecting People and Property: Ontario's Flooding Strategy](#) commit the province to updating existing technical guidance used to support implementation of the natural hazard policies outlined within the proposed Provincial Planning Statement 2023. The MNRF is taking a multi-staged approach to updating its guidance.

Feedback on the draft technical bulletin will be accepted until September 5, 2023 through the Environmental Registry.

Sincerely,

Jennifer Keyes  
Director, Resources Planning and Development Policy Branch  
Ministry of Natural Resources and Forestry



JUL 14 2023

Ms. Allison Adams  
Manager of Legislative Services/Clerk  
The Township of Malahide  
aadams@malahide.ca

Dear Ms. Adams:

Thank you for your correspondence of May 8, 2023, informing me of the Malahide Township Council's resolution in support of the Corporation of the Township of the Archipelago Council's Resolution 2023-058 requesting funding support in managing invasive phragmites. I regret the delay in responding.

I applaud the commitment of both councils to manage and control *Phragmites australis* subsp. *australis* (invasive phragmites) in your communities, and I acknowledge that progress can only be made in the region if phragmites is addressed wherever it exists, regardless of political boundaries. Addressing invasive alien species such as phragmites is an important issue. As outlined in the Corporation of the Township of the Archipelago Council's resolutions, phragmites can cause severe damage to both wetlands and infrastructure.

Responsibility for managing invasive alien species in Canada is shared across all levels of government. The role of the federal government focuses on preventing new introductions of these pests and their establishment. Provinces and territories have broad responsibilities for the management of established and spreading invaders. Municipalities, the private sector and non-governmental organizations also play an important role in the prevention of new introductions, and the management of established invasive alien species.

Under the Pan-Canadian Approach to Transforming Species at Risk Conservation in Canada, Environment and Climate Change Canada's Canadian Wildlife Service is supporting the implementation of best management practices related to roads in the Georgian Bay region through the Community-Nominated Priority Places for Species at Risk program. The Corporation of the Township of the Archipelago is a valued partner in this collaborative effort.

The Canadian Wildlife Service has also committed more than \$3.4 million to manage phragmites within three national wildlife areas. These projects are focused on invasive species management to restore habitats to their natural

.../2

conditions, resulting in more available habitat for species at risk and other wildlife. An additional \$2.1 million has been spent since 2019 to manage phragmites and evaluate the effectiveness of treatment on species at risk. These projects were funded through the Habitat Stewardship Program for Species at Risk, and other directed federal funding opportunities within Ontario's Priority Place, and the former National Wetland Conservation Fund. Some of these programs have annual open calls for funding. For additional details and dates, please visit [www.canada.ca/en/environment-climate-change/services/environmental-funding/programs.html](http://www.canada.ca/en/environment-climate-change/services/environmental-funding/programs.html).

More broadly, the Government of Canada's commitment to nature is illustrated by recent decisions and investments. Budget 2023 includes a \$3.6-billion commitment to protect nature and species at risk, and more than \$1 billion to protect marine and coastal areas. These funds will help to create jobs in nature conservation, accelerate new provincial and territorial protected areas, support Indigenous Guardians, and act to prevent priority species at imminent risk from disappearing. This builds on the historic investment the federal government made in Budget 2022 to protect 30 percent of this country's lands and inland waters by 2030, recover species at risk, and advance Indigenous reconciliation.

Environment and Climate Change Canada remains committed to addressing the threat of invasive species within the scope of the federal government's responsibilities to protect species at risk and wildlife habitat, and will continue to facilitate collaboration on this important issue.

I appreciate your bringing the Malahide Township Council's resolution and views to my attention. Please accept my best regards.

Sincerely,



The Honourable Steven Guilbeault, P.C., M.P. (il/lui/he/him)



# COUNCIL HIGHLIGHTS

TUESDAY,  
JULY 11, 2023

## IN THIS ISSUE:

Flags of Change: Empowering  
Community Initiatives and  
Awareness Campaigns  
Across Elgin

Planning Updates

Preserving Elgin's History  
in the Digital Age



## FLAGS OF CHANGE: EMPOWERING COMMUNITY INITIATIVES AND AWARENESS CAMPAIGNS ACROSS ELGIN

The County of Elgin frequently receives requests from community groups and organizations for flag raisings and proclamations to promote their programs or initiatives and raise public awareness.

Elgin's Community Flag Raising and Flag Protocol Policy states, "Elgin County Council reserves the right to determine which flags will be displayed at the County Administration Building and will strive to accommodate and provide opportunities for community groups to display their flags."

County Council approved two requests for proclamations and flag raisings at their July 11 meeting.

### **Elgin County Drowning Prevention Coalition**

The Coalition requested that July 16-22, 2023, be proclaimed Drowning Prevention Week, and their flag be raised on July 19, 2023. This aligns with the National Drowning Prevention Week of the Lifesaving Society of Canada.

### **Childcan**

Dave and Maureen Jenkins, representing Childcan, have also requested the County to raise a flag and proclaim September 2023 as Childhood Cancer Awareness Month.

## PLANNING UPDATES

Elgin's Acting Manager of Planning, Paul Hicks, provided Council with two planning-related reports. Council granted approval to the following planning matters:

- Approval of Official Plan Amendment No. 22 to the Official Plan of the Town of Aylmer. This amendment aims to alter the land use classification at 230 John Street in Aylmer from "Highway Commercial" to "Residential," allowing the former hardware store property to be utilized for multi-residential purposes.
- Approved a revised Draft Plan of Subdivision prepared by MTE Ontario Land Surveyors in the Municipality of Central Elgin. This revision removes Block 183 from the Draft Plan of Subdivision as a result of Thames Valley District School Board expropriating lands to build a new school in the town of Belmont.

