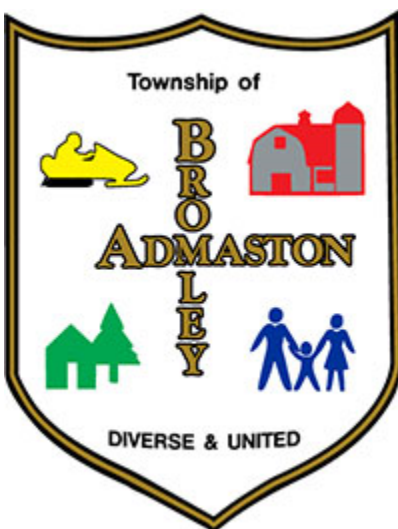




Regular Meeting - May 07 2026 Agenda

Thursday, May 7, 2026 at 7:30 PM

Council Chambers

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2. Moment of Silence

3. Approval of Agenda

4. Disclosure of Pecuniary Interest

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6. Delegations and Guests

7. Planning and Economic Development Committee

Chair Keith Gourley, All of Council

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Mayor Michael Donohue

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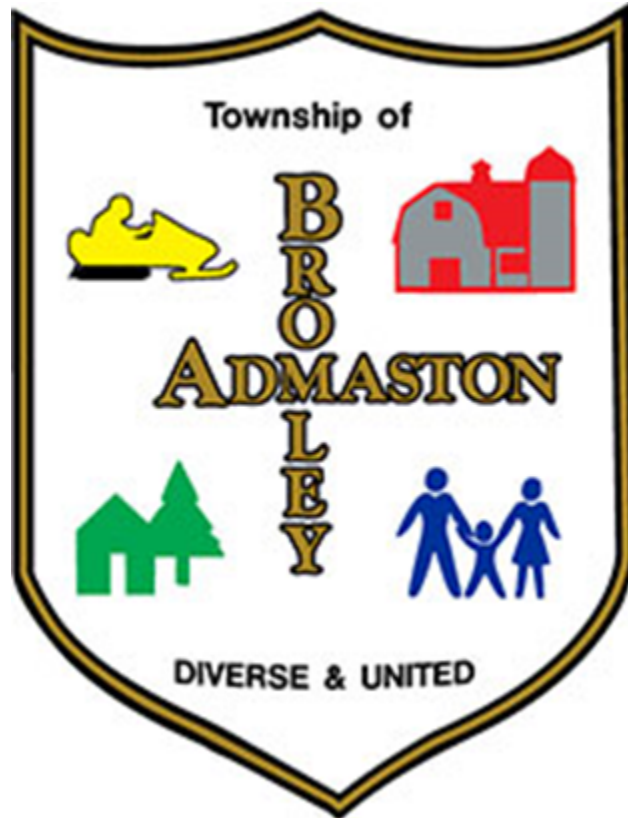
17. Closed Session

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19. Question Period

20. Adjournment



Regular Meeting - Apr 16 2026 Minutes

Thursday, April 16, 2026 at 7:30 PM
Council Chambers

1. Call Meeting to Order

Council met for their second monthly meeting on Thursday April 16, 2026. Present were Mayor Michael Donohue, Deputy Mayor Keith Gourley and Councillors Brian Hamilton, Angel Field and Kevin LeGris.

Staff members present were Finance Clerks Amy Fraser and Amanda Ryan, and Public Works Superintendent Steve Visinski.

Mayor Donohue called the meeting at order at 7:30pm. A moment of silence followed.

2. Moment of Silence

3. Approval of Agenda

Resolution 25-04-2026

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that Council adopt the agenda of April 16, 2026 Regular Council Meeting

Carried.

4. **Disclosure of Pecuniary Interest**

5. **Minutes**

Resolution 26-04-2026

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that Council adopt the following Meeting Minutes:

- April 2, 2026, Regular Council Meeting

Carried

5.1 [Minutes from April 2, 2026 Regular Council](#)

6. **Delegations and Guests**

7. **Planning and Economic Development Committee**

Chair Keith Gourley, All of Council

7.1 [Zoning By-Law Amendment Report](#)

[Planner's Report](#) 

Resolution 27-04-2026

Moved by Keith Gourley, seconded by Kevin LeGris

BE IT RESOLVED that Council approves By-Law 2026-24, being a By-Law to amend By-Law Number 2004-13 for the purpose of rezoning Parts of Lot 16 and 17, Concession 6, Owner/Applicant Terrence O'Gorman and Michael O'Gorman.

Carried

7.2 [Ministry of Municipal Affairs & Housing Communication](#)

Resolution 24-08-2026

Moved by Keith Gourley, seconded by Kevin LeGris

BE IT RESOLVED that Admaston/Bromley Council receive the communication from the Ministry of Municipal Affairs & Housing concerning the Building Homes and Improving Transportation Infrastructure Act 2026 (Bill 98)

Carried

8. **Community Services Committee**

Chair Angela Field, Committee Member Brian Hamilton

8.1 [Renfrew Recreation Agreement Report](#)

[Agreement](#) 

Mayor Donohue asked if at budget there was a specific report for the agreement. Keith Gourley stated that there was brief discussion around it, but no specific report for it.

Resolution 29-04-2026

Moved y Angela Field, seconded by Kevin LeGris

BE IT RESOLVED THAT Council adopt By-Law 2026-23, to enter into an agreement with the Towns of Renfrew for access to recreational facilities, programs and services provided by the Town of Renfrew from 2026 to 2028.

Carried

9. Operations Committee

Chair Brian Hamilton, All of Council

9.1 [Public Works Monthly Report - March 2026](#)

Steve Visinski thanked all of the ratepayers for being patient with regards to the gravel roads. The weather has not been favourable to grade the roads and will be some as soon as the weather changes.

Resolution 30-04-2026

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED that Council receive the Public Works Monthly - March 2026 Report.

Carried

9.2 [Communication from Municipal Engineers Association \(MEA\)](#)

Angela Field gave some insight to the background as why and what this communication is. Uniformity on roads is the focus.

Resolution 31-04-2026

Moved by Brian Hamilton, seconded by Keith Gourley

BE IT RESOLVED THAT Admaston/Bromley Council receive the communication from the Municipal Engineers Association (MEA) concerning their comments to the Province on their plan to Harmonize Ontario Provincial Standards (OPS).

Carried

10. Waste Management Committee

Chair Michael Donohue, All of Council

11. Finance and Administration Committee

Chair Michael Donohue, All of Council

12. Protective Services Committee

Chair Kevin LeGris, All of Council

13. County of Renfrew

Mayor Michael Donohue

13.1 [Eastern Ontario Regional Network Update - March 2026](#)

Resolution 32-04-2026

Moved by Keith Gourley, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the Eastern Ontario Regional Network (EORN) Update for March 2028.

Carried

14. By-Laws

Resolution 33-04-2026

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that Council approve the following by-law:

- 2026-23 Renfrew Recreation Agreement
- 2026-24 Zoning By-Law Amendment - O'Gorman

Carried

14.1 [2026-23 - Renfrew Recreation Agreement](#)

14.2 [2026-24 - Zoning By-Law Amendment - O'Gorman](#)

15. Old Business

15.1 [Action Tracking List](#)

Resolution 24-04-2026

Moved by Angela Field, seconded by Kevin LeGris

BE IT RESOLVED that Council receives the Action Tracking List as information.

Carried

15.2 [South Ottawa Valley OPP Detachment Board January 2026 Report](#)

Keith Gourley asked for clarification on a specific graph in the package dealing with traffic tickets. Angela Field stated that she has found that it does depend on the focus of the program and staffing.

Resolution 35-04-2026

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that Council pose their questions concerning the South Ottawa Valley OPP Detachment Board January 2026 Report that was received at the April 2, 2026 Council meeting.

Carried

16. New Business

Brian Hamilton stated that vendor applications for Taste of the Valley were launched today by the County.

Mayor Donohue stated that the census is commencing soon and would encourage ratepayers to complete.

17. Closed Session

18. Confirmatory By-Law

18.1 [2026-25 Confirm April 16, 2026](#) 

Resolution 36-04-2026

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOVED that By-law 2026-25, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held April 16, 2026, be now numbered, deemed read three times and passed.

Carried

19. Question Period

20. Adjournment

Resolution 37-04-2026

Moved by Kevin LeGris, seconded by Angela Field

BE IT RESOLVED that the Thursday, April 16, 2026, Township of Admaston/Bromley Council meeting be adjourned at 8:00pm.

Carried

Mayor

CAO/Clerk



PLANNING REPORT TO THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY NEW COMPREHENSIVE ZONING BY-LAW

1. **FILE NO.:** New Comprehensive Zoning By-law
2. **APPLICANT:** Township of Admaston/Bromley
3. **MUNICIPALITY:** Township of Admaston/Bromley
4. **LANDS AFFECTED** All lands located in the Township of Admaston/Bromley
5. **COUNTY OF RENFREW OFFICIAL PLAN** The Township of Admaston/Bromley uses the County of Renfrew Official Plan as its local Official Plan. The Official Plan was updated, as required, under Section 26 of the Planning Act, and approved by the Ministry of Municipal Affairs and Housing in August 2021.
6. **TWP OF ADMASTON/BROMLEY ZONING BY-LAW** The Township of Admaston/Bromley's current Zoning By-law 2004-13, applies to all lands within the municipality and came into effect on April 1, 2004.

7. PURPOSE OF PROPOSED COMPREHENSIVE ZONING BY-LAW UPDATE:

The new Zoning By-law will replace the current Zoning By-law 2004-13, in accordance with Section 26(9) of the Planning Act, which requires municipalities to update their zoning by-laws to ensure the By-law is consistent with Provincial policy and the Official Plan.

8. MAIN CHANGES TO THE ZONING BY-LAW:

The following summarizes the main changes to the new proposed Zoning By-law:

- i. Replacing the Residential (One) Zone with the Rural Residential (RR) Zone to reflect rural services (well and septic) used throughout the Township. The zone provisions are effectively the same. [Section 6]
- ii. New general provisions to permit shipping containers/sea cans as accessory buildings in specific zones (not including residential), provided that a building permit is obtained and size requirements are met. [Section 3.2.9]

-
- iii. Provisions for backyard chickens and urban agriculture have been carried over to the Zoning By-law from the Township's backyard chicken by-law. These provisions allow for the keeping of backyard chickens in zones where a farm is not a permitted use, with limitations on the number of chickens permitted based on the total lot area and subject to a permit being obtained. [Section 3.4]
 - iv. New general provisions added to allow for a shoreline activity area on waterfront properties to permitting limited structures (i.e. small storage sheds, gazebos, decks, etc.) within 30 metres of the high water mark, subject to building size limits. Does not apply to pools, hot tubs, a bunkie or any habitable building. [Section 3.27.5 g)]
 - v. New general provisions added to allow a sleep cabin on a waterfront lot with a minimum 0.4 hectare lot size, subject to the 30 metre water setback and 18 square metre maximum building size. [Section 3.2.2a]
 - vi. New general provision added to ease restrictions for locating structures designed for accessible or barrier-free access, such as ramps or lifts. The intent is to reduce/eliminate the need for minor variances or other planning approvals for construction. [Section 3.5]
 - vii. Reciprocal separation distances between sensitive development and aggregate resources, licensed pits and quarries have been updated. For sand and gravel resources and pits, the separation has been increased from 150 metres to 300 metres. For bedrock resources and quarries, the separation has been increased from 300 metres to 500 metres. This is a Provincial directive that the Township is required to implement in this zoning update. [Sections 3.25.1 c) and d) and 3.25.2 d) and e)]. The separation buffers have been added to the zoning map Schedule for clarity.
 - viii. New definitions for on-farm diversified uses and agriculture related uses have been added to the Zoning By-law, and listed as permitted uses in the Rural (RU) and Agriculture (A) zones. This will provide properties that are zoned to permit a farm more flexibility to use the property and diversify farm income, with some restrictions regarding maximum area that can be used for the diversified use. [Section 2. Definitions and permitted uses listed in Section 20 Rural (RU) and Section 21 Agriculture (A) zones]. This is a Provincial initiative.
 - ix. Parking and loading requirements have been updated with more detailed requirements. [Section 4]
 - x. New updated zoning map schedules will include required separations from aggregates, licensed pits and quarries, from waste disposal sites, and Provincially Significant Wetlands to improve clarity.
 - xi. An online interactive version of the zoning map schedule will be provided to the Township, for use by the public. This is intended to improve ease of use, will be searchable by address and roll number, and will include air photography and various tools.

9. NOTIFICATION AND PUBLIC CONSULTATION

Notification for the open house and public meeting, required under Section 34(10.7) of the Planning Act was provided by the Township starting on February 3, 2026, in the following manners:

- Posted on the Township of Admaston/Bromley website on February 3, 2026
- Advertised in the Eganville Leader on February 11, 2026
- Advertised on the MyFM radio station starting on February 9, 2026
- Advertised on Valley Heritage Radio on February 25, 2026

The following information was made available on the Township's website:

- Draft By-law Interactive Mapping
- Draft Comprehensive Zoning By-law, dated January 12, 2026
- Document entitled Overview and Key Changes
- Draft Zoning By-law Map – Admaston
- Draft Zoning By-law Map – Bromley

The required Open House was held at Council Chambers for the Township of Admaston/Bromley, on Thursday, February 26, 2026, from 5 p.m. to 7 p.m. County Planning staff were present to meet with the public and discuss the proposed draft By-law text and map schedules.

The Public Meeting was held in the Council Chambers for the Township of Admaston/Bromley on Thursday, March 5, 2026, starting at 6 p.m. Approximately 18 members of the public were in attendance. County Planning staff also attended and provided a presentation explaining the process and the main changes to the proposed Zoning By-law.

The scheduling of the public sessions was completed in accordance with the Planning Act.

10. COMMENTS RECEIVED:

Written and oral comments were received by the Township from both public agencies and the general public.

A chart summarizing the written and oral comments received and the Planning responses is attached as Appendix A to this Report.

11. ADDITIONAL PLANNING COMMENTS:

i. Minor Corrections

As a result of the public open house session, members of the public identified a handful of incorrect labels which are recommended to be corrected on the map schedule.

ii. Current Zoning By-law Amendments to Zoning By-law 2004-13

Since the public sessions for this project, two applications for site specific zoning by-law amendments to the current Zoning By-law 2004-13 have been submitted. The map schedules will be updated to include the related map changes, and new exception zone provisions will be added to the text, to ensure these approved changes are recognized in the new Zoning By-law. These last-minute amendment updates are standard procedure. No other action will be required.

iii. Algonquins of Ontario

The Algonquins of Ontario (AOO) have provided comments, regarding engagement on this project. Comments include:

- The draft Zoning By-law does not recognize the presence and rights of the Algonquin Peoples within the Township or broader region;
- The document does not clarify how meaningful engagement with Indigenous communities will occur where development under the by-law may impact Aboriginal or Treaty rights;
- The [draft] by-law does not confirm that archaeological assessments must be completed and accepted by the appropriate authority prior to approvals in areas of archaeological potential; and
- There is no explicit recognition of Indigenous cultural heritage, traditional land use, or cultural landscapes in land-use planning decisions, including those related to shoreline activity and aggregate resource extraction.

The last three bullet points are related to Official Plan/policy and are not relevant to a zoning by-law. The Official Plan already includes the policies related to indigenous engagement in the context of archaeological resources.

The Planning Act and the Provincial Planning Statement require planning authorities to engage with Indigenous communities and coordinate on land use planning matters. This engagement is intended to facilitate knowledge-sharing, ensure Indigenous interests are considered in decision-making, and help identify potential impacts on the exercise of Aboriginal or treaty rights.

The Algonquins of Ontario (AOO) were notified of the comprehensive zoning by-law project and have requested additional consultation. Council should provide direction to staff on undertaking further engagement and on responding to the AOO's request, including consideration of adding formal recognition of Algonquin peoples within the by-law.

iv. Section 3.4.8 – Beekeeping

Most towns and townships in Ontario—like Admaston/Bromley, only allow beekeeping on farms. This means you can only keep honeybees if the property is

zoned to permit a farm. Just like everyone is not allowed to keep a cow in their backyard, not all locations are permitted to have honeybee hives. The same principle applies with chickens, you can't keep chickens in a residential backyard unless there's a special local rule that allows it. On top of any local rules, the Province also has a law called the Bees Act that sets other requirements for beekeeping.

Representatives of the Upper Ottawa Valley Beekeepers Association proposed provisions relating to apiculture. They feel that limiting honeybee-keeping to only properties where a farm is a permitted use is too restrictive.

Over the years, beekeeping has seen a noticeable rise in hobbyist participation. Anyone visiting local farmers' markets or attending "Taste of the Valley" events across Renfrew County can see the popularity, enthusiasm, and variety of products offered by local beekeepers. However, it is estimated that roughly half of these beekeepers are not fully compliant with existing regulations.

Honeybees are often associated with the idea of "saving the bees," but this is a misconception. Honeybees are not native to North America; they were introduced from Europe and are a managed species. Supporting pollinators is a separate issue from determining where honeybee hives should be allowed. Suggesting that honeybees are necessary to protect pollinators is comparable to arguing that raising chickens helps conserve wild bird populations.

While honeybee populations remain stable, and may even be more abundant than ever, many native bee species and other pollinators are in serious decline. Expanding honeybee-keeping, particularly in non-agricultural areas, can negatively affect these wild pollinators. Honeybees tend to forage over longer distances and can outcompete native species for food resources. They may also spread parasites and diseases, adding further pressure on already vulnerable populations.

That said, honeybees play a vital role in agriculture and the broader economy, especially for crops such as apples, cherries, other stone fruits, canola, and blueberries. In agricultural settings, hives are often kept on-site or brought in temporarily during key pollination periods. The Township is not proposing any new restrictions on the use of honeybees for farming and agricultural purposes.

Zoning decisions require careful balance. They aim to support how property owners use their land while also protecting neighboring properties from potential impacts, and weighing environmental considerations against economic development. In essence, zoning is about making thoughtful trade-offs. It guides not only where development occurs, but how communities evolve and function over time. While it is impossible to satisfy every perspective, the goal is to find a reasonable balance that serves the broader public interest. Notably, even within the beekeeping community, there are differing views and ongoing tensions between hobbyists and commercial operators.

Zoning not only protects neighbors from unwanted or potentially harmful land

uses, but it also safeguards property owners who are using their land lawfully from unfounded or unreasonable complaints.

Concerns we have heard:

- Bee stings are a serious concern, especially for people with severe allergies;
- Fear of increased bee presence near homes, schools, or playgrounds can make neighbors uneasy, even though honey bees are generally docile unless provoked;
- Swarms of bees trying to find a new home;
- Swarms re-locating into houses/garages damaging property/buildings;
- Impacting enjoyment of property – especially regarding pools and around water;
- Negative impacts on the natural environment and native species;
- Liability – if someone is stung and injured or dies from an illegal bee hive (or reduced setbacks/lot area);
- From commercial beekeepers:
 - o Hobbyists tend to have a lower standard of hive maintenance (sometimes out of their control) for diseases and pests;
 - o Mites, foulbrood, colony collapse disorder, or nosema can spread and affect nearby commercial operations. Commercial beekeepers often invest heavily in disease prevention, and poor practices nearby can undermine their efforts
 - o Some of the medications/treatments are not available to hobbyists or are so expensive given the scale of hobbyists operations that they forgo some of the standard treatments.

As part of the zoning by-law review, the Township wanted to hear from local residents. However, the Township needs to find the right balance, how many beehives should be allowed and where they should be allowed in a non-farm setting. Hopefully many of the existing “50% non-compliant beekeepers” identified by the local beekeeping association will become legal under any proposed changes. We also realize that this amendment may not capture every operation, and there can still be some beekeepers who might still have non-compliant operations. These local rules would be in addition to the rules already set by the Province under the Bees Act.

To improve the accessibility of honeybee-keeping, the Upper Ottawa Valley Beekeepers Association provided the following suggested provisions:

Current Zoning By-law	Suggested Provisions Received from UOVBA
• Beekeeping is only permitted as a farm use in the Rural (RU) and Agriculture (A) zones, on lots 2 hectares in size and larger.	• To permit beekeeping in all zones • No limit on number of hives • That beekeepers must comply with the Ontario Bees Act • That hives should be situated away from public areas, including sidewalks and roads as well as neighboring properties

	• That the municipality should require a beekeeper to move the hives if they become hazardous • That hives not be located within 30 meters of a public road • That beekeepers should post their name and mailing address on hives • That the beekeeper be responsible for dealing with threats to others from aggressive bees

Of these suggested provisions, the following are appropriate for a Zoning By-law: the zones in which beekeeping is permitted, and the restrictions on the number and location of hives. The other proposals, including ensuring compliance with the Ontario Bees Act, the posting of names and addresses of apiarists, and the allocation of responsibility for dealing with aggressive bees is outside the authority of zoning, and would best be dealt with through a licensing by-law or other animal control by-law under the Municipal Act.

As an example, the following are provisions from another zoning by-law:

- 1) *The keeping of Honeybees shall be permitted in all zones.*
- 2) *Minimum lot area requirements for backyard honeybee keeping are as follows:*

Lot Size	Permissions / Requirements
<i>0.4 Ha to less than 0.8 Ha</i>	<i>- Maximum of 5 hives</i>
<i>0.8 Ha to less than 2.0 Ha</i>	<i>- Maximum of 15 hives</i>
<i>2.0 Ha and greater</i>	<i>- No maximum number of hives</i>

- 3) *Hives are required to be located:*
 - a) *A minimum of 3 metres from any property line;*
 - b) *A minimum of 10 metres from a property line adjacent to a road or highway; and*
 - c) *A minimum of 30 metres to a property line separating the land on which the hives are placed or left from land occupied as a dwelling or used for a community centre, public park or other place of public assembly or recreation.*

When the Township considers this matter, it is effectively contemplating an exception to the existing regulatory framework. Honeybees are currently

restricted to properties where a farm is a permitted use. In evaluating a potential exception, Council has discretion to determine the appropriate provisions and conditions that should govern such an allowance.

When introducing a new use or policy direction, it is generally prudent to proceed cautiously and establish clear, comprehensive regulations rather than adopt a permissive approach at the outset. Should experience demonstrate that certain provisions are overly restrictive, it is more straightforward to relax those requirements over time than it is to introduce more stringent regulations after the fact through amendments to the zoning by-law.

Council has the following options to address the issue of the beekeeping provisions:

- a) Keep the provisions from the previous by-law (restrict honeybee-keeping to farms);
- b) Adopt new provisions in line with the Upper Ottawa Valley Beekeepers Association's comments;
- c) Adopt a modified version of the provisions.
- d) In addition to any provisions in the zoning by-law, whether to direct staff to propose or make amendments to a honeybee-keeping licensing by-law or by-law under the Municipal Act.

v. Section 3.2.8 – Tarpaulin Garages

Comments were received regarding the seasonal restrictions proposed for temporary tarpaulin garages. Public comments included that the removal and reinstallation of these structures every six months placed an unreasonable burden on residents and that winter months are when the structures see the most use, protecting vehicles and equipment from during periods of heavy snow.

Current Zoning By-law	Proposed Zoning By-law
- Prohibited in all zones except for RU and A. - Maintained in an orderly fashion - No seasonal restrictions	- Permitted in all zones - Maintained in an orderly fashion - Tarpaulin garages in the Rural Residential (RR) Zone shall be prohibited from November 1 to May 1

While the requirement to remove the tarpaulin garages over the winter in the Rural Residential (RR) zone may be onerous for some residents, the restriction only applies to those in built-up areas, primarily Douglas and Osceola. Furthermore, these provisions do not affect the ability of residents to build a permanent garage as an accessory structure (subject to a building permit).

Council has the following options regarding the tarpaulin garage provisions:

- a) Proceed with the current draft by-law; or
- b) Amend the draft by-law (i.e. remove seasonal use restrictions in the RR zone).

vi. Section 3.23 – Open Storage

Comments were received from multiple residents regarding the open storage provisions, particularly regarding the new provisions for boats and recreational vehicles (RVs). Comments suggested that the provisions around boats and RVs were overly restrictive and unduly focused on aesthetic considerations. It was also suggested that the seasonal restrictions and limit to the number of hours a month that an RV could be stored in a visible area were arbitrary and not appropriate for a rural environment.

Current Zoning By-law	Proposed Zoning By-law	
All	Boats and RVs	Other
• Permitted in any zone other than EP • Must comply with minimum front and exterior side yard setbacks unless an agricultural use • Must comply with minimum rear and interior side yard setbacks if it abuts an industrial use • Cannot be visible from the street or from any adjacent lots unless that lot is a commercial or industrial zone • Visual screening and buffering required except when it is for an agricultural use • 3 metre open space buffer required around all open storage areas • Parking spaces cannot be used for open storage • No provisions for storage of boats or recreational vehicles	• One boat and one RV may be stored on a property in a rural, agricultural or residential zone with a dwelling • If the property is over 1 Ha and located in a rural or agricultural zone, 2 RVs and 3 boats are allowed • Only allowed in the RR zone between May 1 and November 1 • Mandated Parking spaces cannot be used for open storage, including storage of an RV • RVs cannot be occupied while stored • May only be stored in front or exterior side yard for up to 72 hours per month • 1.2m setback from rear and interior side yard	• Cannot be located in the front or exterior side yards • Cannot be visible from the street or from any adjacent lots unless that lot is a commercial or industrial zone • Visual screening and buffering required except when it is for an agricultural use • 3 metre open space buffer required around all open storage areas • Parking spaces cannot be used for open storage

Council has the following options going forward for addressing concerns around the open storage provisions:

- Proceed with the current draft by-law; or
- Amend the draft by-law (i.e. seasonal usage/buffering requirements/number of boats/RVs);

vii. Section 20 – Rural (RU) Zone

The Chief Building Official for the Township of Admaston/Bromley provided comments regarding some of the changes made to the provisions and permitted uses in the Rural (RU) Zone. First, the removal of a Contractors Yard or Shop, Logging Haulers, as well as Retail uses accessory to a permitted use as permitted uses.

The proposal to limit Contractors Yards or Shops and Logging Haulers to the General Industrial (GM) zone reflects a preference for locating these uses in areas better suited to their impacts. These operations can generate significant noise and truck traffic, which has been shown to be incompatible with nearby residential uses in rural areas. The use will continue to be permitted in Rural Exception Zones where it is already explicitly allowed and existing contractor's yards can continue as legal non-conforming uses.

Home industries will remain permitted, as they represent smaller-scale operations that enable tradespeople to work from their property. A contractor's yard may still be considered within the rural zone, it would require a zoning amendment application and approval from the Township, subject to a determination that the proposed location is appropriate.

Regarding the removal of retail uses accessory to a permitted use in the rural zone, while this has been removed, On-farm diversified uses and home industries, and home occupations are permitted uses in the RU zone under the proposed by-law which would permit the same things covered by the previous accessory retail uses – the terminology has changed, but not the permitted use.

The second comment related to the change in the maximum lot coverage from 33% to 20%. This change brings the provision into alignment with the other municipalities in the County and recognizes the intended lower density of the RU zone. However, this can be altered if the Township is of the opinion that 20% is too restrictive.

Current Zoning By-law	Proposed Zoning By-law
Permitted Uses: a) Residential Uses • Single detached dwelling • Semi-detached dwelling • Duplex dwelling • A limited service dwelling on an existing lot of record • Group home b) Non-Residential Uses • Cemetery • Private airfield • Farm • Farm limited • Farm produce sales outlet • Forestry • Home industry	Permitted Uses: a) Residential Uses • Group home • Single detached dwelling b) Non-Residential Uses • Bed and breakfast • Cannabis production facility • Cemetery • Farm • Farm – Agriculture related use • Farm – On farm diversified use • Forestry • Home industry • Hunt or fish camp • Passive recreation • Private airfield

• Hunting and fishing camp • Contractors yard or shop • Logging hauler • Mineral exploration • Private club • Public building • Religious education facility • Retail uses accessory to a permitted use • Bed and breakfast establishment	• Special event *with an approved special event permit from Township*
Provisions: a) Lot Area (minimum) i. single detached, semi-detached, limited-service dwelling, home industry or duplex dwelling 4047 square metres ii. semi-detached dwelling (each unit on a separate lot) 2024 square metres iii. other permitted uses 2 hectares b) Lot Frontage (minimum) i. single detached, semi-detached or duplex dwelling, or other uses 45 metres ii. semi-detached dwelling (each unit on a separate lot) 23 metres c) Water Frontage 45 metres d) Front Yard Depth (minimum) 7.5 metres e) Exterior Side Yard (minimum) 7.5 metres f) Interior Side yard (minimum) - single detached dwelling; group home 3 metres - duplex dwelling 3 metres - semi-detached dwelling 3 metres - semi-detached dwelling (each unit on a separate lot) Requires Interior or Exterior Side Yard on One Side Only g) Rear Yard Depth (minimum) 7.5 metres	Provisions: a) Lot Area (minimum) i. Residential uses, home industry, bed and breakfast, hunt or fishing camp 4047 m² ii. All other permitted uses 2 Ha b) Lot Frontage (minimum) 45 m c) Front Yard Depth (minimum) 7.5 m d) Side Yard Width (minimum) 3 m e) Exterior Side Yard Width (minimum) 7.5 m f) Rear Yard Depth (minimum) 7.5 m g) Lot Coverage 20 %

h) Dwelling Unit Area (minimum) 65 square metres	
i) Gross Floor Area (maximum) for Mineral Exploration 9.3 square metres	
j) Lot Coverage (maximum) 33%	

Council has the following options going forward for addressing concerns around the RU Zone:

- c) Proceed with the current draft by-law; or
- d) Amend the draft by-law (i.e. permitted uses lot coverage requirements);

12. RECOMMENDATIONS:

That, Council support the proposed Zoning By-law and map Schedule as drafted, subject to the following considerations:

- 1) Council provide direction regarding including a land acknowledgement at the beginning of the by-law and direction regarding additional consultation with the AOO.
- 2) Council provide direction regarding the Beekeeping provisions in Section 3.4.8 of the Zoning By-law.
- 3) Council provide direction regarding tarpaulin garage provisions in Section 3.2.8 of the Zoning By-law.
- 4) Council provide direction regarding the open storage provisions in Section 3.23 of the Zoning By-law.
- 5) Council provide direction regarding the Rural (RU) Zone in Section 20 of the Zoning By-law.
- 6) Council provide direction regarding any changes resulting from the additional public comments submitted, as set out in Appendix A to this Report.

Date: March 31, 2026

Prepared by: Benjamin Savage
Junior Planner

Reviewed by: Bruce Howarth, MCIP, RPP
Manager of Planning Services

AGENCY COMMENTS			
Item	Name	Comment	County Staff Comment / Recommendation
1.	Algonquins of Ontario	The AOO commented that they are rights-holders rather than ratepayers, and that the open house and public meeting do not constitute consultation. They further requested a copy of the draft Comprehensive Zoning By-law and the overview and key changes document. Following receipt of the documents requested, the AOO expressed concern that the presence and rights of the Algonquin people both in Admaston/Bromley and in the broader area., that the draft by-law does not speak to engagement with indigenous communities or how development would impact Treaty rights, that it does not mention archaeological assessment requirements, and that there is no explicit recognition of Indigenous cultural heritage, traditional land use, or cultural landscapes in land-use planning decisions, including those related to shoreline activity and aggregate resource extraction.	The process to consider this zoning by-law followed notice procedures under the requirements of the Planning Act and Official Plan. A copy of the full draft zoning by-law was provided to them. The AOO has requested further consultation. The majority of the changes being requested are more appropriate for an Official Plan than a Comprehensive Zoning By-law. The County Official Plan contains policies regarding consultation and triggering when an archaeological assessment is required as a result of development. An example introductory statement could be: <i>The Township acknowledges that it is situated on the traditional and unceded territory of the Omàmiwininì (Oh-ma-mee-WEE-nee-nee) (Algonquin) People. These lands have been cared for by the Algonquin people for thousands of years. The Township expresses its gratitude to the Omàmiwininì (Oh-ma-mee-WEE-nee-nee) people for their stewardship of this land and honor their rich history and culture. The Township is committed to fostering respect, reconciliation, and understanding.</i> Council to provide direction regarding further consultation with the AOO and inclusion of any statements in the introduction of the by-law regarding the Algonquins of Ontario.
2.	Ministry of Energy and Mines	MEM commented the plan meets their requirements.	No action required.
3.	TC Energy	MHBC Planning on behalf of TC Energy requested that the township incorporate the following provisions in the General Provisions Section: <i>TransCanada PipeLines Limited (TCPL):</i> <i>a. A minimum setback of 7.0 m shall be required from any part of a building or structure to the edge of the TCPL pipeline right-of-way.</i>	The requested section already exists under the General Provisions Section 3.31 No action required.

		<i>b. A minimum setback of 7.0 m from the nearest portion of a TCPL pipeline right-of-way shall be required to any parking area or loading area, including any parking spaces, loading spaces, bicycle parking spaces, and any associated aisle or driveway.</i>	
4.	Ministry of Transportation	No Concerns	No action required.
5.	Township Chief Building Official	Recommended to review the removal of the following permitted uses in the Rural (RU) zone: Contractors Yard or Shop; Logging Hauler; and Retail uses accessory to a permitted use. Furthermore, he recommended against the change in the maximum lot coverage for the RU zone from 33% to 20%. Noted that the minimum lot area of the agriculture zone was increased from 20 ha minimum to 40 ha.	The comments regarding the Rural (RU) Zone have been addressed in Section 11.vii of this report. It is not recommended that the contractors yard and Logging hauler be added as permitted uses, these higher level commercial/industrial uses are better suited in an industrial zone, or considered through a site-specific zoning amendment. Home industry contractor use that is smaller scale are still permitted in the Rural zone as-a-right. The retail uses accessory to permitted uses are already captured as permitted in the home occupation, home industry, and on-farm diversified uses section of the by-law. Planning staff have no concerns changing the maximum lot coverage back to 33%. Council to provide direction. The change to set the minimum lot size in the A zone to 40 Ha brings the Admaston/Bromley Zoning By-law into compliance w the County Official Plan. No change recommended.

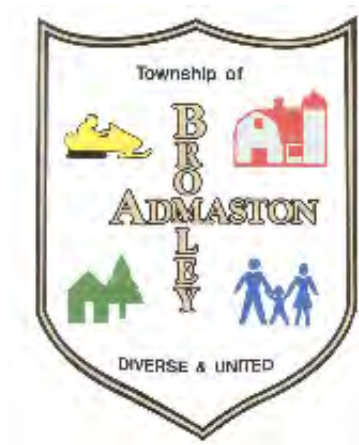
PUBLIC COMMENTS			
Item	Name	Comment	County Staff Comment / Recommendation
1.	Upper Ottawa Valley Beekeepers Association - Jennifer Doelman & Murray Borer	Request that beekeeping be allowed on lots smaller than 5 acres. The organization feels that existing apiary operations on lots less than 5 acres in area have operated successfully without controversy in Admaston/Bromley in the past and they wish to see that reflected in the updated Zoning By-law. A full set of proposed provisions for beekeeping drafted by the Beekeepers Association was received by the Township at the Public Meeting. These provisions propose the following: • That beekeeping be permitted in all zones • That there should be not limit on the number of hives in any zone • That beekeepers must comply with the Ontario Bees Act • That hives should be situated away from public areas and neighboring properties • That hives should be placed to minimize bee flight paths coming into conflict with sidewalks and other high traffic walking areas • That the municipality can require a beekeeper to move the hives if they become hazardous • That hives not be located within 30 meters of a public road unless protected by a buffer or positioned to direct bee flight away from the road • That beekeepers should post their name and mailing address on at least one hive in an apiary • That the beekeeper is responsible for preventing aggressive behaviours of the bees and dealing with them if they become a threat to other people or animals.	The comments have been addressed in Section 11.iv of this report. Several of the comments or proposed provisions fall outside of the scope of a zoning by-law and would be better addressed through either a licensing by-law or animal control by-law under the Municipal Act. The provisions from the previous By-law are temporarily still in place in the draft awaiting decision by Council. Currently only allowed on farms, or in the rural zone with a minimum lot size of 2 Ha (5 acres) in the rural zone. Council to provide direction.
2.	Cavanagh Construction	MHBC Planning on behalf of Cavanagh requested site specific rezonings of properties adjacent to existing Cavanagh sites to Mineral Aggregate Quarry – Reserve	The County of Renfrew Official Plan was updated and approved in 2021 by the Ministry of Municipal Affairs and Housing, the direction was that these distances be increased to 300 metres (from sand/gravel resources and pits) and to 500

		(MQ-R), as well as information about how the land chosen to be rezoned to MQ-R and MP-R is chosen. Concern was also expressed regarding proposed provisions 3.25.2(d) and 3.25.2(e), MHBC do not feel that a separation distance from new aggregate operations should be applied and feel that D-6 guidelines as well as the County OP, and the Aggregate Resources Act support site-specific studies for new aggregate sites rather than a blanket separation distance. Furthermore, MHBC feels that the provisions for the Mineral Aggregate Pit (MP) Zone (13.2) the Mineral Aggregate Quarry (MQ) Zone (15.2) relating to minimum lot area, minimum lot frontage, landscaped buffers and setbacks should all be removed from the Zoning By-law. They feel that these provisions should also be determined through site-specific technical studies.	metres (from bedrock resources and quarries), reciprocally. The aggregate mapping of the Official Plan contains the information regarding the land chosen for MQ-R and MP-R. These separation distances have been in effect for many years and were implemented by the Province for assessing potential reciprocal impacts between aggregate resources/operations and sensitive development (i.e. dwellings; uses that involve gatherings of people). Site specific studies can be utilized to reduce, or increase, these setbacks through the zoning by-law amendment process. No change recommended.
3.	Russell Defer	Sought clarification about whether the restrictions on open storage of an RV would apply to his vehicle, and if so to speak against the level of restriction in proposed Section 3.23 Open Storage Opposed to section 3.2.8 regarding tarpaulin garages needing to be disassembled in the winter, expressing that it would be onerous for older residents and that the winter was the most useful time for the structures.	The property is zoned Rural Residential (RR) - Section 3.23.1 would apply to his property and his recreational vehicle. An RV would be allowed only between May 1 and November 1 under the proposed by-law. Comments regarding both recreational vehicle storage and tarpaulin garages have been addressed in the Sections 11. v and 11.vi of this report. Council to provide direction
4.	Salina Aubrey	Requested that the Township consider the following impacts of the bylaw changes: • That Section 3.2 could limit the ability of residents to live on their lots while building or rebuilding a house. • That 3.13 Home Industry may be overly restrictive in terms of number of persons that can be employed in a home industry (3.13.1), the parking requirements (3.13.4), the percentage of floor space that can be dedicated to a home industry	Section 3.29 allows for residents to live in a temporary accommodation, including an RV or trailer, on a site where a dwelling is being constructed as long as the temporary accommodation has been removed within 30 days of occupancy of the primary building. Regarding Sections 3.13 and 3.14, the restrictions listed are intended to ensure that residential uses remain the primary use where these are allowed, and as such the size of a home industry or occupation is more limited than businesses in other zones.

		(3.13.6), and the prohibition on the storage associated with a home industry (3.13.7). • That the restrictions on Home Occupations (3.14) may also be overly restrictive: the limit on staff (3.14.1), the restrictions on storage of vehicles (3.14.5), and the limit on number of pupils at a home occupation where instruction is involved (3.14.9). • That 3.23.1 may place undue concern for aesthetic considerations involving storage of boats and RVs (3.23.1). • Section 3.23.2 Open Storage and 3.24 Public Uses of Land was insufficiently clearly defined. • Sought clarification about 4.2 Parking requirements and whether this section also applied to home businesses.	Comments regarding Section 3.23.1 have been addressed above in Sections 11.v and 11.vi of this report. Regarding Section 3.23.2, Open Storage is the storage of goods, merchandise or equipment in the open air and in unenclosed portions of buildings which are open to air on the side. The intention of this policy is again to ensure that the primary use of a property remains as intended whether residential, agricultural etc., which is why exceptions were made for commercial and industrial zones where storage can be considered a primary use. The purpose of Section 3.24 Public Uses of Land is to clarify that public buildings, owned by the Township or County, are not subject to the standard provisions of the by-law other than the provisions specified within 3.24. In Section 4.2, parking requirements are based on both the intended use and whether the property is located in a built-up area or in a more rural area. While these requirements would apply to a both home industries and home occupations, subject to the other requirements of those sections, the proposed requirement is only a single space for a home business in a rural area and none are required in an urban/village area. 3.23 To be addressed by Council / Otherwise no changes recommended
5.	Allan Stokes	Having a Zoning By-law restricted freedom, and that it gave too much power to council. Section 1.6 which allows municipal employees to enter the property of a resident to inspect Zoning By-law violations and 1.8 which states that it is the responsibility of residents to ensure compliance with the Zoning By-law.	The Planning Act is the legislation that empowers municipalities to create official plans, zoning by-laws, and other planning documents to manage land use within their boundaries. These documents outline the municipality's vision for development, land use policies, and zoning regulations that guide how land can be used and developed. While municipalities have the authority to regulate land use, they must comply with provincial policies and legislation, including the Planning Act, Environmental Protection Act, Endangered Species Act, Municipal Act, etc. The province provides a framework within which municipalities operate, and local planning decisions are to align with provincial policies and interests. It should be noted that Section 1.6 of the Zoning By-law does not apply to all municipal employees. Only the Chief Building Official and By-law officers may inspect private property and they may only inspect and enter private property when/where permitted by legislation. This section does not give them

			indiscriminate powers to enter private property. No change recommended.
6.	Michael Kelly	Concerned that portions of the property being rezoned to EP will affect his two existing lot addition applications (from 54 Dragonfly Way to 146 Dragonfly Way and to the property without a civic address in the same ownership as 146 Dragonfly Way). The resident wants the property to be zoned LSR to comply with the notices of decision that have already gone out.	The EP rezoning in question was an error with the mapping; it should have been zoned RU moving to LSR with the in-progress rezoning. Recommended to update the zone boundaries.
7.	Ralph and Jeane Klietsch	Wanted to confirm that their properties, at 698 Pucker Street and the abutting lots to the north and south (both without civic addresses) are still zoned Rural (RU) in the new zoning by-law and to confirm if the property would be affected by the expanded mining buffers.	The properties are still zoned RU and will be affected by the mining buffer. A follow-up email was sent confirming this for them. No further action required.
8.	Edward Gilchrist	The farm at Admaston Concession 2 W Part Lot 5 and Concession 3 E Part Lot 5 should be zoned Agriculture (A) not Rural (RU).	Both of these properties were zoned Rural (RU) in both the previous and proposed zoning by-laws. This zoning reflects the designation of both properties as Rural in the Official Plan. No change recommended.
9.	Jim Wasmund	Wished to receive an electronic copy of the Bromley Schedule A Map	A copy of the map was emailed to him on February 27. No further action required.

Township of Admaston/Bromley Comprehensive Zoning By-law #2026-26



Prepared by the County of Renfrew

May 4, 2026

LAND ACKNOWLEDGEMENT

The Township acknowledges that it is situated on the traditional and unceded territory of the Omàmiwinini (**Oh-ma-mee-WEE-nee-nee**) (Algonquin) People. These lands have been cared for by the Algonquin people for thousands of years. The Township expresses its gratitude to the Omàmiwinini (**Oh-ma-mee-WEE-nee-nee**) people for their stewardship of this land and honor their rich history and culture. The Township is committed to fostering respect, reconciliation, and understanding.

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SECTION 1 – APPLICATION, INTERPRETATION AND ENFORCEMENT

1.1 Title of By-law

This By-law may be cited as “the Zoning By-law of the Township of Admaston/Bromley” or short title as the “Township of Admaston/Bromley By-law”.