## PRESERVING ELGIN'S HISTORY IN THE DIGITAL AGE



Elgin's Archives department is currently digitizing a large volume of its records, which is maximizing storage capacity on County servers. If an alternative solution is not found soon, this issue could potentially compromise or completely disable the functionality of other critical County applications.

Community & Cultural Services staff have suggested moving Archives and Museum software, along with associated digital image and text files, to the Cloud to alleviate this issue. County Council has approved an agreement with Andornot Consulting Inc. for Cloud hosting and software services.

For the complete July 11, 2023, County Council Agenda Package, please visit the Elgin County [website](#).



## ORAL HEALTH

WE DO THAT, TOO!



## SEXUAL HEALTH

WE DO THAT, TOO!



## HEALTHY CHILDREN

WE DO THAT, TOO!



## ENVIRONMENTAL HEALTH

WE DO THAT, TOO!



## OUR VISION

Healthy people in vibrant communities.

## OUR MISSION

Leading the way in protecting and promoting the health of all people in our communities, resulting in better health.

## OUR VALUES

- Evidence
- Collaboration
- Accountability
- Quality
- Equity
- Forward-thinking

## Community leadership

The Southwestern Public Health Board of Health is comprised of municipal appointees and provincially appointed Order in Council positions.

The Board is accountable to the Ontario Ministry of Health and the communities of Oxford County, Elgin County and the City of St. Thomas to ensure we deliver quality, responsive programs, and services under the Ontario Public Health Standards as regulated by the Ontario Health Protection and Promotion Act.



Lori Baldwin-Sands



Ted Comiskey



Grant Jones



Tom Marks



Larry Martin  
Board Chair



David Mayberry



Stephen Molnar



Joe Preston  
Vice Chair



Lee Rowden  
Order in Council



David Warden  
Order in Council



Cynthia St. John  
Chief Executive  
Officer



Dr. Ninh Tran  
Medical Officer  
of Health

## Message from the Board of Health



As my time with the Board of Health of Southwestern Public Health comes to an end, I reflect on the extraordinary experience of chairing the Board of Health through a pandemic.

Southwestern Public Health was a new and relatively small organization in March 2020 when the World Health Organization declared the novel coronavirus a pandemic. Quickly, staff struck their first IMS (Incident Management System) structure and immediately began the work of strengthening existing connections and building new ones with municipalities, health system partners, the business community, media, and others. These connections have proven vital to our ability to respond capably to the pandemic and I am confident that these

strengthened relationships will bolster public health work well into the future.

I am very proud of the speed and adaptability of the staff response to the always evolving landscape of Covid-19. Their timely and clear communication, mobile service model, emphasis on collaboration and focus on those most vulnerable to severe illness were admirable and appreciated broadly.

But of course, work at the Board level was not exclusive to the pandemic response. In 2022 we:

- Recruited a new Medical Officer of Health following the retirement of Dr. Joyce Lock
- Reviewed a report authored by the Foundational Standards team about the Indirect Health Impacts of Covid-19 and discussed how it would and should impact future service delivery
- Approved funding related to commissioning a space needs assessment for Southwestern Public Health's Oxford County operations
- Spent significant time learning about the local opioid crisis, how it is impacted by the pandemic response, our needle syringe program, and neighbouring consumption and treatment services

It has been a privilege working with Cynthia St. John, Dr. Joyce Lock, Dr. Ninh Tran, and my fellow Board of Health members. Their unwavering commitment to clients, partners and community has been an inspiration. I know that the critical work of public health is in good hands under the leadership of Mayor Joe Preston, incoming Chair. Mayor Preston has served throughout the pandemic and his experience leaves him well positioned to guide the Board in its role supporting pandemic recovery in 2023 and beyond.

Thank you to everyone who has supported me in this endeavour; it has been a great pleasure. I'll sign off by echoing the sentiments of our CEO by saying, "the work of public health is complex, it is performed by passionate professionals committed to making a difference, and it is never, never boring."

Sincerely,

**Larry Martin**  
Chair

## Message from the CEO



We are living in remarkable times. While there was no less emphasis on Covid-19 in 2021 than there was in 2020, we did begin the new year with optimism due to the arrival of the Covid-19 vaccines. The international scientific community, supported by governments and private business, worked at an extraordinary pace to bring a safe and effective vaccine to the world.

As in 2020 and 2021, it is imperative that I start this message with my gratitude for all those professionals across our organization and the Southwestern Public Health region who continue the pandemic work with professionalism and resolve - even while it feels like much of the world has moved on.

Despite the Covid-19 response looking different in 2022, significant energy was invested in managing outbreaks within congregate living settings and hospitals, administering 411,000 + Covid-19 vaccines, and offering reliable data to the thousands who visited our dashboard each day. For yet another year, I witnessed an unwavering commitment to mitigating the risks associated with the Covid-19 pandemic – especially for our community's most vulnerable.

As the situation with Covid-19 stabilized, many of our staff turned their attention back to the health promotion, prevention and protection work that was paused during the acute phase of the pandemic. What we learned is that our community has fundamentally changed since 2020; no person or organization is untouched by the prolonged pandemic response. We are only starting to scratch the surface of our understanding of the unintended consequences of the past three years, the health impacts, how all of this will shape public health's future service offerings.

The theme of this Annual Report is, "we do that, too" and it is a tribute to the many aspects of public health work that have waited in the shadows over the past few years. It is a tribute to the work of our public health inspectors in the community, parent resource workers in individual homes, public health nurses forging relationships with educators and school communities, and so much more. Vaccination and infection prevention and control are two core services of local public health but we are very excited to re-introduce ourselves to partner organizations and individuals across the region we serve. In addition to catching up on everything from missed inspections to routine vaccinations, we are setting our sights on climate change and health, the opioid crisis, mental health and belonging in 2024.

I hope you enjoy this Report and its messages from our outgoing Board of Health Chair, Larry Martin, and our new Medical Officer of Health, Dr. Ninh Tran. We've summarized our income and our expenditures on page 6 and the steps our programs are taking to restart their work serving the community and achieving our vision of healthy people in vibrant communities.

Thank you for your shared commitment to communities that protect and promote exceptional health for everyone.

With gratitude,

**Cynthia St. John,**  
CEO

# Message from the Medical Officer of Health



2022 was a memorable year for me both professionally and personally as I embarked on a new journey as Medical Officer of Health for Southwestern Public Health. I am grateful for the strong community leadership of my predecessor, Dr. Joyce Lock, particularly her work during two very difficult years of the pandemic. To date, I have enjoyed a warm welcome by the communities of Oxford County, Elgin County, and the City of St. Thomas, and it's been a great pleasure working with our amazing staff, leadership team and CEO, a supportive Board of Health, and great partners and residents.

2022 was the third year of the pandemic and defined by the Omicron strain, which completely changed the Covid land-

scape. The year started with one massive push for both immunizations and public health control measures to dampen the impact on the health care system. This was followed by a substantial transition to "living with Covid-19," and the long-awaited return of many of our critical public health programs that were on hold. The year ended with expanded access to anti-viral therapy, and the introduction of the "bivalent" Covid-19 vaccine – a vaccine product that included not only the original strain, but the omicron strain as well – offering better protection than the historically available monovalent product.

The pandemic response carried into the fall as we experienced quite a challenging respiratory season with significant levels of Covid-19, influenza, and RSV season on top of other circulating infectious diseases. This is a particularly challenging situation when a population is behind in their routine vaccinations due to the pandemic. I anticipate high levels of respiratory illness to continue into the early part of 2023 when the cold and flu season finally slows and ends.

None of the pandemic related work would have been possible without our remarkable and dedicated public health staff, and our steadfast Board of Health, municipal leaders and emergency response partners, regional hospitals and community health centres, primary care providers, area pharmacies, local businesses, and area school boards.

As we approach 2023, I look forward to focusing on other critical public health issues, including the opioid crisis, climate change, and other health system initiatives. In the first half of 2023, SWPH will conduct a feasibility study for Consumption and Treatment Services to address the opioid crisis and then report back to the Board of Health and community on our findings. I look forward to further collaboration and partnership with the Elgin and Oxford Ontario Health Teams (OHT), and municipal, health care and education partners to restart paused initiatives and strategize new ones that will best address and respond to the unique needs of our local communities.

Sincerely,

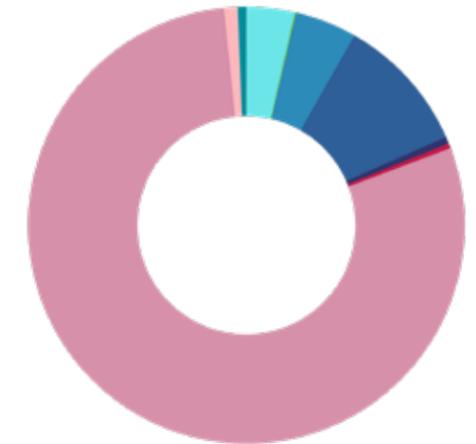
**Ninh Tran**  
Medical Officer of Health

# Southwestern Public Health financial picture, year ending December 31, 2022

## Revenue

City of St. Thomas	\$922,650.00	
Clinics	\$28,916.00	
County of Elgin	\$1,187,287.00	
County of Oxford	\$2,628,966.00	
Interest	\$128,942.00	
Other fees & recoveries	\$95,779.00	
Province of Ontario	\$20,516,291.00	
PHAC	\$262,765.00	
Student Nutrition	\$165,597.00	

**Total Revenue \$25,937,193.00**



## Expense

Cost shared general programs and services	\$14,934,278.00	
Covid -19	\$5,698,705.00	
100% Ministry funded programs	\$921,194.00	
Other programs & one time expenditures	\$4,432,310.00	

**Total Expenses \$25,986,487.00**



 The School Nutrition and Learning Program is a funded partner of United Way Oxford.

For our full 2022 Audited Financial Statements, visit our [website](#).



**WE DO THAT, TOO!**

So much of public health’s routine work was put on hold during the bulk of the pandemic, as there were simply not enough employees to manage the complexity and volume of the Covid-19 response while offering our regular scope of services. This pause in service delivery was difficult for a passionate staff team committed to serving the community, and difficult for community members who depended on the services we deliver. Kudos to the staff who spent 2022 overseeing a backlog of work, while developing new ways of serving a community much changed since March 2020.

## In 2022 we turned our attention to:

## Human Resources

... ramping up our health and wellness supports for a team that navigated a lot of organized chaos as they lead the community throughout a pandemic not seen in a generation. We know that often their own health and well-being took a backseat during this time. We also turned our attention to strengthening our onboarding and recruitment processes by taking a deep dive into our software systems to ensure we were maximizing their capabilities.