1.2 Scope of By-law

1.2.1 Lands Subject to By-law

The provisions of this By-law shall apply to all lands lying within the corporate limits of the Township of Admaston/Bromley.

1.2.2 Conformity with By-law

No lands shall hereafter be used and no building or structure shall be erected, altered, or used within the Corporation except in conformity with the provisions of this By-law and except as permitted by this By-law.

1.2.3 Existing Uses Continued

Nothing in this By-law shall apply to prevent the use of any existing lot, building or structure for any purpose prohibited by this By-law if such lot, building or structure was lawfully used for such purpose on or before the date of passing of this By-law, so long as it continues to be used for that purpose.

1.3 Plans Approved Prior to the Passing of this By-law

Nothing in this By-law shall prevent the erection or use of any building or structure for a purpose prohibited by the provisions of this By-law, if the plans for such building or structure were approved by the Corporation and a building permit was issued on or before the date of passing of this By-law, provided that: (a) when such building or structure is erected, it shall be used and shall continue to be used only for the same purpose for which the said building or structure was intended when such building permit was issued and shall not be altered in any way except in conformity with the provisions of this By-law; and (b) the erection of such building occurs pursuant to the building permit and said permit is not revoked or expired prior to construction.

1.4 Compliance with Other Restrictions

This By-law shall not be construed so as to reduce or mitigate any restrictions or regulations in any By-law, permit, or license lawfully imposed or issued by the Corporation or by any governmental authority having jurisdiction to make such restrictions or regulations. Nothing in this By-law shall prevent the erection, alteration, or use of a building or structure, nor the use or alteration of a lot for which a minor variance has been granted by the Committee of Adjustment.

1.5 Enforcement

Any person or directors or officers of any corporation convicted of a violation of this By-law is liable to penalties in accordance with the provisions of Sections 67 and 67.1 of the Planning Act, R.S.O. 1990, c.P.13, as amended.

1.6 Inspection

- a) Subject to Subsection 1.6 (b) of this Section, and any other applicable provisions of the Planning Act any officer or employee of the Corporation appointed by Council to administer or enforce the provisions of this By-law, or any person acting under his or her instructions, is hereby authorized, upon producing proper identification, to enter at all reasonable times, upon any property or premises to conduct an inspection of which he or she believes on reasonable grounds may be non-compliant with this By-Law;
- b) Notwithstanding anything to the contrary in Subsection 1.6 (a) of this Section, no officer or employee of the Corporation shall enter any room or place actually being used as a dwelling unit or part thereof without the consent of the occupier, except under the authority of a search warrant issued under Section 49.1 of the 'Planning Act', or any successors thereto. The occupant shall be informed that the right of entry may be refused and entry made only under the authority of a search warrant.

1.7 Requests for Amendments

Every request for an amendment to this By-law shall be accompanied by a completed copy of the appropriate application form provided by the Corporation, the required supporting material and any associated fees.

1.8 Risk, Expense, and Compliance

The facilities, yards, or other matters required by this By-law shall be provided and maintained at the sole risk and expense of the owner of the lands in respect of such matters as are hereby required and the said owner shall at all times bear full responsibility for ensuring compliance in all respects with this By-law.

1.9 Interpretation of By-law

1.9.1 Definitions

In this By-law, unless the context requires otherwise, the definitions and interpretations set out in Part 2 hereof shall apply. Words not defined shall have the customary meaning or as defined in a standard dictionary.

1.9.2 "Shall" is Mandatory

In this By-law, the word "shall" is mandatory.

1.9.3 “Use” and “Occupy”

In this By-law, unless the context requires otherwise:

- a) The verb “use” shall include “design to be used”, “arrange to be used”, “intend to be used”, and “permit to be used”; and
- b) The verb “occupy” shall include “design to be occupied”, “arrange to be occupied”, “intend to be occupied”, and “permit to be occupied”.

1.9.4 Schedules to By-law Part of By-law

Schedules which are attached hereto are hereby made a part of this By-law as fully and to all intents and purposes as though recited in full herein.

1.9.5 Interpretation of Zoning Boundaries

Zone boundaries, where possible, are construed to be lot lines, street lines, centrelines of streets or railway rights-of-way. In the case where uncertainty exists as to the boundary of any Zone, then the location of such boundary shall be determined by using the measurement tool on the County Maps GIS website or Township mapping.

1.9.6 Multiple Uses

Unless otherwise prohibited by this By-law and provided all the applicable requirements of this By-law are satisfied, a lot, structure, or building may contain more than one use permitted in the designated Zone. Where any land or building is used for more than one purpose, use, or Zone, all provisions of this By-law relating to each use shall be complied with except as otherwise provided for in this By-law. Where there is conflict between the requirements of such uses (e.g. lot size, lot frontage, or yards), the more restrictive requirements shall prevail.

1.9.7 Typographical Corrections

Provided that the purpose, effect, intent, meaning and substance of this By-law are in no way affected, the following technical revisions to this By-law are permitted without a zoning by-law amendment:

- a) Changes to the numbering, cross-referencing, format and arrangement of the text, tables, schedules and maps;
- b) Additions to and revisions of technical information on maps and schedules including, but not limited to: infrastructure and topographic information, notes, legends, shading and title blocks;
- c) Alterations of punctuation or language; and,
- d) Correction of grammatical, dimensional, boundary, mathematical or typographic errors.

1.9.8 Severability of Provisions

The provisions, sections or subsections of this By-law are hereby declared to be separate from each other and the invalidity of any provision, Section or Subsection does not affect the validity of any other provision, Section or Subsection.

1.9.9 References to Other Legislation and Agencies

Where this By-law makes reference to legislation of the Government of Ontario or the Government of Canada, such reference shall be deemed to include any and all amendments or successors or changes in the titles, numbering, or regulations thereunder. Where this By-law makes reference to the jurisdiction or policy of a public agency and where the name or responsibilities of said public agency are changed, the said reference shall be deemed to include any and all successors to such public agency, legislation or policy.

1.9.10 Compliance with Zoning Requirements

The extent and boundaries of all Zones are shown on the Schedule attached hereto. For all such Zones, both the general provisions and specific Zone provisions shall be met. The provisions of this By-law shall be held to be the minimum (or maximum, where applicable) requirements adopted by the Municipality. Nothing shall prevent any person from erecting a building or structure or from undertaking any development which is below the maximum (or above the minimum where applicable) requirements of this By-law. Except as otherwise provided in this By-law, no person shall hereafter use any land, buildings or structure unless the use is permitted in the Zone in which it is situated.

1.9.11 Zone Symbols

The short form symbols used on the Schedule attached hereto refer to individual Zones used in the By-law and may be used when describing or making reference to any Zone herein.

1.9.12 Lots in More than One Zone

Where a lot is divided into more than one Zone, each such portion of the lot shall be used in accordance with the provisions of this By-law for the Zone where such portion of the lot is located. Each such portion of the lot shall be considered as a separate lot for the purpose of measuring setbacks, yards, and lot coverage. Notwithstanding the foregoing, where each such Zone contains duplicated principal permitted uses, only one such principal use shall be permitted on the lot. A permitted accessory use may be located in a separate Zone contained within the lot.

1.9.13 Calculation of Numerical Requirements

All standards of measurement applied in this By-law shall be subject to the normal rules of rounding numbers, within the degree of precision specified by the number of digits following the decimal point, if any, so that:

- a) for a whole number, measurements of less than 0.5 shall be rounded downward to the next whole unit;
- b) for a whole number, measurements of 0.5 and greater shall be rounded upward to the next whole unit;
- c) for a number having one decimal place, measurements of less than 0.05 shall be rounded downward to the next one-tenth unit;
- d) for a number having one decimal place, measurements of 0.05 and greater shall be rounded upward to the next one-tenth unit; and
- e) for numbers expressed as a ratio or as a percentage, rounding shall not be applied.

Where the application of this By-law results in less than a whole number, the more restrictive requirement shall apply.

1.9.14 Measurement Units

This By-law uses the metric system to establish measurements when such measurements form part of a regulation or a requirement.

1.9.15 Lots Affected by Government Action

Where a lot is reduced in area or frontage by a Government action, such as road widening, property acquisition, or expropriation and the lot is below the minimum lot frontage or area for the Zone as a result of such action, or is already undersized and is made smaller as result of such action, the lot shall be deemed to be in conformity with the requirements, provided all other applicable requirements of the Zone and this By-law are satisfied.

1.9.16 Prohibited Uses

With respect to any lands to which this By-law applies, all uses are prohibited unless specifically permitted in this By-law.

1.9.17 Explanatory Note

All Notes included in this By-law are intended for reference purposes only.

1.10 Penalties

Every person who violates any of the provisions of this By-law is guilty of an offense and upon conviction is liable to a fine prescribed under the Planning Act or other applicable statute. Where a conviction is entered under the Act. In addition to any other remedy or any penalty provided by By-law, the applicable court may make an order prohibiting

the continuation or repetition of the offence by the person convicted. Penalties imposed by conviction under this Section shall be recoverable under the Provincial Offences Act.

1.11 Remedies

Where any building or structure is erected, altered, reconstructed, extended, or enlarged, or any building or structure or part thereof is used, or any lot is used, in contravention of any requirements or other provisions of this By-law, such contravention may be removed or altered at the insistence of the Township pursuant to the provisions of the Planning Act, or the Municipal Act. The contravention of any requirement of this By-law may be restrained by action of any ratepayer of the Township pursuant to the provisions of the Municipal Act.

1.12 Repeal of Former By-laws

By-law #2004-13 and all amendments thereto passed under Section 34 of the Planning Act, or its predecessor, are hereby repealed and such repeal shall come into effect upon the date that this By-law comes in to force.

Adoption of this By-law shall not prevent any pending or future prosecution of, or action to abate any existing violation of the said By-laws if the violation is also a violation of any of the provisions of this By-law.

1.13 Transition for Minor Variances

Notwithstanding Section 1.12 of this By-law, a minor variance to Zoning By-law #2004-13, under Section 45(1) of the *Planning Act* that has been approved by the Township's Committee of Adjustment and which is final and binding shall have its permission recognized and continue for a period of 18 months from the date of passing of this Zoning By-law.

1.14 Effective Date

This By-law shall take effect from the date of its passage by Council, subject to the provisions of the Planning Act.

SECTION 2 – DEFINITIONS

ABANDONED means the failure, in the opinion of the Zoning Administrator, to proceed expeditiously with construction work during any continuous 12-month period.

ABATTOIR means a building, structure or lot or part thereof used for the slaughter of livestock or other animals for the purpose of processing or rendering.

ACCESSORY when used to describe a use, building or structure, means a use, or a detached building or structure that is customarily incidental, subordinate and exclusively devoted to supporting the principal use, building or structure and located on the same lot therewith. This does not include an accessory residence unless otherwise specified.

ACCESSORY REPAIR GARAGE means a repair garage where major repairs of vehicles may be performed, and is accessory to a licensed aggregate operation.

ADULT ENTERTAINMENT PARLOUR shall mean any premise or part thereof in which, in pursuance of a business, trade, calling, or occupation, services appealing to or designed to appeal to erotic or sexual appetites or inclinations are provided. This definition does not include the exhibition, rental or sale of film or videos approved for distribution pursuant to the Theatres Act, or the sale of magazines or other printed material provided such sale does not contravene any law.

Services appealing to or designed to appeal to erotic or sexual appetites or inclinations shall mean a performance, exhibition or activity of which a principal feature or characteristic is the nudity or partial nudity of any person.

AGGREGATE means gravel, sand, clay, earth, shale, stone, limestone, dolostone, sandstone, marble, granite and rock other than metallic ores.

AGRICULTURAL COMMERCIAL ESTABLISHMENT means the use of land, buildings or structures for the wholesale or retail sales of goods that are necessary to support agricultural uses and for the processing and sale of products derived from farm uses. Without limiting the generality of the foregoing, these include such goods as farm machinery and equipment, products used for the housing and husbandry of livestock, poultry and fur bearing animals, and materials and equipment for sub-surface drainage and such services as the selling, processing, storage and transportation of seed, feed, crops, milk and eggs and livestock, and the selling of fertilizer and chemical products.

AIR FILTRATION SYSTEMS means a system designed, approved and implemented in accordance with a license issued by Health Canada as part of its requirements under the Cannabis Act, for the purposes of controlling emissions, including odour, for a licensed cannabis cultivation and production facility.

AIRFIELD, PRIVATE means land used for the purpose of the landing, storing, taxiing or taking-off of private aircraft and uses, buildings and structures accessory thereto, but not an airport under the regulation of Transport Canada.

AIRPORT means the use of land licensed by Transport Canada for the landing and take-off of commercial and/or private aircraft and shall include any buildings or structures accessory thereto.

ALTER means any alteration in a bearing wall or partition or column, beam, girder or other supporting member of a building or structure or any increase in area or volume of a building or structure. When used in reference to a lot, the word alter means to decrease the width, depth or area of any required yard, setback, landscaped open space or parking area, or to change the location of any boundary of such lot with respect to a street or lane. The words "altered" and "alteration" shall have a corresponding meaning.

AMUSEMENT ARCADE means any premises or part thereof containing four or more electronic, mechanical pinball or amusement machines operated for gain and made available for the entertainment or amusement of the general public. This definition shall not include establishments which sell such devices, provided that such devices are not made available on the premises for use on a commercial basis by the public.

ANIMAL HOSPITAL means a building or structure where domestic animals, birds or other livestock are treated and where domestic animals or birds are kept for treatment only and shall include the clinic of a registered veterinarian.

ANSI (AREA OF NATURAL AND SCIENTIFIC INTEREST) means an area of land or water containing natural heritage landscapes or features that have been identified as having life science or earth science values related to protection, scientific study or education.

ANTIQUE FURNITURE RESTORATION WORKSHOP, CABINET-MAKING SHOP AND SHOWROOM means an establishment engaged in the refinishing and restoration of antique furniture and includes a cabinet-making shop, and a showroom for the storage, and display of the finished product.

ARENA means a building, or part of a building, in which facilities are provided for such purposes as ice skating, roller skating or curling but does not include any other establishment otherwise defined or classified in this By-law.

ARTISAN SHOP OR STUDIO means a building or structure or portion thereof, where an artist or skilled craftsperson creates unique articles and/or offers instruction in an art or skilled craft and where such unique articles may be offered for sale. This may include but is not limited to, a painter, a sculptor, a photographer, a gunsmith, a cabinetmaker, a wood carver, a potter, an ornamental welder or any similar artist or craftsperson whose workplace is not otherwise defined.

ASPHALT MANUFACTURING PLANT means an industrial facility used for the production of asphalt for immediate use in the paving of roads and driveways and the damp-proofing of buildings or structures.

ASPHALT PLANT, PORTABLE means a facility operated by, or on behalf of, a public road authority for a particular construction project, with equipment designed to heat and dry aggregate and to mix aggregate with bituminous asphalt to produce asphalt paving material and includes the stockpiling and storage of bulk materials used in the process. Such a facility is not of permanent construction, but is designed to be dismantled and moved to another location as required.

ASSEMBLY HALL means a building or part of a building in which facilities are provided for such purposes as meetings of civic, education, political, religious or social purposes, and shall include a banquet hall.

ATTACHED means a building otherwise complete in itself, which depends for structural support, or complete enclosure, upon a division wall or walls shared in common with an adjacent building or buildings.

AUTOMOTIVE-BODY SHOP means a building or structure used for the painting or repairing of vehicle bodies or fenders, but shall not include a salvage yard.

AUTOMOTIVE-CAR WASH shall mean a building or structure containing facilities for washing vehicles, either by production line methods and mechanical services or by a self-service operation.

AUTOMOTIVE-COMMERCIAL GARAGE means a building where all functions of an automotive service station may be carried out and where major repairs of vehicles may be performed, including body work and welding but shall not include dismantling of motor vehicles for scrap or the storage of motor vehicles awaiting scrapping.

AUTOMOTIVE-GASOLINE BAR means one or more pump islands, each consisting of one or more gasoline or diesel pumps, and shelter having a floor area of not more than 10 square metres, excluding washrooms, which shall not be used for the sale of any product other than liquids and small accessories required for the operation of motor vehicles and shall not be used for repairs, oil changes or greasing.

AUTOMOTIVE-SERVICE STATION means a building or place where gasoline, propane, natural gas, diesel, grease, anti-freeze, tires, tubes, tire accessories, electric light bulbs, spark plugs and batteries for motor vehicles are stored or kept for sale, or where motor vehicles may be oiled, greased or washed, or have their ignition adjusted, tires inflated or batteries changed, or where only minor or running repairs essential to the actual operation of motor vehicles are executed or performed.

AUTOMOTIVE-STORE means an establishment primarily engaged in the retail sale of vehicle parts, accessories and tools. Accessory uses may include service bays for performing maintenance repair operations on motor vehicles.

AUTOMOTIVE-VEHICLE SALES OR RENTAL ESTABLISHMENT means an establishment having as its main use the storage of vehicles for sale or the storage of vehicles for rent or lease. Accessory uses may include facilities for the repair or maintenance of such vehicles.

BANK means an institution where money is deposited, kept, lent or exchanged.

BASEMENT means that portion of a building between two floor levels which is partly underground.

BED AND BREAKFAST ESTABLISHMENT means an owner-occupied single-detached dwelling in which there are up to four rooms for rent as short-term accommodation for tourists or vacationers, and may include the provision of meals. The Bed and Breakfast use shall remain subordinate to the primary use of the building as a single-detached dwelling. This definition does not include any other establishment defined in this By-law.

BERM means a landscaped mound of earth.

BOAT DOCKING OR LAUNCHING FACILITY means a structure for the mooring or launching of boats or watercraft, attached to or forming part of the mainland or used in conjunction with a use on the mainland.

BOAT HOUSE means a detached one-storey, accessory building or structure which is designed or used for the sheltering of a boat or other form of water transportation and the storage of household equipment incidental to the residential use of the property and shall not be used for human habitation nor contain food preparation or sanitary facilities.

BUFFER STRIP means an area to be used only for the purpose of screening land, buildings or other structures by the planting and maintenance of trees or shrubs or the construction and maintenance of a berm or fencing.

BUNKIE – See **CABIN, SLEEP**

BUILDING means any structure used or designed to be used for shelter, accommodation or enclosure of persons, animals or chattels.

BUILDING ENVELOPE means the buildable area on a lot, defined by the minimum front yard depth, rear yard depth and side yard width requirements and maximum height requirements, within which a building can be erected.

BUILDING, MAIN means a *building* in which is carried on the principal purpose for which the *lot* is used.

BUILDING SUPPLY STORE means an establishment engaged in the selling of building supplies including lumber, mill work, siding, roofing, electrical, heating, air conditioning, and similar items.

BUSINESS OFFICE means an establishment used by an agency, business or organization for the transaction of administrative, clerical or management business, the practice of a profession and/or the provision of government or social services and other similar services, but which does not include a *medical office*.

CABIN, SLEEP means a building containing not more than two sleeping rooms, which building shall not include cooking facilities, sanitary facilities, and is not connected to any plumbing facilities.

CAMPING ESTABLISHMENT means a tourist establishment consisting of at least five camping lots and comprising land used or maintained as grounds for the camping or parking of recreational vehicles and tents.

CANNABIS – LICENSED CULTIVATION AND PRODUCTION FACILITY means any building or structure, licensed and/or authorized to grow, possess, sell, provide, ship, deliver, transport, destroy, test, produce export and/or import cannabis for medical or non-medical purposes, including related research as defined in applicable Federal Regulations as amended from time to time. For the purpose of describing a licensed cannabis cultivation and production facility, cultivation refers to the growing of cannabis, whereas production refers to the processing and producing of cannabis and cannabis related products.

CARPORT means a building or structure that is not wholly enclosed, and is used for the parking or storage of one or more motor vehicles. Two (2) sides of the carport shall remain open and unobstructed, and there shall not be any type of door where the automobile enters.

CEMETERY means a cemetery, columbarium or mausoleum within the meaning of the Cemetery Act of Ontario.

CHURCH means a building commonly used by any religious organization, as defined in the Religious Organizations' Lands Act, for public worship, and may include a rectory or manse, church hall, auditorium, day nursery or religious school associated with or accessory thereto.

CLINIC means a building or part thereof, used exclusively by physicians, dentists, their staff, and their patients for the purpose of consultation, diagnosis and office treatment. Without limiting the generality of the foregoing, a clinic may include administrative offices, waiting rooms, treatment rooms, laboratories, pharmacies and dispensaries directly associated with the clinic, but shall not include accommodation for in-patient care or operating rooms.

COMMUNITY CENTRE means any tract of land or buildings or any part of any buildings used for community activities whether used for commercial purposes or not, and the control of which is vested in the municipality, a local board or agent thereof.

COMMUNICATION TOWER means an installation which transmits and/or relays communications such as a microwave relay tower, significant antenna, cellular telephone or wireless internet tower, radio or television broadcast tower or similar facility. These towers are subject to Industry Canada approvals and are not subject to the requirements of this by-law.

COLD STORAGE LOCKER means a building or part of building used for cold storage.

CONCRETE MANUFACTURING PLANT means an industrial facility used for the production of concrete for immediate use in the construction of buildings, structures, roads or driveways. This definition also means the manufacturing of finished concrete products and may include the retail sale of such products.

CONSTRUCT means to do anything in the erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit fabricated or moved from elsewhere and “construction” has a corresponding meaning.

CONTRACTOR'S YARD OR SHOP means an area of land of a contractor of any building or construction trade where equipment and materials are stored, or where a contractor performs shop or assembly work but does not include any other yard or establishment otherwise defined or classified herein.

CONVENIENCE STORE means a retail commercial establishment supplying groceries, sundries and other daily household necessities to the immediate surrounding area.

CORPORATION means the Corporation of the Township of Admaston/Bromley.

COTTAGE means a building to accommodate one or more guests for temporary occupancy,

- a) that contains at least two rooms;
- b) that is at least partially furnished; and
- c) in which the guest may be permitted to prepare and cook food.

COTTAGE ESTABLISHMENT means a tourist establishment comprised of two or more cottages owned or leased by the same person. Cabin establishment shall have a corresponding meaning.

CRAFT SHOP means a building or part thereof in which a handicraft is conducted for gain of profit and may include sales of such handicraft.

CUSTOM WORK SHOP means a building or structure or part thereof where the manufacturing of small quantities or articles is performed by the tradesman requiring

manual or mechanical skills, but does not include machining, stamping or forging of materials.

DAY CARE (Private Dwelling) means care provided to five children or fewer under 10 years of age, in a private residence other than the home of the parent/guardian of the child.

DAY NURSERY means a building or part thereof duly licensed by the Province of Ontario for use as a facility for the day-time care of children.

DECK means a structure which has no roof or walls (except for visual partitions and railings) and which is constructed on piers or a foundation above grade, with direct access to the ground.

DECK – SUN means a structure which has walls and a roof, and is enclosed with screens and/or windows but does not contain insulation, heating, or plumbing and which is constructed on piers or a foundation above grade, with direct access to the ground

DRIVE-THROUGH means a building or structure or part thereof where goods and/or services are offered to the public within a parked or stationery vehicle by way of a service window or kiosk, where goods, money or materials are exchanged. Kiosks within a parking garage or associated with a surface parking area are not considered to be drive- through service facilities.

DRIVEWAY means a vehicle access provided between a street or lane and a parking area or a loading space, or between two parking areas, but does not include a parking aisle.

DWELLING means a building or part of a building containing one or more dwelling units.

DWELLING, ADDITIONAL UNIT means an additional, self-contained residential dwelling unit ancillary and subordinate to a primary dwelling unit, in which food preparation, eating, living, sleeping and sanitary facilities are provided for the exclusive use of the occupants thereof, and which may also be located within structures accessory to a dwelling such as a garage or other detached structure and includes a coach house as defined in this By-law but does not include a garden suite or an accessory dwelling unit as defined in the By-law.

DWELLING, APARTMENT means the whole of a building not otherwise defined herein, which contains more than four (4) dwelling units served by a common entrance or by an independent entrance directly from the outside in which the occupants have the right to use in common any corridors, stairs or elevators contained therein, and the yards appurtenant thereto.

DWELLING, COACH HOUSE means an additional dwelling unit that is in a standalone structure, separated from and on the same lot as the primary dwelling unit.

DWELLING, DUPLEX means a building that is divided horizontally into two separate dwelling units each of which has an independent entrance either directly from outside or through a common vestibule.

DWELLING, GARDEN SUITE means a temporary, detached, and portable/removable housing unit which is accessory to and shares servicing with a principal residential dwelling unit. For the purposes of this By-Law, a Garden Suite does not include a dwelling, additional dwelling unit, recreational vehicles, travel trailers, tent trailers or motor homes.

DWELLING, SINGLE DETACHED means a single dwelling unit which is freestanding, separate and detached from other main buildings or main structures and includes a prefabricated single dwelling unit but does not include a mobile home.

DWELLING, SEMI-DETACHED means a building that is divided vertically into two separate dwelling units each of which has an independent entrance either directly from the outside or from a common vestibule.

DWELLING, PRIMARY UNIT means a single detached dwelling, a townhouse dwelling unit, or a semi-detached dwelling unit but does not include, a garden suite, a boarding house, a converted dwelling, a coach house, a seasonal dwelling, an accessory dwelling unit or any other dwelling unit type as defined in this By-law.

DWELLING, TRIPLEX means a building that is divided horizontally into three separate dwelling units each of which has an independent entrance either directly from outside or through a common vestibule.

DWELLING, TWO UNIT (THREE UNIT, FOUR UNIT) means a building containing two dwelling units (or three dwelling units or four dwelling units respectively).

DWELLING, MULTIPLE ATTACHED means a building that is divided vertically into more than three (3) dwelling units, each of which has a separate and independent entrance at finished grade and separated from the adjoining unit or units by a common unpierced wall with no interior access between each dwelling unit. Townhouse shall have a corresponding meaning.

DWELLING, LIMITED SERVICE means a single detached dwelling that:

- a) has no frontage on a municipally maintained street, and
- b) the owner is responsible for services, such as snow clearing and road maintenance, and for ensuring that the road condition is adequate for access by emergency vehicles including fire, ambulance and police;
- c) has a means of access to the lot that is not part of the municipal street network.

DWELLING, MODULAR means a prefabricated single detached dwelling designed to be transported once only to a final location and constructed so as the shortest side of such dwelling is not less than six metres in width.

DWELLING UNIT means a suite of habitable rooms which:

- a) is located in a building;
- b) is used or intended to be used in common by one or more persons as a single, independent and separate housekeeping establishment;
- c) contains one food preparation area;
- d) sanitary facilities provided for the exclusive common use of the occupants thereof; and
- e) has a private entrance directly from outside the building or from a common hallway or stairway inside the building.

DWELLING UNIT, ACCESSORY means a dwelling unit accessory to a permitted non-residential use.

DWELLING UNIT AREA means the aggregate of the floor area of all habitable rooms, hallways and lobbies within a dwelling unit, excluding the thickness of any exterior walls.

EATING ESTABLISHMENT means a building or part of a building where food is offered for sale or sold to the public for consumption either on or off the premises and includes a restaurant, café, cafeteria, ice cream parlour, tea or lunch room, dairy bar, coffee shop, snack bar, but does not include a boarding house.

EATING ESTABLISHMENT, TAKE-OUT means a building or structure used for the sale of food to the general public and from which food is made available to the customer from within the building. This includes a mobile food vehicle. No provision is made for consumption of food on the site except for a mobile food vehicle.

ERECT means build, construct, reconstruct, alter, enlarge or relocate and without limiting the generality of the foregoing, shall include any preliminary physical operations such as grading, excavating, berming, piling, cribbing, filling or drainage, or any altering of any existing building by an addition, deletion, enlargement, extension or other structural change.

ESTABLISHED BUILDING LINE means the average distance from the street line to existing buildings on the same side of a street within 150 metres of a lot, where a minimum of 3 dwellings have been built within this area prior to the date of passing of this By-law. Where the established building line is being calculated for water setback, the average distance is to be measured in accordance with the foregoing, except that it shall be calculated using the distances between the high water mark and existing buildings.

EXISTING means existing as of the date of final passing of this By-law.

EXTRACTIVE INDUSTRIAL FACILITY means a building, structure or facility used for processing aggregate and includes the screening, sorting, washing, crushing, storing and other similar operations related to an extractive industrial operation.

FACTORY OUTLET means a building accessory to a permitted industrial use where the products manufactured by that industry are kept and offered for wholesale or retail sale.

FARM means land used for the tillage of soil; the growing and harvesting of field crops, vegetables, fruits, horticultural crops and trees; the grazing, breeding, raising, boarding or training of livestock and horses; dairying; beekeeping, fish farming; any other operation that is normal farming practice; and includes one farm dwelling as well as barns, sheds and other accessory structures. A farm use includes a hobby farm.

FARM BUSINESS means any gainful occupation, trade or service that is carried on within an operating farm as a means of diversification but which is small in scale and clearly secondary to the main farm use. A farm business may include the storage of vehicles, equipment or commodities within a building or fully enclosed structure, a welding shop, a custom workshop, a general service shop, a blacksmith, a farm produce sales outlet, the processing of farm produce, an artisan shop or studio, a kennel, a riding stable, the repair of vehicles or farm equipment, a bed and breakfast establishment, or other use of similar character to the foregoing.

FARM – ON-FARM DIVERSIFIED USE means a use that is secondary to the principal agricultural use of the property. On-farm diversified uses include, but are not limited to home occupations, home industries, agri-tourism uses, uses that produce value-added agricultural products, electricity generation facilities and transmission systems, and energy storage systems. On-farm diversified uses must be located on a farm property that is actively in agricultural use. For example, the on-farm diversified uses do not apply to small residential lots.

FARM – AGRICULTURE RELATED USE means a farm-related commercial or farm-related industrial use that is directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

Examples of a farm-related commercial use include: retailing of agriculture products (e.g. farm supply co-ops, farmers' market, retailers of value-added products like wine or cider made from produce grown in the area), livestock assembly yards, and farm equipment repair shops.

Examples of a farm-related industrial uses may include such industrial operations that process farm commodities from the area such as: abattoirs, feed mills, grain dryers, cold/dry storage facilities, fertilizer storage/distribution facility, food and beverage processors (e.g. wineries and cheese factories) and agricultural biomass pelletizers.

Residential, recreational and institutional uses are not considered an agriculture-related use.

FARM LIMITED means land used for growing and harvesting field, bush, vine, forest or tree crops or grazing and does not include a farm dwelling and accessory buildings and uses.

FARM PRODUCE SALES OUTLET means a stand set up as an accessory use on a farm, used for the sale or produce from that same agricultural use.

FINANCIAL INSTITUTION means the premises of a bank, trust company, finance company, mortgage company or investment company.

FLOOD means a temporary rise in the water level resulting in the inundation of areas that are adjacent to a water course and not ordinarily covered by water.

FLOOD FRINGE means the outer portion of the flood plain between the floodway and the upper elevation of the flood plain limit. Depths and velocities of flooding are generally less severe in the flood fringe than those experienced in the floodway.

FLOOD PLAIN means the area of land within a watershed which is subject to inundation during a flooding event. This area shall be calculated as being the area that would be flooded with an expected average frequency of once in a hundred years. Lands subject to flooding shall have a corresponding meaning.

FLOODPROOFED means the installation of power service metering equipment, major electrical appliances, etc., such that they are not located below the flood plain design elevation but this does not prohibit the installation of electrical wall outlets equipped with ground fault plugs; the design and installation of heating, air conditioning, ventilation, plumbing, sewer and water systems which consider flood susceptibility; sanitary sewer and storm drainage systems having openings below the flood plain elevation which are provided with automatic back flow preventers; water supply systems which are designed to prevent contamination by flood waters; fuel-fired furnaces which are provided with float operated automatic control valves which shut off the fuel supply in the event of flooding; septic systems which are designed to operate during flood conditions and which prevent sewer discharges which could result in a health hazard; and no building openings below the regulatory flood elevation.

FLOODWAY means the channel of a watercourse and the inner portion of the flood plain adjacent to the watercourse where flood depths and velocities are more severe than in the flood fringe. These flood depths and velocities are considered to have the potential to threaten lives and/or damage property.

FLOOR AREA GROSS means, for a dwelling, the total area of the storeys exclusive of basements, attic, garages, sunrooms, unenclosed verandas or porches; and for a building other than a dwelling, the total area of all the floors contained within the outside walls of the building. Only that floor area having a clear height to the ceiling of at least two and one-quarter metres (2.25 metres) may be used to calculate floor area.

FLOOR AREA, GROSS LEASABLE means the total floor area of a building including basements, mezzanines and upper floors, minus common areas including public walkways, malls, public toilets, truck and service facilities, joint service facilities, elevator shafts and lobbies, boiler rooms, maintenance rooms, mechanical or electrical or utility rooms and any parking for autos within the building.

FLOOR AREA, NET means only the habitable or useable floor space in a building exclusive of any foyer, hallways, stairwell, closet, washroom or toilet room and shall be measured from the inside walls.

FOOD CATERING ESTABLISHMENT means any premises where food is prepared for banquets, weddings, etcetera and where such food is prepared for consumption off the premises.

FRONT of BUILDING means the side of the building that faces the front lot line, for the purposes of this By-law.

FRONTAGE see **LOT FRONTAGE**.

FORESTRY means the management, development and cultivation of timber resources to ensure the continuous production of wood or wood products, provision of proper environmental conditions for wildlife, protection against floods and erosion, protection and production of water supplies, and preservation of the recreation resources.

FUEL DEPOT means the use of land, structures or buildings for the purpose of distributing fuels from a fuel storage tank on the premises.

FUEL STORAGE TANK means a tank for the bulk storage of petroleum gasoline, fuel oil, gas or inflammable liquid or fluid but does not include a container for inflammable liquid or fluid legally and properly kept in a retail store or a tank for storage merely incidental to some other use of the premises where such tank is located.

FURNITURE OR WOOD PRODUCTS SHOP means an establishment where items are constructed primarily from wood, including such products as cabinets, furniture, caskets, trim, or sash and door works.

FUNERAL HOME means any premises where preparation of a human body for internment or cremation is undertaken.

GARAGE, PRIVATE means an enclosed structure used primarily for the storage of one or more vehicles and storage of household equipment incidental to the residential occupancy, but no business, occupation or service is conducted for profit, unless permitted as a Home Industry.

GARAGE, PUBLIC means a municipal or provincial facility used for the storage and servicing of road construction and maintenance equipment and materials.

GARDEN CENTRE means an establishment primarily used for the retail sale of gardening equipment, products and planting materials, including greenhouses for the cultivation of such materials.

GOLF COURSE means a public or private area operated for the purpose of playing golf including an accessory club house, driving range, miniature course or combination thereof.

GRAVEL PIT means any open excavation made for the removal of any unconsolidated aggregate including earth, clay, sand, and gravel in order to supply material for construction, industrial or manufacturing purposes, but shall not include an excavation incidental to the erection of a building or structure for which a building permit has been granted by the Corporation or an excavation incidental to the construction of any public works.

GROUP HOME means a single housekeeping unit in a residential dwelling in which up to nine unrelated residents, excluding staff or the receiving family, temporarily or permanently reside under responsible supervision consistent with the requirements of its residents.

HAULED SEWAGE means untreated sanitary waste from a septic tank, privy or holding tank.

HAULED SEWAGE/SEPTAGE DISPOSAL AREA means an area where hauled sewage or septage shall be permitted to be spread and where the disposal site has been approved by the Ministry of the Environment.

HEIGHT means, when used with reference to a building, the vertical distance between the average elevation of the finished surface of the ground at the front of the building and,

- a) in the case of a flat roof, the highest point of the roof surface or the parapet, whichever is the greater;
- b) in the case of a mansard roof, the deck roof line;
- c) in the case of a gable, hip or gambrel roof, the mean height between the eaves and the ridge; and
- d) in the case of any other type of roof, the highest point of the roof surface.

ILLUSTRATION OF HEIGHT DEFINITION

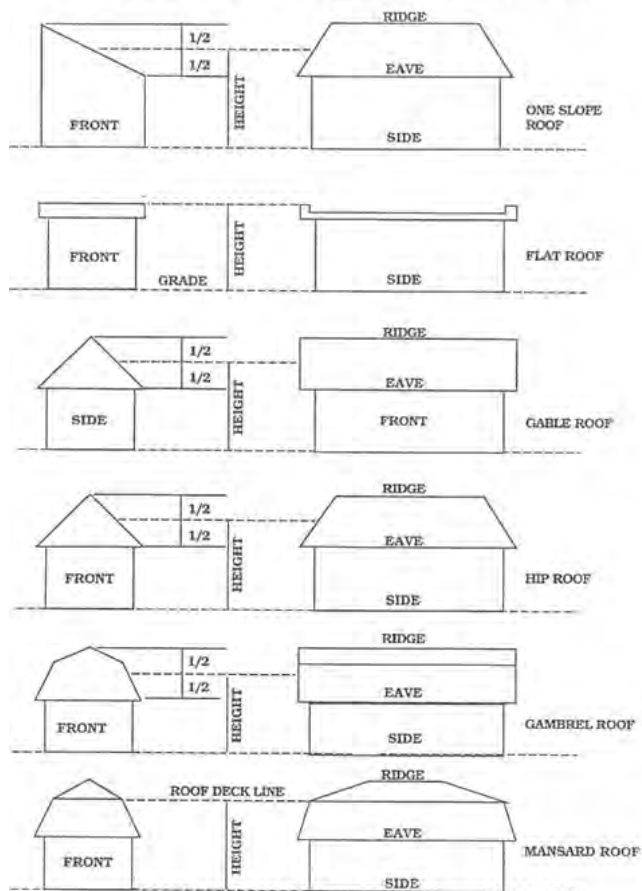
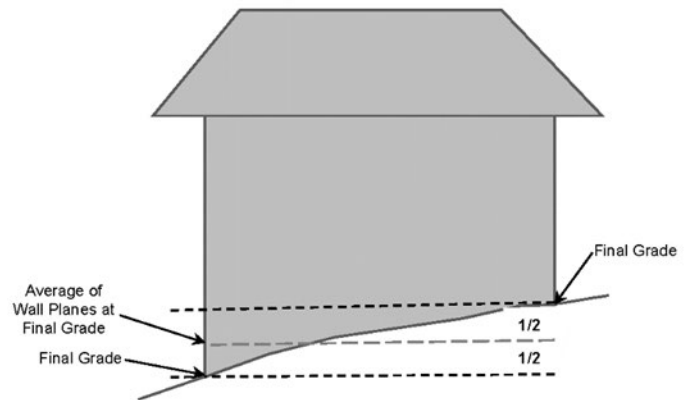


ILLUSTRATION OF AVERAGE ELEVATION



HOME DISPLAY AND SALES OUTLET means an establishment or premises where prefabricated dwellings including cottages and mobile homes are erected or located for display purposes only and from which orders can be placed for the purchase and delivery of such dwellings or parts and accessories associated therewith.

HOME FOR THE AGED means a "home for the aged" as defined under the Homes for the Aged and Rest Homes Act, as amended from time to time.

HOME INDUSTRY means a gainful occupation including a day nursery, carpentry, electrical shop, woodworking, window framing, welding, plumbing, machine or auto repair shop, riding stables and a kennel with a maximum of four outdoor runs; a service shop; blacksmithing; or a storage building for school buses, boats or snowmobiles and may be conducted in whole or in part in a dwelling unit or an accessory building to a single detached dwelling or to a permitted farm use.

HOME OCCUPATION means any occupation for gain or support which is carried on as an accessory use either within a dwelling or dwelling unit and operated by persons residing in a dwelling or dwelling unit. Such home occupation uses may include a

service or repair shop; a personal service shop; the office or consulting room of a doctor, day care (private dwelling), dentist, chiropractor, drug-less practitioner, lawyer, real estate agent, insurance agent, planner, architect, photographer, teacher, music or dance instructor or engineer, but does not include a clinic, a hospital, a nursing home, a tea room, kennel, a taxi stand or a small internal combustion engine repair shop.

HOSPITAL means a hospital as defined in the Private Hospitals Act, a sanitarium as defined by the Private Sanitarium Act or a hospital as defined by the Public Hospital Act and includes facilities for mental health and addiction treatment.

HOTEL means a tourist establishment that consists of the following: 1) one or more than one building containing four or more accommodation units grouped under one roof and accessible from the interior or partially from the exterior, and 2) may or may not have facilities for serving meals.

HUNTING & FISHING CAMP means a building or structure intended to provide basic shelter and accommodation on an occasional basis for a person or group of persons engaged in hunting, fishing or other outdoor recreational activities. Such structure may be described as being of light frame construction without any interior finish on its walls and ceiling.

INSTITUTIONAL USE means the use of buildings or structures for a public or non-profit purpose and without limiting the generality of the foregoing, may include such uses as schools, places of worship, indoor recreation facilities, community centre, hospitals and government buildings.

KENNEL means an establishment in which dogs or other domesticated animals are housed, groomed, boarded, bred or trained for gain or profit.

LANDSCAPED OPEN SPACE means open space comprised of lawn and/or ornamental shrubs, flowers and trees and may include space occupied by paths, walks, courts and patios, but shall not include parking areas, traffic aisles, driveways, ramps or storage of equipment, vehicles or other materials.

LANE means a public thoroughfare which affords only a secondary means of access to abutting lots and which is not intended for general traffic circulation.

LAUNDROMAT means a building or structure where coin-operated laundry machines, using only water, detergents and additives are made available to the public for the purpose of laundry cleaning.

LIVESTOCK means chickens, turkeys, cattle, hogs, mink, rabbits, sheep, horses, goats or any domestic animal used or raised for consumption or for commercial purposes.

LIVESTOCK FACILITY means barns, buildings or structures where livestock are housed and shall also include beef feedlots and the associated manure storage facilities.

LODGE HOUSE means a building in which bedrooms, common areas, dining areas, games areas and meals are available for the guests of an establishment.

LOGGING HAULER means an area of land and/or building of a logging hauler where equipment and materials belonging to the logging hauler are stored and may include repairs to logging equipment belonging to the logging hauler. This definition does not include other logging activities such as a sawmill or the storage of logs on the ground or in storage buildings.

LOT means a parcel or tract of land:

- a) which is a whole lot as shown on a Registered Plan of Subdivision, but a Registered Plan of Subdivision for the purposes of this paragraph does not include a Registered Plan of Subdivision which has been deemed not to be a Registered Plan of Subdivision under a By-law passed pursuant to Section 50 of The Planning Act.
- b) which is a separate parcel of land the owner of which does not retain the fee or equity of redemption in, or a power or right to grant, assign, or exercise a power of appointment with respect to any abutting land, or
- c) the description of which is the same as in a deed which has been given consent pursuant to the Planning Act.

LOT AREA means the total horizontal area within the lot lines of a lot. In the case of a corner lot having street lines rounding at the corner with a radius of six (6) metres, or less, the lot area of such land shall be calculated as if the lot lines were produced to their point of intersection.

LOT, CORNER means a lot having street frontage adjoining the point of intersection of two or more streets.

LOT COVERAGE means the percentage of the lot area covered by buildings, including accessory buildings.

LOT FRONTAGE means the horizontal distance between the side lot lines measured along the front lot line. Where the front lot line is not a straight line, or where the side lot lines are not parallel, the lot frontage shall be measured along a line seven and one-half (7.5) metres back from and parallel to the street line.

LOT, INTERIOR means a lot situated between adjacent lots and having access to one street.

LOT LINE means any boundary of a lot or a vertical projection thereof.

LOT LINE, EXTERIOR means a lot line abutting a street or street allowance or private road that is not a front lot line.