## Health Information Management

... re-imagining the classification schedule and how its design can compliment our work. We also increased our skills in Laserfiche and Laserfiche Forms to retain important records and automate work processes. We automated 39 processes in 2022, which is a 56% increase in the number of automated forms processes created in 2021.



## Oral Health

... screening 4862 students in local schools, seeing 1073 local children through our Healthy Smiles Ontario clinics, and providing 336 seniors with a new patient exam through the Ontario Seniors Dental Care Program.



# Foundational Standards

... helping the organization plan programs and services to reflect the evolving needs of the residents of Oxford County, Elgin County, and the City of St. Thomas.



# Emergency Management

... emergency preparedness. Using the lessons learned from the Covid-19 pandemic response and some new resources from Public Health Ontario, we started updating our policies, procedures, and plans to ensure we're ready to respond to - and recovery from - the next emergency.



# Healthy Schools

... supporting students to form healthy relationships through programming such as Healthy Relationships Plus Program, Wellness Initiatives, and Curriculum Supports. In partnership with TVDSB and LDCSB, the Healthy Schools team supported students to understand, build and practice their skills relating to dealing with youth stress, exploring power imbalances in relationships, understanding the impact of substance use and how to help friends, knowing the early warning signs of dating violence, and taking responsibility for emotions.



# Healthy Growth & Development

... connecting with families through home visits, targeted interventions, education and advocacy in collaboration with community partners to achieve optimal family health for those most vulnerable in our community.

# Vaccine Preventable Disease

... reviewing thousands of elementary and secondary school student vaccination records and issuing notices to parents about the need to update their vaccination records or book appointments to get up-to-date. The maintenance of up-to-date immunization records is required for students in Ontario is legislated in the Immunization for Pupils Act. Our team also visited 100 health care provider offices and pharmacies to ensure they met criteria for storing publicly funded vaccines. This activity supports adherence to best practice requirements for health care providers storing and handling publicly funded vaccine to protect vaccine safety and efficacy.



# Sexual Health

In 2022, we turned our attention back to our roots in harm reduction, STI and pregnancy prevention, STI case and contact management, clinical services, and community outreach and partnerships. We were able to focus on community naloxone training and harm reduction supports in the community. We continued to work with our community partners by offering services and education through outreach and consultations.



# Covid-19 Vaccination

... our focus remained on vaccinating those who had not yet been vaccinated (such as infants and young children) and those who needed further vaccine to prevent them from new strains of the virus (introduction of the bivalent vaccine). In total, Southwestern Public supported a grand total of 411, 291 doses of Covid-19 vaccine in 2022.



# Infectious Diseases

... outbreak investigations in long-term care homes, retirement homes and congregate living settings such as group homes and shelters. Staff in these settings were invited to participate in a virtual workshop series in the fall to prepare them for the winter respiratory season. Covid-19 continued to dominate the infectious disease work of infection prevention and control. Surveillance and investigation of other communicable diseases and infections increased as restrictions eased and travel resumed.

# Chronic Disease & Injury Prevention

... to supporting our residents to quit smoking and re-connected with our community partners around important issues such as poverty, food security, and substance use.



# Environmental Health

... prioritizing the inspection of facilities that had not been visited as frequently during the heightened months of the pandemic. The rabies program experienced a 10% increase in animal exposure reports requiring investigation. There were also notable increases in the number of people wishing to run food-related businesses out of their homes requiring application of the Food Premises Regulation and an increase in the number of special events taking place in our jurisdiction. Finally, our team had the opportunity to share the Walnut Manor investigation experience at the National CIPHI Conference, the APSHIO conference, and to the Ontario Fire Marshall.



**WE DO THAT, TOO!**

**St. Thomas Site**  
1230 Talbot St.  
St. Thomas, ON  
N5P 1G9

**Woodstock Site**  
410 Buller St.  
Woodstock, ON  
N4S 4N2

1-800-922-0096  
swpublichealth.ca





# ANNUAL REPORT 2022-2023

## MESSAGE FROM THE BOARD CHAIRS AND PRESIDENT AND CHIEF EXECUTIVE OFFICER

This past year has brought with it many exciting advancements at Alexandra Hospital, Ingersoll (AHI) and Tillsonburg District Memorial Hospital (TDMH):

**Quality and Safety** – As part of our ongoing commitment to quality improvement, AHI and TDMH participated in the Accreditation Canada survey process in January 2023. Each hospital received the final award of *Accredited with Commendation*. This award means that an organization has surpassed the fundamental requirements of the Accreditation Program.



Don Campbell, AHI Chair

Our 2023-2024 Quality Improvement Plan (QIP) is in alignment with Health Quality Ontario and will be focusing on:

- Improving our patient experience by ensuring our patients have enough information about what to do if they are worried about their condition or treatment after they leave the hospital (*information will be obtained through our patient experience surveys*)
- Increasing medication safety by ensuring medication lists are reconciled with home and hospital medications when leaving the hospital (*i.e. increasing compliance to Medication Reconciliation at Discharge*)
- Decreasing workplace violence (*by encouraging our team members to report violent events such that system factors can be improved*)

In the coming year, we are internally working on developing a robust Quality Management System; and we will collaborate with our Oxford Ontario Health Team (OHT) partners on quality improvement activities.



Diane Kleer, TDMH Chair

**Advancement of our Electronic Health Record**—This year the Joint Board of Directors approved the advancement to the next phase of our electronic health record, namely Cerner One Chart Phase II, Wave 1. We are grateful to our AH and TDMH Hospital Foundations for approving to support the capital costs related to this expansion. This expansion allows us to be in lock step with other partnering hospitals in Southwest Ontario as they too expand their electronic health record.

**Infrastructure Improvements**— At AHI, we have completed the service elevator modernization project, and the two year project to upgrade/expand our Emergency Power Standby Generation and Distribution systems (the latter resulting in two massive generators to support back up emergency power). At TDMH, we have completed a major roof replacement over our operating rooms.

**Recruitment, Retention and the Importance of Wellness**—Ontario hospitals continue to experience unprecedented staffing challenges. AHI and TDMH are grateful to our local and regional teams for their strong support. We have implemented creative ways to attract people to join our teams. We have also focused on the importance of wellness with a staff-led wellness committee—that have come up with great ideas to support the health and wellness of our team members!

In closing, we would like to acknowledge the incredible dedication demonstrated by hospital leaders, staff, physicians, volunteers and our Foundations. To our amazing communities, thank you for your endless support and positive wishes.



Nadia, Facca, President & CEO

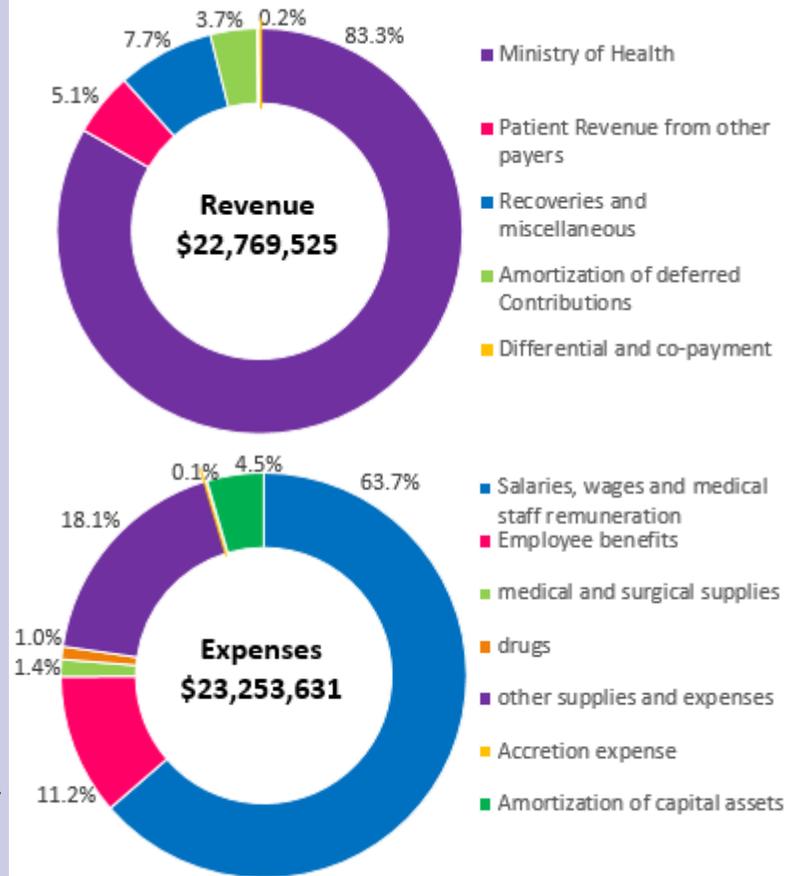
As we emerge post-war on COVID-19, healthcare across Canada faces unprecedented shortages in human healthcare resources. Many nurses and physicians have retired or left the profession due to burnout, while demand for healthcare increases insurmountably. Many emergency rooms across Ontario and Canada have been forced to close due to nursing/physician shortages, our team met the challenge showing incredible commitment to their colleagues and community, keeping our doors open last summer and into the winter months. AHI now has a prominent seat at the decision table with major healthcare partners in our region, finding solutions to the crisis in emergency and inpatient services; our voice is being heard to ensure AHI's longevity.

We continue to stay current with evolving knowledge and skills. Paediatric simulation training was brought to AHI. Our teams obtained Non-Violent Crisis Intervention training for improved security measures to safeguard patients and staff. We are a leader in our electronic health record which improves accuracy in documentation for the patients we serve. As others join us with computerized record dictation, we forge ahead as leaders with a plan to launch Phase II of our electronic chart, propelling AHI further into the future of medical documentation.

During the fall and winter, hospital staff were engaged in preparations for Accreditation, achieving Accreditation with Commendation in January. As we move our position forward in Oxford County, hospital staff have been engaged in exploring the potential of further integration with TDMH, as well as strengthening our relationships with other regional hospitals as well.

As the new Chief of Staff, I want to thank all of our front-line workers at AHI and partners in Oxford County for a long and tiring fight. As we navigate through a post pandemic era, the waters remain rough, but we are mighty. We may be small but our staff is strong and committed to our community and the patients we serve. Chin up Alexandra Hospital, and The Town of Ingersoll, as we keep moving forward into the coming year.

## Alexandra Hospital, Ingersoll Statement of Operations ending March 31, 2023



## Dr. Clay Inculet, Chief of Staff TDMH

This is my first annual report as Chief of Staff at TDMH since accepting the position in July 2022. I would like to thank the Medical Staff, Leadership Team, Nursing, Allied Health Practitioners and Environmental Services Teams for their commitment to our hospital and community.