LOT LINE, FRONT means the lot line that divides the lot from the street or street allowance or private road with the following clarifications:

- a) in the case of a corner lot, the shorter lot line that abuts the street shall be deemed the front lot line and the longer lot line that abuts the street shall be deemed the exterior side lot line;
- b) in the case of a corner lot with two street lines of equal lengths, the lot line that abuts the wider street or abuts a Provincial Highway or abuts a County Road shall be deemed to be the front lot line, and in the case of both streets being under the same jurisdiction, or of the same width, the lot line where the principal access to the lot is approved shall be deemed to be the front lot line;
- c) in the case of a corner lot abutting a 0.3 metre reserve the lot line so abutting the 0.3 metre reserve shall be deemed an exterior side lot line and the other line abutting the street shall be deemed the front lot line;
- d) in the case of a through lot, the longer boundary dividing the lot from the street shall be deemed to be the front line and the opposite shorter boundary shall be deemed to be the rear lot line. In case each of such lot lines should be of equal length the lot line where the principal access to the lot is approved shall be deemed to be the front lot line; and
- e) in all other cases, the lot line where the principal access to the lot is approved shall be deemed to be the front lot line.

LOT LINE, REAR means, in the case of a lot having four or more lot lines, the lot line furthest from and opposite to the front lot line. In the case of a lot with less than four lot lines, there shall be deemed to be no rear lot lines.

LOT LINE, SIDE means a lot line other than a front or rear lot line.

LOT, THROUGH means a lot bounded on two opposite sides by a street or road allowance. If any lot qualifies as being both a "Lot, Corner" and a "Lot, Through" as hereinbefore defined, such lot shall be deemed a "Lot, Corner" for the purpose of this By-law.

MAIN BUILDING means a building in which the principal use is conducted on the lot on which the building is located. In the residential zone the dwelling is the main building.

MANUFACTURING PLANT means a building or structure in which a product is fabricated or materials are processed or assembled and from which such product is shipped to a wholesale or retail outlet.

MANUFACTURING PLANT, LIGHT means a building or structure in which materials or component parts are manufactured, assembled or processed to produce finished products suitable for the retail trade but does not include any industry involving stamping presses, furnaces or other machinery that emits dirt, dust or noxious fumes into the air or that results in noise or vibration beyond the property in excess of Ministry of the Environment guidelines.

MARINA means a building, structure or place, containing docking facilities and located on a waterbody, where boats and boat accessories are berthed, stored, serviced,

repaired or kept for sale or rent, where boat trips may be offered, and where facilities for the sale of marine fuels and lubricants may be provided.

MEAT PRODUCTS PLANT means a canned meat factory, sausage factory, meat processing plant and any other factory where meat or poultry are cooked, cured, smoked or otherwise processed or packed but does not include a stock-yard, abattoir, tannery or hide processing plant, a poultry-killing establishment, an animal food factory or an animal by-products plant.

MINE means,

- a) any opening or excavation in, or working of, the ground for the purpose of winning any mineral or mineral bearing substance;
- b) all ways, works, machinery, plant, buildings and premises below or above the ground relating to or used in connection with the activity referred to in clause (a);
- c) any roasting or smelting furnace, concentrator, mill, work or place used for or in connection with washing, crushing, grinding, sifting, reducing, leaching, roasting, smelting, refining or treating any mineral or mineral bearing substance, or conducting research on them;
- d) tailings, wasterock, stockpiles of ore or other material, or any other prescribed substances, or the lands related to any of them; and
- e) mines that have been temporarily suspended, rendered inactive, closed out or abandoned;

but does not include any prescribed classes of plant, premises or works.

MINERAL EXPLORATION means work necessary to determine the presence of a mineral deposit and/or the economic potential for a mine. This work may include geophysical surveys, drilling, sinking of a test shaft or a decline, piling excavated overburden or rock, and removing from the site quantities of mineral-bearing substance sufficient for testing purposes only.

MINI STORAGE ESTABLISHMENT means one or more than one building containing separate spaces of varying sizes that are offered by lease or rent to persons for the storage of chattels. Self-service storage building shall have a corresponding meaning.

MOBILE HOME means any dwelling that is designed to be made mobile and constructed or manufactured to be used in like manner as a single detached dwelling for the permanent accommodation of one or more persons, notwithstanding that the running gear is or may be removed, or that such dwelling is or may be fixed on a finished and permanent foundation or has become in any other manner so adapted and affixed to the land upon which it is situated that it is, or has become, an immobile and permanent structure, and includes any mobile home as defined in Section 46(1) of the Planning Act amended from time to time, or any successors thereto.

MOBILE HOME PARK means a lot containing two or more mobile home sites and which is under single management and ownership, used for the siting of mobile homes

together with commercial-recreational and service uses for Mobile Home Park residents, including any building, structure or enclosure forming a part of such a mobile home park.

MOBILE HOME SITE means an area of land which shall be considered a lot within a mobile home park occupied by or intended for occupancy by one mobile home together with all yards and open space required by this By-law.

MOTEL means a tourist establishment that consists of the following:

- a) one or more than one building containing four or more attached accommodation units accessible from the exterior only, and
- b) may or may not have facilities for serving meals.

MUTUAL DRIVEWAY means an ingress or egress that is common to two or more owners of abutting lands as a right-of-way registered against the title of the lands.

NAVIGABLE WATERWAY means a navigable body of water or stream as deemed under the Navigable Waters Protection Act.

NON-CONFORMING means that which does not conform, comply or agree with the regulations of this Bylaw as of the date of final passing thereof.

NURSERY See **GARDEN CENTRE**.

NURSING HOME means a nursing home as defined under the Nursing Home Act, as amended from time to time.

OFFICE, BUSINESS means an office where one or more persons are employed in the management, direction or conducting of any agency, business, brokerage, labour or fraternal organization and shall include a newspaper plant, a radio and television broadcasting studio or theatre.

OFFICE, PROFESSIONAL means any office where professionally qualified persons, technical assistants and clerical staff are employed and where clients or patients seek advice, consultation, or treatment. Notwithstanding the foregoing, said office shall not be a hospital or any other use defined herein.

OPEN SPACE means a parcel or area of land essentially unimproved or unoccupied by any building, structure or driveway.

OPEN STORAGE means the storage of goods, merchandise or equipment in the open air and in unenclosed portions of buildings which are open to air on the side.

OUTDOOR FURNACE means a solid fuel burning appliance located outside of the building it serves and is used for the space heating of buildings and/or domestic water heating and does not include the incineration of waste as defined in Section 25 of

the Environmental Protection Act, c.E.19., R.S.O. 1990. This definition also applies to outdoor furnaces located in any accessory building.

PARK means a recreational area that consists largely of open space and which may include a picnic area, swimming pool or area, playground, play field or similar use, but shall not include a mobile home park or recreational vehicle park.

PARK, PRIVATE means a park other than a public park.

PARK, PUBLIC means a park owned or controlled by the Corporation or by any Ministry, Board, Commission or Authority established under any statute of Ontario or Canada.

PARKING AREA means an area provided for the parking of motor vehicles and encompassing at least the required number of parking spaces and all driveways, aisles, manoeuvring areas, entrances, exits and similar areas for access to parking spaces, but shall not include any part of a street or private road.

PARKING SPACE means an area exclusive of driveways or aisles, for the temporary parking or storage of motor vehicles.

PERMITTED means permitted by this By-law.

PERSON means an individual, an association, a chartered organization, a firm, a partnership or a corporation.

PET GROOMING ESTABLISHMENT means the practice of cleaning and maintaining the pets of customers entirely within the building premises, but does not include a place for the selling, breeding, or overnight boarding of animals.

PLACE OF ENTERTAINMENT means an athletic, recreational or social club operated for gain or profit as well as a motion picture or other theatre, auditorium, billiard or pool room, bowling alley, ice or roller skating rink, curling rink, or dance hall, but does not include any place of entertainment or recreation or other use otherwise defined or classified in this By-law.

PLACE OF WORSHIP means a building or structure designed and constructed or erected for the sole purpose of public or private worship of a Supreme Deity or deities.

PORTABLE GARAGE means a supporting metal or wood framework with a fabric cover made of canvas, nylon, clear plastic or similar material for the storage of one or more vehicles and storage of household equipment incidental to the residential occupancy.

PRINTING SHOP means a building or part of a building used for printing.

PRIVATE ROAD means a registered right-of-way not dedicated and accepted as, or otherwise deemed at law to be a public highway, that serves as a privately

maintained motor vehicle access-route to one or more abutting, legally conveyable parcels of land. New private roads shall have a minimum width of 10 metres (33 feet).

PRIVATE CLUB means a building or part of a building used as a meeting and social place exclusively for members of a chartered organization and their guests, and shall include a fraternal lodge (eg. Free Masons), a fraternity or sorority house, hostel, and a labour union hall.

PROPANE TANK shall mean a structure consisting of a tank/cylinder used for the storage of propane gas.

PROVINCIALY SIGNIFICANT WETLAND means an area identified as Provincially Significant by the Ministry of Natural Resources using evaluation procedures established by the Province or evaluated by others and approved by the Ministry of Natural Resources.

PUBLIC AUTHORITY means the Council and any School Board, Public Utility Commission, Transportation Commission, Public Library Board, Board of Parks Management, Board of Health, County of Renfrew, Planning Committee or other board or commission or committee of the Township of Admaston/Bromley established or exercising any power or authority under any general or special statutes of Ontario with respect to any of the affairs or purposes of the Municipality or a portion thereof, and includes any committee or local authority established by By-law of the Municipality.

PUBLIC BUILDING means any building or structure owned or leased by a municipal corporation, the County of Renfrew, Province of Ontario or the Government of Canada and in which government activities are carried out.

PUBLIC UTILITY means a waterworks, a water supply system, sewage works, electrical power or energy generating, transmission or distribution system, street lighting system, natural or artificial gas works or supply system or a telephone system, and includes any lands, buildings or equipment required for the administration or operation of any such system.

QUARRY means any open excavation made for the removal of any consolidated rock or mineral including limestone, sandstone or shale, in order to supply material for construction, industrial or manufacturing purposes, but shall not include an excavation incidental to the erection of a building or structure for which a building permit has been granted by the Corporation or an excavation incidental to the construction of any public works.

RECREATION, ACTIVE means the use of land, water and/or building for the purpose of organized active leisure activities and shall include an arena, a golf course, a sports field, and motorized vehicle trails.

RECREATION, PASSIVE means the use of land and/or water for the purpose of passive leisure activity and shall include a park, a garden, a picnic area and the like, equestrian and hiking trails, as well as a playground with activity equipment for

children. Passive recreation may include private trails for motorized vehicles (ATV/dirt bike) provided they are not a course/track that results in noise concerns.

RECREATIONAL VEHICLE means any vehicle constructed to be attached and propelled by a motor vehicle and that is capable of being used by persons for living, sleeping or eating, even if the vehicle is jacked-up or its running gear is removed. It includes any vehicle designed, intended and used as accommodation exclusively for travel, recreation and vacation and which is either capable of being drawn by a passenger vehicle or is self-propelled and shall include travel trailers, park model trailers, tent trailers, vans, motor homes, Tiny Homes, and similar transportable accommodation excepting a mobile home.

RECREATIONAL VEHICLE CAMPGROUND means a parcel of land under single ownership which is designed, developed and maintained or intended to provide accommodation on a temporary or seasonal basis, for recreational vehicles and/or tents plus accompanying towing or carrying vehicles. It may also include accessory uses such as an administration office, clubhouse, snack bar, laundry, convenience and souvenir shop, swimming pool, washrooms, showers, managers dwelling and recreational facilities. Recreational Vehicle Park and Trailer Park shall have a corresponding meeting.

RECREATIONAL VEHICLE SITE means a plot of ground within a recreational vehicle campground or a camping establishment intended for exclusive occupancy by the renter(s), and on which accommodations and vehicles can be placed.

RELIGIOUS EDUCATION FACILITY means an establishment used by religious groups for study, relaxation, meditation and similar activities, including dining and lodging facilities, accommodation for staff and compatible accessory uses.

REQUIRED means required by this By-law. **REQUIREMENT** shall have a corresponding meaning.

RESORT means a tourist establishment catering to the vacationing public, designed as a destination-oriented operation and/or being within an area recognized as a destination for vacations, and providing meals and sleeping accommodations that may consist of lodge houses, guest rooms or cottages, but shall not include any other use defined herein.

RESTAURANT see **EATING ESTABLISHMENT**.

RETAIL STORE means a building or part of a building in which goods, wares, merchandise, substance, articles or things are offered or kept for sale at retail, but does not include any establishment otherwise defined herein or specifically named elsewhere in this By-law.

ROAD, PUBLIC see **STREET**.

ROAD ALLOWANCE see **STREET ALLOWANCE**.

ROOM, HABITABLE means a room which is designed for:

- a. living;
- b. sleeping;
- c. eating;
- d. or for sanitary purposes.

ROOM, NON-HABITABLE means any room located within a dwelling unit that is not a habitable room, including, but not so as to limit the generality of the foregoing, a laundry room, a pantry, a lobby, a stairway, a closet, a verandah, a recreation room, a porch, a balcony, a private garage, an unfinished attic, a boiler room and any space used for the service and maintenance of such dwelling or for vertical travel between storeys.

ROOMING HOUSE means a principal dwelling within the whole of a residential use building that contains at least four rooming units, and which may also contain dwelling units and an administration office accessory to the operation of the house.

ROOMING HOUSE, CONVERTED means the whole of a residential use building or the whole or part of any other building that was converted to a rooming house.

ROOMING UNIT means a room, or a suite of rooms, that constitutes a separate, independent residential occupancy, but which is not self-contained and which requires access to other parts of the principal dwelling or building intended to serve the residents, including shower or bathtub facilities, kitchens, eating areas or bathrooms.

SALVAGE YARD means a lot and/or premises for the storage and/or handling and/or sale of scrap or used materials, which, without limiting the generality of the foregoing, shall include waste paper, rags, wood, bottles, bicycles, vehicles, tires, metal and/or other scrap material and salvage includes a junk yard, scrap metal yard and a wrecking yard, including ancillary automotive sales and service establishment and premises.

SAWMILL means a building, structure or area where timber is cut or stored, either to finished lumber or as an intermediary step.

SCHOOL means a school under the jurisdiction of a Public or Separate School Board, a college or a university or any other school established and maintained either wholly or partially at public or private expense whether or not the same is also a boarding school, and includes any dormitory building accessory to a school.

SECURITY FENCE means fencing that is required by Health Canada as part of its license requirements under the Cannabis Act.

SENIOR CITIZEN'S HOME means any home for senior citizens sponsored and administered by any public agency or any service club, church or other profit or non-profit organization, either of which obtains its financing from Federal, Provincial or

Municipal Governments or agencies, or by public subscription donation or residents payments, or by any combination thereof, and such homes shall include auxiliary uses such as club, kitchen, dining and/or lounge facilities, usually associated with Senior Citizens development.

SENSITIVE LAND USE means buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more adverse effect(s) from contaminant discharges generated by a nearby major facility. Sensitive land uses may be a part of the natural or built environment. Examples may include, but are not limited to: dwellings, daycare centres, and educational and health facilities.

SEPARATION DISTANCE means the horizontal distance between buildings or structures or physical features measured from the closest point of the exterior wall of such building or structure, or from the closest point of such physical feature.

SERVICE SHOP, GENERAL means a building or part of a building used for the servicing or repairing of articles, goods or materials, and in which no product is manufactured and includes radio, television and appliance repair shops, a laundromat, but does not include any automotive uses as defined by this By-law.

SERVICE SHOP, PERSONAL means a building or part thereof in which services are provided and administered to the individual and personal needs of persons, and without limiting the generality of the foregoing, includes barber shops, hairdressing establishments and workrooms for shoe repair and shoe shining shops, tailor shops, bakery shops and photographic studios.

SEWAGE DISPOSAL SYSTEM, PRIVATE means a sanitary disposal system including a septic tank and tile bed disposal system approved by the Township's Sewage System Authority.

SEWAGE SLUDGE means the aqueous suspension of residual solids generated from the treatment of municipal or industrial wastewater.

SHIPPING CONTAINER means a container with strength suitable to withstand shipment, storage, and handling. Shipping containers include large reusable steel boxes used for intermodal shipments. This definition also includes sea cans.

SHOPPING CENTRE means a group of commercial and service establishments related in size and type, primarily to the specific commodity needs of the community and designed, developed and managed as a unit whether by a single owner, a group of owners or tenants acting in collaboration and shall include as a primary establishment a department store. Generally, but not prerequisite, the public access to individual functions within a Shopping Centre shall be from an enclosed common mall area.

SHOPPING PLAZA means a group of commercial and service establishments or uses, related in size and type, primarily to the day to day needs of a residential area and

designed, developed and managed as a unit, whether by a single owner, a group of owners or tenants in collaboration. Access to individual functions generally may be from an open mall area.

SHORELINE ACTIVITY AREA means the area along the shoreline on privately owned land in which shoreline structures are permitted. The shoreline activity area shall be that area between the high water mark and the required water setback. The shoreline activity area does not include the shorelines of “at capacity” lakes.

SHORELINE STORAGE SHED means a storage shed located within the shoreline activity area used to store yard maintenance equipment, paddles, life jackets, water skis/wakeboards, boat coverings, and similar aquatic accessories, but shall not include a boathouse or be used for human habitation. The floor area of a shoreline storage shed shall not exceed 10 square metres.

SHORELINE STRUCTURE means those detached accessory structures that are located in the shoreline activity area and includes pump houses, gazebos, decks, shoreline storage shed, sauna, and similar buildings and structures, but does not include parking areas, private waste disposal systems, structures that require a pressurized water system (Pool, Steam Bath, hot tub), stairs required for water access, and power lines. A dock or boat launching facilities are not considered shoreline structures.

SNOW DISPOSAL FACILITY means a facility to which snow is transported for storage from other off-site locations.

STABLE, COMMERCIAL means a building or part of a building in which horses or ponies are boarded or kept for commercial purposes, including riding and show.

STABLE, PRIVATE means a building or part of a building in which horses or ponies are kept for private use and not for remuneration, hire or sale.

STREET means a public highway or public road under the jurisdiction of either the Corporation, the County of Renfrew or the Province of Ontario, and includes any highway as defined in the Municipal Act, as amended, but does not include a lane, a driveway or a private road.

STREET ALLOWANCE (ROAD ALLOWANCE) means land held under public ownership for the purpose of providing a street.

STREET, IMPROVED means a public road which has been constructed in such a manner so as to permit its use by normal vehicular traffic on a year-round basis, and is maintained by the Municipality, including snow ploughing, on a year-round basis.

STREET, MINIMUM MAINTENANCE means a public road that is under the jurisdiction of the Township and that is maintained to a standard acceptable for normal summer use only. **STREET, SEASONAL** shall have a corresponding meaning.

STREET LINE means the limit of the road or street allowance and is the dividing line between a lot and a street.

STRUCTURE means anything constructed or erected, the use of which requires location on or in the ground or attached to something having location on or in the ground. Any underground structure or part of a structure located in the ground shall be exempt from all setbacks as defined in this By-law with the exception of Section 3.26.5 Water Setback. A retaining wall that requires a permit under the Ontario Building Code is considered to be a structure. Landscaping features including patios and retaining walls that do not require a building permit are not considered structures.

SWIMMING POOL, OUTDOOR shall mean a privately owned structure, erected or installed above ground or wholly or partly below ground, capable of being used for swimming, wading, diving, or bathing, and which, when filled, is capable of containing a depth of 0.46 metres or more of water. An outdoor swimming pool shall not contribute to the calculation of lot coverage.

TAILINGS AND SLAG PILES means waste material or residue resulting from the reduction of metals from their ores.

TARPAULIN GARAGE means a structure designed to be temporary, that consists of a frame that a tarp or other fabric/cloth material is covering.

TAVERN OR PUBLIC HOUSE means a tavern or public house as defined in the Liquor Licence Act, but does not include a hotel or eating establishment.

TAXI STAND means the permanent location of the taxi business and the source of dispatch.

TINY HOME means an alternative form of housing that is self-sufficient in terms of servicing and is transportable. A tiny home may be on wheels or be jacked-up or its running gear is removed. A tiny home is considered a recreational vehicle for the purposes of this by-law and the provisions applicable to a recreational vehicle shall apply.

TOP OF SLOPE means a line delineated at a point where the oblique of the slope meets the horizontal plane.

TOURIST ESTABLISHMENT means a commercial building, structure or area of land designed for the accommodation of travelling or vacationing public.

TOWNSHIP means the Corporation of the Township of Admaston/Bromley.

TRAILER means any vehicle so constructed as to be suitable for attachment to a motor vehicle for the purpose of being drawn or propelled by the motor vehicle, except a mobile home or farm implement.

TRAILER, PARK MODEL, means a trailer constructed to CSA Z-241 standard that is built on a single chassis mounted on wheels, designed for relocation from time to time, designed as living quarters for seasonal camping with the possibility for connection to services, and has a gross floor area, including lofts, not greater than 50 square metres when in setup mode and having a width greater than 2.6 metres in transit mode. A park model trailer is deemed to be a building or structure for the purposes of this By-law, as authorized by Section 34(4) of the Planning Act.

TRAILER (STORAGE) means any vehicle so constructed as to be suitable for attachment to a motor vehicle for the purpose of being drawn or propelled by the motor vehicle, except a mobile home or farm implement.

TRAILER, TENT OR TRAVEL – See definition of Recreational Vehicle

TRAILER PARK see **RECREATIONAL VEHICLE CAMPGROUND**.

TRAINING CENTRE means a place where an employer provides job-related training or instruction to its employees that is designed to improve job performance or enhance the career advancement opportunities of those employees.

TRANSFER STATION means a waste disposal site used for the purpose of transferring waste from one vehicle to another for transportation to another waste disposal site.

TRUCK TERMINAL means a building, structure or place where trucks or transports are rented, leased, kept for hire, or stand or park for remuneration, or from which trucks or transports, stored or parked on the property, are dispatched for hire as common carriers or where goods are stored temporarily for further shipment.

USE means the purpose for which a lot or a building or structure, or any portion thereof, is designed, arranged, intended, occupied or maintained. USED shall have a corresponding meaning.

VEHICLE means a passenger automobile or other motor vehicle, a boat, a farm implement, a commercial motor vehicle, a recreational vehicle, a snowmobile, a trailer and any other device that is capable of being propelled or driven by any kind of power but not any other device powered solely by human effort except a boat.

WAREHOUSE means a building or part of a building used primarily for the operation of general merchandise warehousing, cold storage and other storage facilities and also includes a centre for the distribution of wholesale goods and commodities for resale to retailers; to industrial, commercial, institutional, or professional users; to wholesalers.

WASTE DISPOSAL SITE means any land approved by the Ministry of the Environment upon, into, or in which waste may be deposited or processed.

WATERBODY means a lake, canal, pond, wetland, river, watercourse, seasonal watercourse or municipal drain as defined by the *Drainage Act*, but does not include

an artificially constructed swale or ditch intended for intermittent and minor surface drainage of residential lots.

WATERCOURSE means the natural channel for a stream of water.

WATER – HIGH WATER MARK means the mark made by the action of water under natural conditions on the shore or bank of water, which action has been so common and usual and so long continued that it has created a difference between the character of the vegetation or soil on one side of the mark and the character of the vegetation or soil on the other side of the mark. The high water mark includes the riparian area associated with a water feature and includes features such as beaches, wetlands, swamps, and bogs. These features may be above the normal water's edge but are considered to be within the normal high water mark to which the water setback is applicable.

WATER – NORMAL WATER'S EDGE means the edge where a water body has standing water and is used by surveyors to determine property boundaries

WATER FRONTAGE means the straight line horizontal distance between the two most widely separated points on any one shoreline of a waterfront lot.

WATER SETBACK means the straight line horizontal distance from the high water mark of a watercourse, bay or lake to the nearest part of any excavation, building, structure or open storage use on the lot.

WATER SYSTEM, COMMUNAL means a private water distribution supply system in which water is piped to more than one dwelling or business operation.

WAYSIDE PIT, QUARRY means a temporary gravel pit or quarry opened and used by a public road authority solely for the purpose of a particular project or contract of road construction and not located on the road right-of-way.

WETLANDS means lands that are seasonally or permanently covered by shallow water, as well as lands where the water table is close to or at the surface. In either case, the presence of abundant water has caused the formation of hydric soils (soils in which there is an abundance of moisture) and has favoured the dominance of either plants that commonly grow in water or in water logged soil, or water tolerant plants. The four major categories of wetland are swamps, marshes, bogs and fens.

Periodically soaked or wet lands being used for agricultural purposes which no longer exhibit wetland characteristics are not considered to be wetlands.

WELDING SHOP means a building or structure or part thereof where metal products are joined, repaired or shaped by welding but no mass productions shall be involved.

WILDERNESS CENTRE means an establishment that is devoted to providing educational programs and passive recreational experiences relating to the natural environment. The provision of accommodation, in the form of wilderness camping and/or lodge

houses, is integral to the experience rather than being the sole purpose of the establishment. A WILDERNESS CENTRE must have a remote setting, a high proportion of open space and/or natural areas, and an overall undeveloped appearance. A WILDERNESS CENTRE may be operated for gain or profit.

WRECKING ESTABLISHMENT means a building and/or lot used for the wrecking or dismantling of vehicles as defined herein, and for the storage and sale of scrap material, salvage and parts obtained therefrom, but shall not include any other automotive use defined herein.

YARD means an open space on the same lot with a building or structure or excavation, unoccupied and unobstructed except as for such accessory buildings, structures or uses specifically permitted in this By-law.

YARD, FRONT means a yard extending across the full width of a lot between the front lot line and the nearest part of any main building, structure or excavation on the lot. **FRONT YARD DEPTH** means the shortest horizontal distance between the front lot line of the lot and the nearest part of any main building, structure or excavation on the lot.

YARD, REAR means a yard extending across the full width of a lot between the rear lot line and the nearest part of any main building, structure or excavation on the lot; **REAR YARD DEPTH** means the shortest horizontal distance between the rear lot line of the lot and the nearest part of any main building, structure or excavation on the lot.

YARD, SIDE means a yard extending from the front yard to the rear yard of a lot and from the side lot line of such lot to the nearest part of any main building, structure or excavation on the lot. **SIDE YARD WIDTH** means the shortest horizontal distance between a side lot line and the nearest part of any main building, structure or excavation on the lot.

YARD, EXTERIOR SIDE means a yard adjacent to a street between the nearest part of any main building, structure or excavation on the lot and a street, a 1-foot reserve or a road allowance, extending from the front yard to the rear lot line. **EXTERIOR SIDE YARD WIDTH** means the shortest horizontal distance between a side lot line on the flank side yard side and the nearest part of any main building, structure or excavation on the lot.

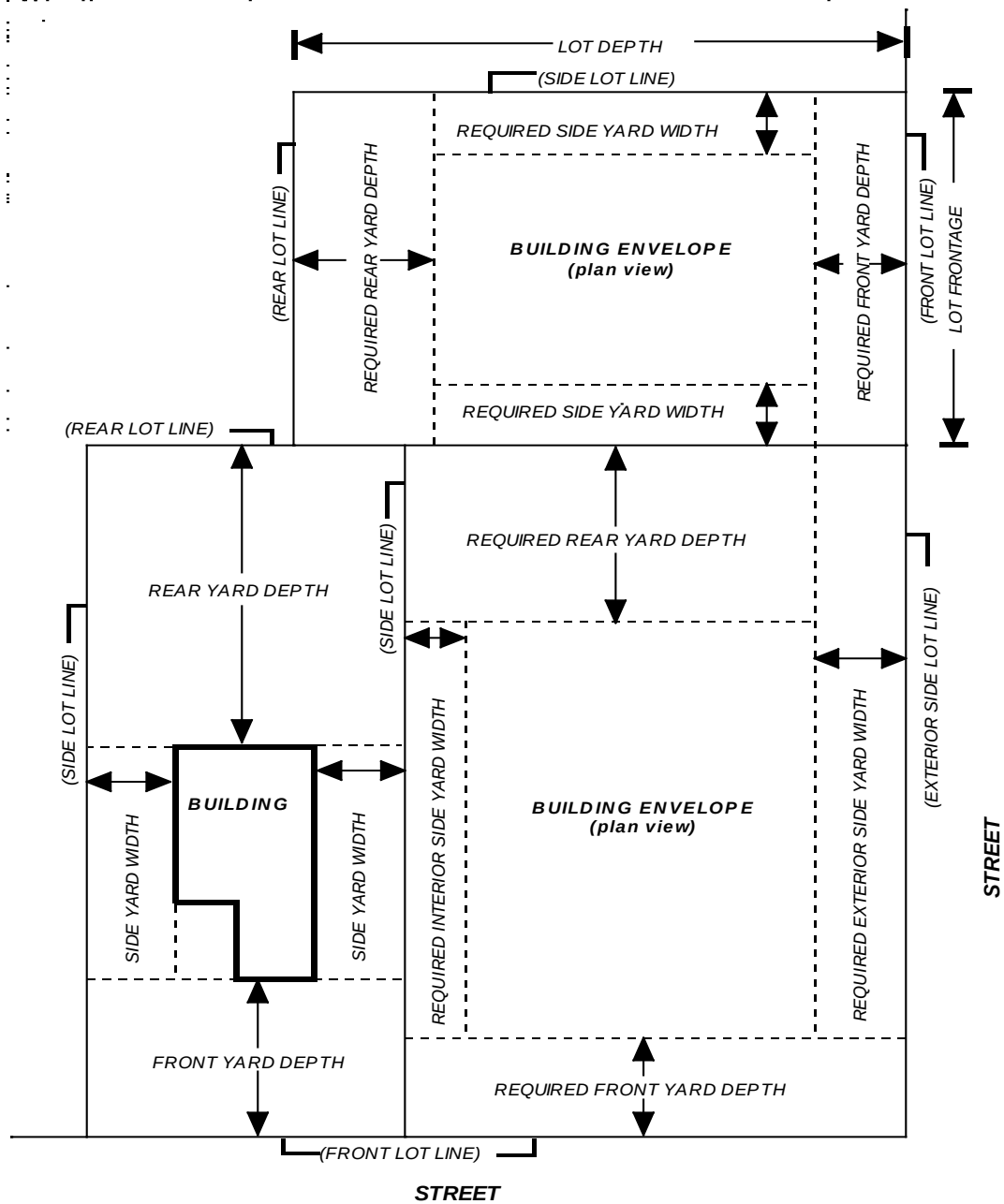
YARD, INTERIOR SIDE means a side yard other than an exterior side yard.

YARD, REQUIRED means a yard with the minimum front yard depth, rear yard depth or side yard width required by the provisions of this By-law. A required side yard shall extend from the required front yard to the required rear yard.

ZONE means an area delineated on a Zoning Map Schedule and established by this By-law for a specific use or group of uses.

ZONING ADMINISTRATOR means the officer or employee of the Corporation charged with the duty of enforcing the provisions of this By-law.

ILLUSTRATION OF YARDS, REQUIRED YARDS AND RELATED TERMINOLOGY



Note: The above illustration is for clarification purposes only.

SECTION 3 – GENERAL PROVISIONS

3.1 Application

The requirements contained in the General Provisions shall apply to all zones, except as otherwise indicated.

3.2 Accessory Uses, Buildings and Structures

Accessory uses, buildings and structures shall be permitted in any Zone provided that:

3.2.1 No accessory use, building or structure shall be built on a lot until the principal or main use has been built or is under construction.

- a) Notwithstanding Section 3.2.1 to the contrary, an accessory building is permitted before the principle or main use is built on properties zoned Rural (RU) or Agriculture (A) which are a minimum of 2 hectares in size.

3.2.2 No accessory building or structure shall contain a habitable room except where specifically permitted elsewhere in this by-law (i.e. an accessory dwelling unit, sleep cabin). A garden suite or additional dwelling unit permitted under Section(s) 3.9 of this By-law are not considered to be an accessory use or structure and are required to meet the zoning provisions for the primary use.

- a) Notwithstanding Section 3.2.2 to the contrary, for waterfront lots on lakes and rivers that are not “at capacity”, as designated by the Province of Ontario, and have an area equal or greater than 4000 m² (1 acre) may have a sleep cabin that does not exceed 18 m² (194 square feet) and 4.5 metres in height (14.7 feet). The sleep cabin shall not be available for rent or leased.

3.2.3 Provisions for Accessory Uses, Buildings or Structures

	RR, LSR	RU, A	All Other Zones
(1) Minimum Required setback from a front lot line	Same as required for principal building		
(2) Minimum required setback from an Exterior Side Lot Line or a Rear Lot Line abutting a street	Same as minimum exterior side yard setback		
(3) Minimum required setback from an Interior Side Lot Line or Rear Lot line (not abutting a street)	0.6 m	1.2 m (Does not apply to agricultural buildings or structures)	1.2 m

	RR, LSR	RU, A	All Other Zones
a) For a marine facility (dock or launching) where it abuts a watercourse	0 m		
b) For shared garages or carports erected on a common side lot line	0 m		
c) For children's play structure, aboveground swimming pools, hot/tubs located within a building/structure	1.2 m or a distance equal to the height of the structure (whichever is greater)		
(4) Minimum Required distance from any other building located on the same lot (except a hot tub)	1.2 m		
(5) Maximum permitted height (see also 3.11 – Exceptions to Height)	5 m	9 m (Does not apply to agricultural buildings or structures)	6 m

- 3.2.4 The provisions under section 3.2.3 shall not apply to a partially enclosed shelter for use by children waiting for a school bus in any Rural (RU) or Agriculture (A) Zone nor to any farm produce sales outlet, provided the structures have less than 9.3 m² gross floor area.
- 3.2.5 Accessory Buildings and structures shall not be considered accessory if attached to the main building.
- 3.2.6 Accessory buildings and structures shall not be constructed on lands subject to slope failure or to flooding.
- 3.2.7 Notwithstanding Section 3.2.2, an outhouse/pit or privy (as defined under the Ontario Building Code) is a permitted accessory building in the RU, A, and LSR zones.
- 3.2.8 Tarpaulin garages shall be permitted in all zones and shall be maintained in an orderly fashion.
- a) Notwithstanding Section 3.2.9 to the contrary, tarpaulin garages in the Rural Residential (RR) zone shall only be permitted from November 1 to May 1.

- 3.2.9 A shipping container may be used as an accessory building in the Rural Residential (RR), Rural (RU), or Agriculture (A) zones, a Commercial Zone, or an Industrial Zone provided that:
- a) A building permit is required for a shipping container that is 8 metres by 20 metres in size or larger, in accordance with the Ontario Building Code; and
 - b) Notwithstanding the above, a shipping container may be used as a Temporary Construction Use in accordance with the provisions of this By-law.

3.3 Automotive – Service stations, Gasoline bars, and Commercial garages

Where service stations, gasoline bars and commercial garages are permitted in this By-law, the following provisions shall apply in addition to Zone provisions:

- 3.3.1 No portion of any pump island shall be located closer than 7 metres from the street line of any street.
- 3.3.2 The minimum distance from the intersection of two street lines or from straight line projections of such, to the nearest ingress or egress ramp shall be not less than 10 metres (ie. entrance or exit point).
- 3.3.3 The maximum width of a ramp at the street line shall be not more than 10 metres and the minimum width not less than 7.5 metres.
- 3.3.4 The minimum distance between ramps shall be not less than 9 metres.
- 3.3.5 The minimum interior angle of a ramp to a street line shall be 45 degrees and the maximum interior angle of a ramp to the street line shall be 90 degrees.
- 3.3.6 The minimum distance between any side lot line of the property at the street line and the nearest ramp shall be 3 metres.
- 3.3.7 The area included between ramps, or between ramps and a street line or a property line, as required by this By-law, shall be used for landscaped open space only, to a minimum width of 1 metre.
- 3.3.8 Facilities relating to the handling and transfer of propane and natural gas, including tanks and associated compressors, pumps and other similar facilities must not be located in any required front, side corner side or rear yard, nor closer than 30 metres to any lot line abutting a residential zone.
- 3.3.9 Despite subsection 3.3.8, the minimum of 30 metres may be reduced to a minimum of 15 metres where it can be demonstrated that appropriate noise abatement measures have been undertaken to ensure that noise levels at the

boundary of the residential zone do not create a nuisance for uses in that abutting residential zone.

3.4 Backyard Chickens / Urban Agriculture

- 3.4.1 The keeping of backyard chickens shall be permitted as an accessory use to a dwelling unit, provided a Backyard Chicken Permit is obtained. For the purposes of this section, backyard chickens shall not include roosters.
- 3.4.2 Notwithstanding Section 3.25.1(a) of this By-law to the contrary, Minimum Distance Separation (MDS1) shall not apply to the keeping of backyard chickens and related structures.
- 3.4.3 This section does not limit the number of chickens where a farm is a permitted use.
- 3.4.4 Chicken coops and chicken runs are not permitted in any front or side yard.
- 3.4.5 Chicken coops and chicken runs shall be setback a minimum of 3 metres from any side or rear lot line.
- 3.4.6 Chicken coops and chicken runs shall be located at least 30 metres from any school, church or business.
- 3.4.7 Minimum lot area requirements for backyard chickens are as follows:

Lot Size	Permissions/Requirements
Less than 0.25 Ha	- Maximum of 4 chickens
0.25 Ha to less than 0.5 Ha	- Maximum of 6 chickens
0.5 Ha to less than 1.0 Ha	- Maximum of 8 chickens
1.0 Ha to less than 2.0 Ha	- Maximum of 12 chickens
2.0 Ha and greater	- No limit on the number of backyard chickens

- 3.4.8 Honey beekeeping is permitted in all zones, and shall be subject to the following provisions:
- a) Beekeepers shall comply with the Ontario Bees Act;

- b) Beekeepers shall situate all hives so as to avoid undue interference with public areas and neighbouring properties;
- c) Hives shall be placed so that:
 - i. Bees have a clear flight path that minimizes crossing sidewalks, public rights-of-way, and neighbouring entrances; and
 - ii. Hives are located where they will not create a nuisance or safety concern.
- d) The Township may require a beekeeper to reposition hives if their placement presents a demonstrable hazard or persistent interference;
- e) No beekeeper shall locate a hive within 30 metres of the centre line of any public road unless:
 - i. The hive is situated behind a natural or artificial barrier of sufficient height to direct bee flight upwards; or
 - ii. The hive is otherwise placed in a manner consistent with safe traffic operation and does not pose a hazard to road users.
- f) Every beekeeper shall clearly post and maintain, in a legible and weather-resistant form, their name and mailing address at the entrance to the apiary or on at least one hive within the apiary. This information must be plainly visible to a by-law enforcement officer standing at or near the apiary entrance.
- g) Beekeepers must manage colonies to prevent unreasonable swarming, aggression, or other nuisance behaviours.
- h) If a colony becomes aggressive or poses a risk to people or animals, the beekeeper shall take corrective action, including re-queening, relocating the hive, or other measures as appropriate.

3.5 Barrier Free Access

Nothing in this By-law shall prevent the establishment of barrier-free entrances on any given property in accordance with the requirements of the Ontario Building Code. Barrier-free entrances shall include barrier-free hoists, lifts, ramps, railings, and associated landings. Where the barrier-free structures encroach in to any minimum required setback, the encroachment shall be kept to the minimum extent required that satisfies the Ontario Building Code.

3.6 Buildings to be Moved

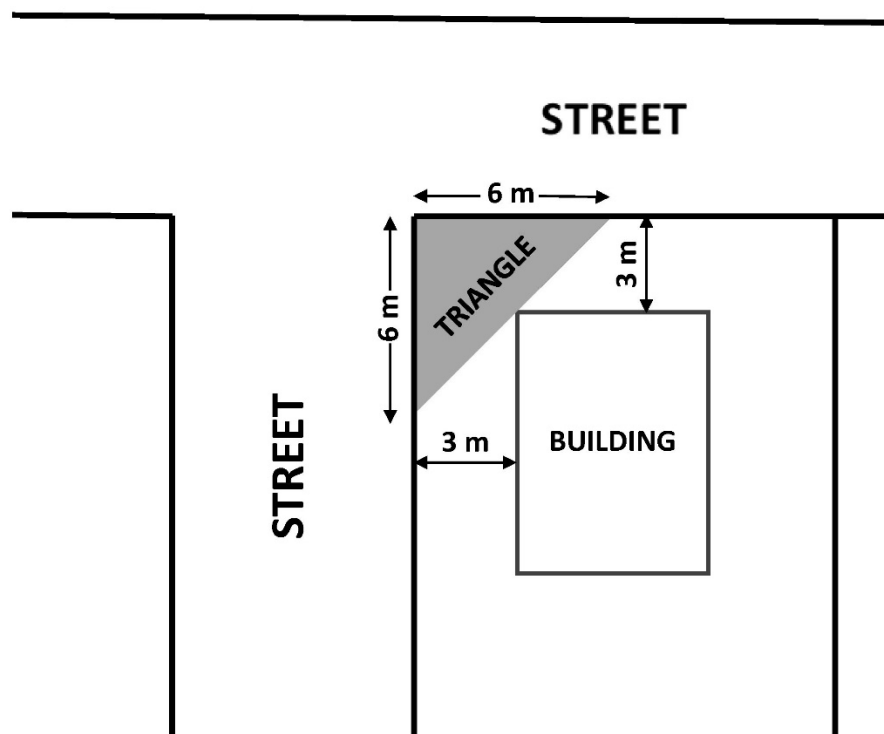
No building or structure shall be moved within the limits of the Municipality or shall be moved from outside the Municipality into the Municipality unless the building or structure is a permitted use and satisfies all of the requirements of the Zone in which it is to be located.

3.7 Corner Sight Triangles

No obstruction to the vision of motor vehicle operators higher than 0.75 metres above grade, including but not limited to, buildings, structures or vegetation, is permitted within the triangle formed by that part of the lot lines measured along each street from the intersection of those lines at the street corner, or the projection of those lines, for the distance of 6 metres, and a line drawn between those two lines to form the base of a triangle. For the purposes of this subsection, an agricultural crop, chain link fence or other similar feature that can be seen through is not considered an obstruction.

At the intersection of two County roads, the sight triangle dimensions shall be 10 metres by 10 metres.

ILLUSTRATION OF CORNER SIGHT TRIANGLES



3.8 Crown Lands

Regardless of anything else in this By-law, including the Schedules, Crown Lands are not subject to the provisions of this By-law.

3.9 Dwellings Per Lot

3.9.1 No more than one (1) building used as a dwelling, containing one or more dwelling units shall be erected on any lot.

- a) Notwithstanding the above, apartment dwellings are permitted to have more than one building provided all other provisions of this by-law are met.
- b) Notwithstanding the above, a second building being a coach house or containing an additional dwelling unit is permitted in accordance with the Additional Dwelling Unit provisions below

3.9.2 Additional Dwelling Units without full services (municipal water and sewer):

For lots that are not on full municipal water and sewer services (i.e. have a combination of a well, septic system, or both), an Additional Dwelling Unit shall be permitted in all zones that permit a single detached dwelling, semi-detached dwelling or a townhouse dwelling unless specifically prohibited elsewhere in this By-law, and shall be subject to the following criteria:

- 3.9.2.1 An Additional Dwelling Unit shall only be permitted where adequate servicing is or can be made available to accommodate the additional dwelling unit, including, but not limited to water, waste water, stormwater and electricity.
- 3.9.2.2 Minimum lot area and location requirements for additional dwelling units on lots with private services (well and/or septic) are as follows:

Lot Size/Location	Permissions/Requirements
0.4 Ha or less	- Not permitted
Greater than 0.4 Ha but less than 0.8 Ha	- Not permitted - May be considered through the submission and approval of a minor variance supported by a study to address County of Renfrew Official Plan policy 2.2(24)(2)d. - Required to share the same water and/or septic services as the primary dwelling.
0.8 Ha to less than 2.0 Ha	- Permitted - Required to share the same water and/or septic services as the primary dwelling
2.0 Ha and greater	- Permitted - Not required to share well and septic services with the primary dwelling
Lots fronting on At-Capacity and Near Capacity Lakes	- Not permitted within 300 metres of an At-Capacity and Near-Capacity lakes

Lots fronting on all other waterbodies (not described above)	- Not permitted - May be considered through the submission and approval of a minor variance application. The proponent of the application is required to submit a study addressing matters outlined in the Official Plan policy 2.2(24)(2)d.