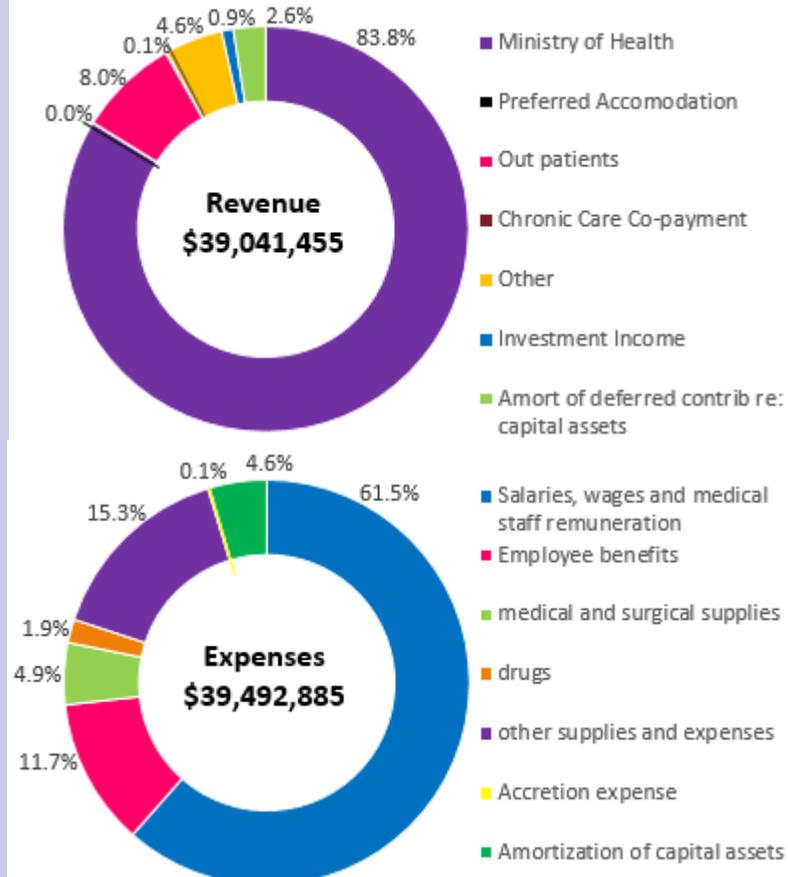
This past year has provided both significant rewards and challenges. Physician and human health resource recruitment remain to be a critical theme and we continue to collaborate with the Town of Tillsonburg in this endeavour. This year TDMH has welcomed three new physicians: Dr. Dueck (Family Practice/ED), Dr. Ijaz (Internal Medicine) and Dr. Tharmalingam (General Surgery).

The professional staff roster currently includes Drs. Abdalla, Hayat, Ijaz and Yao of Internal Medicine; Dr. Crosby, Dr. Tharmalingam and myself from Surgery. Emergency Department Physicians include Drs. Soha, Butchey, Dueck, Chowdhury, Haj-Bakri, Heeney, Holowachuk and Sohal, who continue to work tirelessly to keep the Emergency Department open 24/7 with the assistance of Health-Force Ontario Physicians.

The Surgical Program continues to grow with expansion of Orthopaedic same day joint replacement and the recruitment of Dr. Tharmalingam in general surgery. This local surgical expertise keeps quality healthcare closer to home in the community.

The entire Medical Staff deserve recognition for their efforts in maintaining Emergency, Inpatient and Surgery coverage during these challenging times. It is truly these individuals, equally with the exemplary nursing staff and allied health practitioners, that continue to support a quality of community health care renowned at TDMH.

## Tillsonburg District Memorial Hospital Statement of Operations ending March 31, 2023



July 5, 2023

Via Email: [Kaleed.Rasheed@ontario.ca](mailto:Kaleed.Rasheed@ontario.ca)

Minister of Public and Business Service Delivery (MPBSD)

Honourable Rasheed:

**Re: Time for Change  
Municipal Freedom of Information and Protection of Privacy Act**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on June 26, 2023 passed the following resolution:

WHEREAS the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 (MFIPPA) dates back 30 years;

AND WHEREAS municipalities, including the Municipality of Chatham-Kent, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the Municipal Clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS the Act fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review the MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the Municipal Clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;
6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;
7. That administrative practices implied or required under the Act, including those of the IPC, be reviewed and modernized;
8. That the integrity of the Act be maintained to protect personal privacy and transparent governments.

If you have any questions or comments, please contact Judy Smith at [ckclerk@chatham-ketn.ca](mailto:ckclerk@chatham-ketn.ca)

Sincerely,

Judy Smith, CMO  
Director Municipal Governance  
Clerk /Freedom of Information Coordinator

c.