- 3.9.2.3 That an Additional Dwelling Unit which is a Coach House or is located in an accessory building to the Primary Dwelling Unit shall be subject to the following provisions:
- a) The minimum side yard width and rear yard depth applicable to the Primary Dwelling Unit shall also apply to the Coach House.
 - b) The Coach House shall not be located within a minimum front yard setback in a Rural (RU) or Agriculture (A) zone or within a front yard in all other zones.
 - c) For Townhouse and Semi-detached dwellings, a Coach House shall only be permitted where the Primary Dwelling Unit is a freehold unit located on a separate lot from the other townhouse dwelling units or semi-detached dwelling unit in the same building.
 - d) The maximum height shall be the permitted height of an accessory building (Section 3.2.3).
- 3.9.2.4 An Additional Dwelling Unit, not including a Coach House, shall be permitted in all types of townhouse dwelling units or semi-detached dwelling units whether or not the Primary Dwelling Unit is a freehold unit located on a separate lot from the other townhouse dwelling units or semi-detached dwelling unit, or is located on the same lot, provided that lot is serviced by both municipal sewer and water services.
- 3.9.2.5 A minimum of one (1) parking space, which may be a tandem parking space, is required for an Additional Dwelling Unit. Where an Additional Dwelling Unit is located within a detached garage, the parking space provided by the detached garage must be retained either within the detached garage or elsewhere on the lot in conformity with the applicable provisions of the zoning by-law.
- 3.9.2.6 A maximum of one Additional Dwelling Unit is permitted per Primary Dwelling Unit (unless additional dwelling units are permitted in a full serviced area).

- 3.9.2.7 An Additional Dwelling Unit shall not be permitted on lands within a floodway or on lands in a Natural Heritage Feature (NHF) zone, Environmental Protection (EP) zone or within 30 metres of the high water mark of a navigable waterbody.
- 3.9.2.8 An Additional Dwelling Unit shall be permitted in a Primary Dwelling Unit that has inadequate yard size provided the addition of the Additional Dwelling Unit does not increase the degree of non-compliance.
- 3.9.2.9 An Additional Dwelling Unit shall not be permitted on a lot where the Primary Dwelling Unit is a legal non-conforming use.
- 3.9.2.10 An Additional Dwelling Unit shall not be permitted on an existing undersized lot where the area is less than required by the provisions of the respective zone.
- 3.9.2.11 In the Agricultural (A) Zone, where a residential dwelling is permitted, up to two (2) additional residential units shall be permitted. Where two (2) additional residential units are proposed, at least one of these additional residential uses must be located within or attached to the principle dwelling and they must:
- Comply with MDS formula;
 - Be limited in scale and be located within, attached, or in close proximity to the principle dwelling or farm building cluster; and
 - Minimize land taken out of agricultural production.

3.10 Encroachments on Required Yards

Every part of any minimum required yard shall be open and unobstructed from the ground to the sky by any structure other than an accessory building permitted elsewhere in this By-law provided, however, that those structures and items listed in the following table shall be permitted to project into the minimum required yards indicated, for the distances specified:

Structure	Yards in Which Encroachment is Permitted	Maximum Projection Permitted into Minimum Required Yard Setback
(a) Sills, Belt Courses, eaves, gutters, chimneys, bay windows, solar collectors, heat pumps, ventilators, shutters, cornices, parapets, pilasters or other ornamental structures	All	0.6 m
(b) Fire escapes, exterior staircases	Side and rear only	1.5 m

(c) Balconies, steps, unenclosed porches, screened porches, sundecks, decks, attached solarium	Front and Rear only	2 m
(d) Railway Spur	All	Unlimited
(e) Gate House in any Industrial Zone	Front and Side Only	Unlimited
(f) Fences, Hedges, Shrubs, flagpoles, Light Standards, Clothes Poles	All	Unlimited

The permitted encroachments do not apply to other setbacks required by this by-law. Examples include (but are not limited to) water setback, natural features such as PSW's or ANSI's, industrial uses, or aggregate.

3.11 Exceptions to Height Limitations

The height limitations of this By-law shall not apply to:

- a) Place of worship spires;
- b) Place of worship belfries;
- c) Chimneys;
- d) Clock towers;
- e) Transmission and telecommunication towers;
- f) Water storage tanks;
- g) Monuments;
- h) Flag poles;
- i) Agricultural buildings and structures, including silos and grain elevators;
- j) Storage tanks and silos associated with an industrial use in an Employment Zone;
- k) Any ornamental roof construction features including but not limited to domes, chimneys, towers and steeples;
- l) Any mechanical features, such as structures containing a mechanical penthouse or the equipment necessary to control an elevator;
- m) Aggregate processing facilities; and,
- n) Buildings and structures associated with a public works yard operated by a public authority.

3.12 Gravel Pits, Quarries, Wayside Pits and Quarries, and Portable Asphalt Plants and Portable Concrete Plants

A gravel pit or quarry, with the exception of a wayside pit or quarry, shall be prohibited in all Zones, except in a Mineral Aggregate Pit (MP) or Mineral Aggregate Quarry (MQ) Zone. Wayside pits or quarries and portable asphalt plants shall be permitted in all Zones except in a Residential Zone or an Environmental Protection Zone.

Portable asphalt plants and concrete plants must comply with the Ministry of the Environment separation distances and must obtain an Environmental Compliance Approval from the Ministry of the Environment.

3.13 Home Industry

Where a home industry is a permitted use, such home industry shall conform to the following provisions:

- 3.13.1 No more than two persons, other than a person(s) residing on the premises, shall be employed in the home industry.
- 3.13.2 Such home industry shall not be a hazardous or obnoxious trade, and shall not create or become a public nuisance.
- 3.13.3 Such home industry is clearly secondary to the main use and does not change the residential character of any dwelling, or the agricultural character of any farm unit.
- 3.13.4 The parking requirements of this By-law shall apply to any home industry use.
- 3.13.5 No goods, wares or merchandise shall be offered or exposed for sale or rent on the premises unless such goods, wares and merchandise are either:
 - a) incidental to the home industry; or
 - b) arts and crafts produced on the premises; or
 - c) farm produce resulting from the main use.
- 3.13.6 Not more than 10.0 percent of the gross floor area of the dwelling unit shall be dedicated to the home industry.
- 3.13.7 Outdoor storage associated with a home industry shall not be permitted.

3.14 Home Occupations

A home occupation shall be permitted in any Zone that permits a dwelling provided such home occupation conforms to the following provisions:

- 3.14.1 The use shall be conducted entirely within the dwelling unit and carried on by person(s) residing in the dwelling unit. One employee, other than a resident of the premises, shall be permitted to be employed.

- 3.14.2 There shall be no external display or advertising other than a non-illuminated sign not more than 0.3 of a square metre in area, to indicate to persons outside that any part of the dwelling unit or lot is being used for a purpose other than residential.
- 3.14.3 Not more than 25% of the dwelling unit area shall be used for the purpose of home occupation uses.
- 3.14.4 Such home occupation shall be clearly secondary to the main residential use and there shall be no change to the outside appearance of the dwelling unit or premises or any visible evidence of the conduct of a home occupation.
- 3.14.5 There shall be no storage of equipment, vehicles, or supplies associated with the home occupation outside the dwelling.
- 3.14.6 The use shall not require additional off-street parking spaces for clients or customers of the home occupation.
- 3.14.7 The use shall not generate additional pedestrian or vehicular traffic beyond that normal to the neighbourhood in which it is located.
- 3.14.8 No equipment or process shall be used in a home occupation which creates excessive noise, vibration, glare, fumes, or odour detrimental to the health, safety, and general welfare of persons residing in the neighbourhood.
- 3.14.9 Where instruction is carried on, no more than six pupils are in attendance at any one time.
- 3.14.10 Where a dwelling is located on a private road, a home occupation shall only be permitted provided that no public vehicular traffic is generated.
- 3.14.11 A home occupation shall not include the following uses:
- Adult entertainment uses;
 - Any use requiring ventilation, other than ventilation typically found in any residence;
 - Any use involving the treatment, care and/or grooming of any animal, including a kennel or a day-kennel;
 - Any use involving the storage, repair, maintenance, painting and/or towing of motor vehicles or recreational vehicles;
 - Industrial uses;
 - Places of amusement;
 - Restaurants;
 - Retail stores; and,

- Taxi and limousine service depot/dispatch establishments.

3.15 Lots to Front on Streets

3.15.1 No person shall erect or use any building or structure on a lot in any zone unless the lot fronts on and has direct access to an improved street being a Provincial Highway, County Road, or Township Road.

3.15.2 Exceptions:

a) Limited Service Residential

Notwithstanding the provisions of 3.15.1 of this subsection, a limited service dwelling may be erected or used on a lot in a Limited Service Residential (LSR) Zone provided such lot fronts along a private road which the subject lot and use are legally entitled to use for access.

b) Hunting and Fishing Camp

A hunting and fishing camp shall not be required to meet the provisions of paragraph 3.15.1

c) Resource Land Uses

Notwithstanding the provisions of paragraph 3.15.1 of this subsection, a building or structure accessory to a permitted forestry, farm or mineral exploration use may be erected or used on a lot that has frontage on a seasonally maintained street; this provision shall not be construed so as to permit any type of dwelling.

d) Plan of Subdivision or Plan of Condominium

Subsection 3.15.1 shall not apply to a lot on a registered plan of subdivision or a plan of condominium where an agreement between the owner and the corporation which includes provisions for the construction of the streets is registered in the Registry or Land Titles Office.

3.16 Mobile Homes and Recreational Vehicles

3.16.1 Mobile homes are prohibited in all Zones, other than the Agriculture (A) and Mobile Home Park (MHP) Zones. In the Agriculture (A) Zone, one mobile home may be permitted as a second accessory dwelling to accommodate farm help. A mobile home shall not be permitted as the primary residence on a separately conveyable agricultural parcel.

3.16.2 Notwithstanding section 3.16.1, a mobile home may be used as a temporary office, temporary residence, tool storage shed or similar use on a construction site. The approval is subject to the terms and conditions for the removal of the temporary mobile home as set out in a building permit or agreement with the municipality.

- 3.16.3 No recreational vehicle shall be occupied unless it is located within a recreational vehicle campground.
- 3.16.4 Notwithstanding subsection 3.16.3, for a period up to 3-years, a recreational vehicle is permitted to be occupied if it is incidental to building construction on the premises for so long as the same is necessary for work in progress which has neither been finalized nor abandoned.
- 3.16.5 Notwithstanding subsection 3.16.3, in all zones in which a dwelling is a permitted as a principal use, one recreational vehicle may be used for temporary living or sleeping accommodation for no longer than 30 days in a calendar year, and 14 days consecutively, for person(s) in transit between one place and another; but in no case shall such living or sleeping accommodation be leased or rented.

3.17 Non-Conforming Uses

This Section applies to lots and buildings where the use of the property or building does not conform to the permitted uses of the zone.

Nothing in this By-law shall apply:

- 3.17.1 To prevent the use of any land, building or structure for any purpose prohibited by this By-law if such land, building or structure was lawfully used for such purpose on the day of the passing of this By-law, so long as it continues to be used for that purpose; or
- 3.17.2 To prevent the erection for a purpose prohibited by this By-law of any building or structure for which a permit has been issued under Section 8 of the Building Code Act, prior to the day of the passing of this By-law, so long as the building or structure when erected and provided that the permit has not been revoked under Section 8(10) of the Building Code Act; or
- 3.17.3 To prevent the repair or replacement in whole or in part, or the strengthening to a safe condition of any building or structure or part of any such building or structure which does not comply with the provisions of this By-law, provided such alteration or repair does not increase the height, size or volume or change the use of such building or structure; or
- 3.17.4 To prevent the restoration of any building or structure which does not comply with the provisions of this By-law, where such building or structure is damaged by fire or an act of nature, provided that:
- Such restoration does not increase the height, size or volume or change the use of such building or structure; and
 - All efforts are made with such reconstruction to improve the non-conforming nature of the building or structure.

3.17.5 Change of Use

A non-conforming use of a lot, building or structure shall not be changed except to a use which is permissible within such zone, or such other compatible uses as may be approved under Section 45 of the Planning Act.

3.17.6 A non-conforming use shall be considered to be terminated once the use ceases and the property is used for a permitted use**3.17.7 Accessory Buildings**

Nothing in this By-law shall prevent the erection of a building or structure accessory to an existing legal non-conforming use provided that such accessory building or structure complies with all other relevant provisions of this By-law including the setbacks and lot coverage of the respective zone.

3.18 Non-Complying Building/Structure

This Section applies to lots where the use of the property or structure is permitted but the building does not comply with the provisions of this By-law. These provisions do not apply to derelict or abandoned buildings. Refer to Sections 3.26.5 (e) and (f) for related waterfront provisions.

3.18.1 Rebuilding, Repairs and Renovations

Nothing in this By-law shall prevent the rebuilding, repair or renovation of a non-complying building or structure, including buildings which have been damaged or destroyed by fire or natural disaster provided that such rebuilding, repair or renovation does not further contravene this By-law. Efforts should be made to have the rebuilding of buildings or structures comply with all applicable setbacks and yard provisions of the applicable zone.

3.18.2 Additions and Accessory Uses Permitted

Nothing in this By-law shall prevent an accessory use, an extension, or an addition being made to a building or structure which is used for a purposes specifically permitted within the zone in which such building or structure is located and which building or structure legally existed at the date of passing of this By-law but which building or structure does not comply with one or more of the Zone Provisions of this By-law, provided such accessory use, extension or addition does not contravene any of the provisions of this By-law.

3.19 Non-Complying Lots

A lot in existence prior to the effective date of this By-law that does not meet the lot area and/or lot frontage requirements of the applicable Zone, is permitted to be used and buildings and structures thereon be erected, enlarged, repaired or renovated provided the use conforms with the By-law and the buildings or structures comply with all of the other provisions of this By-law.

3.20 Noxious Uses

No use shall be permitted which, from its nature or the materials used therein, is declared to be a noxious trade, business or manufacture under the Health Protection and Promotion Act and Regulations thereunder, and the Environmental Protection Act and Regulations thereunder. Noxious uses do not include normal farm operations using commercial fertilizers and manure, the spraying of crops with herbicides, insecticides, and pesticides, or the use of heavy machinery for farm purposes.

3.21 Occupancy of Incomplete Buildings

No dwelling shall be occupied before the kitchen, heating and sanitary conveniences have been installed and rendered usable, and before the exterior has been weather proofed.

3.22 Occupancy of Vehicles

No truck, bus, coach, vehicle, tiny home constructed on wheels, recreational vehicle or trailer shall be used as a primary residence for human habitation within the municipality whether or not the same is mounted on wheels unless the occupancy complies with Section 3.16 of this by-law.

3.23 Open Storage

Except as otherwise specifically provided in this By-law, no open storage shall be permitted in any Zone except in accordance with the following provisions:

- 3.23.1 In a residential, rural, or agriculture zone, a maximum of one recreational vehicle and one boat may be stored on a property with a primary dwelling unit provided that:
- a) No parking space required by this by-law is used;
 - b) The recreational vehicle is not occupied/habitated;
 - c) It is not located within a front yard or exterior side yard;
 - d) It is setback 1.2 metres from any interior side yard or rear yard.
 - e) Notwithstanding subsection 3.23.1(c) the parking or outside storage of a recreational vehicle or boat may be permitted for a period of not more than 72 hours in any one calendar month in a front yard or exterior side yard.
 - f) Notwithstanding subsection 3.23.1, in the rural or agricultural zone on properties greater than 1 ha, a maximum of 2 recreational vehicles and up to 3 boats may be stored.
 - g) For the purposes of this section, a boat shall mean a boat that is greater than 5.5 metres in length.

- 3.23.2 Open storage shall be accessory to a permitted or existing non-residential use on the same lot and a building for the primary use has been constructed provided that:
- a) No open storage shall be permitted in any required minimum front yard or required exterior side yard, except in the case of an agricultural use, nor within any required minimum side or rear yard where the side or rear lot lines abut a property used for residential purposes.
 - b) No open storage area shall be visible from any street, or from any adjacent lot where such adjacent lot is in a Zone other than a Commercial or an Industrial Zone. Wherever it is necessary, visual screening such as plant materials, a buffer strip, a berm, fencing or other opaque barrier to a minimum height of 1.5 metres shall be used. Exceptions to this provision are for open storage accessory to an agricultural use or for outdoor display used in conjunction with a permitted commercial use.
 - c) A strip of landscaped open space with a minimum width of 3 metres shall be maintained around all open storage areas.
 - d) Any open storage area shall be maintained as landscaped open space, or surfaced and maintained with stable materials to prevent the raising of dust and particles, and shall be properly drained. However, this provision shall not apply where the main use is an agricultural use.
 - e) No parking spaces or loading spaces required by this By-law shall be used for open storage purposes.

3.24 Public Uses of Land

The provisions of this By-law shall not apply to the use of any land or to the erection or use of any building or structure for the purpose of public service by the Municipality or by any local board thereof defined by the Municipal Act (S.O. 2001), the County of Renfrew, any telephone, gas, or communications company, any department or agent of the Government of Ontario or Canada, including Ontario Power Generation and Hydro One Networks Inc., provided that:

- a) With the exception of a public utility, the lot coverage, parking and loading, setback and yard requirements prescribed for the Zone in which such land, building or structure is located shall be complied with; and
- b) No goods, material, or equipment shall be stored in the open in a Residential Zone; and
- c) Any building erected in a Residential Zone or in a Zone which permits residential uses under the authority of this paragraph shall be designed and maintained in general harmony with residential buildings of the type permitted in the Zone.

3.25 Separation Distances

3.25.1 Dwellings and Sensitive Uses (includes dwellings, senior citizen home, nursing home, schools, and hospitals):

- a) No sensitive use shall be erected within the minimum distance from a livestock facility required by the Minimum Distance Separation I (MDS I).
- b) No sensitive use shall be erected within 60 metres of any Industrial Zone or Industrial-Holding Zone.
- c) No sensitive use shall be erected within 300 metres of any Mineral Pit (MP) or Mineral Pit Reserve (MP-R) Zone.
- d) No sensitive use shall be erected within 500 metres of any Mineral Quarry (MQ) or Mineral Quarry Reserve (MQ-R) Zone.
- e) No sensitive use shall be erected within 1000 metres of any Mining Industrial (MM) or Mining Industrial Reserve (MM-R) Zone.
- f) No sensitive use shall be erected within 200 metres of a hauled sewage disposal site, unless it is the owner's dwelling in which case the required separation distance shall be 60 metres.
- g) No sensitive use shall be erected within 100 metres of any animal hospital or kennel unless it is the owner's dwelling.
- h) No sensitive use shall be erected within 500 metres of a waste disposal site.
- i) Licensed Cannabis Production Facility – See Section 3.34
- j) Notwithstanding Section 3.25.1 c), d) and e) for a lot that includes a dwelling as a permitted use, and where the lot is entirely located within the separation distance of an aggregate resource, the separation distance indicated in section c), d) and e) of this subsection shall not apply. The construction of a new dwelling is permitted and the enlargement, repair, or replacement of an existing dwelling is permitted. The dwelling is to be located as remotely from the aggregate zone as the lot shall allow to the satisfaction of the chief building official.

3.25.2 Gravel Pits, Quarries and Associated Extractive and Manufacturing Plants and Facilities

- a) No land identified as a buffer strip in a licence or permit under the Aggregate Resources Act shall be used for any other purpose.
- b) No concrete or asphalt manufacturing plant or extractive industrial facility shall be located within 50 metres of any high water mark.
- c) No concrete or asphalt manufacturing plant shall be located within 300 metres of a dwelling, a school, an institution with a residential component or land restricted to residential use in a by-law passed

under Section 34 of the Planning Act. Notwithstanding the foregoing, where an operator possesses a valid Certificate of Approval for a particular asphalt plant, the required separation distance shall be as established by that Certificate.

- d) No gravel pit shall be located within 300 metres of an existing dwelling or building lot for a dwelling.
- e) No quarry shall be located within 500 metres of an existing dwelling or building lot for a dwelling.
- f) No mine shall be located within 1000 metres of an existing dwelling or building lot for a dwelling.

3.25.3 Farm Uses

No livestock facilities, manure storage area or farm use shall be located within:

- a) The minimum distance from residential uses required by the Minimum Distance Separation II (MDS II) formulae;
- b) 30 metres from any lot line.

3.25.4 Animal Hospital, Kennel

No animal hospital and no kennel shall be located within 100 metres of any Residential Zone or any dwelling on another lot.

3.25.5 Hauled Sewage Disposal Site

No disposal of hauled sewage shall be permitted unless the disposal site has been approved by the Ministry of the Environment and no disposal site shall be located within:

- a) 200 metres of any dwelling on another lot;
- b) 750 metres of any subdivision or land zoned for residential development;
- c) 150 metres of any uncased well;
- d) 75 metres of any well with a casing depth of 6 metres or less;
- e) 180 metres of any surface water;
- f) 60 metres of the right-of-way of any road;
- g) 60 metres of any land used for livestock pasturing;

3.25.6 Waste Disposal Site

No waste disposal site shall be located within 500 metres of a residential dwelling or structure.

3.25.7 Licensed Cannabis Production Facility - See Section 3.34

3.26 Setbacks

No person shall erect any building or structure in any Zone unless such building or structure conforms to the following setback requirements:

3.26.1 Provincial Highway

Any development which is to occur adjacent to a Provincial highway shall be carried out in accordance with the setback requirements, access and building permit controls of the Ministry of Transportation. Any proposed access to the highway shall be subject to the prior approval of the Ministry of Transportation.

As per the Public Transportation and Highway Improvement Act, the Ministry of Transportation (MTO) controls any developments within 45 metres of any limits of Kings Highway and 180 metres of the centre point of an intersection and any access to the highway shall be subject to MTO approval.

3.26.2 County Road

Any development which is to occur adjacent to a County Road shall be carried out in accordance with the setback requirements, access and building permit controls of the County of Renfrew Public Works and Engineering Department. Any proposed access to the road shall be subject to the prior approval of the County of Renfrew.

3.26.3 Other Road

The setback requirement shall be 10 metres from the road centreline plus the minimum front yard depth required for such use in the Zone where it is located. Any proposed access to the road shall be subject to the prior approval of the Township of Admaston/Bromley.

3.26.4 Algonquin Trail

Buildings and structures (not including a septic system) shall be setback a minimum of 7.5 metres from the lot line adjacent to the Algonquin Trail.

3.26.5 Water Setback

- a) A minimum water setback of 30 metres from the high water mark shall be provided.
A minimum water setback of 15 metres shall be applied to the high water mark of a creek or watercourse that is considered to be non-navigable.
- b) Accessory boat docking or boat launching facilities shall not be required to meet the water setback identified in Section 3.26.5(a) or the required minimum rear yard setback of the zone provisions.
- c) For an existing lot of record which has less than 46 metres of lot depth, the minimum water setback shall be 20 metres. For the purposes of

this subsection, lot depth is the average distance between the front and rear lot lines.

- d) For an existing lot of record situated between two existing dwellings separated by not more than 100 metres, the minimum water setback may be reduced to the building line established by the two existing dwellings (measured to the wall of the primary building not including decks/or sundecks), provided that it shall not be less than 20 metres from the high water mark.
- e) An existing, non-conforming dwelling, building, or structure may be moved or reconstructed to improve the existing water setback(s), even if the improved setback(s) does not meet any other minimum required water setback described in the subsection, provided the dwelling, building, or structure to be moved or reconstructed is not increased in height, size or volume and the appropriate approvals for private sewage disposal services are obtained, and all other provisions of the By-law are complied with.
- f) An existing, non-complying dwelling may be enlarged within the water setback, provided that the enlargement is on the opposite side of the dwelling away from the water, and that the enlargement does not extend beyond the width of the existing dwelling.
- g) Shoreline Activity Area

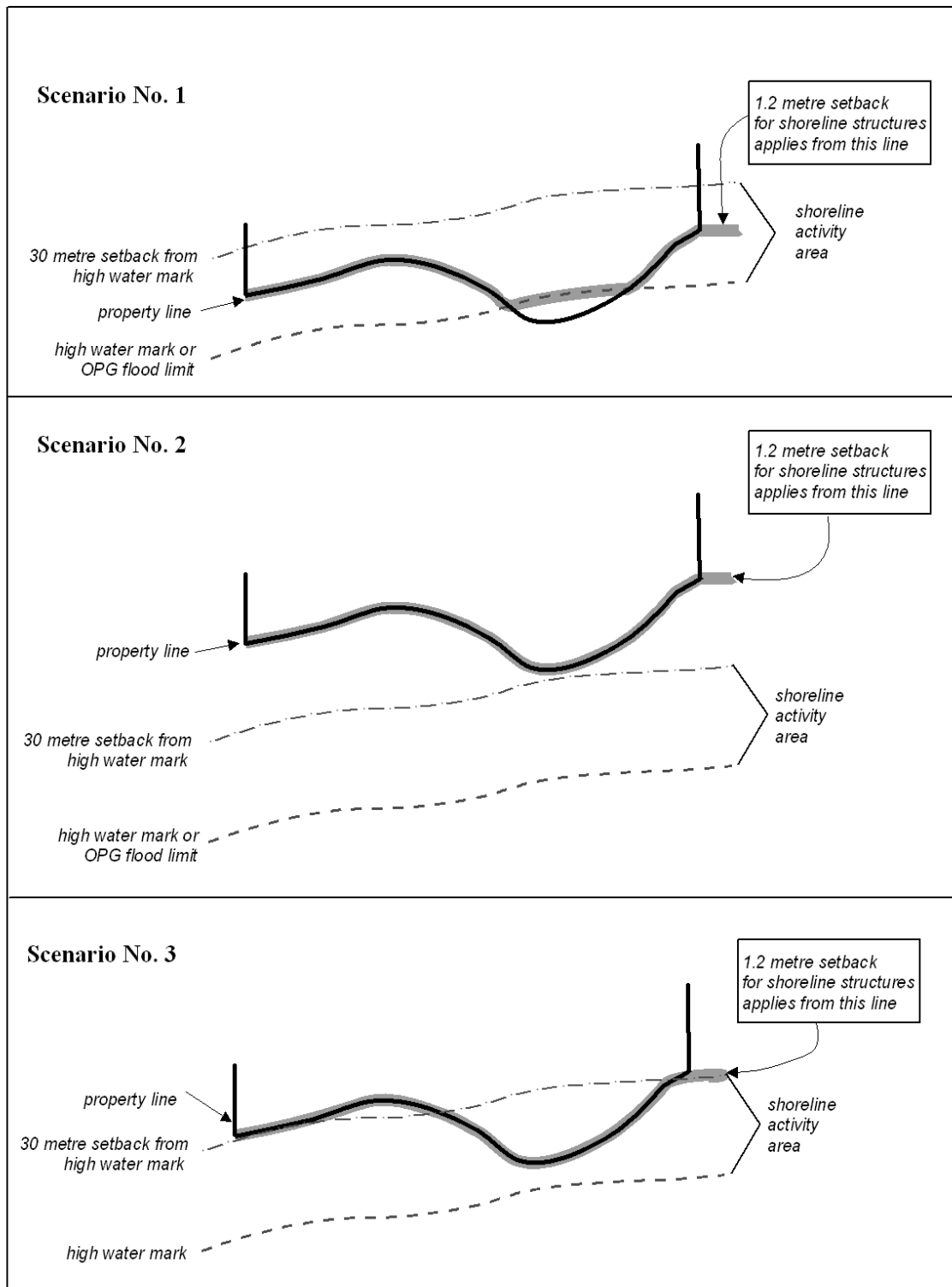
Explanatory Note: (This does not form part of this By-law) The purpose of the shoreline activity area is to allow for the placement of specific structures near the shoreline while maintaining the natural viewscape and protecting the environmental integrity of the shoreline. Removal of natural vegetation is discouraged and should be limited to only what is required to accommodate the shoreline structure. Replacement/establishment of natural vegetation within 30 metres of the highwater mark is recommended.

Notwithstanding Section 3.26.5, a shoreline structure shall be permitted within the Shoreline Activity Area in accordance with the following provisions:

- i) No shoreline structure shall be constructed on a lot identified as having water frontage on a waterbody considered “at capacity”, as designated by the Province of Ontario;
- ii) No shoreline structure shall be used for commercial purposes or home based occupation;
- iii) No shoreline structure shall be used for habitation or contain a habitable room;

- iv) The construction of shoreline structures shall not destroy fish habitat nor permanently alter the shoreline below the high water mark;
- v) Addition and or / removal of fill, site alteration and construction of shoreline structures shall require permits and approvals of the appropriate governmental authorities having jurisdiction before any work proceeds;
- vi) A Shoreline Storage Shed shall not exceed 10 square metres in area;
- vii) No more than one Shoreline Storage Shed shall be permitted per lot;
- viii) The total area of all Shoreline Structures shall not exceed 35 square metres;
- ix) A site sketch must be submitted prior to the construction of any shoreline structure regardless of size that illustrates:
 - a. Dimensions of the subject property;
 - b. Existing shoreline;
 - c. High water mark;
 - d. Location and dimensions of all existing and proposed shoreline structures;
 - e. Natural shoreline vegetation on site;
- x) Setbacks and Height

a.	Side yard setback	3 m (minimum)
b.	Water body setback	1.2 m (minimum) from the greater of: i. High water mark ii. Property line abutting high water mark
c.	Water body setback for a dock and stairs/walkway leading to a dock	0 m
d.	Height	4 m (maximum)

ILLUSTRATION OF SHORELINE ACTIVITY AREA AND SETBACKS

Note: The above illustrations are for clarification purposes only.

3.26.6 Provincially Significant Wetland

120 metres from the boundary of a provincially significant wetland as shown on Schedule “A”.

3.26.7 Areas of Natural and Scientific Interest (ANSI)

- a) 120 metres from the boundary of a Life Science ANSI as shown on Schedule “A”
- b) 50 metres from the boundary of an Earth Science ANSI as shown on Schedule “A”.

3.27 Standards – Cumulative

- 3.27.1 Unless permitted elsewhere in this By-law, where a lot contains more than one use, the lot area requirements shall be the sum of the requirements for the separate uses thereof but the lot frontage requirements shall be no less than the greater of the lot frontage requirements for each individual use in the Zone where such lot is located.
- 3.27.2 When a building, structure or lot accommodates more than one use, loading space requirement and parking space requirement for each building, structure or lot shall be the sum of the requirements for the separate uses thereof unless exempted elsewhere in this By-law.

3.28 Storage of Liquid Manure, Hauled Sewage or Sewage Sludge

No facility for the storage of liquid manure, hauled sewage or sewage sludge shall be erected, used or altered except in accordance with the following provisions:

- 3.28.1 The storage facility shall be constructed of materials that are durable and stable and that do not afford passage of the contents;
- 3.28.2 The storage facility shall have,
 - a) walls that extend 2 metres or more above the surrounding grade level, or
 - b) walls that extend 0.3 metres above the surrounding grade level and have a solid cover, or a minimum 0.7 metre extension of the walls, that completely seals the facility from human entry; or
 - c) be an in-ground facility that is situated below and totally enclosed by a livestock barn;
- 3.28.3 Notwithstanding subsection 3.28.2, preceding, a lagoon may be used for the storage of liquid manure, hauled sewage or sewage sludge provided that,
 - a) it is approved under all appropriate provincial legislation and regulations; and

- b) it is designed, constructed and maintained in accordance with all governing By-laws of the Municipality.

3.29 Temporary Construction, Sales Offices and Model Homes

3.29.1 Nothing in this By-law shall prevent uses incidental to construction, such as a construction camp or other such temporary work camp, tool shed, scaffold or other building or structure (including trailers or recreational vehicles) incidental to the construction, only for so long as the same are necessary for work in progress that has neither been finished nor abandoned. Any temporary construction uses (including existing dwellings, trailers and recreational vehicles) shall be removed from the lot within 30 days of occupancy of the primary building.

3.29.2 Nothing in this By-law shall prevent the use of land for a temporary sales office or a model home.

The temporary sales office or a model home must be located on lands that are subject to a draft approved plan of subdivision, plan of condominium or an approved site plan control agreement under the Planning Act. Up to two model homes may be erected on a lands that are subject to a draft approved plan of subdivision.

3.30 Through Lots

Where a lot which is not a corner lot has frontage on more than one street or road allowance, the requirements for front yards contained in the by-law shall apply to each yard abutting the street or road allowance.

3.31 TransCanada Pipelines Limited (TCPL)

Notwithstanding any other provisions of this By-law to the contrary, no building or structure shall be permitted within 7 metres of the pipeline right-of-way. A minimum setback of 7 metres from the pipeline right-of-way shall also apply to any parking area or loading area, including any parking spaces, loading spaces, stacking spaces, bicycle parking spaces, and any associated aisle or driveway.

3.32 Sewage Disposal Approval

Where the issuance of a permit for a building or structure or change of use of an existing building or structure may affect any sewage system either on the subject lands or adjacent lands or any water supply, no building permit shall be issued for such building or structure unless the building permit application is accompanied by an approved permit for the proposed method of sewage disposal in accordance with the Building Code for systems with a design capacity of less than 10,000 litres of effluent per day, or from the Ministry of the Environment for systems with a design capacity of greater than 10,000 litres of effluent per day.

3.33 Uses of Lots Without Buildings

Unless expressly permitted by this by-law, no permitted use in any zone is permitted unless a main building is erected on the same lot.

3.34 Licensed Cannabis Production Facility

3.34.1 Separation Distances

The following reciprocal separation distances shall be applied between a licensed cannabis production facility to any residential, commercial, institutional or open space use/zones.

	Reciprocal Setback (minimum)
A cannabis production and cultivation facility with a total gross floor area less than 7,000 square metres and with an air treatment control system	150 m
A cannabis production and cultivation facility with a total gross floor area greater than 7,000 square metres and less than 10,000 square metres and with an air treatment control system	200 m
A cannabis production and cultivation facility with a total gross floor area greater than 10,000 square metres and with an air treatment control system	250 m
A cannabis production and cultivation facility of any size where an air treatment control system is not provided	300 m

3.34.2 Outdoor storage is prohibited

3.34.3 Where permitted as an agricultural use (in the rural and agriculture zones) the following provisions apply to a licensed cannabis cultivation and production facility:

- a) Minimum Lot Frontage 100 m
- b) Minimum Lot Area 8 Ha
- c) Minimum Yard requirements for buildings and structures
 - i. Front Yard 75 m
 - ii. Exterior Side Yard 75 m
 - iii. Interior Side Yard 75 m
 - iv. Rear Yard 75 m
- d) Maximum Building Height 11 m

- e) In an Agriculture Zone, the maximum gross floor area of a licensed cannabis cultivation and production facility shall be 500 square metres.
- f) In an Agriculture Zone, the maximum amount of land to be utilized for buildings (including greenhouses), structures, parking areas shall be 1 ha.
- g) A security fence associated with a licensed cannabis cultivation and production facility shall be setback a minimum of 10 metres from all lot lines.
- h) All loading spaces must be located in a wholly enclosed building.
- i) Existing structures may not be converted or retrofitted for a licensed cannabis cultivation and production facility.

3.35 Outdoor Furnaces

- 3.35.1 Outdoor furnaces are permitted in the Rural (RU) and Agriculture (A) zone.
- 3.35.2 Outdoor furnaces shall be located a minimum of 30 metres from a lot line. Where an outdoor furnace is located less than 100 metres from a lot line, the smokestack of the outdoor furnace shall be higher than the highest building it serves.

3.36 Adult Entertainment Establishments

An Adult Entertainment Establishment shall be prohibited in all zones except through an amendment to the Zoning By-law and in accordance with the following provisions:

- 3.36.1 An Adult Entertainment Establishment shall not be located within 500 metres of a dwelling or dwelling unit, day care centre, retirement home, place of worship, school, library, or park, or any Residential, Community Facility, or Open Space zone.
- 3.36.2 Where an Adult Entertainment Establishment is permitted, the lot on which it is located must not be within 1000 metres of another Adult Entertainment Establishment.
- 3.36.3 An Adult Entertainment Establishment must be located within a free-standing building, and shall not be located within a multi-tenant building.
- 3.36.4 No Adult Entertainment Establishment may be located on a lot having frontage on a rural arterial road.
- 3.36.5 An Adult Entertainment Establishment must be set back a minimum of 100 metres from any Provincial highway, County road, or local municipal road.

SECTION 4 – PARKING, QUEUEING, AND LOADING REQUIREMENTS

4.1 General Parking Provisions

- 4.1.1 Parking queuing and loading spaces and all driveways and aisles leading to those spaces must be provided for each land use in accordance with the provisions of Section 4 of this By-law, and
- a) must be set aside for and used exclusively for that purpose;
 - b) must not be obstructed; and
 - c) must be located on the same lot as the use or building for which they are provided, except where otherwise permitted.
- 4.1.2 Despite subsection 4.1.1, a seasonal garden centre or a temporary special event accessory to retail store, retail food store or shopping centre may be located such that it temporarily prevents the use of a portion of the required or provided parking spaces, aisles or driveways, provided that:
- a) the majority of the parking spaces continue to be available in compliance with this By-law;
 - b) the garden centre or temporary special event does not obstruct access to a fire route.
- No additional parking is required for these special activities or for an outdoor commercial patio. For the purpose of this Section, a temporary special event includes a seasonal or short-term fair, carnival, show, exhibit or other similar events.
- 4.1.3 All motor vehicle parking spaces and queuing and loading spaces must have unobstructed access directly to a public street by:
- a) a driveway or private lane;
 - b) an aisle leading to a driveway; or
 - c) a public lane.
- 4.1.4 All motor vehicle parking spaces, queuing and loading spaces, and aisles and driveways leading to those spaces must have a surface which is:
- a) hard, stable and dust preventative in urban areas or villages;
 - b) usable in all seasons in the Rural area;
 - c) drainage shall be provided so as to prevent the flow of surface water onto adjoining lots.

4.2 Number of Parking Spaces

4.2.1 In any zone, the owner of every building hereafter erected, enlarged or changed in use after the passing of this By-law shall provide and maintain off-street parking space in accordance with the following:

Land Use	Minimum Number of Parking Spaces Required	
	Urban/Village Area	All other areas
Residential and related uses		
Apartment – 3 storeys or less	1.2 per dwelling unit; +0.2 spaces per dwelling unit for visitors	1.2 per dwelling unit; +0.2 spaces per dwelling unit for visitors
Apartment – greater than 3 storeys	1 per dwelling unit; +0.2 spaces per dwelling unit for visitors	1.2 per dwelling unit; +0.2 spaces per dwelling unit for visitors
Bed and Breakfast	1 per dwelling unit plus 0.5 for each guest room	1 per dwelling unit plus 1 per guest room
Converted dwelling, Dwelling Units, in the same building with other uses	0.5 per dwelling unit	1 per dwelling unit
Detached, semi-detached and duplex dwelling	2 per dwelling unit	
Triplex, multiple attached dwelling	1.5 per dwelling unit	
Garden Suite	None	
Group Home	1 per 100 m ² of gross floor area, minimum of 1	
Home-based Business	None	1
Residential Care Facility	0.25 per dwelling unit or rooming units plus 1 per 100 m ² of gross floor area used for medical, health or personal services	
Retirement Home, converted retirement home Rooming House, converted Rooming House	0.25 per rooming unit	0.5 per rooming unit
Additional Dwelling Unit	See Section 3.9.2.5	
Non-Residential Uses		
Agriculture	n/a	2

Land Use	Minimum Number of Parking Spaces Required	
	Urban/Village Area	All other areas
Airport	0.5 per 100 m ² of gross floor area used for passenger terminal or aircraft hangar	
Amusement Centre	4 per alley, court, ice sheet, game table or other game surface plus 10 per 100 m ² of gross floor area used for dining and assembly	
Amusement Park		
Animal Clinic	0.5 per 100 m ² of gross floor area	4 per 100 m ² of gross floor area
Artist Studio	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area, minimum of 5 spaces
Automobile Body Shop	3 per service bay	
Automobile Dealership	1. sales/showroom area – 2 per 100 m ² of gross floor area 2. other areas – 1 per 100 m ² of gross floor area	
Automobile Rental Establishment		
Automobile Service Station	Greater of 1 per 100 m ² of gross floor area or 2 per service bay	
Bank	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area
Bank Machine	None	
Campground	1 per camping site within campground	
Car Wash	None	
Catering Establishment	0.75 per 100 m ² of gross floor area	
Cemetery	None	
Cinema and theater	1 per 8 fixed seats	1 per 4 fixed seats
Convenience Store	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area
Day nursery	2 per 100 m ² of gross floor area	
Equestrian Establishment	None	
Fairground	None	
Forestry Operation	None	
Funeral establishment	7 per 100 m ² of gross floor area	
Golf Course	1 per 100 m ² of gross floor area plus 4 per hole	

Land Use	Minimum Number of Parking Spaces Required	
	Urban/Village Area	All other areas
Heavy Equipment and Vehicle Sales, Rental and Servicing	0.75 per 100 m ² of gross floor area	
Hospital	1.4 per 100 m ²	
Hotel	1 per guest unit for up to 40 guest units, and 1 per 6 guest units over 40 units	1 per guest unit
Library	2.5 per 100 m ² of gross floor area	
Light Industrial Use	0.8 per 100 m ² of gross floor area	
Marine Facility	1 per 100 m ² of gross floor area plus 1 per boat slip	
Medical Facility	4 per 100 m ² of gross floor area	
Mineral Extraction Operation	None	
Museum	1 per 100 m ² of gross floor area	2 per 100 m ² of gross floor area
Office	1.8 per 100 m ² of gross floor area	2.3 per 100 m ² of gross floor area
Personal Service Business	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area
Place of Assembly Place of Worship	10 per 100 m ² of gross floor area of assembly area	
Post Office	2 per 100 m ² of gross floor area	
Post Secondary Educational Institution	1 per 100 m ² of gross floor area	
Printing Plant	0.8 per 100 m ² of gross floor area	
Recreational and Athletic Facility	4 per alley, court, ice sheet, game table or other game surface plus 10 per 100 m ² of gross floor area used for dining, assembly or common area	
Restaurant	3 for first 50 m ² of gross floor area plus 10 per 100 m ² of gross floor area over 50 m ² of gross floor area	10 per 100 m ² of gross floor area
Restaurant – Fast Food		
Restaurant– Full Service		
Restaurant – Take Out	1.5 for first 50 m ² of gross floor area plus 5 per 100 m ²	5 per 100 m ² of gross floor area

Land Use	Minimum Number of Parking Spaces Required	
	Urban/Village Area	All other areas
	of gross floor area over 50 m ² of gross floor area	
Retail Food Store	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area
Retail Store		
School	1.5 per classroom Secondary School – 3 per classroom	
Service and Repair Shop	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area
Shopping Centre	3.4 per 100 m ² of gross leasable floor area	
Snow Disposal Facility	None	
Solid Waste Disposal Facility	None	
Sports Arena	1 per 4 fixed seats	
Storage Yard	1 per 100 m ² of gross floor area	
Training Centre	1.8 per 100 m ² of gross floor area	2.4 per 100 m ² of gross floor area
Utility Installation	0.5 per 100 m ² of gross floor area	0.8 per 100 m ² of gross floor area
Warehouse	0.5 per 100 m ² of gross floor area	0.8 per 100 m ² of gross floor area
Wayside Pit or Quarry	None	

4.2.2 Despite subsection 4.2.1, where a restaurant, bar, place of assembly, place of worship or recreational and athletic facility is located within a shopping centre, and one or more occupancies of that same use comprise more than 30% of the gross leasable area of the shopping centre, then the minimum required parking for that use shall be calculated at the parking rate specified for that use, and not at the shopping centre rate.