Lianne Rood, MP  
Dave Epp MP  
Trevor Jones, MPP  
Monte McNaughton, MPP  
Information and Privacy Commissioner of Ontario  
Association of Municipalities of Ontario  
AMCTO Legislative and Policy Advisory Committee  
Ontario municipalities

**Allison Adams**

---

**From:** do-not-reply <do-not-reply@agco.ca>  
**Sent:** Tuesday, July 11, 2023 12:03 PM  
**To:** Allison Adams  
**Subject:** Extension of Hours for Ontario Liquor Sales Licensees During FIFA Women's World Cup 2023 /  
 Extension des heures de



# AGCO

Alcohol and Gaming  
Commission of Ontario

**Alcohol and Gaming  
Commission of Ontario**  
 90 Sheppard Avenue East  
 Suite 200  
 Toronto ON M2N 0A4

*July 11, 2023*

(La version française suit la version anglaise)

## Extension of Hours for Ontario Liquor Sales Licensees During FIFA Women's World Cup 2023

In recognition of the national and international significance of the FIFA Women's World Cup 2023 Australia & New Zealand (FIFA Women's World Cup 2023), the Registrar of the Alcohol and Gaming Commission of Ontario (AGCO) will permit liquor sales licensees to extend their hours of sales and service to begin at 7:00 a.m. for the duration of the tournament (July 20 - August 20, 2023), provided that their local municipalities have not objected. The closing service time of 2:00 a.m. will remain unchanged.

The extension of hours does not apply to a by-the-glass endorsement on a Manufacturer's Licence and so regular hours of 9:00 a.m. to midnight remain unchanged for that type of licence.

For more information, please refer to:

- [Information Bulletin No. 71 - Extension of Hours for FIFA Women's World Cup 2023](#)
- [Q&As - Extension of Hours for FIFA Women's World Cup 2023](#)

### Municipal Option to Object to Extension of Hours

A municipality may indicate to the AGCO that it objects to the extension of hours for the FIFA Women's World Cup 2023. To indicate an objection, a Municipal Resolution or letter from the City Clerk may be submitted to the Registrar by sending an email to [municipal@agco.ca](mailto:municipal@agco.ca). Any such objections will be respected and the usual hours of sale and service will remain 9:00 a.m. to 2:00 a.m. in those municipalities.

A list of municipalities in which the extension does not apply will be listed [here](#).



11 juillet 2023

## Extension des heures de service des titulaires de permis de vente d'alcool de l'Ontario pendant la Coupe du monde féminine de football de la FIFA 2023

En reconnaissance de l'importance nationale et internationale de la Coupe du monde féminine de la FIFA 2023 en Australie et en Nouvelle-Zélande (Coupe du monde féminine de la FIFA 2023), le registrateur de la Commission des alcools et des jeux de l'Ontario (CAJO) permettra aux titulaires de permis de vente d'alcool de prolonger leurs heures de vente et de service pour qu'elles commencent à 7 h 00 pendant la durée du tournoi (du 20 juillet au 20 août 2023), à condition que leurs municipalités locales ne s'y soient pas opposées. L'heure de fermeture du service, fixée à 2 heures du matin, restera inchangée.

L'extension des heures de service ne s'applique pas à l'avenant de vente au verre figurant sur le permis de fabricant, de sorte que les heures de service normales de 9 heures à minuit restent inchangées pour ce type de permis.

Pour plus d'informations, veuillez vous référer à :

- [Bulletin d'information n° 71 - Extension des heures de service pour la Coupe du monde féminine de la FIFA 2023](#)
- [Questions et réponses - Extension des heures de service pour la Coupe du monde féminine de la FIFA 2023](#)

### Possibilité pour une municipalité de s'opposer à la prolongation des heures

Une municipalité peut indiquer à la CAJO qu'elle s'oppose à la prolongation des heures pour la Coupe du monde féminine de la FIFA 2023. Pour indiquer une objection, une résolution municipale ou du secrétaire municipal peut être soumise au registrateur, en envoyant un courriel à [municipal@agco.ca](mailto:municipal@agco.ca). Ces objections seront respectées et les heures habituelles de vente et de service resteront de 9 h à 2 h dans ces municipalités.

Une liste des municipalités dans lesquelles la prolongation ne s'applique pas sera affichée [ici](#).

**From:** Epp-Martindale, Jessica (she, her | elle, la ) (DFO/MPO) <Jessica.Epp-Martindale@dfo-mpo.gc.ca>

28

**Sent:** Friday, July 7, 2023 11:39 AM

**To:** Epp-Martindale, Jessica (she, her | elle, la ) (DFO/MPO) <Jessica.Epp-Martindale@dfo-mpo.gc.ca>

**Subject:** Publication of Proposed Management Plan for Northern Sunfish on the Species at Risk Public Registry

---

Greetings:

I am pleased to inform you that the proposed Management Plan for Northern Sunfish, prepared under the *Species at Risk Act* (SARA), will be published on the Species at Risk Public Registry (the 'Registry') for a 60-day public comment period next week. This document was prepared by Fisheries and Oceans Canada (DFO) in collaboration with many partners and we wish to take this opportunity to engage you in the next steps of the process including seeking your comments on the proposed document. English and French versions of the document will be available on the Registry.

SARA strengthens and enhances the Government of Canada's capacity to manage and protect Canadian species and populations that are at risk. The Northern Sunfish is listed as Special Concern under the Act.

Once an aquatic species is listed as Special Concern under SARA, the Minister of Fisheries and Oceans must use the best available information to develop a Management Plan. A Management Plan is a strategic document that describes the species and its needs, outlines threats, and identifies conservation measures to ensure that a species does not become Threatened or Endangered.

We invite you to comment on the proposed Management Plan, including any potential effects on your community or organization. The proposed Management Plan for Northern Sunfish in Canada will be open for a 60-day comment period. Following the conclusion of this 60-day comment period, DFO will consider the comments received and post the final Management Plan on the Registry, which will provide a framework to guide DFO and partners in our efforts to recover the species.

DFO values your input on the proposed Management Plan. We encourage you to share this information with others who you think may be interested.