4.2.3 For uses that are not listed in Table 4.2, parking space rates for a comparable land use shall be applied.

4.3 Accessible Parking Spaces

Included in the number of parking spaces required in Section 4.2 for all uses, save and except for Residential uses, shall be Accessible parking spaces designed in accordance with the following:

Parking Spaces Required (as calculated from subsection 4.2)	No. of Accessible Spaces Required
9 or less	0
10-25	1
26-50	2
51-75	3
76-100	4
101-150	5
151-200	6
201-300	7
301-400	8
401+	2% of the total

4.4 Cash-in-lieu of Parking

The Minimum Parking Requirements for Non-Residential Uses required herein may be reduced or waived provided the owner enters into an Agreement with the Corporation under Section 40 of the *Planning Act, RSO 1990*.

4.5 Parking Lot Required

Where more than three (3) parking spaces are required and such parking spaces are to be located together, such parking spaces shall be located in a parking lot or parking garage.

4.6 Calculation of Spaces

When a building or lot accommodates more than one use or purpose the required parking spaces shall be the sum total of the required parking spaces for the separate uses or purposes. Parking facilities for one use shall not be considered as providing required parking for any other use.

If calculation of the required parking spaces results in a fraction the required parking spaces shall be the higher whole number.

4.7 Size and Accessibility of Parking Spaces

Every parking space shall maintain a minimum area and width and shall be accessible from unobstructed manoeuvring aisles and shall be in accordance with the following regulations:

- a) in the case of a private garage or carport, consisting of an area of not less than 14.3 m² with a minimum width of 2.6 metres;

- b) in the case of regular or angled parking spaces, consisting of a minimum width of 2.75 metres and a minimum length of 5.75 metres, with the parking space measured at right angles to the angle of parking; and
- c) in the case of parallel parking spaces, consisting of a minimum width of 2.75 metres and a minimum length of 6.7 metres.
- d) Notwithstanding the parking space size requirements listed above, the minimum parking space width for accessible parking shall be 3.9 metres (12.8 feet). Where two or more angled accessible parking spaces are located together, the minimum parking space width shall be 3.2 metres (10.5 feet).

4.8 Provisions and Locations of Spaces

- 4.8.1 Parking spaces shall be provided at the time of erection, expansion, and/or conversion of any building or structure, or at the time any building or structure is enlarged.
- 4.8.2 Required parking in a Residential Zone shall be located on the same lot or within the same building as the use for which said parking is required.
- 4.8.3 Where the owner of a non-residential building or structure proposes to provide the required parking spaces and areas in a location other than on the same lot as the use that requires such spaces and areas, then such shall be located not more than 150 metres (492 feet) from the said lot. Where required parking is not provided on the same lot, the lot or part of the lot where the parking is located shall be required to be dedicated parking under a long-term lease in favour of the property which requires the parking spaces and areas.
- 4.8.4 Unless otherwise provided for herein, uncovered parking spaces shall be permitted in yards in accordance with the following:
 - a) for apartment or group dwellings, all yards, except in the required front yard, provided no parking spaces shall be located within 6 m and no driveway shall be located within 3.5 metres of a habitable room window, and provided that where a dwelling house requires 4 or more parking spaces such spaces are no closer than 1.5 metres to any lot line.
 - b) for all other residential uses, other than those identified in 4.8.4(a), all yards, except in the required front yard, wherein a driveway may be located provided no parking spaces shall be located within 6 m and no driveways shall be located within 3.5 metres, respectively of a habitable room window, unless the parking spaces and/or driveways are reserved for the exclusive use of the occupants of the dwelling unit containing the habitable room window.

- c) For open space and commercial uses, all yards, provided that no part of any parking area, other than a driveway, is located closer than 1.5 metres to any street line.
- d) For industrial and institutional uses interior side and rear yards only, except for visitor parking covering not more than 15% of the front yard area, provided that no part of any parking area, other than a driveway, is located closer than 1.5 metres to any street line.

4.9 Application of Parking Requirements

- 4.9.1 The parking area requirements referred to herein shall not apply to any building in existence at the date of passing of this By-law so long as the floor area as it existed at such date is not increased and the building or structure is used for a purpose which does not require more parking spaces according to this section, than were required by its use at the date of passing of the By-law.
- 4.9.2 If a use is changed or a building is enlarged in floor area or there is an increase in the number of dwelling units or otherwise as would require an additional number of parking spaces, then such additional parking spaces shall be provided based on said change of use or expansion. In the case of a change in use, the number of additional parking spaces required shall be determined by calculating the difference between that which would be required by the new and the existing uses.
- 4.9.3 When a building or structure accommodates more than one type of use, the parking area requirements shall be the sum of the requirements for the separate parts of the building or structure occupied by the separate types of use.

4.10 Driveways

- 4.10.1 A driveway entrance to and from required parking spaces and lots, shall be provided by means of unobstructed driveways or passageways at least 3 metres, but not more than 9 metres, in width excluding curb ramps, except in a Residential Zone wherein the maximum width of all driveways or passageways on the lot shall be 9 metres or 50% of the width of the lot, whichever is less.
- 4.10.2 The maximum width of any joint ingress and egress driveway ramp, measured along the street line, shall be 9 metres, excluding curb ramps.
- 4.10.3 The minimum distance between a driveway and an intersection of street lines, measured along the street line intersected by such a driveway, shall be 7 metres except for automobile service stations, gas bars, and retail propane/compressed natural gas transfer facilities where the minimum shall be 4.5 metres.

- 4.10.4 The minimum angle of intersection between a driveway and a street line shall be 60 degrees.
- 4.10.5 Every lot shall be limited to the following number of driveways:
- a) Up to the first 30 metres (98.4 feet) of frontage measured along the street line, not more than 1 driveway.
 - b) For each additional 30 metres (98.4 feet) of frontage measured along the street line, not more than 1 additional driveway to a maximum of three driveways.
 - c) Subject to the approval of the road authority.
- 4.10.6 Parking areas and associated driveway systems serving any use other than low-density residential or townhouse dwellings shall be designed in such a manner that any vehicle entering or leaving a street or public lane need not travel in a backwards motion.
- 4.10.7 A driveway serving a non-residential use shall not be located closer than 3 metres (9.8 feet) to a lot containing a residential dwelling as a principal use.
- 4.10.8 A driveway serving a residential use shall not be located closer than 1 metre (3.3 feet) to the side property line, save and except for a joint driveway servicing two lots in which case the driveway shall not require any setback.

4.11 Illumination of Parking Areas or Driveways

When parking areas and/or driveways are illuminated, lighting fixtures shall be so arranged that no part of any fixture shall be more than 9 metres (29.5 feet) above the adjoining finished grade and light shall be directed downward only onto the parking area or driveway and away from any adjoining lands or the sky.

4.12 Aisle Widths

Aisles between parking spaces shall provide unobstructed access from each parking space to a driveway and shall be established on the basis of the following:

Angle of Parking	Minimum Aisle Width
0° to 55°	4 m
56° to 75°	5.8 m
90°	6 m

4.13 Landscaping Provisions for Parking Lots

- 4.13.1 Except in the case of an industrial zone, a minimum of 20% of the area of any parking lot must be provided as a perimeter or interior landscaped area comprised of the following:

- a) a landscaped buffer must be provided between the perimeter of the parking lot and a lot line in accordance with the following table. A driveway may cross the landscaped buffer;
- b) in addition to the landscaped buffer, interior landscaping may be provided including various landscaped islands, landscaped medians, pedestrian pathways or public plazas to meet the minimum 20% requirement;
- c) a landscaped island shall be located at the end of each parking aisle and shall be a minimum of 2.5 metres wide and include one tree per parking row; and
- d) in the case of large-scale highway commercial and shopping centre developments, parking areas shall be broken up into smaller areas separated by treed islands that are 1.8 metres – 3.7 metres wide, with trees every 7.6 metres – 12.2 metres.

Location of Landscaped Buffer	For a parking lot containing 10 or fewer spaces	For a parking lot containing more than 10 but fewer than 100 spaces	For a parking lot containing 100 or more spaces
Abutting a street	3 m		
Not abutting a street	1.5 m	3 m	5 m

4.13.2 All outdoor loading and refuse collection areas contained within a parking lot must:

- a) be located at least 9 metres from a lot line abutting a public street;
- b) be located at least 3 metres from any other lot line;
- c) be screened from view by an opaque screen with a minimum height of 2 metres; and
- d) not be in a front yard

4.14 Loading Regulations

4.14.1 The owner or occupant of any lot, building or structure erected or used for any purpose, other than an agricultural use, involving the frequent receiving, shipping, loading or unloading of persons, animals, goods, wares and merchandise and raw materials, shall provide and maintain at the premises, on the lot occupied by the building or structure and not forming part of a street or lane, within the zone in which such use is located, loading and unloading spaces in accordance with the following table:

Minimum Number of Vehicle Loading Spaces Required per m² of Gross Floor Area					
Land Use	Less than 350 m²	350-999 m²	1000-1999 m²	2000-4999 m²	5000 m² and over
Light industrial use, warehouse, hospital, museum, place of worship, post secondary educational institution, school, sports arena, theatre	0	1			2
Office	0	1			2
Retail food store, shopping centre	0		1	2	
All other non-residential uses	0	1		2	
Residential uses	None required				

4.14.2 Access

Access to loading spaces shall be by means of a driveway at least 4 metres (13.1 feet) wide contained within the lot on which the spaces are located and leading to a street or public lane located within or adjoining the zone in which the use is located.

4.14.3 Loading Space Dimensions

Each loading space shall be at least 9 metres (29.5 feet) long, at least 3 metres (9.8 feet) wide and shall have a vertical clearance of at least 4 metres (13.1 feet).

4.14.4 Location of Loading Space

The loading space or spaces required shall be located in the interior side or rear yard. Loading spaces may be in front and exterior side yards if set back from the street line a minimum distance of 10 metres and where there is a vegetative buffer.

4.14.5 Surface and Drainage of Spaces and Driveways

Loading spaces and driveways thereto shall be surfaced with asphalt, concrete, interlocking pavers or similar hard surfaces. Drainage should be provided so as to prevent the flow of surface water onto adjoining lots.

4.14.6 Application of Loading Space Requirements

The loading space requirements referred to herein shall not apply to any building in existence at the date of passing of this By-law so long as the floor area as it existed at such date is not increased. However, if a building is enlarged in floor area as would require an additional number of loading spaces, then such additional loading spaces shall be provided based on said expansion or enlargement. Notwithstanding Section 4.14.1, where the building or structure is deficient in loading spaces, a loading space shall not be required for an expansion of 25 m² (269 ft²) or greater and less than 100 m² (1076 ft²).

4.14.7 Cumulative Standards

Where there are two or more uses located on the same lot, the loading space requirements shall be the sum of the requirements of each use.

4.14.8 Landscaping

Where a loading area abuts any residential zone or a street, then a landscaped buffer area with a minimum width of 3 metres (9.8 feet) shall be provided.

4.15 **Queueing Lanes**

4.15.1 Queueing Lane Requirements

Where drive-through service facilities are permitted, queueing lanes are required and shall be exclusive of any other parking space and aisle requirements contained within this By-law and shall be provided in accordance with the provisions of this section.

4.15.2 Queueing Space Requirements

The minimum queueing space requirements within a designated queueing lane shall be in accordance with the standards set out in the Table, below:

Principle Use	Minimum Required Queueing Spaces
Financial Institution	5

Restaurant	11
Automotive Service Station or Gas Bar	4
Car Wash – Automated	6
All other uses	4

4.15.3 Location of Ingress and Egress Spaces

Required queueing spaces for a restaurant shall be located up to and including the queueing space at the pick-up window and for all other uses up to and including the point of service.

4.15.4 Length of Queuing Lane

The length of the queueing lane associated with the drive-through service facility shall be the total number of required queueing spaces.

4.15.5 Multiple Queueing Lane Requirements

Where multiple queueing lanes are provided on a lot, the queueing space requirements shall be provided for each individual queueing lane in compliance with the provisions of Section 4.15 of this By-law.

4.15.6 Size of Queueing Space

All queueing spaces shall be rectangular in shape, with a minimum width of 3 metres and a minimum length of 7 metres.

4.15.7 Delineation of Queueing Lane Requirements

Queueing lanes shall be unobstructed and shall be clearly delineated by pavement markings or physical barriers, and shall be independent of the balance of the parking area.

4.15.8 Location of Queuing Lanes Associated with a Drive-Through Service Facility

No queueing lanes associated with a drive-through service facility shall be located closer than 10 metres from any Residential Zone.

SECTION 5 – ZONE CLASSIFICATIONS, EXCEPTIONS ZONE PROVISIONS

5.1 Zone Classifications

For the purpose of this By-law, the following zones are established as shown on the Schedule(s) (Zoning Maps).

<u>Zones</u>	<u>Zone Symbol</u>
a) Residential Zones	
i) Rural Residential	RR
ii) Limited Service Residential	LSR
iii) Mobile Home Park	MHP
b) Commercial Zones	
i) General Commercial	GC
ii) Highway Commercial	HC
iii) Tourism Commercial	TC
c) Industrial Zones	
i) Disposal Industrial	DM
ii) Mineral Aggregate Pit	MP
iii) Mineral Aggregate Pit - Reserve	MP-R
iv) Mineral Aggregate Quarry	MQ
v) Mineral Aggregate Quarry - Reserve	MQ-R
vi) Mining Industrial	MM
vii) Mining Industrial – Reserve	MM-R
viii) General Industrial	GM
d) Additional Zones	
i) Rural	RU
ii) Agriculture	A
iii) Community Facility	CF
iv) Environmental Protection	EP
v) Open Space	OS

5.2 Exception Zones

Where a Zone classification is followed by the numbered suffix "-Exception One", this denotes the further classification as an Exception Zone. The corresponding Zone symbol suffix is "-E1". Additional Exception Zones within the same zone classification are numbered consecutively [i.e. Highway Commercial - Exception One (HC-E1)], etc.

Exception Zone provisions are listed separately under the applicable Zone classification requirements sections in the text of this By-law. All provisions of this By-law shall apply equally to the respective Exception Zone classification, except as otherwise specified by the Exception Zone provisions.

For the purpose of this By-law, Exception Zones are established as shown on the Schedule(s) (Zoning Maps).

5.3 Holding Provisions

Any parcel of land zoned for residential, commercial or industrial development where the principle of development has been established (ie. RR, HC, GM) may be further classified as a holding zone with the addition of the suffix "-h". Certain criteria for development (i.e. phasing, financial considerations, geotechnical studies, access etc.) must be met to the satisfaction of Council prior to the removal of the holding provision.

Under this holding Zone, interim and passive uses such as open space and conservation shall be permitted. Uses existing at the time of passing of the By-law shall also be permitted. When the holding provision is removed these uses would no longer apply. The individual residential, commercial or industrial Zone provisions (i.e. RR, HC, GM, etc.) as the case may be would then apply.

The removal of the holding provisions shall require an amendment to this By-law. No public participation with mechanism for appeal shall be required where the principle of development has been established.

SECTION 6 – REQUIREMENTS FOR RURAL RESIDENTIAL (RR) ZONE

6.1 Permitted Uses

No person shall use land or erect or use a building or structure in any RR zone except for:

- a) Residential Uses
 - Group home
 - Single detached dwelling

6.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure within an RR Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 4047 m²
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 7.5 m
- d) Side Yard Width (minimum)
 - Interior 1.2 m
 - Exterior 7.5 m
- e) Rear Yard Depth (minimum) 7.5 m
- f) Lot Coverage (maximum) 25%
- g) Building Height (maximum) 10.5 m
- h) Dwellings per lot (maximum) – 1 *See general provisions related to additional dwelling units
- i) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- j) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- k) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- l) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.

- m) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

6.3 Exception Zones

6.3.1 Rural Residential – Exception One (RR-E1)

Notwithstanding Section 6.1(a) to the contrary, for those lands described as Lot 386, Plan 157 in the geographic Village of Douglas and delineated as Rural Residential -Exception One (RR-E1) on Schedule “A” (Inset 1) to this By-law, a bed and breakfast establishment shall be a permitted use.

6.4 Holding Zones

6.4.1 Rural Residential – holding – one (RR-h-1)

Until such time that the holding symbol is removed from any of the lands described as part of Lots 7 and 8, Concession II, geographic Township of Admaston and delineated as Rural Residential–holding–one (RR-h-1) on Schedule “B” to this By-law, in accordance with the conditions set forth herein, no person shall use land or erect or use a building or structure except in accordance with the following:

a) *Permitted Uses*

- Existing uses in existing locations
- Open space
- Passive recreation that does not require a building

b) *Conditions for Removal of Holding Symbol (h)*

The conditions that must be satisfied prior to the removal of the holding symbol are:

- i. Approval is given to a draft plan of subdivision in accordance with Section 51(31) of the Planning Act.

6.4.2 Rural Residential – holding - two (RR-h-2)

Until such time that the holding symbol is removed from any of the lands delineated as Rural Residential – holding – two (RR-h-2) on Schedule “A” (Inset 1) to this By-law, no person shall use land or erect or use any building or structure except in accordance with the following:

a) *Permitted Uses*

- Existing uses
- Limited farm
- Open space
- Passive recreation that does not require a building

b) *Conditions for removal of the Holding Symbol (h)*

- i. The submission of a planning application that is supported by a study(s) addressing water and sewage servicing and road access.

SECTION 7 – REQUIREMENTS FOR LIMITED SERVICE RESIDENTIAL (LSR) ZONE

7.1 Permitted Uses

No person shall use any land or erect or use any building or structure in any LSR zone except for:

- a) Residential Uses
 - A limited service dwelling

7.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure within an LSR Zone except in accordance with the following provisions:

a)	Lot Area (minimum)	4047 m ²
b)	Lot Frontage (minimum)	45 m
c)	Front Yard Depth (Minimum)	6 m
d)	Side Yard Width (Minimum)	
	Interior	3 m
	Exterior	6 m
e)	Rear Yard Depth (Minimum)	7.5 m
f)	Lot Coverage (Maximum)	25%
g)	Building Height (maximum)	10.5 m
h)	Dwellings per lot (maximum) – 1 *See general provisions related to additional dwelling units	
i)	Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.	
j)	Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.	
k)	Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.	

- l) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- m) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

7.3 Exception Zones

7.3.1 Limited Service Residential – Exception One (LSR-E1)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the LSR-E1 Zone in part of Lot 17, Concession 8, geographic Township of Admaston, with a civic address of 85 Freamo Lane, the following provisions shall apply:

- i. Front Yard Depth (minimum) 3 m
- ii. Side Yard Width on the South Side (minimum) 1.5 m

All of the other provisions of the LSR Zone continue to apply.

7.3.2 Limited Service Residential – Exception Two (LSR-E2)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the LSR-E2 Zone in part of Lot 17, Concession 8, geographic Township of Admaston, the following provision shall apply:

- i. Front Yard Depth (minimum) 3 m

All of the other provisions of the LSR Zone continue to apply.

7.3.3 Limited Service Residential – Exception Three (LSR-E3)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the LSR-E3 Zone in part of Lot 17, Concession 8, geographic Township of Admaston, and known as 8 Freamo Lane, the following provision shall apply:

- i. Side Yard Width from the west side yard lot line (minimum): 1.5 m

7.4 Holding Zones

SECTION 8 – REQUIREMENTS FOR MOBILE HOME PARK (MHP) ZONE

8.1 Permitted Uses

No person shall use land or erect or use a building or structure in an MHP zone except for:

- a) Residential Uses
 - Accessory single detached dwelling
 - Mobile Home
- b) Non-Residential Uses
 - Business Office accessory to a mobile home park

8.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure within an MHP Zone except in accordance with the following provisions:

		On full communal water and sewage services	On partial communal water and sewer services	On private water and sewer services
a)	Mobile Home Site Area (Minimum)	600 sq. m	1400 m ²	2025 m ²
b)	Mobile Home Site Frontage (Minimum)	15 m	30 m	30 m
c)	Mobile Home Front Yard Depth (Minimum)	5 m	6 m	7.5 m
d)	Mobile Home Side Yard Depth (Minimum)	2 m	3 m	5 m
e)	Mobile Home Rear Yard Depth (Minimum)	7.5 m	10.5 m	10.5 m

- f) Mobile Home Park Lot Area (minimum) 1.2 Ha
- g) Mobile Home Park Lot Frontage (minimum) 90 m
- h) Building Height (maximum) 10.5 m
- i) All roads within a Mobile Home Park shall have a minimum width of 10 metres and shall be constructed and maintained in such a manner as to eliminate dust.
- j) Setback for Buildings and Structures:

No building or structure within an MHP Zone shall be located within 20 metres of the boundary of an MHP Zone.

- k) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- l) Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.
- m) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- n) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- o) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

8.3 Exception Zones

8.4 Holding Zones

SECTION 9 – REQUIREMENTS FOR GENERAL COMMERCIAL (GC) ZONE

9.1 Permitted Uses

No person shall use any land or erect or use any building or structure in any GC zone except for:

a) Residential Uses

- Apartment/accessory dwelling on the second floor of a permitted non-residential use

b) Non-Residential Uses

- Automotive – car wash
- Automotive – commercial garage
- Automotive – gasoline bar
- Automotive – service station
- Automotive – store
- Automotive – vehicle sales and/or rental establishment
- Bakery
- Bank and financial institution
- Boat sales, snowmobile, trailer and cycle sales and/or rentals
- Building supply store
- Business and professional office
- Butcher shop
- Cinema
- Clinic
- Convenience store
- Day nursery
- Eating establishment – drive in
- Eating establishment – full service
- Eating establishment – take-out
- Equipment rental establishment
- Funeral home
- Furniture/cabinet showroom and workshop
- Garden centre
- Home display and sales outlet
- Hotel
- Laundry and/or dry cleaning establishment
- Motel
- Museum
- Pet grooming establishment
- Place of entertainment
- Place of worship
- Post office
- Public park and private park
- Retail store

- Service shop – general
- Service shop – personal
- Tavern
- Taxi stand
- Theatre
- Tourist information

9.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in a GC Zone except in accordance with the following provisions:

a)	Lot Area (minimum)	4047 m ²
b)	Lot Frontage (minimum)	30 m
c)	Front Yard Depth (minimum)	
	i. Motel, hotel, automobile service station, automobile commercial garage	10.5 m
	ii. All other permitted uses	7.5 m
d)	Rear Yard Depth (minimum)	6 m
	i. Where the yard abuts a lot line in a residential zone	10.5 m
e)	Side Yard Depth (minimum)	3 m
	i. Where the yard abuts a lot line in a residential zone	6 m
f)	Exterior Side Yard depth (minimum)	7.5 m
g)	Height (maximum)	14 m
h)	Landscaped Open Space (minimum)	30%
i)	Number of Dwelling Units (Maximum)	1
j)	Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.	
k)	Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.	
l)	Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.	

- m) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- n) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

9.3 Exception Zones

9.3.1 General Commercial – Exception One (GC-E1)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the General Commercial – Exception One (GC-E1) Zone in Part of Lots 54 and 55, Registered Plan 59, geographic Township of Bromley, the only permitted uses shall be a retail store and eating establishment. The parking requirements of Section 4.2.1 shall not apply.

9.4 Holding Zones

9.4.1 General Commercial – Exception One – holding (GC-E1-h)

Until such time that the holding symbol is removed from the lands zoned GC-E1-h, described as Part of Lots 54 and 55, Registered Plan 59, geographic Township of Bromley in accordance with the criteria below, no person shall use land or erect or use a building or structure except in accordance with these provisions:

- a) *Permitted Uses*
 - Existing uses in existing locations
 - Retail store
- b) The parking requirements of Section 4.2.1 shall not apply.
- c) *Criteria for the Removal of the Holding Symbol*
 - i. Meet the requirements of the appropriate approval authority for water and septic systems.

SECTION 10 – REQUIREMENTS FOR HIGHWAY COMMERCIAL (HC) ZONE

10.1 Permitted Uses

No person shall use any land or erect or use any building or structure in any HC zone except for:

a) Residential Uses

- An accessory apartment to a permitted non-residential use
- An accessory single detached dwelling to a permitted non-residential use
- Where the permitted use is an automotive service station or commercial garage, the accessory residential use shall be a single detached dwelling.

b) Non-Residential Uses

- Animal hospital
- Automotive - body shop
- Automotive - car wash
- Automotive - commercial garage
- Automotive - gasoline bar
- Automotive - service station
- Automotive - store
- Automotive - vehicle sales and/or rental establishment
- Boat sales, snowmobile, trailer and cycle sales and rentals
- Building supply store
- Business and professional offices
- Convenience store
- Eating establishment - drive in
- Eating establishment - full service
- Eating establishment - take-out
- Equipment rental establishment
- Furniture showroom and workshop
- Garden centre
- Home display and sales outlet
- Hotel
- Kennel
- Laundromat
- Laundry and dry cleaning establishment
- Mini storage establishment
- Motel
- Pet grooming establishment
- Place of entertainment
- Public park, private park
- Retail Store

- Service shop general
- Service shop personal
- Tavern
- Welding shop

10.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in a HC Zone except in accordance with the following provisions:

a)	Lot Area (minimum)	4047 m ²
b)	Lot Frontage (minimum)	45 m
c)	Front Yard Depth (minimum)	10.5 m
d)	Side Yard Depth (minimum)	6 m
	Where the side yard abuts a residential zone	10.5 m
e)	Exterior Side Yard Depth (minimum)	7.5 m
f)	Rear Yard Depth (minimum)	7.5 m
	Where rear yard abuts a residential zone	10.5 m
g)	Lot Coverage (maximum)	33%
h)	Building Height (maximum)	10.5 m
i)	Landscape Open Space (minimum)	30%
j)	Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.	
k)	Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.	
l)	Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.	
m)	Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.	
n)	Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures	

that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

10.3 Exception Zones

10.3.1 Highway Commercial – Exception One (HC-E1)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the HC-E1 Zone in Part of Lot 10, Concession 2, geographic Township of Admaston, a mini storage establishment shall be the only permitted use.

10.3.2 Highway Commercial – Exception Two (HC-E2)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the HC-E2 Zone, within Part of Lot 10, Concession 2, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, the primary access is permitted via a private right-of-way.

10.4 Holding Zones

SECTION 11 – REQUIREMENTS FOR TOURIST COMMERCIAL (TC) ZONE

11.1 Permitted Uses

No person shall use any land or erect or use any building or structure in any TC zone except for:

- a) Residential Uses
 - Accessory single detached dwelling
 - Staff dormitory dwelling
- b) Non-Residential Uses
 - Active recreational use
 - Automotive – gasoline bar
 - Camping establishment
 - Eating establishment – drive in
 - Eating establishment – full service
 - Eating establishment – take out
 - Hotel
 - Marina
 - Motel
 - Passive recreational uses
 - Place of entertainment
 - Private park
 - Propane, Retail
 - Public park
 - Recreational Vehicle Campground
 - Resort
 - Retail Store
 - Riding stables
 - Tourist establishment

11.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in a (TC) Zone except in accordance with the following provisions:

a)	Lot Area (minimum)	1.5 Ha
b)	Lot Frontage (minimum)	120 m
c)	Front Yard Depth (minimum)	10.5 m
d)	Side Yard Width (minimum)	10.5 m
e)	Rear Yard Depth (minimum)	10.5 m
f)	Lot Coverage (maximum)	20%

g)	Building Height (maximum)	12 m
h)	<u>Recreational Vehicle Site Density</u>	
	i. Connected to individual on site sewage disposal system (maximum) - 5 per hectare based on the area of the entire park, provided 4047 square metres are deducted from the total area, if an accessory dwelling unit is used or erected. ii. Connected to a communal sewage system or utilizing an internal holding tank/system not connected to any sewage system (maximum) - 20 per hectare based on the area of the entire park.	
i)	Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.	
j)	Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.	
k)	Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.	
l)	Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.	
m)	Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.	

11.3 Exception Zones

11.4 Holding Zones

SECTION 12 – REQUIREMENTS FOR DISPOSAL INDUSTRIAL (DM) ZONE

12.1 Permitted Uses

No person shall use land or erect or use a building or structure in any DM Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Salvage yard
 - Snow Disposal Facility
 - Waste Disposal Site, including transfer stations and composting sites

12.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any DM Zone except in accordance with the following provisions:

- a) Yards (minimum):

		Abutting an Industrial Zone	Abutting Other Zone
i.	Front Yard Depth	22 m	30 m
ii.	Side Yard Depth	15 m	30 m
iii.	Rear Yard Depth	15 m	30 m

- b) Buffer Strip

No land in any DM Zone shall be used for any other purpose than a buffer strip within,

- i. 30 metres of any Zone other than an industrial zone; and
- ii. 22 metres of any street line.

- c) Abandoned or Rehabilitated

No building shall be erected or constructed in a waste disposal site that has been abandoned or rehabilitated.

- d) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- e) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.

- f) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- g) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- h) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

12.3 Exceptions Zones

12.4 Holding Zones

SECTION 13 – REQUIREMENTS FOR MINERAL AGGREGATE PIT (MP) ZONE

13.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MP Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Extractive industrial facility (i.e. wash plant, crusher) – does not include a concrete or asphalt manufacturing plant
 - Forestry
 - Gravel pit
 - Limited farm
 - Processing of aggregates (i.e. screening, sorting, washing, crushing, storing)

13.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MP Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 10 Ha
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 30 m
- d) Side Yard Depth (minimum) 15 m
- e) Exterior Side Yard Depth (minimum) 30 m
- f) Rear Yard Depth (minimum) 15 m
- g) Landscaped buffer (all lot lines) 15 m
- h) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- i) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- j) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.

- k) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- l) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

13.3 Exception Zones

13.3.1 Mineral Aggregate Pit – Exception One (MP-E1)

Notwithstanding Section 13.1(b) of this By-law to the contrary, for those lands described as part of Lots 18 and 19, Concession III and part of the road allowance between Lots 18 and 19 in Concession III, in the geographic Township of Bromley and delineated as Mineral Aggregate Pit - Exception One (MP-E1) on Schedule “A” to this By-law, a waste disposal site shall be an additional permitted use. The provisions of the Disposal Industrial (DM) Zone shall apply to this additional use.

13.4 Holding Zones

SECTION 14 – REQUIREMENTS FOR MINERAL AGGREGATE PIT – RESERVE (MP-R) ZONE

14.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MP-R Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Forestry
 - Limited farm

14.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MP-R Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 10 Ha
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 30 m
- d) Side Yard Depth (minimum) 15 m
- e) Exterior Side Yard Depth (minimum) 30 m
- f) Rear Yard Depth (minimum) 15 m
- g) Landscaped buffer (all lot lines) 15 m
- h) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- i) Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.
- j) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- k) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.

- l) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

14.3 Exception Zones

14.4 Holding Zones

SECTION 15 – REQUIREMENTS FOR MINERAL AGGREGATE QUARRY (MQ) ZONE

15.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MQ Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Extractive industrial facility (i.e. wash plant, crusher) – does not include a concrete or asphalt manufacturing plant
 - Forestry
 - Limited farm
 - Pit
 - Processing of aggregates (i.e. screening, sorting, washing, crushing, storing)
 - Quarry

15.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MQ Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 10 Ha
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 30 m
- d) Side Yard Depth (minimum) 15 m
- e) Exterior Side Yard Depth (minimum) 30 m
- f) Rear Yard Depth (minimum) 15 m
- g) Landscaped buffer (all lot lines) 15 m
- h) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- i) Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.

- j) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- k) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- l) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

15.3 Exception Zones

15.3.1 Mineral Aggregate Quarry – Exception One (MQ-E1)

Notwithstanding any other provisions of this By-law to the contrary, for those lands described as part of Lot 25, Concessions VI and VII, in the geographic Township of Admaston and delineated as Mineral Aggregate Quarry - Exception One (MQ-E1) on Schedule “B” to this By-law, an asphalt plant (permanent or portable) and a concrete manufacturing plant are not permitted. For the purposes of the MQ-E1 Zone, a crusher is not permitted as part of the definition of an extractive industrial facility. All other provisions of the MQ Zone apply.

15.4 Holding Zones

SECTION 16 – REQUIREMENTS FOR MINERAL AGGREGATE QUARRY – RESERVE (MQ-R) ZONE

16.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MQ-R Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Forestry
 - Limited farm

16.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MQ-R Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 10 Ha
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 30 m
- d) Side Yard Depth (minimum) 15 m
- e) Exterior Side Yard Depth (minimum) 30 m
- f) Rear Yard Depth (minimum) 15 m
- g) Landscaped buffer (all lot lines) 15 m
- h) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- i) Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.
- j) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- k) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.

- l) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

16.3 Exception Zones

16.4 Holding Zones

SECTION 17 – REQUIREMENTS FOR MINING INDUSTRIAL (MM) ZONE

17.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MM Zone except for:

- a) Residential Uses
 - Accessory single detached dwelling
- b) Non-Residential Uses
 - Accessory business office
 - Forestry
 - Limited farm
 - Manufacturing plant
 - Mine
 - Passive recreation
 - Warehouse

17.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MM Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 2 Ha
- b) Lot Frontage (minimum) 35 m
- c) Yards (minimum):

		Abutting an Industrial Zone	Abutting Other Zone
i.	Front Yard Depth	30 m	45 m
ii.	Side Yard Depth	3 m	45 m
iii.	Exterior Side Yard Depth	15 m	45 m
iv.	Rear Yard Depth	9 m	45 m

- d) Lot Coverage (maximum) 50%
- e) Buffer Strip

No land in any MM Zone shall be used for any other purpose than for a buffer strip within,

- i. Forty-five (45) metres of any zone other than an industrial zone, and
- ii. Thirty (30) metres of any street line.

- f) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- g) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- h) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- i) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- j) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

17.3 Exception Zones

17.4 Holding Zones

SECTION 18 – REQUIREMENTS FOR MINING INDUSTRIAL RESERVE (MM-R) ZONE

18.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MM-R Zone except for:

- a) Residential Uses
 - Existing dwellings
- b) Non-Residential Uses
 - Existing uses
 - Forestry
 - Limited farm
 - Mineral exploration
 - Passive recreation

18.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MM-R Zone except in accordance with the following provisions:

- a) Lot Area (minimum)
 - i. residential uses existing lot area
 - ii. non-residential uses 24 Ha
- b) Lot Frontage (minimum)
 - i. residential uses existing lot frontage
 - ii. non-residential uses 300 m
- c) Front Yard Depth (minimum): 10.5 m
- d) Side Yard Depth (minimum): 3 m
- e) Rear Yard Depth (minimum): 15m
- f) Lot Coverage (maximum) 33%
- g) Building Height (maximum) 10.5 m
- h) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- i) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.

- j) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- k) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- l) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

18.3 Exception Zones

18.4 Holding Zones

SECTION 19 – REQUIREMENTS FOR GENERAL INDUSTRIAL (GM) ZONE

19.1 Permitted Uses

No person shall use land or erect or use a building or structure in any GM Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Abattoir
 - Automotive-body shop
 - Automotive-commercial garage
 - Automotive-vehicle sales or rental establishment
 - Business office accessory to a permitted use
 - Cannabis production facility
 - Concrete manufacturing plant
 - Contractor's yard or shop
 - Factory outlet
 - Fuel storage tank
 - Logging hauler
 - Manufacturing plant
 - Mini storage establishment
 - Light manufacturing plant
 - Propane/natural gas transfer facility
 - Public garage
 - Retail stores involving the sale and/or rental of heavy machinery, fuels, factory equipment, boats, recreational vehicles, motorcycles, snowmobiles
 - Retail uses accessory to a permitted use
 - Sawmill
 - Service shop, general
 - Truck terminal
 - Warehouse
 - Welding/Metal shop
 - Woodworking shop

19.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any GM Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 4047 m²
- b) Lot Frontage (minimum) 35 m

c) Yards (minimum):

		Abutting an Industrial Zone	Abutting Other Zone
i.	Front Yard Depth	15 m	30 m
ii.	Side Yard Depth	3 m	30 m
iii.	Exterior Side Yard Depth	15 m	30 m
iv.	Rear Yard Depth	9 m	30 m

- d) Lot Coverage (maximum) 50%
- e) Building Height (maximum) 15 m
- f) Landscaped Open Space 30%
- g) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- h) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- i) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- j) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- k) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

19.3 Exception Zones

19.4 Holding Zones

SECTION 20 – REQUIREMENTS FOR RURAL (RU) ZONE

20.1 Permitted Uses

No person shall use land or erect, alter or use a building or structure in any RU Zone except for:

- a) Residential Uses
 - Group home
 - Single detached dwelling
- b) Non-Residential Uses
 - Bed and breakfast
 - Cannabis production facility
 - Cemetery
 - Contractor's yard or shop
 - Farm
 - Farm – Agriculture related use
 - Farm – On farm diversified use
 - Forestry
 - Home industry
 - Hunt or fish camp
 - Logging hauler
 - Passive recreation
 - Private airfield
 - Special event *with an approved special event permit from Township*

20.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any RU Zone except in accordance with the following provisions:

- a) Lot Area (minimum)
 - i. Residential uses, home industry, bed and breakfast, hunt or fishing camp 4047 m²
 - ii. All other permitted uses 2 Ha
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 7.5 m
- d) Side Yard Width (minimum) 3 m
- e) Exterior Side Yard Width (minimum) 7.5 m

f)	Rear Yard Depth (minimum)	7.5 m
g)	Lot Coverage	33 %
h)	Dwellings per lot (maximum) - 1 *See general provisions related to additional dwelling units	
i)	Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.	
j)	Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.	
k)	Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.	
l)	Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.	
	i.	Notwithstanding any other provision in Section 3 to the contrary, A contractor's yard or shop in the RU Zone shall not be built within 150 metres of a residential use.
m)	Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.	

20.3 Exception Zones

20.3.1 Rural – Exception One (RU-E1)

Notwithstanding any other provisions of this By-law to the contrary, for the lands described as Part 2 on Reference Plan 49R-19570, located in Part of Lot 4, Concession 10, in the geographic Township of Admaston, now in the Township Admaston/Bromley, and known municipally as 531 Whelan Road, the following uses shall be permitted with a minimum lot area of 4100 square metres:

- Automotive Vehicle Sales or Retail Establishment;
- Contractor's Yard or Shop;
- Home Builder/Window and Door Business; and
- Logging Hauler

Home Builder/Window and Door Business shall mean a building or part of a building where windows, doors, and other parts of a building are assembled and sold, and may include a retail store, offices, display areas, and storage areas.

20.3.2 Rural – Exception Two (RU-E2)

Notwithstanding the permitted uses of this section or any other provision of this By-law to the contrary, for the lands described as Lot 8, Concession IV, geographic Township of Admaston, and delineated as Rural Exception-Two (RU-E2) on Schedule “B” to this By-law, a building or structure may be used to store farm equipment, machinery and vehicles.

20.3.3 Rural – Exception Three (RU-E3)

Notwithstanding Section 20.1(b) to the contrary, for those lands described as part of Lot 23, Concession VIII in the geographic Township of Bromley and delineated as Rural-Exception Three (RU-E3) on Schedule “B” to this By-law, the following uses shall be permitted:

- A retail store
- One accessory dwelling unit

20.3.4 Rural – Exception Four (RU-E4)

Notwithstanding Section 20.1(b) to the contrary, for those lands described as part of Lot 3, Concession I, in the geographic Township of Admaston and delineated as Rural-Exception Four (RU-E4) on Schedule “A” to this By-law, a private club shall include a fish and game club.

20.3.5 Rural – Exception Five (RU-E5)

Notwithstanding any other provisions of this By-law to the contrary, for the lands described as Part 4 on Reference Plan 49R-19823, located in Part of Lot 21, Concession 12, in the geographic Township of Admaston now in the Township of Admaston/Bromley, and zoned RU-E5, an existing sleeping cabin shall be a permitted use.

20.3.6 Rural – Exception Six (RU-E6)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E6 Zone, in part of Lot 5, Concession 9, geographic Township of Bromley, with a civic address of 222 Fourth Chute Road, a retail store selling crafts and collectibles shall be an additional permitted use.

20.3.7 Rural – Exception Seven (RU-E7)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E7 Zone in part of Lot 20, Concession 3, geographic Township of Bromley, a single detached dwelling is exempt from the 500 metres separation distance from an active waste disposal site.

20.3.8 Rural – Exception Eight (RU-E8)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E8 Zone in part of Lot 6, Concession 8, 5392 Highway 60, geographic Township of Bromley, a mobile food vehicle (chip wagon) shall be a permitted use.

20.3.9 Rural – Exception Nine (RU-E9)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E9 Zone in part of Lot 6, Concession 4, geographic Township of Admaston, and as delineated as Rural-Exception Nine (RU-E9) on Schedule “B” to this By-law, prior to the issue of a building or septic permit, a site plan agreement under Section 41 of the Planning Act shall be entered into with the Township and registered on title to the property.

The site plan agreement shall implement the recommendations of the revised Environmental Impact Study for the McMahon property dated March 19, 2009 and prepared by Ontario Resource Management Group, Inc.

20.3.10 Rural – Exception Ten (RU-E10)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the Rural-Exception Ten (RU-E10) Zone, in Part of Lot 11, Concession 1, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, and more particularly described as Part 1 on Plan 49R-17762, the following provisions shall apply:

- i. The setback from the crest of the slope along the Bonnechere River to the nearest point of any excavation, building or structure shall be a minimum of 6 metres. The crest of the slope shall be identified by a geotechnical engineer at the time of an application for a building permit, if construction is to occur along the Bonnechere River.
- ii. The setback from the crest of the slope along the spring runoff creek to the nearest point of any excavation, building or structure shall be a minimum of 15 metres. The crest of the slope shall be identified by a geotechnical engineer at the time of an application for a building permit, if construction is to occur along the spring runoff creek.
- iii. No buildings or structures shall be permitted except in accordance with an approved site plan agreement under Section 41 of the Planning Act which implements the findings and recommendations of the Preliminary Slope Stability Assessment prepared by Houle Chevrier Engineering dated May 11, 2012 and including figure 1 dated June 2012. The agreement is to specify as follows:
 - a) The existing vegetation and trees along the slopes shall be maintained to ensure the stability of the slopes is not affected,

- unless removal of the vegetation is approved by a geotechnical engineer.
- b) Surface water shall not be directed toward the slopes.
 - c) Fill placement shall not be permitted within the required setbacks unless approved by a geotechnical engineer.
 - d) Final plans and finished grades for any proposed development adjacent to the slope shall be reviewed by a geotechnical engineer to ensure that no adverse effects result from the development.
 - e) Any culvert installed across the spring run-off creek shall be installed in accordance with the roadway feasibility analysis prepared by Houle Chevrier Engineering dated July 20, 2012.
- iv. In addition to the above, the minimum water setback shall be required to be met.

20.3.11 Rural – Exception Eleven (RU-E11)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E11 Zone, being a portion of the property known as 5773 B Highway 60, and located in part of Lot 9, Concession 9, in the geographic Township of Bromley, a Mennonite Parochial School shall be an additional permitted use.

Mennonite Parochial School means a school establishment used for the education of Mennonite youths and where access to the site is primarily by horse drawn vehicles.

20.3.12 Rural – Exception Twelve (RU-E12)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E12 Zone, within Lot 6, Concession 1, in the geographic Township of Admaston, no direct road frontage or access is required for a building permit to be issued, provided a crossing agreement has been entered into with the Township.

20.3.13 Rural – Exception Thirteen (RU-E13)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E13 Zone, within Lot 9, Concession 1, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, known as Parts 2 – 5 on 49R-14749, and known municipally as 355 Riverview Drive, a second dwelling that is attached to the existing garage at the rear of the property shall be permitted.