Thank you for your contribution to the development of this important document and your continued dedication and interest in the conservation of aquatic species at risk.

Sincerely,  
Jessica Epp-Martindale  
Species at Risk Biologist

Species at Risk Program – Ontario and Prairies  
867 Lakeshore Rd, Burlington, ON L7S 1A1 (289) 208-2341

June 12, 2023

**SUBJECT: Proposal to Amend Three Regulated Manuals under the Crown Forest Sustainability Act**

Greetings:

Today, the Ministry of Natural Resources and Forestry posted a Proposal Notice on the Environmental Registry (ER #:019-6823) for a 60-day period to seek input on proposed amendments to the Forest Management Planning Manual, Forest Information Manual and Scaling Manual (i.e., Forest Manuals). The proposed revisions will support commitments identified in the Forest Sector Strategy and will continue to modernize the forest management planning and wood measurement processes while continuing to provide for the responsible management of Ontario's forests.

We invite you to review the proposals on the Environmental Registry and provide comments. If you have any questions, please contact the identified project lead.

Sincerely,

***Original signed by***

Peter D. Henry, R.P.F.  
Director  
Crown Forests and Lands Policy Branch

**NOTICE OF COMPLETE APPLICATIONS  
AND PUBLIC MEETING**

Pursuant to Sections 16 and 34 of the Planning Act  
**APPLICATION FILE NOS.: OPA03-23 & ZBA03-23**

---

**PLEASE TAKE NOTICE** that the Council of the Corporation of the Town of Aylmer has received complete Applications for an Official Plan Amendment and Zoning By-law Amendment for **245-249 John Street South, Aylmer**, and is hereby notifying the public in accordance with Sections 16 and 34 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended.

**AND FURTHER TAKE NOTICE** that the Council of the Corporation of the Town of Aylmer will hold a hybrid (in-person and virtual) public meeting on **Wednesday, August 9<sup>th</sup>, 2023, at approximately 5:30 p.m.** with a public livestream available at [www.aylmer.ca](http://www.aylmer.ca). The public is invited to participate in the hybrid meeting and to provide verbal and written comments regarding the Applications for Official Plan Amendment and Zoning By-law Amendment.

**The applications** relate to the subject lands described as Part of Blocks 1 F and G Plan 74 (being Part 1 on RP 11R-8949) and known municipally as 245-249 John Street South, Aylmer. A key map showing the location of the subject lands, outlined in red is attached to this notice. The subject lands are designated Low Density Residential, as shown on Schedule "A" Land Use Plan in the Town of Aylmer Official Plan and zoned Residential Type 2 Special Provision Zone (R2-6), as shown on Schedule 'A' Map 14 in the Town of Aylmer Comprehensive Zoning By-law No. 57-99.

**The purpose and effect** of the Application for Official Plan Amendment is to redesignate the subject lands from Low Density Residential to Medium Density Residential to permit a fourteen (14) unit townhouse development.

The purpose and effect of the Application for Zoning By-law Amendment is to rezone the subject lands from Residential Type 2 Special Provision Zone (R2-6) to Residential Multiple Second Density Special Provision Zone (RM2-11) to permit multiple dwellings and a minimum interior side yard width (south side) of 2.0 metres (6.56 feet) for a multiple dwelling containing two (2) dwelling units. The subject lands are currently vacant, and the previous uses of the lands were a laundromat and a convenience store.

**Any person or public body** may attend the Hybrid Public Meeting and/ or make written or verbal representation either in support of, or in opposition to the proposed Local Official Plan Amendment and Zoning By-law Amendment. If you wish to attend the Public Meeting virtually, please contact the Manager of Planning and Development by email at [hjames@town.aylmer.on.ca](mailto:hjames@town.aylmer.on.ca) or by phone by no later than noon on August 9<sup>th</sup>, 2023, to receive an invitation to the meeting. Verbal representation for the Hybrid Public Meeting may be provided electronically or by phone. Written comments can be submitted by email to the Manager of Planning and Development or in-person to the Town Hall Office by no later than noon on August 9<sup>th</sup>, 2023.

**If a person or public body** would otherwise have an ability to appeal the decision of the Council of the Town of Aylmer to the Ontario Land Tribunal (formerly Local Planning Appeal Tribunal) but the person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Town of Aylmer before the by-laws are passed, the person or public body is not entitled to appeal the decisions.

**NOTICE OF COMPLETE APPLICATIONS  
AND PUBLIC MEETING**

Pursuant to Sections 16 and 34 of the Planning Act  
**APPLICATION FILE NOS.: OPA03-23 & ZBA03-23**

**If a person or public body** does not make oral submissions at the Public Meeting or make written submissions to the Council of the Town of Aylmer before the by-laws are passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal (formerly Local Planning Appeal Tribunal) unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

**Additional information** relating to the applications is available for inspection between 8:00 a.m. and 5:00 p.m. weekdays at Aylmer Town Hall. Those interested in additional information regarding this application, including information about appeal rights, may contact: Heather James, Manager of Planning and Development Phone: 519-773-3164 x4915 or Email: [hjames@town.aylmer.on.ca](mailto:hjames@town.aylmer.on.ca).

**DATED** this 14<sup>th</sup> day of July 2023  
Heather James, MES (Pl.), RPP, MCIP  
Manager, Planning and Development, Town of Aylmer  
46 Talbot Street West  
Aylmer ON N5H 1J7  
Ph: 519-773-3164  
Fax: 519-765-1446

**Key Map (not to scale)**