20.3.14 Rural – Exception Fourteen (RU-E14)

Notwithstanding any other provisions of this By-law to the contrary, for the lands described as Part 1 on 49R-19138, located in the RU-E14 Zone, within Lot 29, Concession 4, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, an accessory building shall be permitted prior to the construction of the principal or main use, building or structure.

20.3.15 Rural – Exception Fifteen (RU-E15)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E15 Zone, within Part of Lot 6, Concession 9, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, a meeting house shall be permitted and the following provisions shall apply:

i.	Lot Area (minimum)	4700 square metres
ii.	Minimum Distance Separation I (MDS I) requirement	85 metres

MEETING HOUSE means a building used for public assembly and especially for the horse drawn vehicle community.

20.3.16 Rural – Exception Sixteen (RU-E16)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E16 Zone, within Part of Lot 21, Concession 7, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, a meeting house shall be permitted and the following provision shall apply:

i.	Lot Area (minimum)	1 hectare

MEETING HOUSE means a building used for public assembly and especially for the horse drawn vehicle community.

20.3.17 Rural – Exception Seventeen (RU-E17)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E17 Zone, within Part of Lots 17 & 18, Concession 8, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, primary access is permitted via a private right-of-way.

20.4 Holding Zones**20.4.1 Rural – Holding (RU-h)**

Until such time that the holding symbol is removed from the land zoned RU-h and described as Part of Lot 16, Concession 7, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, no person shall use land or erect or use any building or structure except in accordance with the following:

a) *Permitted Uses*

- Existing uses in existing locations
- Open space
- Passive recreation that does not require a building

b) *Conditions for removal of Holding Symbol (h)*

The condition that must be satisfied prior to the removal of the holding symbol is:

- i. The digging of test holes to identify a suitable building site as set out in the County of Renfrew karst protocol.

SECTION 21 – REQUIREMENTS FOR AGRICULTURE (A) ZONE

21.1 Permitted Uses

No person shall use land or erect, alter or use a building or structure in any A Zone except for:

- a) Residential Uses
 - Single detached dwelling
- b) Non-Residential Uses
 - Bed and breakfast
 - Cannabis production facility
 - Farm
 - Farm – Agriculture Related Use
 - Farm – Limited
 - Farm – On-farm diversified use
 - Forestry
 - Home industry
 - Passive recreation
 - Special event *with an approved special event permit from Township*

21.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any A Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 40 Ha
- b) Lot Frontage (minimum) 45 m
- c) Yards (minimum)

		Single Detached Dwelling	All Other Uses
i.	Front Yard Depth	7.5 m	30 m
ii.	Side Yard Depth	3 m	30 m
iii.	Exterior Side Yard Depth	7.5 m	30 m
iv.	Rear Yard Depth	7.5 m	30 m

- d) On-farm diversified uses and cannabis production facilities including all associated services (i.e. buildings, accessory buildings, well, septic, parking area, etc.) shall not occupy an area greater than 1 hectare.

- e) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- f) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- g) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- h) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- i) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

21.3 Exception Zones

21.3.1 Agriculture - Exception One (A-E1)

Notwithstanding anything else in this by-law to the contrary, for those lands zoned Agriculture - Exception One (A-E1), all residential uses shall be prohibited.

21.3.2 Agriculture – Exception Two (A-E2)

Notwithstanding Section 21.1(b) of this By-law to the contrary, for those lands described as part of Lot 27, Concession V, in the geographic Township of Bromley and delineated as Agriculture-Exception Two (A-E2) on Schedule “A” to this By-law, a garden centre shall be an additional permitted use.

21.3.3 Agriculture – Exception Three (A-E3)

Notwithstanding Section 21.1 (a) and (b) of this By-law to the contrary, for those lands described as part of Lot 30, Concession IV, geographic Township of Admaston and delineated as Agriculture-Exception Three (A-E3) on Schedule “B” to this By-law, a furniture or wood products shop and a dwelling unit shall be additional permitted uses.

21.3.4 Agriculture – Exception Four (A-E4)

Notwithstanding Section 21.1 (b) of this By-law to the contrary, for those lands described as part of Lot 5, Bonnechere Range North, in the geographic Township of Admaston and delineated as Agriculture-Exception Four (A-E4) on Schedule “B” to this By-law, an animal hospital and a dwelling unit shall be additional permitted uses.

21.3.5 Agriculture – Exception Five (A-E5)

Notwithstanding Section 21.1 (b) of this By-law to the contrary, for those lands described as part of Lot 24 Concession VII, in the geographic Township of Admaston, located at 2126 Stone Road and delineated as Agriculture-Exception Five (A-E5) on Schedule “B” to this By-law, a contractor’s yard or shop shall be an additional permitted use.

21.3.6 Agriculture – Exception Six (A-E6)

Notwithstanding Section 21.1 (b) of this By-law to the contrary, for those lands described as Lot 41, Bonnechere Range South, in the geographic Township of Bromley and delineated as Agriculture-Exception Six (A-E6) on Schedule “A” to this By-law, an agricultural commercial establishment shall be an additional permitted use.

21.3.7 Agriculture – Exception Seven (A-E7)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E7 Zone in part of Lot 27, Concession 3, geographic Township of Admaston, the only permitted uses shall be a single detached dwelling and buildings and structures accessory to the dwelling. Access to Highway 60 shall be restricted to a residential entrance, and the following provision shall apply:

- i. An outdoor furnace is permitted 11 metres from the eastern side lot line and 31 metres from the rear lot line.

21.3.8 Agriculture – Exception Eight (A-E8)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E8 Zone in part of Lots 2 & 3, Concession 8, located at 3375 Stone Road, in the geographic Township of Bromley, for an outdoor wood furnace, the minimum setback to the front lot line shall be 35 metres and the minimum setback to the rear lot line shall be 30 metres.

21.3.9 Agriculture – Exception Nine (A-E9)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the Agriculture – Exception Nine (A-E9) Zone in Part of Lot 19, Range “B” South, geographic Township of Admaston, and known municipally as 1268 South McNaughton Road, the reconstruction, repair or renovation of existing residential dwellings and the construction of new residential dwellings is not permitted.

21.3.10 Agriculture – Exception Ten (A-E10)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the Agriculture – Exception Ten (A-E10) Zone, in Part of Lots 20 & 21, Concession 6, in the geographic Township of Bromley, and known municipally

as 562 Pine Valley Road, the only permitted residential use is one single detached dwelling.

21.3.11 Agriculture – Exception Eleven (A-E11)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the Agriculture-Exception Eleven (A-E11) Zone, in part of Lot 15, Concession 4, in the geographic Township of Bromley, known municipally as 851 Cobden Road, and designated as Part 1 of Reference Plan 49R-4191, a home occupation is permitted in an accessory building.

21.3.12 Agriculture – Exception Twelve (A-E12)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E12 Zone, within Part of Lot 12, Concession 5, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, a hunting and fishing camp shall be an additional permitted use. The minimum gross floor area of the hunting and fishing camp shall be 45 square metres.

21.3.13 Agriculture – Exception Thirteen (A-E13)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E13 Zone, within Part of Lot 10, Concession 2, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, the keeping of livestock is prohibited.

21.3.14 Agriculture – Exception Fourteen (A-E14)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E14 Zone, within Part of Lot 20, Concession 6, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, the keeping of livestock is prohibited.

21.3.15 Agriculture – Exception Fifteen (A-E15)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E15 Zone, within Part of Lot 11, Concession 2, in the geographic Township of Admaston, the following provisions shall apply:

i.	Side Yard Width (minimum)	1.5 metres
ii.	Rear Yard Depth (minimum)	7 metres

21.3.16 Agriculture – Exception Sixteen (A-E16)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E16 Zone, within Part of Lot 18, Concession 1, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, the following provision shall apply:

i.	Minimum Distance Separation I (MDS I) requirement	120 metres

21.3.17 Agriculture – Exception Seventeen (A-E17)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E17 Zone, being a portion of the property known as 2126 Stone Road, and located in Part of Lot 24, Concession 7, in the geographic Township of Admaston, a Mennonite School shall be an additional permitted use.

Mennonite School means a school establishment used for the education of Mennonite youths and where access to the site is primarily by horse drawn vehicles.

21.3.18 Agriculture – Exception Eighteen (A-E18)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the Agriculture-Exception Eighteen (A-E18) Zone, in Part of Lot 53, Range South of the Bonnechere River, in the geographic Township of Bromley, know municipally as 559 Hyndford Road, the housing of livestock in existing barns shall not be permitted.

21.4 Holding Zones

21.4.1 Agriculture – holding (A-h)

Until such time that the holding symbol is removed from the land zoned A-h and described as Part of Lot 16, Concession 7, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, no person shall use land or erect or use any building or structure except in accordance with the following:

a) *Permitted Uses*

- Existing uses in existing locations
- Open space
- Passive recreation that does not require a building

b) *Conditions for removal of Holding Symbol (h)*

The condition that must be satisfied prior to the removal of the holding symbol is:

- i. The digging of test holes to identify a suitable building site as set out in the County of Renfrew karst protocol.

SECTION 22 – REQUIREMENTS FOR COMMUNITY FACILITY (CF) ZONE

22.1 Permitted Uses

No person shall use land or erect or use a building or structure in any CF Zone except for:

- a) Residential Uses
 - Accessory single detached dwelling
 - Home for the aged
 - Nursing home
 - Senior citizens home

- b) Non- Residential Uses
 - Assembly hall
 - Cemetery
 - Church
 - Clinic
 - Community centre
 - Forestry
 - Hospital
 - Place of Worship
 - Private park
 - Private club
 - Public building
 - Public garage
 - Public utility
 - Public park
 - Recreation, active
 - Recreation, passive
 - Schools

22.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in a CF Zone except in accordance with the following provisions:

a)	Lot Area (minimum)	4047 m ²
b)	Lot Frontage (minimum)	45 m
c)	Front Yard Depth (minimum)	10.5 m
d)	Side Yard Width (minimum)	5 m or ½ the height of the building, whichever is greater
e)	Exterior Side Yard	10.5 m

f)	Rear Yard Depth (minimum)	15 m
g)	Lot Coverage (maximum)	25%
h)	Building Height (maximum)	10.5 m
i)	Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.	
j)	Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.	
k)	Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.	
l)	Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.	
m)	Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.	

22.3 Exception Zones

22.3.1 Community Facility – Exception One (CF-E1)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the CF-E1 Zone, being part of the east half of Lot 12, Concession 4, in the geographic Township of Admaston the only permitted use shall be parking related to the cemetery.

22.4 Holding Zones

SECTION 23 – REQUIREMENTS FOR ENVIRONMENTAL PROTECTION (EP) ZONE

23.1 Permitted Uses

No person shall use land or erect or use a building or structure in any EP zone except for:

- a) Residential Uses
 - Prohibited
- b) Non- Residential Uses
 - Dam or other water control structure
 - Erosion control structure
 - Existing farm
 - Limited farm
 - Passive recreation
 - No new buildings or structures other than for flood or erosion control

23.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any EP Zone except in accordance with the following provisions:

- a) Front Yard Depth (minimum) 10.5 m
- b) Side Yard Width (minimum) 5 m
- c) Rear Yard Depth (minimum) 15 m
- d) Lot Coverage (maximum) 1%
- e) Building Height (maximum) 5 m
- f) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- g) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- h) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- i) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- j) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures

that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

23.3 Exception Zones

23.3.1 Environmental Protection-Exception One (EP-E1)

Lands zoned Environmental Protection-Exception One (EP-E1), on Schedules ‘A’ & ‘B’ to this By-law, are Provincially Significant Wetlands (PSWs) and permitted uses are identified in Section 23.1 of this By-law. See Section 3.26.6 for the required setback to the EP-E1 Zone boundary.

23.3.2 Environmental Protection – Exception Two (EP-E2)

Notwithstanding any other provisions of this By-law to the contrary, for those lands described as part of Lot 5, Concession IV, in the geographic Township of Admaston and delineated as Environmental Protection-Exception Two (EP-E2) on Schedule “B” to this By-law, a single detached dwelling, including a modular home conforming to CSA Standard A277, shall be permitted. The following provisions shall apply:

i.	Water Setback (minimum)	45 metres

SECTION 24 – REQUIREMENTS FOR OPEN SPACE (OS) ZONE

24.1 Permitted Uses

No person shall use land or erect or use a building or structure in any OS zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Buffer strip
 - Golf course
 - Landscaped open space
 - Natural area
 - Passive recreation
 - Private park
 - Public park

24.2 Zone Provisions

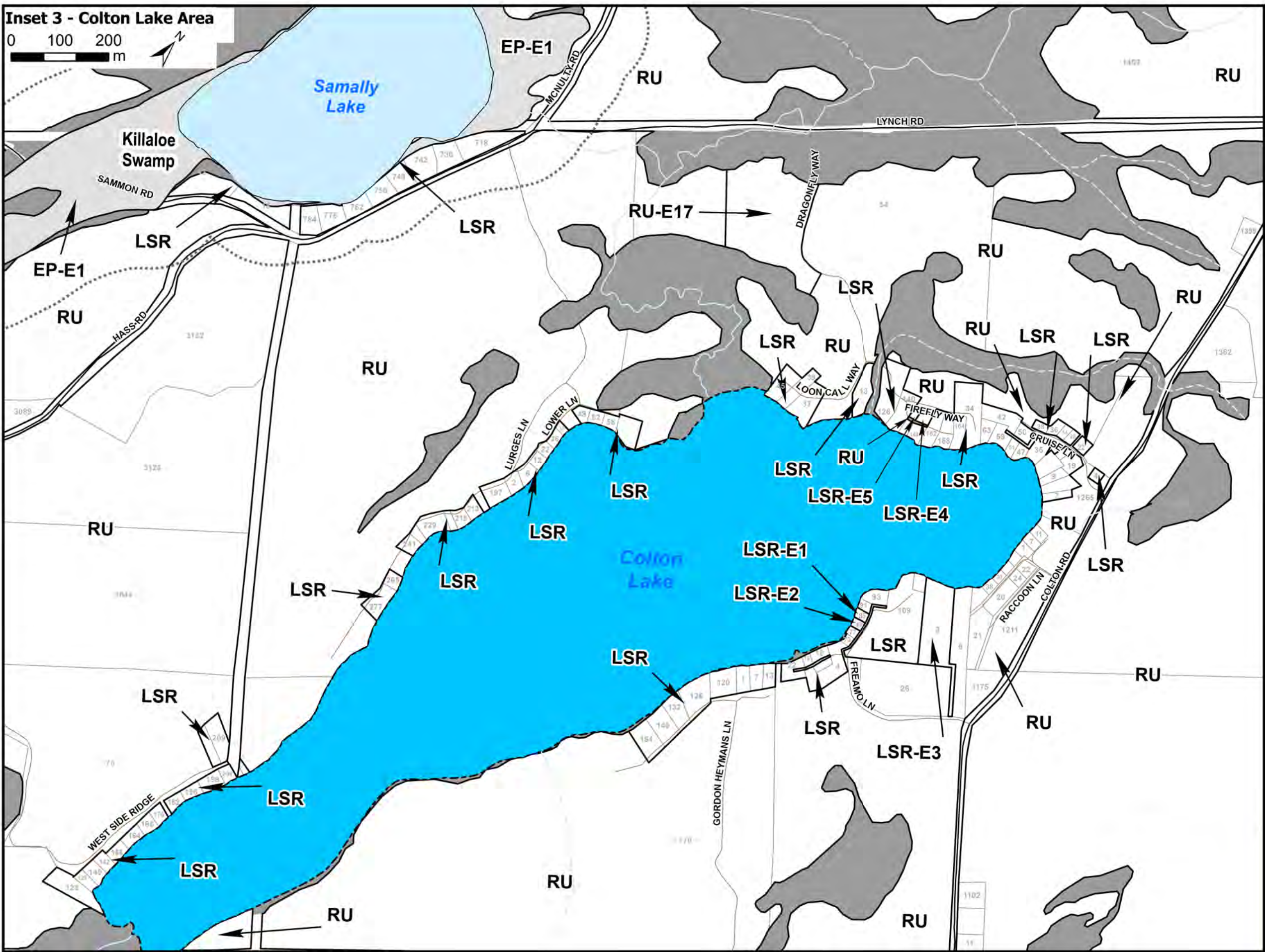
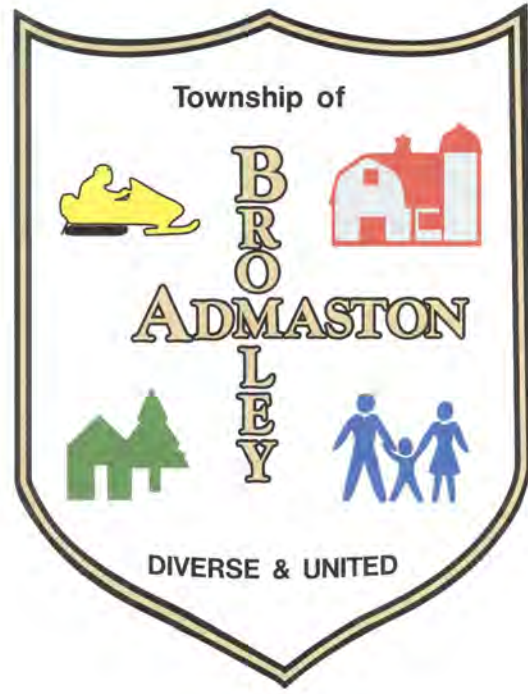
No person shall use any lot or erect, alter or use any building or structure in any OS Zone except in accordance with the following provisions:

- a) Lot Area (minimum) NIL
- b) Front Yard Depth (minimum) NIL
- c) Side Yard Width (minimum) NIL
- d) Rear Yard Depth (minimum) NIL
- e) Building Height (maximum) 10.5 m
- f) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- g) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- h) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- i) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- j) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures

that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

24.3 Exception Zones

Admaston/Bromley Zoning By-Law Map
Schedule "B"



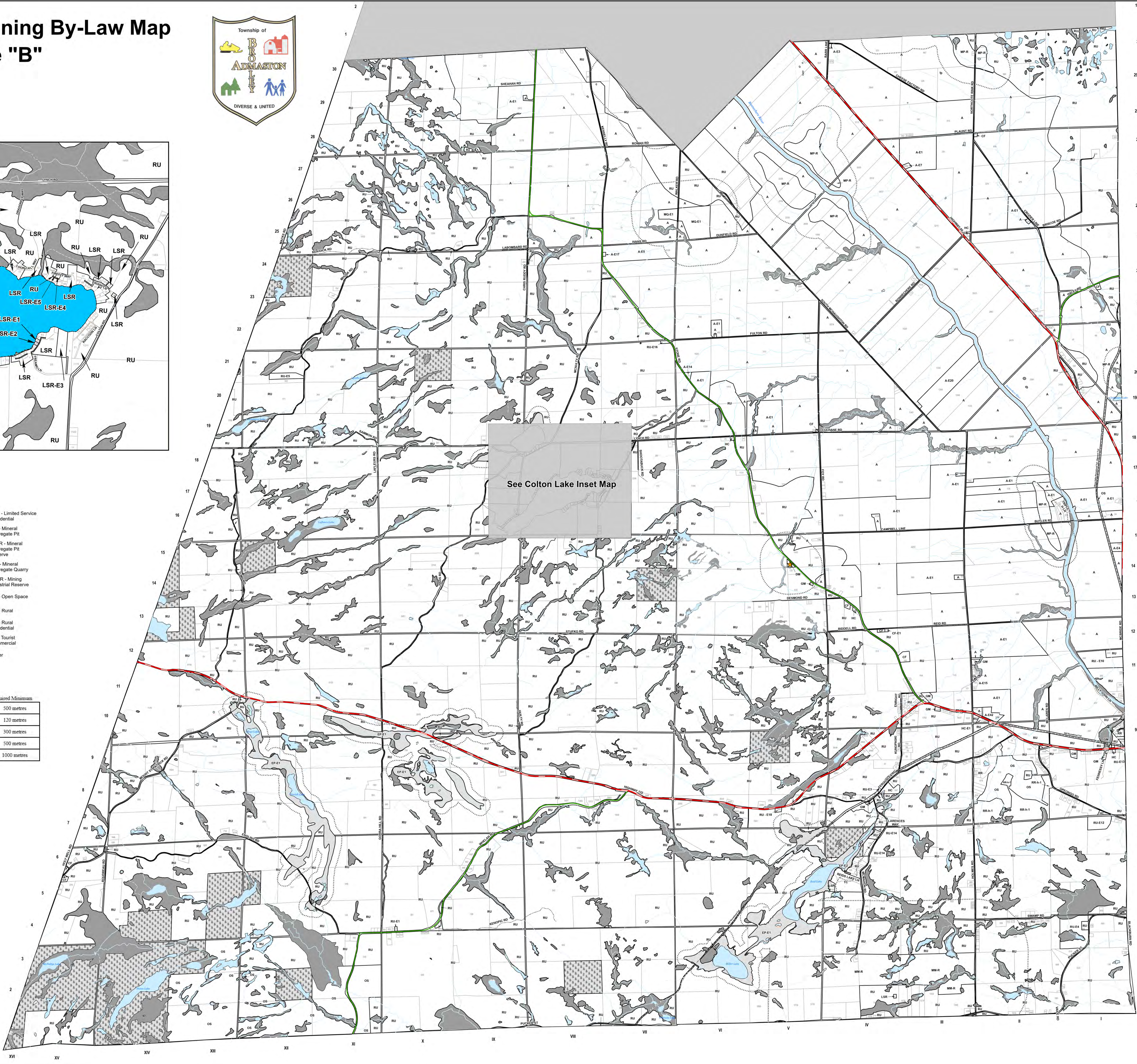
- County Road
 - Provincial Highway
 - Municipal Maintained Road
 - Municipal Seasonal Maintained Road
 - Private Road
 - Crown Road
 - Trans Canada Pipeline Limited
 - Trails
 - Intermittent Watercourse
 - Permanent Watercourse
 - Waste Disposal Site-Active
 - Waste Disposal Site-Inactive
 - Property Parcel
- A - Agriculture
 - At Capacity Lake
 - CF - Community Facility
 - Crown Land
 - DM - Disposal Industrial
 - EP - Environmental Protection Area
 - EP-E1 - Environmental Protection - Exception One
 - E - Exceptions
 - GC - General Commercial
 - GM - General Industrial
 - HC - Highway Commercial
 - LSR - Limited Service Residential
 - MP - Mineral Aggregate Pit
 - MP-R - Mineral Aggregate Pit Reserve
 - MQ - Mineral Aggregate Quarry
 - MM-R - Mining Industrial Reserve
 - OS - Open Space
 - RU - Rural
 - RR - Rural Residential
 - TC - Tourist Commercial
 - Water

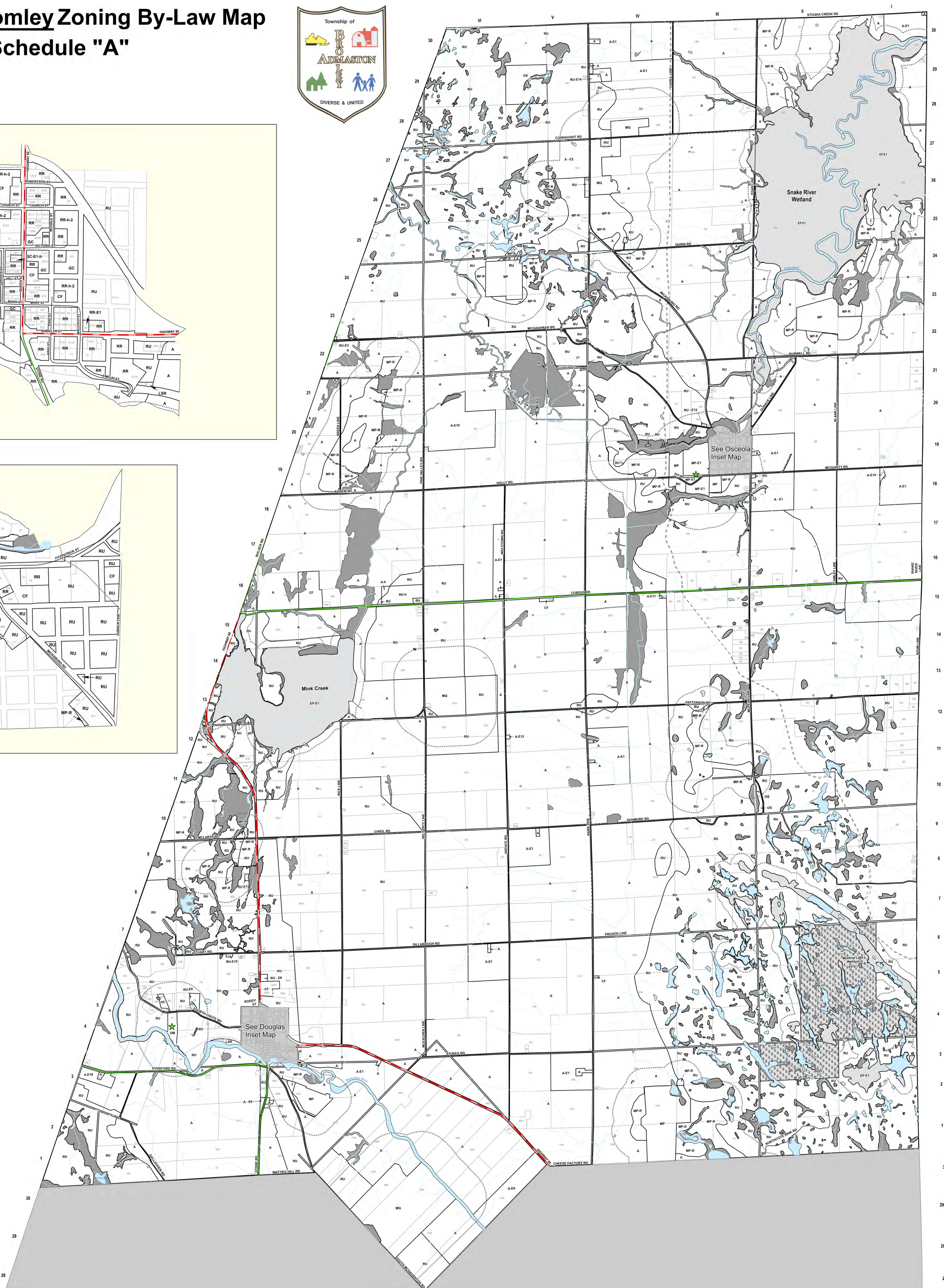
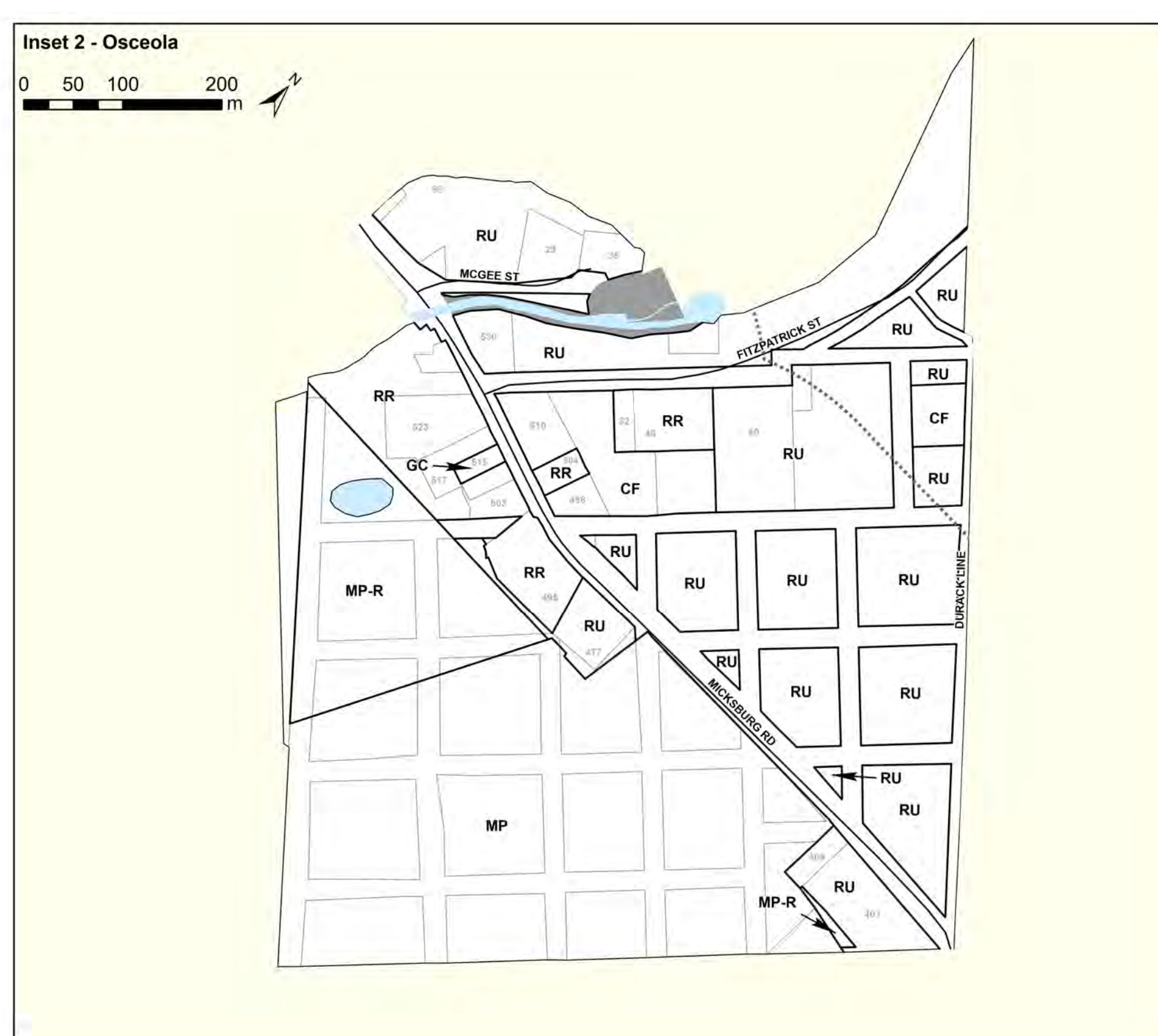
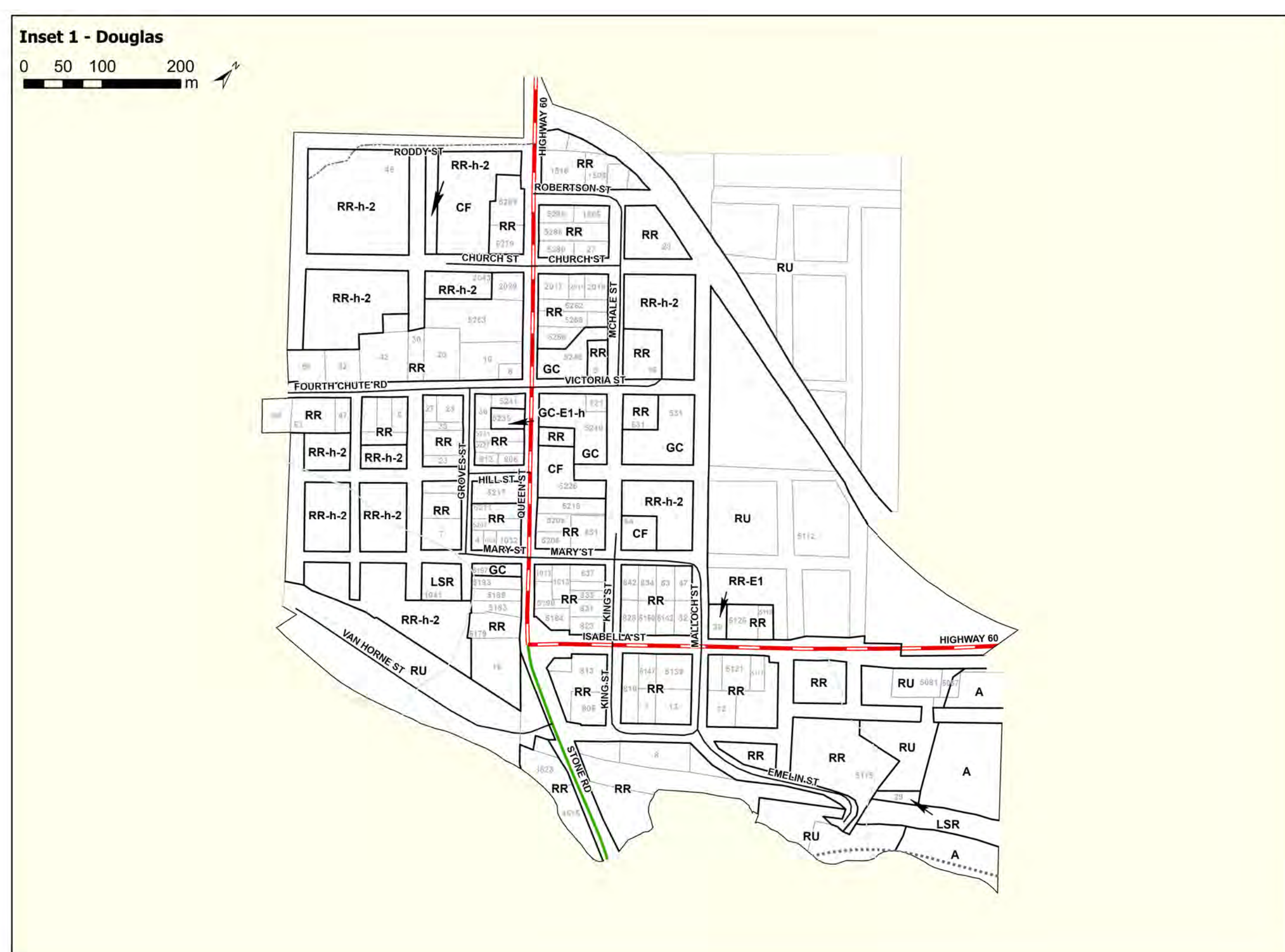
Zone	Feature	Required Minimum
DM	Waste Disposal Site	500 metres
EP-E1	Provincially Significant Wetland (PSW)	120 metres
MP and MP-R	Sand and Gravel Resource and Licensed Pit	300 metres
MQ and MQ-R	Bedrock Resource and Quarry	500 metres
MM-R	Mining Industrial Reserve	1000 metres

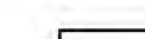
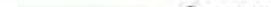
Corporation of The
Township of Admaston/Bromley

This is Schedule "B" to the By-law Number _____
Passed the _____ day of _____, 20____
Signatures of Signing Officers

Mayor _____ CAO/Clerk _____





	County Road		Intermittent Watercourse		DM - Disposal Industrial		MP-R - Mineral Aggregate Pit Res
	Provincial Highway		Permanent Watercourse		EP - Environmental Protection Area		MQ - Mineral Aggregate Quarry
	Municipal Maintained Road		Waste Disposal Site - Active		EP-E1 - Environmental Protection - Exception One		MM-R - Mining Industrial Reserve
	Municipal Seasonal Maintained Road		Waste Disposal Site - Inactive		E - Exceptions		OS - Open Space
	Private Road		Property Parcel		GC - General Commercial		RU - Rural
	Crown Road		A - Agriculture		GM - General Industrial		RR - Rural Residential
	Quebec Road		At Capacity Lake		HC - Highway Commercial		TC - Tourist Commercial
	TransCanada Pipelines Limited Pipeline		CF - Community Facility		LSR - Limited Service Residential		Water
	Trails		Crown Land		MP - Mineral Aggregate Pit		

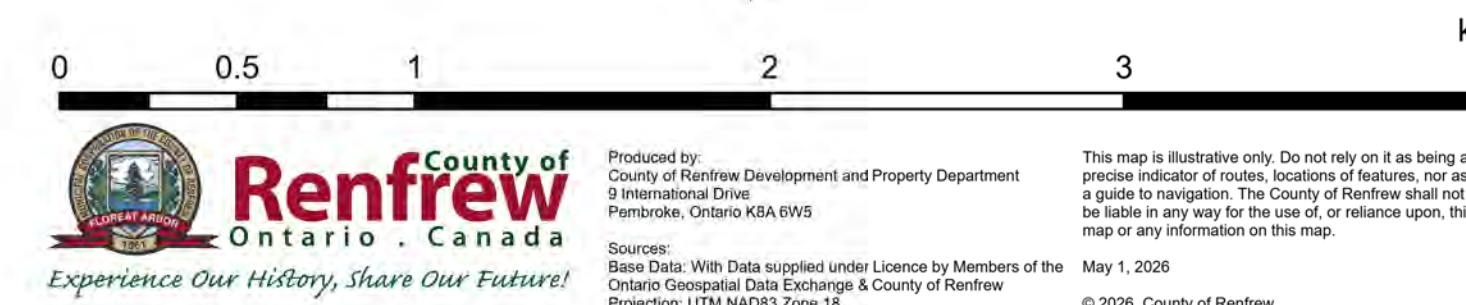
Zone	Feature	Required Minimum
DM	Waste Disposal Site	500 metres
EP-E1	Provincially Significant Wetland (PSW)	120 metres
MP and MP-R	Sand and Gravel Resource and Licensed Pit	300 metres
MQ and MQ-R	Bedrock Resource and Quarry	500 metres
MI-R	Mining Industrial Reserve	1000 metres

**Corporation of The
Township of Admaston/Bromley**

This is Schedule 'A' to the By-law Number _____
 Passed the _____ day of _____ 20_____.
 Signatures of Signing Officers

Mayor

CAO\Clerk



Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5
E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: May 7, 2026
To: Council
From: Jennifer Charkavi
Re: Development Agreement - Consent Application B127/24

Background:

Consent application B127/24 was received and accepted in principle by Council so long as all requirements are satisfied. One of the requirements was a Development Agreement to incorporate the mitigation measures from the Scoped Environmental Impact Study. Township staff drafted the development agreement as per the Notice of Decision that specifies what must be included in the agreement. The applicants have reviewed and wish to proceed with the agreement.

A Municipal Drain reapportionment was also required, and this too has been completed.

These are the only 2 items for the Township to complete. There are other conditions that must be completed through the County of Renfrew Planning Division before consent is granted.

Financial Implications:

None at this time.

People Consulted:

County of Renfrew – Development and Property Department
Municipal Drainage Consultant

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council adopt By-Law 2026-28, being a by-law to authorize the Mayor and CAO/Clerk to execute a Development Agreement with Andrew Cull and Constance Matthews-Cull.

Applicants: Andrew Cull & Constance Matthews-Cull
File No.: **B127/24**
Pt. Lot 15, Con. 9
Geographic Township of Bromley
In The Township of Admaston/Bromley

Date of Notice of Decision: February 18, 2025
Last Date of Appeal: March 10, 2025
Last Date to meet Conditions: **February 18, 2027**

NOTICE OF DECISION
APPLICATION FOR CONSENT
SECTION 53 OF THE PLANNING ACT

DECISION

Consent for conveyance a residential lot being Part of Lot 15, Concession 9, in the Geographic Township of Bromley, in the Township of Admaston/Bromley, in the County of Renfrew consisting of:

Frontage:	357 m	(1171.25 ft.)
Depth:	192 m	(630 ft.)
Area:	4.41 ha.	(10.9 ac.)

IT IS HEREBY DECIDED that consent be granted for the conveyance of a residential lot, subject to the following conditions:

1. That a preliminary Plan of Survey be provided. Upon review and acceptance of the preliminary survey, a registered Plan of Survey in conformity with the sketch depicting the severed lands (as attached to the original or amended application) be supplied to the Secretary-Treasurer of the Land Division Committee.
2. a) That the applicant enters into a development agreement with the Municipality in accordance with Sections 53(12) and 51(26) of the Planning Act stating that incorporates the following mitigation measures from the Scoped Environmental Impact Study completed by Muncaster Environmental Planning and Jp2g Consultants Inc. dated July 18, 2023:
 - i. All lands within the 30 metre setback from the edge of the wetland on the lands to be severed should be maintained substantially in a natural vegetated state, with the exception of a gravel driveway to access the proposed lot. The driveway should however be located outside of the 30 metre setback where possible. Surface runoff from the site will be minimal. Native trees and shrubs could also be planted within the open field portions of the setback.
 - ii. Vegetation on the remainder of the lands to be severed is to remain in a natural state if possible except for the clearing of portions of the property to allow for the construction of structures and associated access requirements.
 - iii. The following mitigation measures are recommended in order to mitigate the potential impacts on turtle species from the proposed works:
 - i. Specific site preparation work requiring clearing of vegetation and construction activities should be undertaken between November 1st and March 31st, which is outside of the more active season for turtles.
 - ii. If the proposed works will occur between April 1st and October 31st, in order to prevent potential movement of turtle species into the proposed work area, a properly installed and maintained temporary exclusion barrier (for example silt fencing) should be erected as per the Species at Risk Branch Best Practices. Technical Note Reptile and Amphibian Exclusion Fencing Version 1.1 July 2013

around any areas where the proposed works will occur prior to all site preparation and construction activities.

- iii. Once the work areas are surrounded by properly dug in fencing and prior to further site alterations, the work areas are to be searched for turtles. Any turtles observed during the construction phase are to be relocated as required to ensure they are not endangered by the construction activities.
- iv. Roof runoff is to be controlled by directing water runoff to the rear of the new structures through the use of eavestroughs leading to rain barrels or to grassed areas.
- v. The extent of exposed soils is to be kept to a minimum at all times. Re-vegetation with native trees and shrubs of exposed, non-developed areas is to be achieved as soon as possible and should only use locally appropriate native species.
- vi. Erosion and sediment control measures are a critical component of the construction work. Effective sediment and erosion control measures are to be maintained until complete re-vegetation of disturbed areas is achieved. Silt fencing is to be installed along the edges of the work areas. It is important that fencing is properly dug-in to treat any surface water flow and is maintained as required, including removal of accumulated sediment.
- vii. Additional mitigation measures to minimize the potential for inputs of sediments and other contaminants into the wetlands, watercourses and the environment in general include proper maintenance on construction equipment with respect to refuelling, washing and fluid changes, and proper disposal of fluids, filters and other waste materials. None of this work should take place within 30 metres of any surface water features.

- b) The Applicant's solicitor is to provide an undertaking to the municipality to register the fully executed development agreement on the title to the severed lot.

Prior to the issuance of the Certificate of Official, the Municipality is to notify the Secretary-Treasurer of the Land Division Committee when the condition has been met.

- 3. That the Applicants meet the requirements of the Township with respect to municipal drain reapportionment. Prior to issuance of the Certificate of Official, the municipality is to notify the Secretary-Treasurer of the Land Division Committee when the condition has been met.

Consent shall be Deemed To Be Refused in accordance with Section 53(41) of the Planning Act within two years of Notice of Decision if proof has not been supplied to the satisfaction of the Secretary-Treasurer before that date that the condition has been met. Critical dates relating to the Decision are listed above.


 Bruce Howarth, MCIP, RPP
 Manager of Planning Services

NOTES:

If conditions have been applied, you will be entitled to receive notice of any changes to the conditions of the provisional (conditional) consent, if you have either made a written request to be notified of the Decision to give or refuse to give provisional consent, or a written request to be notified of changes to conditions of provisional consent.

It is important to note that a registered plan of survey or a registerable legal description required as a condition of consent (refer to Decision attached) must be in compliance with the sketch submitted with your consent application.

Letter from Ministry of Transportation dated December 11, 2024 is attached for information purposes.

ADDITIONAL INFORMATION

Additional information regarding the application for consent will be available to the public for inspection at the Office of the Development and Property Department from Monday to Friday between 8:00 a.m. and 4:00 p.m.

OTHER RELATED DEVELOPMENT APPLICATIONS

None

WRITTEN SUBMISSIONS

All written submissions received on the application were considered and helped to make an informed decision.

APPEALING THE DECISION OR CONDITIONS

Take notice that an appeal to the Ontario Land Tribunal in respect to all or part of this Decision for Consent may be made by filing a notice of appeal with the County of Renfrew either via the Ontario Land Tribunal e-file service (first-time users will need to register for a My Ontario Account) at <https://olt.gov.on.ca/e-file-service/> by selecting County of Renfrew as the Approval Authority or by mail to the mail address at the bottom of this Notice, no later than 4:00 p.m. on March 10, 2025. The filing of an appeal after 4:00 p.m., in person or electronically, will be deemed to have been received the next business day. The appeal fee of \$400 can be paid online through e-file or by certified cheque/money order to the Minister of Finance, Province of Ontario. If you wish to appeal to the Ontario Land Tribunal (OLT) or request a fee reduction for an appeal, forms are available from the OLT website at www.olt.gov.on.ca. If the e-file portal is down, you can submit your appeal to bhowarth@countofrenfrew.on.ca. The County of Renfrew agrees to receive appeals via the OLT e-file service.

Only the Applicant, the Minister, a specified person or any public body may appeal Decisions in respect of applications for consent to the Ontario Land Tribunal. A Notice of Appeal, must set out written reasons in support of the appeal.

If within twenty (20) days of the date of completion of giving of Notice (mailing), no Notice of Appeal is submitted, the Decision is final and binding, and the Secretary-Treasurer is required to notify the applicant and to file a copy of the Decision with the Clerk of the Municipality.

MAIL ADDRESS FOR NOTICE OF APPEAL

County of Renfrew
9 International Drive
Pembroke, ON
K8A 6W5
Attention: Alana Zadow
Jr. Planner/Secretary-Treasurer
Land Division Committee

Ministry of Transportation

Corridor Management Section
1355 John Counter Boulevard
Postal Bag 4000
Kingston, Ontario K7L 5A3
Tel.: 613-202-1786
Robert.Cole@ontario.ca

Ministère des Transports

Section de gestion des couloirs routiers
1355, boulevard John Counter
CP/Service de sacs 4000
Kingston (Ontario) K7L 5A3
Tél.: 613-202-1786
Robert.Cole@ontario.ca



December 11, 2024

Alana Zadow

Alana Zadow, ACST
Secretary-Treasurer
Land Division Committee

Via email: azadow@countyofrenfrew.on.ca

Re: MTO Comments - Cull/Mathews-Cull Consent Application
Location: Part of Lot 15, Concession 9, Geographic Township of Bromley
SEV FILE # B127/24
MTO File: MTO-LD-2024-420-000514

Thank you for circulating the proposed Consents for the above referenced location to the Ministry of Transportation (MTO) for review. The Ministry understands that the proposal is to sever an official new lot along an existing natural severance (creek). The Ministry understands that the severed and retained lots are maintaining the Rural and Environmental Protection zoning designations. The MTO has reviewed the application in accordance with the *Public Transportation and Highway Improvement Act* (PTHIA) and the Highway Corridor Management Manual to provide the following comments:

- The Ministry can support the proposed severance as described in the submitted application.

Under the authority of the PTHIA, the Ministry, through the issuance of permits, controls all land use within 45 metres of the highway right-of-way and the area within 180 metres of the centre-point of the highway intersection and any intersecting road. Please note that the subject land is within the Ministry's permit control area as defined by PTHIA with portions of both the proposed lot and retained lot being within this zone. Therefore, Ministry approvals and permits may be required prior to the construction and/or alteration of any buildings and/or structures and prior to the issuance of any municipal building permits or approvals as per Section 8. (2) (a) of the *Building Code Act*.

The Ministry does offer the following comments:

- The proponent should be advised that MTO approvals and Building and Land Use and Signage permits will be required for any future development or redevelopment within the zone of control on the retained or severed lands.
- Access to the proposed severed lands will require a Highway Corridor Management permit and will be subject to MTO design and sightline requirements.

- The MTO requires setbacks from the MTO highway property line as described per **Highway Corridor Management Manual Chapter 2 – Building and Land Use** for all development including but not limited to:
 - o structures above and below ground;
 - o grading and drainage alterations; and
 - o landscaping/privacy fencing.
- The Ministry advises that these are the Ministry's official comments.
- Please note that the Ministry reserves the right to modify and expand on these preliminary comments as further information is submitted to MTO for review.

Conclusion:

MTO, as an agent of the Crown, will not issue an approval that will contravene another regulatory agency's statutory mandate. Therefore, prior to issuing any approvals, MTO requires confirmation that the necessary approvals from the municipality and other regulatory agencies have been granted, approvals in principle have been provided or no approvals are required.

If you have any further questions concerning this matter, please feel free to contact me at Robert.Cole@ontario.ca.

Sincerely,



Robert Cole
Corridor Management Planner
MTO, Eastern Region

November 20, 2025

Township of Admaston/Bromley
477 Stone Road
Renfrew, ON, K7V 3Z5

Attention: Jennifer E. Charkavi, CAO/Clerk

Reference: Severance – Pt. Lot 15, Con 9 (Bromley Twp.)

Our File No. B25101

To whom it may concern:

With regard to the proposed severance of Lot 15, Concession 3 in the Geographic Twp. of Bromley, we offer the following recommendations with regard to the distribution of any future assessments to the affected properties resulting from the Maintenance of the Mink Creek Municipal Drain.

ORIGINAL ASSESSMENTS

Assessments to the affected properties are governed by a report entitled “Mink Creek Municipal Drian” by Graham Berman and Associates, dated April 10, 1969.

The schedules of assessment included in the Mink Creek Engineer’s Report indicate the affected properties to be accessed for 20.23ha (50ac). Original assessments from the 1969 Report indicate the property to be assessed for \$190.00 of the total \$3625.00 (or 5.24%) for Outlet on the Main Line.

Similarly, the schedules of assessment included in the Mink Creek Engineer’s Report indicate the affected properties to be accessed for 20.23ha (50ac). Original assessments from the 1969 Report indicate the property to be assessed for \$529.00 of the total \$4,194.00 (or 12.61%) for outlet and \$400.00 of the total \$10,000.00 (or 4.00%) for benefit on the Branch #1.

Also, the schedules of assessment included in the Mink Creek Engineer’s Report indicate the affected properties to be accessed for 20.23ha (50ac). Original assessments from the 1969 Report indicate the property to be assessed for \$570.00 of the total \$1,309.00 (or 43.54%) for benefit on the Branch #3.

SEVERANCE

The “Sketch Showing Proposed Severance” as provided for this property forming part of the application for Severance indicates that Lot 15, Concession 9, geographic Twp. of Bromley will now be divided into 2 lots as follows:

- The retained portion (Lot 15 C9 [Retained]), being 15.82 ha (affected drain)
- The severed portion (Lot 15 C9 Pt. 1), being 4.41 ha (affected drain)

DISTRIBUTION OF ASSESSMENTS

Therefore, it is our recommendation that future assessments to the affected properties be distributed as indicated on **Table 1 through 6**, following this page.

As a condition of severance, this document must be agreed to by all affected parties and is legally binding on the noted properties. Future assessments are to be distributed as noted above by the Clerk of the Township according to the principles of the Drainage Act, R.S.O. 1990, c. D17.

Should no agreement be made, the Clerk is required to appoint an Engineer to determine the assessment under Section 65 of the Ontario Drainage Act, R.S.O. 1990, c. D17.

Should you have any questions or concerns, please contact me.

Yours very truly,

ROBINSON CONSULTANTS INC.

A handwritten signature in black ink, appearing to read 'Lorne Franklin', is written over a light blue horizontal line.

Lorne Franklin, C.E.T., rcca, CISEC
Drainage Services

AGREEMENT

I/We, owner(s) of the affected properties noted above agree to share/split of assessments made under the Ontario Drainage Act, R.S.O. 1990, c. D.17 as defined above.

Owner(s) – Retained Parcel
Date:

Owner(s) – Part 1
Date:

TABLE 1 - MINK CREEK MUNICIPAL DRAIN - (Main Drain) ORIGINAL DRAINAGE ASSESSMENT

ORIGINAL PROPERTY								
OWNER/INFO	AREA (ha)	ASSESSMENT						
		BENEFIT	TOTAL BENEFIT	%BENEFIT	OUTLET	TOTAL OUTLET	%OUTLET	TOTAL
Harold Cull (N1/2 Lot 15 C9)	20.23	\$ -	\$ 4,723.00	0.00%	\$ 190.00	\$ 3,625.00	5.24%	\$ 190.00
TOTAL	20.23	\$ -	\$ 4,723.00	0.00%	\$ 190.00	\$ 3,625.00	5.24%	\$ 190.00

TABLE 2 - MINK CREEK MUNICIPAL DRAIN - (Main Drain) REVISED DRAINAGE ASSESSMENTS

REVISED PROPERTY								
ROLL/BLOCK	AREA (ha)	BENEFIT	TOTAL BENEFIT	%BENEFIT	OUTLET	TOTAL OUTLET	%OUTLET	TOTAL
N1/2 Lot 15 C9 P1 (Retained)	14.60	\$ -	\$ 4,723.00	0.00%	\$ 145.92	\$ 3,625.00	4.03%	\$ 145.92
S1/2 Lot 15 C9 P2 (Severed)	4.41	\$ -	\$ 4,723.00	0.00%	\$ 44.08	\$ 3,625.00	1.22%	\$ 44.08
TOTAL	19.01	\$ -	\$ 4,723.00	0.00%	\$ 190.00	\$ 3,625.00	5.24%	\$ 190.00

TABLE 3 - MINK CREEK MUNICIPAL DRAINAGE WORKS (Branch #1) - ORIGINAL DRAINAGE ASSESSMENT

ORIGINAL PROPERTY								
OWNER/INFO	AREA (ha)	ASSESSMENT						
		BENEFIT	TOTAL BENEFIT	%BENEFIT	OUTLET	TOTAL OUTLET	%OUTLET	TOTAL
Harold Cull (N1/2 Lot 15 C9)	20.23	\$ 400.00	\$ 10,000.00	4.00%	\$ 529.00	\$ 4,194.00	12.61%	\$ 929.00
TOTAL	20.23	\$ 400.00	\$ 10,000.00	4.00%	\$ 529.00	\$ 4,194.00	12.61%	\$ 929.00

TABLE 4 - MINK CREEK MUNICIPAL DRAINAGE WORKS (Branch #1) - REVISED DRAINAGE ASSESSMENTS

REVISED PROPERTY								
ROLL/BLOCK	AREA (ha)	BENEFIT	TOTAL BENEFIT	%BENEFIT	OUTLET	TOTAL OUTLET	%OUTLET	TOTAL
N1/2 Lot 15 C9 P1 (Retained)	14.60	\$ 307.21	\$ 10,000.00	3.07%	\$ 406.28	\$ 4,194.00	9.69%	\$ 713.49
S1/2 Lot 15 C9 P2 (Severed)	4.41	\$ 92.79	\$ 10,000.00	0.93%	\$ 122.72	\$ 4,194.00	2.93%	\$ 215.51
TOTAL	19.01	\$ 400.00	\$ 10,000.00	4.00%	\$ 529.00	\$ 4,194.00	12.61%	\$ 929.00

TABLE 5 - MINK CREEK MUNICIPAL DRAINAGE WORKS (Branch #3) - ORIGINAL DRAINAGE ASSESSMENT

ORIGINAL PROPERTY								
OWNER/INFO	AREA (ha)	ASSESSMENT						
		BENEFIT	TOTAL BENEFIT	%BENEFIT	OUTLET	TOTAL OUTLET	%OUTLET	TOTAL
Harold Cull (N1/2 Lot 15 C9)	20.23	\$ 570.00	\$ 1,309.00	43.54%	\$ -	\$ -		\$ 570.00
TOTAL	20.23	\$ 570.00	\$ 1,309.00	43.54%	\$ -	\$ -	0.00%	\$ 570.00

TABLE 6 - MINK CREEK MUNICIPAL DRAINAGE WORKS (Branch #3) - REVISED DRAINAGE ASSESSMENTS

REVISED PROPERTY								
ROLL/BLOCK	AREA (ha)	BENEFIT	TOTAL BENEFIT	%BENEFIT	OUTLET	TOTAL OUTLET	%OUTLET	TOTAL
N1/2 Lot 15 C9 P1 (Retained)	14.60	\$ 285.00	\$ 1,309.00	21.77%	\$ -	\$ -		\$ 285.00
S1/2 Lot 15 C9 P2 (Severed)	4.41	\$ 285.00	\$ 1,309.00	21.77%	\$ -	\$ -		\$ 285.00
TOTAL	19.01	\$ 570.00	\$ 1,309.00	43.54%	\$ -	\$ -	0.00%	\$ 570.00

**THE CORPORATION OF
THE TOWNSHIP OF ADMASTON/BROMLEY**

**DEVELOPMENT AGREEMENT WITH
ANDREW CULL AND CONSTANCE MATTHEWS-CULL**

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY
"Hereinafter referred to as the Municipality"

-AND -

ANDREW CULL AND CONSTANCE MATTHEWS-CULL
"Hereinafter referred to as the Owner"

WHEREAS, the Owner is the owner of the lands legally described as being Part Lot 15, Concession 9, in the Geographic Township of Admaston in the Township of Admaston/Bromley.

AND WHEREAS, the Owner has applied to the County of Renfrew for consent approval of a residential lot, File No. B127/24, such approval having been given on the 18th day of February, 2025 subject to certain conditions.

AND WHEREAS, the Ontario Planning Act in Section 53(12) and Section 51(26) provide for the municipality to enter into an Agreement for the severed lands as a condition of approval of the consent.

THEREFORE IN CONSIDERATION of the granting of severance, the Owner hereto covenants and agrees as follows:

- 1) This agreement shall enure to the benefit of the Municipality and its successors, and shall be binding upon the Owners and their personal representatives, heirs and their successors in title to the lands described herein.
- 2) A Notice of this Agreement shall be registered at the expense of the Owners in the Land Registry Office for the Land Titles Division of Renfrew (No. 49) against the titles to the lands.
- 3) Confirmation that this agreement has been registered shall be provided Township of Admaston/Bromley.
- 4) This agreement applies to the severed lands resulting from the severance of B127/24, described as Part Lot 15, Concession 9, Admaston; being Part XX on Reference Plan 49R-XXXXX.
- 5) This agreement is being registered on title to implement the recommendations contained in the Planning Report prepared by Renfrew County Planning dated January 27, 2025. The report is available for review on the Township of Admaston/Bromley's website.
- 6) That the applicant enters into a development agreement with the Municipality in accordance with Sections 53(12) and 51(26) of the Planning Act stating that incorporates the following mitigation measures from the Scoped Environmental Impact Study completed by Muncaster Environmental Planning and Jp2g Consultants Inc. dated July 18, 2023.

- i. All lands within the 30 metre setback from the edge of the wetland on the lands to be severed should be maintained substantially in a natural vegetated state, with the exception of a gravel driveway to access the proposed lot. The driveway should however be located outside of the 30 metre setback where possible. Surface runoff from the site will be minimal. Native trees and shrubs could also be planted within the open field portions of the setback.
- ii. Vegetation on the remainder of the lands to be severed is to remain in a natural state if possible except for the clearing of portions of the property to allow for the construction of structures and associated access requirements.
- iii. The following mitigation measures are recommended in order to mitigate the potential impacts on turtle species from the proposed works:
 - a. Specific site preparation work requiring clearing of vegetation and construction activities should be undertaken between November 1st and March 31st, which is outside of the more active season for turtles.
 - b. If the proposed works will occur between April 1st and October 31st, in order to prevent potential movement of turtle species into the proposed work area, a properly installed and maintained temporary exclusion barrier (for example silt fencing) should be erected as per the Species at Risk Branch Best Practices. Technical Note Reptile and Amphibian Exclusion Fencing Version 1.1 July 2013 around any areas where the proposed works will occur prior to all site preparation and construction activities.
 - c. Once the work areas are surrounded by properly dug in fencing and prior to further site alterations, the work areas are to be searched for turtles. Any turtles observed during the construction phase are to be relocated as required to ensure they are not endangered by the construction activities.
- iv. Roof runoff is to be controlled by directing water runoff to the rear of the new structures through the use of eavestroughs leading to rain barrels or to grassed areas.
- v. The extent of exposed soils is to be kept to a minimum at all times. Re-vegetation with native trees and shrubs of exposed, non-developed areas is to be achieved as soon as possible and should only use locally appropriate native species.
- vi. Erosion and sediment control measures are a critical component of the construction work. Effective sediment and erosion control measures are to be maintained until complete re-vegetation of disturbed areas is achieved. Silt fencing is to be installed along the edges of the work areas. It is important that fencing is properly dug-in to treat any surface water flow and is maintained as required, including removal of accumulated sediment.
- vii. Additional mitigation measures to minimize the potential for inputs of sediments and other contaminants into the wetlands, watercourses and the environment in general include proper maintenance on construction equipment with respect to refuelling, washing and fluid changes, and proper disposal of fluids, filters and other waste materials. None of this work should take place within 30 metres of any surface water features.
- viii. The Applicant's solicitor is to provide an undertaking to the municipality to register the fully executed development agreement on the title to the severed lot.

7) It is agreed that all matters and things required to be provided and maintained in this Agreement shall be provided and maintained by the Owner at its sole risk and expense and to the satisfaction of the Municipality.

DATED at ADMASTON/BROMLEY, Ontario, this _____ day of _____, 2026

The Corporation of the Township of Admaston/Bromley

Signature: _____

Print Name: _____

Signature: _____

Print Name: _____

DATED at ADMASTON/BROMLEY, Ontario, this _____ day of _____, 2026

Signature: _____

Print Name: _____

Signature: _____

Print Name: _____

Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5
E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: May 7th, 2026

To: Council

Re: Amend the Zoning By-Law 2004-13

From: Jennifer Charkavi

A Public Planning meeting was held on May 7th, 2026, as there was a request to amend the zoning By-Law 2004-13.

The application proposes a zoning by-law amendment to rezone 0.4 hectares (1 acre) of property from Rural (RU) to Rural – Exception Thirty (RU-E30) to permit a Mennonite Parochial School as an additional permitted use. A Mennonite Parochial School means a school establishment used for the education of Mennonite youths and where access to the site is primarily by horse drawn vehicles.

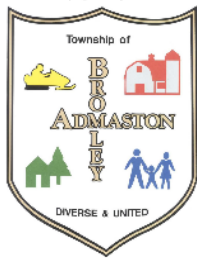
The proposed school is a sensitive land use and must comply with Minimum Distance Separation (MDS I) requirements; therefore, the building must be sited outside of the calculated MDS I setback from the nearby livestock facility. The sketch in the Planner's report shows a buffer of 172 metres from the existing barn on 1609 Stuart Road. The school may be constructed on the portion of the property located outside of this buffer. The Chief Building Official will ensure that the school is built outside of the MDS 1 setback through the building permit process.

All other provisions of the Zoning By-Law will apply.

Recommendation:

BE IT RESOLVED that Council approves By-Law 2026-31, being a By-Law to amend By-law Number 2004-13 for the purpose of rezoning lands located in the RU-E30 Zone,

within Part of Lot 7, Concession 9, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, a Mennonite Parochial School shall be an additional permitted use.



ZONING BY-LAW AMENDMENT REPORT TO THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY

PART A - BASIC INFORMATION

1. **FILE NO.:** ZB2642.2
2. **APPLICANT:** Soloman Bauman
(Owners: Menno and Mary Hoover)
3. **MUNICIPALITY:** Township of Admaston/Bromley
(geographic Township of Bromley)
4. **LOCATION:** Part of Lot 7, Concession 9
STREET: 5539 Highway 60

SUBJECT LANDS

5.	COUNTY OF RENFREW OFFICIAL PLAN Land Use Designation(s):	Rural
6.	TWP OF ADMASTON/ BROMLEY (#2004-13) Zone Category(s):	Rural (RU)

7. DETAILS OF ZONING BY-LAW AMENDMENT REQUEST:

The submitted application proposes a zoning by-law amendment to the Township of Admaston/Bromley Zoning By-law to rezone 0.4 hectares (1 acre) of the subject property from Rural (RU) to Rural – Exception Thirty (RU-E30) to permit a Mennonite Parochial School as an additional permitted use.

MENNONITE PAROCHIAL SCHOOL means a school establishment used for the education of Mennonite youths and where access to the site is primarily by horse drawn vehicles.

PART B – POLICY REVIEW**9. PROVINCIAL PLANNING STATEMENT:**

2.5.1 Healthy, integrated and viable *rural areas* should be supported by: building upon rural character, and leveraging rural amenities and assets;

2.6.5 New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.

10. OFFICIAL PLAN:

The Rural designation permits agricultural, forestry, limited low density residential, commercial, industrial, recreational, institutional, resource-based recreational uses, and conservation uses.

Section 5.3(6) states that institutional, commercial (including highway-commercial) and industrial uses shall be permitted in the Rural designation. The following policies shall apply when considering the suitability of a site for commercial or industrial uses:

- (a) new institutional, commercial and industrial uses or major expansions of existing ones shall occur by zoning by-law amendment, if required by the local zoning by-law and the requirements of subsection 2.2(4) shall be considered;
- (b) institutional, commercial and industrial uses in the Rural designation are designated as Site Plan Control areas; and
- (c) rural institutional, commercial or industrial uses shall be governed by the relevant General Development Policies of this Plan.



Section 2.2(33) states that within the County (primarily in the Township's of Admaston/Bromley, Whitewater Region, and North Algona Wilberforce) the horse drawn vehicle community has grown in size. This subsection applies to lands designated Agricultural and Rural.

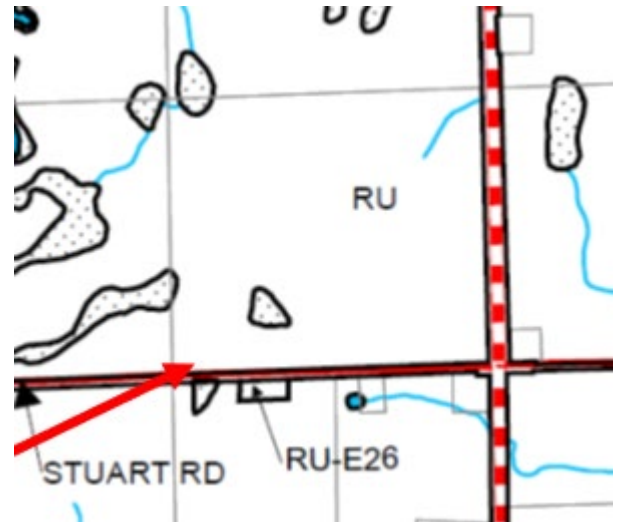
The Environmental Protection designation shall mean that the use of land will be limited to conservation of soil and wildlife, non-intensive outdoor recreation uses such as cross country skiing, hiking, etc., dams and other water control devices, agricultural uses, nurseries, forestry, reforestation, boat anchorages and moorings.

11. ZONING BY-LAW:

The residential uses permitted in the Rural (RU) zone include single detached dwelling, semi-detached dwelling, duplex dwelling, a limited service dwelling on an existing lot of record, and group home.

Non-residential uses include, but are not limited to: cemetery, farm, and home industry.

For all uses not including residential, the minimum lot area is 2 hectares, and the minimum lot frontage is 45 metres.

**12. SUMMARY OF STUDIES:**

No studies were submitted.

PART C: PLANNING ANALYSIS**13. CONSULTATION:**

At the time of writing this report, no comments have been received or considered.

14. ANALYSIS:

The applicant is proposing to rezone 0.4 hectares (1 acre) of the Hoover property to build a Mennonite Parochial School. The lands where the proposed school is to be located are zoned Rural (RU). A Mennonite Parochial School is not included in the permitted uses in the RU zone; therefore, a zoning by-law amendment is required to permit the school. The sketch submitted with the application shows the location of the proposed school in relation to the balance of the property. The applicant has also submitted a concurrent consent application to sever a 15.9 parcel of land. If the consent application is approved, the school will be located on the severed parcel.

The Township Zoning By-law does not define a Mennonite Parochial School in the definition section of the by-law; however, there are site specific zones in the Township that permit a Mennonite Parochial School and include a definition. The definition used is "Mennonite Parochial School means a school establishment used for the education of Mennonite youths and where access to the site is primarily by horse drawn vehicles."

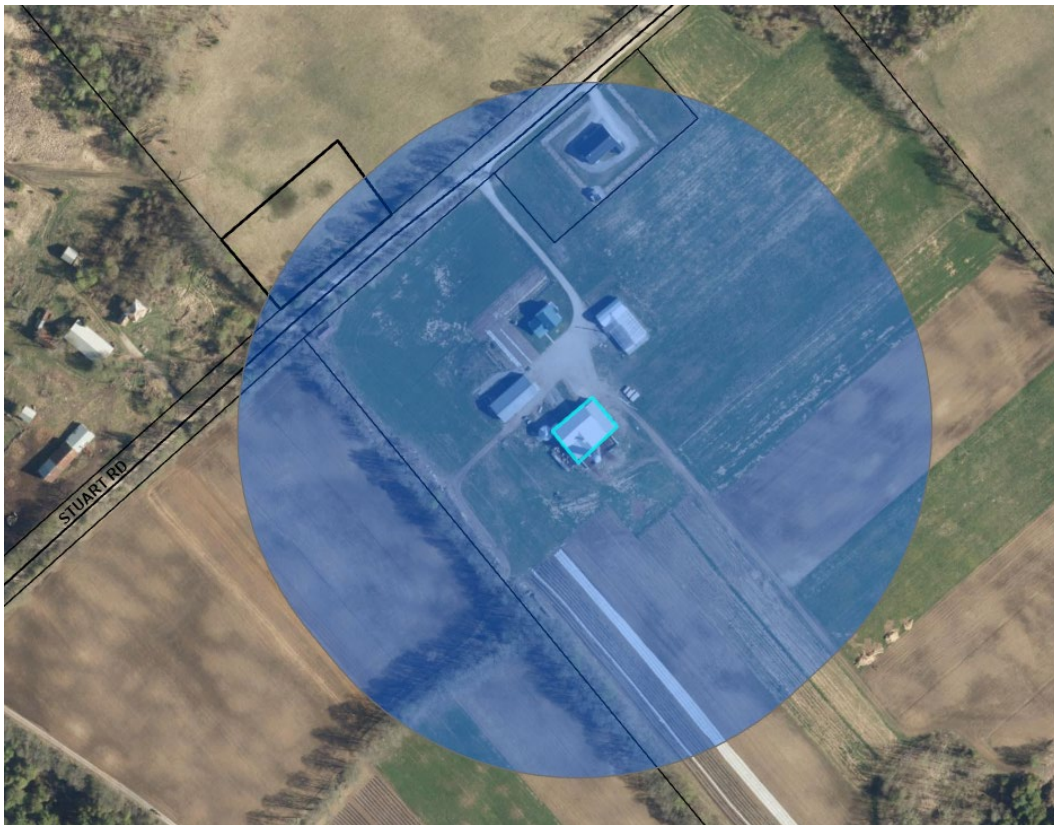
A zoning by-law amendment is required to rezone 0.4 hectares (1 acre) of the property from Rural (RU) to Rural – Exception Thirty (RU-E30) in order to

include a Mennonite Parochial School as a permitted use.

Minimum Distance Separation (MDS)

Guideline #37 of the MDS Guidelines applies for Churches, Schools and Cemeteries Used Primarily by a Community Reliant on Horse-Drawn Transportation. It states that normally churches, schools and cemeteries are considered Type B land uses as they are institutional uses; however, existing, new and expanding churches, schools and cemeteries intended to primarily serve a community which relies on horse-drawn vehicles as a predominate mode of transportation, shall be considered as Type A land uses for the purposes of both MDS I and MDS II.

MDS I was completed for the proposed school site. Based on the MDS calculations, the proposed building location falls within the required setback of 172 metres from an existing livestock facility located at 1609 Stuart Road. The Chief Building Official confirmed the location of the livestock barn which is highlighted in the sketch below.



The proposed school is a sensitive land use and must comply with Minimum Distance Separation (MDS I) requirements; therefore, the building must be sited outside of the calculated MDS I setback from the nearby livestock facility. The sketch above shows a buffer of 172 metres from the existing barn on 1609 Stuart Road. The school may be constructed on the portion of the property located outside of this buffer.

The Township Chief Building Official was circulated and provided the following comments: all new builds must comply with Ontario Building Code

requirements, MDS setbacks, and all zoning requirements.

Servicing

The applicants propose to supply water to the school by bringing it to the site, and propose to utilize a privy for sanitary facilities. No well or septic system is proposed. This approach is typical of Mennonite schools and meeting houses, which often rely on minimal servicing infrastructure. The proposed servicing will be reviewed by the Chief Building Official and any requirements of the health unit.

Access

The Hoover property has road frontage along Highway 60 and Stuart Road. The lands to be rezoned have frontage on Stuart Road which is a municipal road.

The Township Roads Department indicated there are no concerns with proposed application.

The Ministry of Transportation was circulated, and no comments have been received at the time of writing this report.

Site Plan Control

A site plan is required to be submitted to the Township. The site plan will show the location of the proposed school, any accessory buildings and associated parking.

The site plan will also be required to demonstrate adequate servicing to the satisfaction of the Township.

15. RECOMMENDATIONS:

That, subject to any additional concerns or information raised at the public meeting, the zoning by-law amendment be passed.

Date: April 30, 2026

Prepared By: Lindsey Bennett-Farquhar, MCIP, RPP
Senior Planner

**ADMASTON/BROMLEY PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING MINUTES
February 10, 2026
7 PM**

Present: Susan Patterson-O'Neil, Libby LeBlanc CEO, Brian Hamilton, Karen Coulas, Lynn Agnew, Charlene Whattam, Jamie Robertson, Karen Payne

The meeting was held on zoom

Regrets: Beth McDonald, Lynn Clelland

1. Approval of and additions to the agenda

Motion to approve agenda

Moved by Jamie Robertson

Seconded by Charlene Whattam

Carried

2. Declaration of Conflict of Interest - none

3. Approval of minutes

Motion to approve the minutes from January 13, 2026

Moved by Karen Coulas

Seconded by Lynn Agnew

Carried

4. Business arising from the minutes

- 4 hand euchre at Culls Red Shop - to date we have 12 tables booked
- Taste of the Valley - nothing to report

5. New Business

- There will not be a meeting in March

6. Treasurer's Report as attached

Motion to accept Treasurer's Report and pay all bills

Moved by Lynn Agnew

Seconded by Charlene Whattam

Carried

7. CEO's Report as attached

8. Policy Review - OP - 02

Motion to accept policy OP - 02 as amended

Moved by Karen Payne

Seconded by Karen Coulas

Carried

9. Correspondence - none

10. Monitoring Progress of Strategic Plan - new board members

11. Other Business

12. Adjournment - at 7:15 pm

Next Meeting - April 14, 2026

Chair

CEO

Date

Library CEO's Report – February 2026

- **STATS:** *JASI Checkouts–216; Books on hold - 263; Libby App Checkouts- 201; Total Checkouts- 417; (approx.) Inter-Library Loans - 4 ; FB Reach - 1416– FB Reach is the estimated number of people who saw any content from or about our Page.) ; Total FB Followers- 433*
- **Collections** – Items purchased for collection– **\$385**
- **Programming:** Thanks to Susan Patterson-O'Neil we had a wonderful day of needle felting. More on that anon.
- **Fundraising:** We had our card party this month. See below.
- **Grants:** Not at this time.
- **Policy Review:** No meeting this month.
- **Correspondence:**
 - Bank Statement
 - Donation from the United Church
 - Bell Phone – Feb.
 - Bell Internet –Feb.
 - Paul Wren Invoice

Miscellaneous:

- I filled out the IPC Statistics Report. I had to make a new account as they have changed the website.
- While it has taken a bit of time, I have the info@admastonbromleylibrary.com email working again. Carol was very patient with me and we got it sorted out.
- Needle Felting was great! Susan taught about a dozen people to felt and Declan was able to work the desk. Susan raised some funds for the library. Everyone had a great time and produced a little creature to take home.
- Summer Reading Club: I have registered our library and booked a story walk to arrive for the summer months.
- I am working on a story walk for Shaw Woods on Easter weekend again this year.
- I forgot to ask about this last month! I would like to purchase/renew our MS Suite. Is that possible? I would also like to purchase a freeze program for the PACs. It will help ensure we don't get viruses or have malware on our computer system.!
- We are so grateful to our volunteers who help keep the library going and who helped with our fundraiser! Thank you to our helpers, bakers, counters and card party attendees. Check out the Facebook post! I forgot to take a photo of our amazing high school volunteers. We had Dara, Maggie, Mailya, and Annie. Blaine, Ruth, and Lorraine rounded out our team of volunteers, along with our amazing board members. We also have to thank our bakers and

basket donors. Karen C., Lynn and Tommy, Laretta Rice, St. Michael's School, M&R Feeds, and ABPL donated some awesome baskets.

- I have prepared a poster to advertise that we are a OVGG site to access local historical documents, you can see it attached. I have accessed our account and it is ready for use. I'm still learning.

Library CEO's Report – March 2026

- **STATS:** *JASI Checkouts*–**267**; Books on hold -**285**; Libby App *Checkouts*-**321**; **Total Checkouts**-**588**; (approx.) *Inter-Library Loans* - **3**; *FB Reach* - **2192**– *FB Reach is the estimated number of people who saw any content from or about our Page.*); *Total FB Followers*- **438**
- **Collections** – Items purchased for collection– **\$310**
- **Programming:** We are preparing for the Story Walk at Shaw Wood's for April 4th.
- **Fundraising:** Nothing so far
- **Grants:**
- **Policy Review:** OP- 03
- **Correspondence:**
 - Bank Statement
 - Twp. Funds
 - BUPL Contract
 - Bell Phone – Mar.
 - Bell Internet –Mar.
 - OLS Board Assembly

Miscellaneous:

- The Story Walk has now been completed in preparation for Shaw Woods' Easter event. All materials are in place, and it is ready for community participation.
- I have created a poster to promote our role as an OVGG site, highlighting access to local historical documents. The poster is attached for your review. I have also successfully accessed and set up our account, which is now ready for use, and I continue to familiarize myself with the platform.
- The Renfrew Public Library is offering a screening of "The Librarians:.. All Library staff and board members are invited to attend one of the many dates available. You can see the poster.
- The survey regarding Ontario Parks Passes for 2025 has been completed and submitted.
- I received correspondence from the OLS regarding Board Assemblies as part of their governance process. A copy of the letter will be available at the meeting for review.
- As part of our ongoing partnership with BUPL, I have received both a cheque and a contract, which are ready for processing and further discussion if needed.
- I am in the process of launching a "Story Squad" initiative to support literacy outreach in our community. This program will involve reading classic children's books on Saturday mor

Previous sessions have seen strong attendance and positive engagement, and I am hopeful this initiative will continue to build on that success.

- I mailed a thank you card to the United church Women in thanks for their donation
- I am preparing thank you cards (with Declan's help) for our amazing volunteers in recognition of their outstanding contributions to our library and our community

JANUARY 12/ 2026
ADMASTON/ BROMLEY PUBLIC LIBRARY
TREASURER REPORT
LYNN A AGNEW

DEPOSITS

December 12/ 2025	cheese fundraiser	\$2,658.79
December 15/ 2025	PLOG	\$5,518.00
Provincial Library Operating Grant 2025		
December 31/ 2025	interest	\$ 15.11

BILLS PAID AND CLEARED

December 22/ 2025	bell internet #336355	\$ 152.49
December 24/ 2025	Twp of AD/BR	\$5,5180.00
Reimbursement of advanced PLOG		
December 30/ 2025	Pat O'Neil	\$2,854.48
Reimbursement for paying for cheese order		
January 09/2026	BMO dec 2025 Ref # 5012028	\$ 367.15
January 9/2026	Bell phone 2026 bill Ref # 526355	\$ 61.14
January 9/ 2026	Copper Beech 2025 bill Check # 1104	\$ 119.61
January 12/ 2026	Carrick Designs 2025 bill Check # 1110	\$181.87

Account balance on Dec 31/ 2025	\$2568.41
\$ 2,568.41	
Minus	
-\$ 367.15 BMO	
-\$ 119.61 Copper Beech	
-\$ 181.87 Carric Design	

Account balance \$1,899.78

However, December 2025 wage bill is \$ 2,012.51 not paid

January 9 /2026 ACCESS CHECK # 1105 NOT CLEARED
2026 BILL

I am still expecting a 2025 bill from Buske's

We presently have a deficit of \$ 112.73 for the 2025 year

I would also like to mention that Tom Agnew bought, picked up and delivered the microwave stand to the library on Monday, January 5/ 2026.

APRIL 14/ 2026

TREASURER REPORT BY VOLUNTEER LYNN A AGNEW

The books have been checked over by auditor, I did have a few items to get to them
I know have the 2025 books back and will store them at the library

Balance on December 31/ 2025, checking account \$2, 568.41

2025 bills from Jan and Feb of 2026

Jan 9/ 2026	MC dec 2025 bill	\$ 367.15
Jan 9/ 2026	Copper Beech (collection)	\$ 119.61
Jan 22/ 2026	Buske (photocopier)	\$ 71.11
Feb 05/ 2025	Twp for Dec 2025 wages	\$2,012.51
Feb 20/ 2025	Twp wage reconciliation 2025	\$ 445.12

Total of 2025 expenses \$3, 045.50

Minus dec 2025 balance \$2, 568.41

Deficit in operating finances \$ -477.09

We have \$2, 526.50 in our savings, for our capitol project

Deposits made into account

Feb 17/ 2026	advancement from Twp	\$ 4,000.00
March 5/ 2026	check from LAS (Brian H)	\$ 200.00
	Photocopying	\$ 220.00
	Fundraising cash	\$ 2,640.75
March 10/ 2026	Grace United donation	\$ 400.00
	Twp remainder of levi	\$25,734.00
April 14/ 2026	donation from D. Enright	\$ 50.00
	Photocopying cash	\$ 125.00

Balance as of April 14, 2026 \$30,504.67

Bills that have been paid since last report

Feb 17/ 2026	ref# 946355	Bell internet	\$ 163.79
Feb 13/ 2026	check # 1116	Genealogical	\$ 10.00
Feb 13/ 2026	check # 1117	Carrick designs	\$ 22.54
March 6/ 2026	ref# 986355	Bell internet(pd twice)	\$ 163.79
My mistake, went to library without my books and pd this bill twice			
March 6/ 2026	ref# 012028	MC collection	\$ 383.77

March 6/ 2026	ref#	Bell phone	\$ 259.13
March 6/ 2026	check# 1118	Nestor IT Services	\$ 502.85
March 5/ 2026	check# 1119	reimbursement Laura	\$ 9.47
March 25/ 2026	check# 1120	Twp, Feb wages	\$2,502.84
April 14/ 2026	ref# 426355	Bell internet	\$ 163.79
April 14/ 2026	ref# 236355	Bell phone	\$ 177.19
April 14/ 2026	ref# 186355	MC collection	\$ 307.99
Total of bills already paid			\$4,667.15

April 14/ 2026	check# 1121	Twp, March wages	\$2,041.18
April 14/ 2026	check# 1122	Buske photocopier	\$ 95.91
April 14/ 2026	check# 1123	reimbursement Libby	\$ 42.88
Total of bills yet to clear			\$2,179.97

Suggestions for the Board to consider

\$345.00 from photocopying, perhaps this money can be earmarked for office
Office only has a \$400.00 budget, **raise this budget to \$745.00**

\$650.00 from donations, perhaps this can be diverted to programming
Programming only has a budget of \$400.00, **raise this budget to \$1,050.00**

\$2,640.75 from fundraising, could be earmarked for our collection. Our **book budget** is only \$3000.00

Jan 2026	collection	\$424.83
Feb 2026	collection	\$375.02
March 2026	collection	\$302.84
Total spent		\$1,102.69

Book budget is at \$1,897.31, if we add recent fundraising it will increase our budget to \$4,538.06

9 months left monthly book budget of \$504.55 after taxes

Ontario Municipal Partnership Fund (OMPF)
2026 Second Quarter Payment Notice



Township of Admaston-Bromley
County of Renfrew

4742

A. Total 2026 OMPF (2026 Allocation Notice, Line A)	\$495,400

B. 2026 OMPF Quarterly Payments Schedule	\$495,400
1. 2026 OMPF First Quarter Payment	<i>Issued January 2026</i> \$123,850
2. 2026 OMPF Second Quarter Payment	<i>Issued April 2026</i> \$123,850
3. 2026 OMPF Third Quarter Payment	<i>Scheduled July 2026</i> \$123,850
4. 2026 OMPF Fourth Quarter Payment	<i>Scheduled October 2026</i> \$123,850

C. Payment Issued in April	\$123,850
1. 2026 OMPF Second Quarter Payment	<i>Issued April 2026</i> \$123,850

Township of Admaston/Bromley
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Renfrew, ON
K7V 3Z5
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613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: May 7, 2026
To: Council
From: Kelly Coughlin
Re: Final Tax Rates 2026

Background:

Each year through the budget deliberations, Council adopts the operating and capital budget for the year. During that process they establish the amount of money that is required to be raised through taxation to meet the budget requirements of the year.

The County of Renfrew adopted their final tax rates for 2026 on April 8, 2026, and established the corresponding ratios for the various tax classes.

The Township received notice from the province on December 10, 2025, that the education property tax rates for 2026 remain unchanged from previous years as assessments continue to be based on the same valuation date used for 2024.

Discussion:

In 2026, a total of \$3,733,333.00 is to be raised through taxation to meet the operating and capital budgets adopted by council on February 19, 2026. This is an increase of \$60,452.50 over the amount required in 2025, which is also the equivalent to the amount of growth realized in the returned roll for 2026 calendar year.

Financial Implications:

EXAMPLE #1:

Assuming an average residential assessment of \$200,000 that ratepayer will see an annual increase in their property tax bill of \$0.65 for the lower tier portion of their property tax bill or \$0.05 per month.

			Annual Increase	Monthly Increase f/ levy
Avg Assessment (RT)				
\$200,000				
\$200,000				
	2025	2026		
Township	1,920.85	1,921.50	0.65	0.05
County	870.65	928.12	57.47	4.79
Education	306.00	306.00	-	
Total Tax Bill	3,097.50	3,155.62	58.12	4.84

When looking at the total property tax bill, this average assessed residential property will see an increase of \$58.12 annually or \$4.84 per month.

EXAMPLE #2:

Assuming an average residential assessment of \$400,000 that ratepayer will see an annual increase in their property tax bill of \$1.30 for the lower tier portion of their property tax bill or \$0.11 per month.

			Annual Increase	Monthly Increase f/ levy
Avg Assessment (RT)				
\$400,000				
\$400,000				
	2025	2026		
Township	3,841.70	3,843.00	1.30	0.11
County	1,741.30	1,856.24	114.94	9.58
Education	612.00	612.00	-	
Total Tax Bill	6,195.00	6,311.24	116.24	9.69

When looking at the total property tax bill, this average assessed residential property will see an increase of \$116.24 annually or \$9.69 per month.

People Consulted:

Jennifer Charkavi - CAO/Clerk

Recommendation for Council:

BE IT RESOLVED THAT Council receive the Final Tax Rate – 2026 report as information as submitted and circulated,

AND FURTHER THAT Council adopt By-Law # 2026-27 being a By-Law to establish the final tax rates for the 2026 calendar year.

**Ministry of
Municipal Affairs
and Housing**

Municipal Finance Policy Branch

777 Bay Street, 13th Floor
Toronto ON M7A 2J3
Email: MFPB@ontario.ca

**Ministère des Affaires
municipales et du Logement**

Direction des politiques relatives
aux finances municipales

777, rue Bay, 13^e étage
Toronto ON M7A 2J3
Courriel: MFPB@ontario.ca



April 23, 2026

Dear Municipal Treasurer,

I am pleased to enclose a report showing your municipality's 2026 Annual Repayment Limit (ARL) respecting long-term debt and financial obligations. Your 2026 ARL was calculated based on 25 percent of your net own source revenues as reported in your 2024 Financial Information Return (FIR).

Municipalities in Ontario are responsible for ensuring that they do not exceed their ARL without the approval of the Ontario Land Tribunal. When a municipality proposes works that would require long-term borrowing (or other long-term financial obligations), the municipal treasurer is responsible for updating the limit provided by the Ministry. The treasurer must determine if there is capacity within the municipality's ARL to undertake the planned borrowing. Schedule 81 of the FIR may be among the schedules of interest to the treasurer when updating the municipality's ARL.

If you require any further information, please contact the appropriate Municipal Services Office of the Ministry of Municipal Affairs and Housing (list enclosed).

Yours truly,

A handwritten signature in dark ink that reads "Ruchi Parkash".

Ruchi Parkash
Director

Enclosures

**Ministry of
Municipal Affairs
and Housing**

Municipal Finance Policy Branch

777 Bay Street, 13th Floor
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**Ministère des Affaires
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23 avril 2026

Bonjour,

J'ai le plaisir de vous faire parvenir un rapport indiquant la limite de remboursement annuelle (LRA) de votre municipalité pour 2026 en ce qui concerne la dette et les obligations financières à long terme. Le calcul de votre LRA pour 2026 est fondé sur un montant représentant 25 % des revenus autonomes que vous avez indiqués dans votre Rapport d'information financière (RIF) de 2024.

Les municipalités de l'Ontario doivent s'assurer de ne pas dépasser leur LRA sans l'approbation du Tribunal ontarien de l'aménagement du territoire. Lorsqu'une municipalité propose des travaux qui nécessiteraient un emprunt à long terme (ou d'autres obligations financières à long terme), il revient à la trésorière ou au trésorier de la municipalité de mettre à jour la limite indiquée par le ministère. La trésorière ou le trésorier doit déterminer si la LRA de la municipalité est suffisante pour aller de l'avant avec l'emprunt prévu. Elle ou il pourrait notamment prendre en considération l'annexe 81 du Rapport d'information financière lorsqu'il met à jour la LRA de la municipalité.

Si vous avez besoin de renseignements supplémentaires, veuillez communiquer avec le bureau des services aux municipalités concerné (voir la liste ci-jointe) du ministère des Affaires municipales et du Logement.

Veuillez agréer l'expression de mes meilleurs sentiments.

La directrice,

Ruchi Parkash
p. j.

2026 ANNUAL REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403 / 02)

MMAH CODE: 69631

MUNID: 47041

MUNICIPALITY: Admaston-Bromley Tp

UPPER TIER: Renfrew Co

REPAYMENT LIMIT: \$ 576,625

FOR ILLUSTRATION PURPOSES ONLY,

The additional long-term borrowing which a municipality could undertake over a 5-year, a 10-year, a 15-year and a 20-year period is shown.

If the municipalities could borrow at 5% or 7% annually, the annual repayment limits shown above would allow it to undertake additional long-term borrowing as follows:

5% Interest Rate			
(a)	20 years @ 5% p.a.	\$	7,186,022
(a)	15 years @ 5% p.a.	\$	5,985,170
(a)	10 years @ 5% p.a.	\$	4,452,545
(a)	05 years @ 5% p.a.	\$	2,496,484
7% Interest Rate			
(a)	20 years @ 7% p.a.	\$	6,108,773
(a)	15 years @ 7% p.a.	\$	5,251,851
(a)	10 years @ 7% p.a.	\$	4,049,973
(a)	05 years @ 7% p.a.	\$	2,364,276

DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403/02)

MUNICIPALITY:

Admaston-Bromley Tp

MMAH CODE:

69631

Debt Charges for the Current Year

		1 \$
0210	Principal (SLC 74 3099 01)	271,742
0220	Interest (SLC 74 3099 02)	103,783
0299	Subtotal	375,525
0610	Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01)	0
9910	Total Debt Charges	375,525

Amounts Recovered from Unconsolidated Entities

		1 \$
1010	Electricity - Principal (SLC 74 3030 01)	0
1020	Electricity - Interest (SLC 74 3030 02)	0
1030	Gas - Principal (SLC 74 3040 01)	0
1040	Gas - Interest (SLC 74 3040 02)	0
1050	Telephone - Principal (SLC 74 3050 01)	0
1060	Telephone - Interest (SLC 74 3050 02)	0
1099	Subtotal	0
1410	Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02)	12,079
1411	Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02)	0
1412	Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02)	0
1420	Total Debt Charges to be Excluded	12,079
9920	Net Debt Charges	363,446

		1 \$
1610	Total Revenue (SLC 10 9910 01)	4,723,844
Excluded Revenue Amounts		
2010	Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04)	3,660
2210	Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC10 0815 01)	903,413
2220	Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01)	110,223
2225	Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01)	0
2226	Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01)	0
2230	Revenue from other municipalities including revenue for Tangible Capital Assets (SLC 10 1098 01 + SLC 10 1099 01)	83,537
2240	Gain/Loss on sale of land & capital assets (SLC 10 1811 01)	-152,975
2250	Deferred revenue earned (Development Charges) (SLC 10 1812 01)	0
2251	Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01)	0
2256	Deferred revenue earned (Community Benefits) (SLC 10 1815 01)	0
2252	Donated Tangible Capital Assets (SLC 53 0610 01)	0
2253	Other Deferred revenue earned (SLC 10 1814 01)	0
2254	Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01)	0
2255	Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01 + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01)	15,702
2299	Subtotal	963,560
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged	0
2610	Net Revenues	3,760,284
2620	25% of Net Revenues	940,071
9930	ESTIMATED ANNUAL REPAYMENT LIMIT (25% of Net Revenues less Net Debt Charges)	576,625

* SLC denotes Schedule, Line Column.

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613-646-7918 Cobden Road Garage

REPORT

Date: May 7, 2026
To: Council
From: Jennifer Charkavi
Re: Multi-Year Accessibility Plan 2026-2030

Discussion:

Municipalities are required to review their Accessibility Plans at least once every five years and must complete mandatory reporting every two (2) years on its accessibility efforts.

The Township reviewed its Accessibility Plan in 2022, and it was a multi-year accessibility plan for 2022-2025.

The Township does not have an Accessibility Advisory Committee and is not required to due to its population size. The Township was part of the Renfrew County Accessibility Advisory Committee however that committee has been disbanded. The CAO/Clerk has taken on ensuring that the municipality is doing all that it can to ensure accessibility for residents and visitors of the township.

Changes made to the previous multi-year plan include:

Design of Public Spaces

The Township of Admaston/Bromley will audit its community hall to ensure that it is accessible. Primarily the Barr Line Community Centre, as this hall is used by our seniors, people with disabilities, families and our remote community.

Accessible Websites and Web Content

In 2025 the Township of Admaston/Bromley purchased software for its website to ensure that Council and Committee agendas were accessible. The software was implemented in 2026.

In 2026 the Township of Admaston/Bromley will provide an accessible election through the use of Electronic Voting (Internet & Telephone). Paper ballot will also be available.

Financial Implications:

Council in its adoption of the 2026 budget set aside money to begin some renovations to the Barr Line Community Centre by renovating the leased space to be an extra hall and adding a second bathroom. Staff have applied for an Enhancing Access to Spaces for Everyone (EASE) Grant through the Ministry for Seniors and Accessibility, to put in the second bathroom to meet the Accessibility for Ontarians with Disabilities Act (AODA) recommendations.

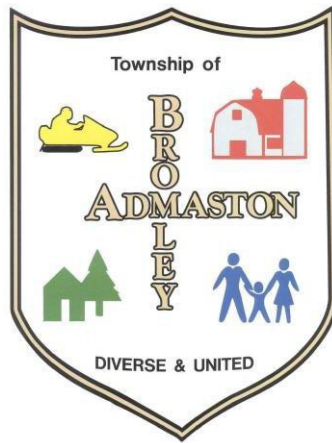
People Consulted:

Dwayne Coulas, Chief Building Official

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council adopt the Multi-Year Accessibility Plan for 2026-2030.

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY



MULTI-YEAR ACCESSIBILITY PLAN

2026 - 2030

INTRODUCTION

The Township of Admaston/Bromley is a rural township located in the County of Renfrew in Eastern Ontario. The Township's population is approximately 3100 people and provides the following services to its residents:

- Administration
- Public Works
- Emergency Services – Douglas Fire Department & Emergency Management
- By-Law Enforcement
- Culvert Replacement
- Library Services
- Recreation Services
- Waste Facilities
- Asset Management

Our Mission is to deliver high quality services to the residents of Admaston/Bromley in an efficient and cost-effective manner. We further try to deliver our services as accessibly as possible, ensuring all information is on our website or just an email away.

The Township of Admaston/Bromley is committed to eliminating barriers (where possible) and improving accessibility, for persons with disabilities, in a manner that respects dignity, independence, integration and equal opportunity.

The Township recognizes the diverse needs of our residents and customers and will continue to make every effort to provide the same access and rights to municipal services as all other members of our community, for those persons with disabilities. For this reason, the Township is committed to modifying service delivery, programming, and other workplace processes, policies, and procedures to ensure equal access for all of our residents and customers.

The Township of Admaston/Bromley notifies employees, job applicants and the public that accommodations can be made during recruitment and hiring.

We notify job applicants when they are individually selected to participate in an assessment or selection process that accommodations are available upon request.

We consult with the applicants and provide or arrange for suitable accommodation.

We notify staff that supports are available for those with disabilities as soon as practicable after they begin their employment.

We provide updated information to employees whenever there is a change to existing policies on the provision of job accommodation that take into account an employee's accessibility needs due to a disability.

We will consult with employees when arranging for the provision of suitable accommodation in a manner that takes into account the accessibility needs due to disability.

We will consult with the person making the request in determining the suitability of an accessible format or communication supports specifically for:

- a) Information that is needed in order to perform the employee's job; and
- b) Information that is generally available to employees in the workplace.

Where needed, we will also provide customized information to help an employee with a disability during an emergency. With the employee's consent, we will provide workplace emergency information to a designated person who is providing assistance to that employee during an emergency.

We will provide the information as soon as practicable after we become aware of the need for accommodation due to the employee's disability.

We will review the individualized workplace emergency response information:

- a) When the employee moves to a different location in the organization;
- b) When the employee's overall accommodations needs or plans are reviewed;
- c) When the employer reviews its general emergency response policies.

We have a written process for employees who have been absent from work due to a disability and require disability-related accommodations in order to return to work.

Our performance management, career development and redeployment processes take into account the accessibility needs of all employees.

A copy of our Accessible Employment Policy is available upon request.

DESIGN OF PUBLIC SPACES

The Township of Admaston/Bromley will meet accessibility laws when building or making major changes to public spaces. We put procedures in place to prevent service disruptions to the accessible parts of our public spaces.

The Township of Admaston/Bromley will audit its community hall to ensure that it is accessible. Primarily the Barr Line Community Centre, as this hall is used by our seniors, people with disabilities, families and our remote community.

FEEDBACK

The Township of Admaston/Bromley welcomes feedback on accessibility including accessing facilities, programs, services and information. Please contact the township should you need assistance to provide feedback.

DOCUMENTS

The Township of Admaston/Bromley will provide documents in an accessible format or with communication support, upon request. W^a

will consult with the person making the request to determine the suitability of the format or communication support. We will provide the information in an accessible format in a timely manner and, at no additional cost.

PROCUREMENT

In 2020, the Township of Admaston/Bromley updated its Purchasing and Tendering Policy and as such ensured that the promotion and incorporation, wherever possible, of the requirements of the Ontarians with Disabilities Act, 2001, (ODA), C-81 Accessible Canada Act, the Accessibility of Ontarians with Disabilities Act, 2005, (AODA), and specifically, Ontario Regulation 191-11 made under the Accessibility for Ontarians with Disabilities Act, 2005, in procurement activities of the Township, and in cases where it is deemed not practicable to incorporate accessibility features in procurement activities, an explanation shall be provided upon request.

CUSTOMER SERVICE POLICY – SERVICE ANIMALS / SUPPORT PERSONS

In 2014, the Township of Admaston/Bromley adopted the Integrated Accessibility Standards Regulation (IASR) and through that policy adopted the required Customer Service Policy. The Customer Service Policy allows people with disabilities to be accompanied by their guide dog or service animal on the premises they own or operate that are open to the public, unless the animal is excluded by law, the Township will use other measures to provide services to the person with a disability.

The Township of Admaston/Bromley is committed to the identification and removal of barriers, as well as the prevention of new barriers, for persons with disabilities in the years ahead. Accessibility planning encourages municipalities to think strategically about removing and preventing barriers. It will help ensure that Township services, policies, procedures and practices meet the needs of everyone with a disability, including Township residents, visitors, tourists and staff.

Site audits of the municipally-owned properties have been completed and will be reviewed every 5 years. The purpose of the site audit is to assess any barriers that may still exist, and to make

recommendations to removing those barriers in order to comply with the current legislation under the Ontarians with Disabilities Act, 2001 and the Accessibility for Ontarians with Disabilities Act, 2005.

The Township will permit people with disabilities who use a support person to bring that person with them while accessing goods or services in premises open to the public or third parties.

Where admission fees are charged, the Township will provide notice ahead of time on what admission, if any, would be charged for a support person of a person with a disability.

TEMPORARY DISRUPTIONS

The Township of Admaston/Bromley will continue as it has to notify the public of temporary disruptions that involve Township goods, services or facilities. We will post on our public board at the Township Office, on our website and social media as well as sending out notifications to our subscribers.

EMERGENCY PROCEDURES, PLANS, OR PUBLIC SAFETY INFORMATION

The Township's public emergency information can and will be provided in an accessible format upon request. The Township will endeavour to create all new public safety information in accessible document formats.

TRAINING

The Township of Admaston/Bromley is committed to training all staff and volunteers in accessible customer service, other Ontario accessibility standards and aspects of the Ontario Human Rights Code that relate to persons with disabilities.

In addition, we will train:

- a) All persons who participate in developing the organization's policies;
- b) All other persons who provide goods, services or facilities on behalf of the organization.

Training of our employees and volunteers on accessibility relates to their specific roles.

Training includes:

- Purpose of the Accessibility for Ontarians with Disabilities Act, 2005 and the requirements of the Customer Service Standards
- Our policies related to the Customer Service Standard
- How to interact and communicate with people with various types of disabilities
- How to interact with people with disabilities who use an assistive device or require the assistance of a service animal or support person
- How to use the equipment or devices available on-site or otherwise that may help with providing goods, services or facilities to people with disabilities
- What to do if a person with a disability is having difficulty in accessing our organization's goods, services or facilities.

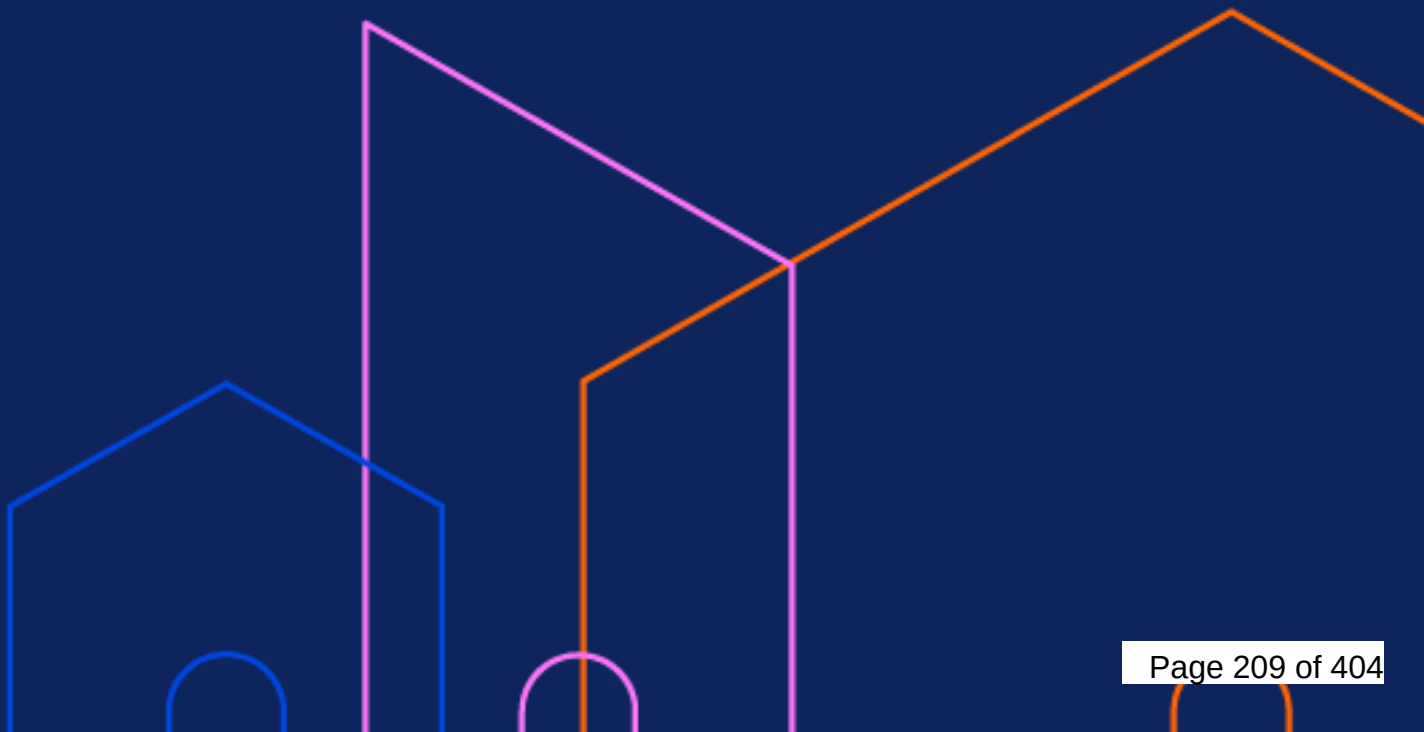
ACCESSIBLE WEBSITES AND WEB CONTENT

The Township of Admaston/Bromley is committed to ensuring that the township's internet sites and web content will be made as accessible as possible and information will be made available in an accessible format upon request.

In 2025 the Township of Admaston/Bromley purchased software for its website to ensure that Council and Committee agendas were accessible. The software was implemented into the Township's website in 2026.

In 2026 the Township of Admaston/Bromley will provide an accessible election through the use of Electronic Voting (Internet & Telephone). Paper ballot will also be available.

2025 Annual and Performance Report



From insights to impact, MPAC is your partner in progress.

We work alongside you, proactively, collaboratively, and with purpose. Our services are tailored to your needs, our partnerships are grounded in trust, and our focus is always on helping you serve your communities.

Leadership messages

Building a strong foundation for continued progress

In 2025, MPAC began the first year of its 2025–2028 Strategic Plan, reinforcing MPAC’s evolution toward becoming an organization that is always in motion and positioned to adapt and respond in an ever-changing environment. Under the Board’s oversight, this foundational year focused on laying the groundwork for long-term transformation while continuing to deliver on MPAC’s mandate to provide trusted, reliable property assessments.

This mandate in motion was reflected in 2025 results, with MPAC capturing \$41.4 billion in new assessment added to municipal assessment rolls across Ontario. This contributed to an inventory of 5.74 million properties with an estimated total assessed value of \$3.2 trillion. This work supports the integrity and stability of Ontario’s property assessment and taxation system and strengthens the assessment base municipalities rely on to plan and deliver essential services in their communities.

As Ontario’s property experts, MPAC delivers annual assessment rolls to 444 municipalities, informed by continuous assessment work that reflects property changes within communities from the previous year. To keep pace with these changes, MPAC continued to strengthen partnerships, adapt to evolving needs, and deliver the data and insights municipalities rely on to inform Ontario’s property tax system, budgeting, and community growth.

To support this responsibility over the long term, MPAC advanced several key investments, among the most significant being the modernization of its core systems. This investment positions the organization to transform how property assessment data and services are collected, maintained, and delivered, enabling more timely, accessible, and reliable information now and into the future.

As Board Chair, I am proud of the progress achieved in 2025. Guided by the Strategic Plan and supported by strong governance, this work reinforces MPAC's role as a trusted, accountable steward of Ontario's property data, serving property owners and municipalities with confidence.

Alan Spacek, Chair, MPAC Board of Directors

A year focused on modernization

Every property tells a story of growth, change, and opportunity. For property owners and municipalities, understanding that story supports informed decisions about investment, development, and the services communities rely on. As Ontario's property landscape continues to evolve, the need for accurate, accessible, and reliable property information remains constant. Meeting this need is central to MPAC's role, and it guides how we deliver value to property owners and communities across Ontario.

In 2025, MPAC entered the first year of its 2025–2028 Strategic Plan, marking a foundational year focused on strengthening the systems, capabilities, and resilience needed to deliver trusted property assessments today while remaining ready to respond to future demands. While we continued delivering the property assessment data and services that Ontarians rely on, we also took a significant step forward in modernizing how that work is done.

Central to this progress was the launch of Insight, a software platform developed in-house that integrates MPAC's assessment systems. This modernization is an important step in strengthening how we support property assessment across Ontario and in building the capacity to deliver timely, reliable information. As a key enabler of our work, the platform positions MPAC to adapt as needs evolve and continue improving how we serve property owners and municipalities.

Throughout 2025, MPAC continued to work closely with municipalities to deliver the trusted property information they rely on, while also deepening collaboration to develop new services and tailored data insights. As communities face different growth pressures, housing challenges, and planning priorities, our focus is on working alongside municipal partners to turn property data into practical insights that support informed, local decision-making. The modernization underway positions us to expand this collaboration and unlock new ways to create value together.

The work completed in 2025 reflects a year of progress and positions MPAC for the next phase of transformation. I am proud of what our teams accomplished during this

foundational year. As we continue to modernize, our focus remains clear: trusted data, reliable service, and accountability to the communities we serve.

Nicole McNeill, President and Chief Administrative Officer, MPAC

About MPAC

Proudly Canadian, MPAC (Municipal Property Assessment Corporation) is the largest assessment jurisdiction in the world, assessing and classifying more than 5.7 million properties with an estimated total value of approximately \$3.2 trillion.

MPAC is an independent, not-for-profit corporation funded by all Ontario municipalities and accountable to the Province, municipalities, and property taxpayers through its 13-member Board of Directors.

Our role is to accurately assess and classify all properties in Ontario in compliance with the *Assessment Act* and regulations set by the Government of Ontario. Through ongoing assessment activities, MPAC reflects change across Ontario's property landscape, from new construction and renovations to market activity and ownership changes, ensuring property values are fair and transparent.

Our work forms the foundation of Ontario's property tax system, informing municipal budgeting, infrastructure planning, and community growth. By delivering accurate, impartial assessments and data-driven insights, MPAC supports informed decision-making and helps property owners and municipalities plan for growth and the services their communities rely on.

In addition, for over two decades, MPAC has delivered commercial products and services that provide reliable, high-quality property information to a wide range of sectors. These offerings include software tools, data insights, and professional services that support data-driven decision-making and respond to evolving client needs.

Guided by our values of accountability, transparency, customer focus, innovation, and inclusion, MPAC is committed to building trust and supporting thriving communities across Ontario.

2025 operational highlights

- \$41.4 billion new assessment added to municipal rolls
- 5.74 million total properties in Ontario inventory
- \$3.2 trillion estimated total assessed value in Ontario

- 618,360 Property Assessment Notices mailed
- 310,017 property inspections
- 429,712 sales transactions processed
- 18,860 severances and consolidations processed
- 176,287 building permits processed
- 12,603 Requests for Reconsideration closed
- 4,080 appeals closed

All stats as of October 31, 2025.

Setting the foundation: 2025-2028 Strategic Plan

MPAC's 2025–2028 Strategic Plan sets a clear and deliberate path forward, focused on strengthening core services, modernizing service delivery, and building the capabilities needed to meet today's needs and prepare for the future.

The plan focuses on four key priorities:

- We are dedicated to operational excellence.
- We are elevating the client experience.
- We are strengthening our bottom line.
- We deliver exceptional employee experiences.

Together, these priorities reflect a strategy grounded in progress, ensuring MPAC continues to evolve, deliver trusted services, and remain a valued partner as needs continue to change. These priorities also guided how we delivered services and invested resources throughout 2025.

Property values are always changing. Our corporate values are constant.

What guides us

MPAC is a valued public service delivering benefits to Ontarians through data-driven products and services.

Our vision is to be the global leader in transforming property assessment, data, and services by first delivering exceptional value to Ontarians. By setting the standard for accuracy, transparency, and innovation in property valuation, we will strengthen public trust and drive efficiencies that benefit communities, businesses, and government partners.

With an Equity, Diversity, Inclusion, and Anti-Racism lens guiding our work, we continue to ensure our services and systems reflect the diverse communities we serve and contribute to a fair and equitable property assessment system across Ontario.

Delivering impact

Every day, MPAC supports Ontario property owners and municipalities by providing accurate property information, trusted insights, and dependable services. In 2025, we continued delivering the core services Ontarians rely on, while also advancing work that strengthens how we serve the province.

- Operational excellence
- Client experience
- Strengthening our bottom line
- Exceptional employee experiences

Dedicated to operational excellence

Delivering accurate, reliable assessments Ontarians can trust.

Operational excellence means delivering property assessments Ontarians can rely on, supported by accurate, up-to-date information that is easy to access. Regardless of a province-wide reassessment, MPAC captures property changes as they occur, maintaining a province-wide database of 5.74 million properties with approximately \$3.2 trillion in assessed value based on a January 1, 2016, valuation date. This work provides transparency and certainty for property owners, while giving municipalities the reliable information they need to plan, budget, and deliver local services. Property owners can review their assessment and property information on MPAC AboutMyProperty™.

Enhancing access to property assessment data

1. A change is made to a property
2. Property change review takes place
3. Property inspection method is selected and inspection occurs
4. Property information is analyzed
5. Property Assessment Notice is issued to property owner
6. Have questions about the property assessment? Access MPAC AboutMyProperty™ for more information
7. Disagree? Submit a Request for Reconsideration with MPAC
8. Still disagree? Appeal to the Assessment Review Board

As communities grow at an average annual rate of 70,000 new properties and existing properties (parcels) change, MPAC keeps property assessments up to date. A property assessment is the value assigned to a property as of January 1, 2016 (the last provincial reassessment date) and recorded on the municipal assessment roll. New assessment is added when construction is complete and/or a property is occupied. This ensures new homes and buildings are assessed consistently. Assessments may also be updated for existing properties following a sale, when a new building permit is submitted, or when a property owner files a Request for Reconsideration and appeal. This ongoing work helps ensure assessments reflect the current state and condition of all properties.

To maintain accurate assessments across Ontario, MPAC conducts property reviews to identify and capture changes to properties. In 2025, review efforts focused on properties with more complex characteristics or greater changes in value, including large-valued and non-residential properties, complex building permits, recent sales, and appeals. The annual target was set to 400,000 property reviews, with approximately 75% supported by technology and external data sources.

In 2025, MPAC completed 390,565 property reviews, 9,435 reviews (2.4%) below target, and recorded \$46.8 billion in assessment change. A higher proportion of reviews were conducted off-site, reflecting increased use of available property information and documentation to support review work, particularly for non-residential properties.

As part of the work conducted annually, MPAC also processed property changes, including severances and consolidations, as well as subdivision plans (M-plans), reference plans (R-plans), and condominium registrations. Service level targets were met for most parcel change requests, with more complex cases requiring additional review to ensure accuracy.

In 2025, of the \$46.8 billion assessment added, \$41.4 billion reflected in-year new assessment changes added to municipal assessment rolls across Ontario, including nearly \$30 billion from residential properties and \$6 billion from commercial and industrial properties. Timeliness remains a key measure of confidence in the system, and 87.3% of new assessment was captured within one year of occupancy, exceeding the service level agreement target of 85%.

If a property owner disagrees with their assessment, they may file a Request for Reconsideration with MPAC at no cost. This online process, which is initiated through MPAC AboutMyProperty™, allows property owners to ask questions and share additional property information, often resolving concerns without the need for an appeal with the

Assessment Review Board. To preserve the integrity of the review process, MPAC does not establish performance targets for Requests for Reconsideration or appeals.

In 2025, 4,805 Requests for Reconsideration resulted in a change to the assessed value, representing 0.08% of all properties in Ontario. More than 99% of assessments were accepted without appeal, and 62.3% of concluded appeals resulted in no change to the original assessed value. When most assessments are accepted without a Request for Reconsideration or appeal, and relatively few property values change as a result of the review process, it signals a stable and accurate assessment system and helps build public confidence in the fairness of the assessment system.

Overall, 98.07% of lower-tier and single-tier municipalities experienced reconsideration and appeal losses of less than 0.5% of their assessment base. When new assessment growth is factored in, over 98% of municipalities (407 of 414) maintained or increased their assessment base, reinforcing the stability and reliability of Ontario's property assessment system.

Ontario's property assessment system spans 5,740,000 properties across a wide range of property types. Managing this inventory requires operational excellence at every level, sustained by the people behind the work. MPAC employees contribute to every assessment, interaction, and decision that supports Ontario's property inventory. Living and working in communities across the province, they bring local insight and professional expertise that help ensure property assessments are impartial, accurate, and responsive to change.

2025 property count

Total properties – 2025 – 5.7M

- 5.2M Residential
- 221K Farm
- 168K Commercial
- 81.9K Industrial
- 48.8K Special Exempt
- 18K Multi-residential

Total Assessment Value*

- \$2.3T Residential
- \$146.9B Farm

- \$330B Commercial
- 126.6B Industrial
- \$159.4B Special Exempt
- \$138.4B Multi-residential

*Based on the January 1, 2016 assessed values.

Strengthening operational excellence through continuous modernization

Throughout 2025, MPAC continued advancing operational excellence by modernizing core work processes that support property reviews and assessment delivery across the province. This work focused on improving how information is collected, reviewed, and analyzed to strengthen data quality and support accurate, timely assessments. By refining operational practices, MPAC is building a more adaptable and resilient assessment system and reinforcing its commitment to delivering reliable assessment services Ontarians and municipalities can trust.

Evolving how we deliver this work

Behind every property assessment are ongoing investments in the systems and processes that support accuracy and consistency. In 2025, MPAC advanced strategic initiatives that strengthen data quality, streamline workflows, and support consistent application of assessment practices. This work helps ensure reliable assessments today while building the capacity needed to support Ontario's growing and changing communities.

Modernizing the systems that support trusted property assessment

For property owners and municipalities, confidence in property assessment depends on access to timely, reliable, and consistent information. In 2025, MPAC reached a major milestone in strengthening that confidence with the launch of Insight, a modern software developed in-house that integrates MPAC's assessment services into a single, secure, cloud-based platform. This marks a significant step forward in how property assessment is supported across Ontario.

The platform is designed to improve the consistency, reliability, and accessibility of property information that municipalities rely on for planning, budgeting, and service delivery. For property owners, it supports clearer assessment outcomes grounded in high-quality data and consistent application of assessment practices. Together, these improvements help reinforce trust in Ontario's property assessment system.

Behind these benefits is one of the most significant modernizations of MPAC's core systems. The platform consolidates assessment functions that were previously supported

by multiple legacy applications into a single, integrated system. This strengthens data governance, reduces duplication, and creates a more stable and resilient foundation for assessment work across the province.

As with any large-scale transformation, work will continue to refine functionality, strengthen workflows, and enhance access as the platform is further embedded across the organization. Ongoing improvements will help ensure it continues to support accurate assessments, dependable service delivery, and the evolving needs of municipalities and property owners.

This modernization represents one of the most important investments MPAC has made in its assessment infrastructure. By strengthening the systems that underpin property assessment today, MPAC is better positioned to deliver trusted, stable services now while preparing for future assessment cycles and changing demands.

Advancing service delivery through in-house designed innovation

Delivering timely, reliable services depends on the tools and systems that support MPAC employees behind the scenes. To strengthen operational excellence, MPAC invests in technology that helps employees resolve issues quickly, enabling them to focus on higher-value work and supporting more responsive service for property owners and municipalities.

To support innovation in artificial intelligence (AI) at MPAC, our in-house team developed Orchestrator, a cloud-native, serverless AI platform that enables the secure, auditable, and centralized application of AI across the organization. Designed to scale, its modular approach lets us deliver new AI solutions for employees and clients in practical, responsible ways, supporting service delivery today while preparing for the future.

In 2025, MPAC used Orchestrator to launch its IT Support Assistant, helping employees quickly and securely resolve common IT issues. More than 83% of live chat sessions were resolved without human intervention, and the average first-response times dropped to 3.6 seconds. By reducing internal delays, IT teams were able to focus on more complex issues, supporting a more stable, efficient service environment for the work that directly serves Ontarians.

The Pitch: Innovation at MPAC starts with our people

After years of using machine learning to enhance the accuracy and efficiency of property valuations, MPAC continues to adopt new technologies that strengthen the delivery of assessment services. In 2025, MPAC continued advancing its digital data and AI program

to improve consistency, accuracy, and efficiency while maintaining strong privacy and security standards.

Building on this foundation, MPAC invited employees to help identify where innovation could have the greatest practical impact. Through The Pitch, an organization-wide ideation initiative, employees shared ideas for applying AI technology to everyday work.

More than 130 ideas were submitted, focused on reducing manual effort, improving data quality, and supporting more consistent decision-making. Following a structured evaluation process, three employee-driven initiatives were selected to advance as strategic projects.

Each project was designed to test new approaches, strengthen data quality, and inform future assessment practices, while managing risk through pilot implementation. Two of the selected projects will be operational using Orchestrator by spring 2026.

The selected projects include:

- **Val, an AI-powered valuation research assistant:** A centralized research tool that helps employees access trusted valuation information more efficiently, supporting more consistent and defensible assessment outcomes.
- **An AI solution for streamlining Legislation Interpretation Requests:** A tool designed to support consistent interpretation of legislation, classification, and tax liability, helping teams respond to complex requests with greater clarity and confidence.
- **Automated building plan analysis:** An AI solution that extracts key measurements from building plans, reducing manual processing and supporting faster, more accurate assessments.

Powered by employee-led innovation, these pilots are strengthening MPAC's future capabilities while ensuring assessment services remain reliable, transparent, and accountable.

From internal innovation to broader public-sector impact, The Pitch paved the way for the [MPAC AI Roundtable](#), an initiative that brings together organizations and professionals from academia, government, and the private sector to share ideas and advance ethical AI adoption in the public sector. Insights from this work also helped inform elements of the Government of Canada's [G7 GovAI Grand Challenge](#).

Elevating the client experience

Making property information easier to access, understand, and use

Access to clear, reliable property information helps people make informed decisions about their homes, businesses, and communities. In 2025, MPAC continued to strengthen the client experience by improving how property owners and municipalities access, understand, and use property information across every interaction.

Helping Ontarians get clear answers when they need them

For many Ontarians, the Customer Contact Centre is their first point of contact with MPAC. In 2025, our focus was on providing clear answers quickly and consistently, helping reduce uncertainty and build trust in the assessment process.

MPAC's Customer Service Agents handled 162,851 calls, emails, and chat messages, helping provide timely answers to property assessment questions. In 2025, MPAC met its Service Level Agreement targets, answering 91% of calls within five minutes (target of at least 90%) and responding to 90% of emails within two business days (target of at least 90%).

Feedback from more than 7,300 respondents shows strong service performance, with 94% indicating they were satisfied or very satisfied, exceeding our target.

- 162,851 calls, emails, and chat messages
- 95% calls were answered within 5 minutes
- 7,300 respondents provided feedback showing strong service performance
- 94% satisfaction rate

Strengthening municipal engagement through collaboration, insight, and value-added services

Municipalities rely on timely, reliable property data to plan, invest, and serve their communities with confidence. In 2025, MPAC focused on deepening engagement, enhancing access to data, and developing practical, value-added solutions shaped by municipal needs. This work was supported by strong service performance, with MPAC meeting 97.80% of municipal service level commitments across key services.

Here's how we supported municipalities in 2025:

- **Strengthened collaboration and dialogue:** Through regular meetings, advisory forums, and collaborative working groups, MPAC engaged directly with municipalities on priorities and emerging challenges. These conversations informed

services designed to reflect municipal needs and support confident decision-making.

- **Expanded access to timely, actionable data:** To support planning and service delivery, MPAC piloted more frequent access to the Electronic Assessment Information file and introduced new dashboards in MPAC Municipal Connect™ with localized market and sales insights. MPAC also advanced system connections to streamline the flow of building permit information to help new assessment be captured and reflected more efficiently.
- **Delivered tailored, value-added services:** MPAC provided customized data reports, localized insights, and targeted support through province-wide webinars and geographic zone learning sessions, helping municipal staff save time and strengthen decision-making.
- **Enhanced learning and capacity-building opportunities:** Municipalities were offered a range of learning opportunities, including webinars, workshops, conference sessions, and small group forums. These sessions focused on practical application, helping staff better understand assessment processes, use MPAC tools effectively, and manage assessment growth.
- **Supported municipal communication and public understanding:** MPAC complemented municipal outreach with clear, consistent educational content that helped municipalities communicate with residents to understand property assessment and taxation, supporting transparency and public confidence.

MPAC delivered reliable assessment services to municipalities, achieving 97.80% of municipal service level commitments across key services. Timely responses remained a priority, with 99.70% of municipal inquiries responded to within 30 calendar days, helping municipalities access the information they need to support residents and local decision-making.

Through close collaboration and services informed by municipal feedback, MPAC is strengthening the municipal experience and helping municipalities navigate change and serve their communities with confidence.

To learn more about our municipal engagement and partnership activities in 2025, view the [2025 Municipal Partnerships Report](#).

- 1,383 attendees at 5 province-wide webinars
- 4,784 visits to our municipal contact page on mpac.ca
- 2,310 attendees at 37 geographic zone learning sessions
- 1,971 people checked out our municipal resource page on mpac.ca
- 2,004 municipal engagements, conferences, and council meetings
- 11,000 subscribers to InTouch, our monthly municipal newsletter

Strengthening government engagement through strategic insight and partnership

In 2025, MPAC's Government Relations team strengthened its role as a trusted partner to the province by providing timely data, analytics, and assessment expertise to support various ministry priorities and inform policy development. Working collaboratively with ministry staff and the Minister's Offices, MPAC provided value-added insights aligned to key government priorities, including affordable housing and building, modernization, and service delivery improvements.

At the same time, MPAC continued to support MPPs and their staff across Ontario by responding to assessment-related inquiries, delivering riding-specific property insights and summaries, and providing clear, accessible information to assist with constituency matters.

Through proactive engagement and evidence-based support, MPAC reinforced its reputation as a non-partisan technical advisor and strategic partner. We are proud to help elevate the government client experience while supporting confidence in Ontario's property assessment and taxation system.

Reimagining the digital client experience

Confidence in Ontario's property assessment system starts with clarity. When property owners receive their Property Assessment Notice, they want to understand how their assessment was determined and know what to do if something does not look right.

In 2025, MPAC examined the end-to-end customer journey, from receiving a notice to accessing MPAC AboutMyProperty™, to better understand where confusion occurs and how digital tools can strengthen transparency. These insights are laying the groundwork for future improvements that strengthen the client experience while supporting accurate property assessment records across the province.

Making it easier to submit business property information digitally

Each year, MPAC conducts its Assessment Information Request program, asking property owners for information to support fair, accurate, and up-to-date property assessments across Ontario.

In 2025, MPAC launched the new Assessment Information Request portal to support data collection by providing a designated digital experience for business property owners to submit required information. The secure online portal allows required information to be

submitted digitally through guided workflows that simplify reporting and reduce the need for follow-up.

By supporting the Assessment Information Request program through a digital channel, the portal helps business property owners complete submissions more efficiently and with greater clarity. Structured data entry and clear prompts support more accurate submissions, improving the overall client experience while strengthening the quality of information used in the assessment process. At the same time, digital submission supports more streamlined internal processing and faster ingestion of information, helping MPAC maintain accurate assessments more efficiently.

Strengthening our bottom line

Sustaining public value through responsible growth and reinvestment.

A strong financial foundation helps MPAC deliver reliable assessment services while keeping costs as low as possible for Ontario taxpayers. By managing resources responsibly and generating value beyond our core mandate, MPAC reduces pressure on municipal budgets and reinvests in the people, systems, and tools that support accurate, consistent property assessment across the province.

In addition to our legislated role in Ontario, MPAC shares its assessment expertise and technology with other jurisdictions through its Commercial and Client Solutions division. Revenue from this work helps offset the cost of assessment services in Ontario, allowing municipalities and property owners to benefit from economies of scale and continued investment in modern assessment tools.

Together, these efforts strengthen MPAC's operating model and support long-term sustainability while ensuring assessment services remain stable, predictable, and affordable for the communities we serve.

Financial performance and accountability

Financial performance matters because it directly affects taxpayers and the long-term stability of property assessment services. MPAC tracks a focused set of financial measures to ensure public funds are managed responsibly and deliver value for municipalities and taxpayers.

Budget variance measures how closely actual spending aligns with planned expenditures and reflects the accuracy of budgeting and forecasting. In 2025, MPAC committed to managing its operating budget variance within 3% and finished the year with a variance of

just 0.2%. This result demonstrates strong financial discipline and accountability, ensuring public funds were used as intended and minimizing financial risk for municipalities.

Cost per property reflects the average cost to deliver assessment services across Ontario. In 2025, MPAC's cost per property was \$44.70, slightly higher than the \$44.08 target. This increase was driven primarily by higher labour costs, while service levels and financial controls were maintained. MPAC continues to monitor this measure to balance cost efficiency with the investments needed to deliver reliable assessment services.

Generating value beyond our core mandate

MPAC's property data is widely used across commercial markets, including real estate, financial services, insurance, and utilities. MPAC responsibly commercializes its data holdings to help keep the cost of assessment services low for Ontario taxpayers while supporting innovation and continuous improvement across its core operations. The surplus derived from MPAC's Business Development activities directly benefits the people of Ontario, saving taxpayers more than \$165 million since 2002.

In 2025, MPAC set a target of generating at least \$18.0 million in surplus from data sales. This target was exceeded by 4.4%, with Business Development activities generating more than \$18.7 million in surplus for Ontario taxpayers. This surplus supports reinvestment in new tools, services, and partnerships that expand the value MPAC delivers.

Data and insights REALTORS® rely on

In 2025, MPAC continued to strengthen its property intelligence offerings to support informed decision-making across key sectors. MPAC's Automated Valuation Model combines real-time property sales data with MPAC's up-to-date property inventory to strengthen accuracy and support financial lending decisions with timely, reliable valuations. propertyline™ by MPAC provides REALTORS® with trusted property data and value-added reports to inform pricing, market analysis, and client advice.

Profit generated from data and insights products for REALTORS® helps MPAC reinvest in innovation while offsetting the cost of assessment services for Ontario municipalities. In 2025, Business Development activities met revenue and profit targets, exceeding planned contributions by nearly \$1 million.

- Nearly 1,300 webinars and live training sessions delivered to nearly 62,000 REALTORS® since 2020.
- 90,000+ REALTORS® rely on propertyline™ by MPAC to access board-licensed MPAC data and value-added reports
- 200+ webinars and live training sessions delivered
- 12 real estate events and trade shows supported

First Nations Tax Commission and Memorandum of Understanding

In 2025, MPAC continued to strengthen its support for First Nations property tax systems in Ontario by formalizing collaboration with the First Nations Tax Commission through a signed Memorandum of Understanding. Building on a longstanding working relationship spanning more than two decades, MPAC continued to provide assessment services at the invitation of First Nations communities to support community-led property tax frameworks and local services.

- First Nations Tax Commission–MPAC Memorandum of Understanding signed March 27, 2025
- Collaboration with the First Nations Tax Commission spans more than two decades
- Assessment services delivered at the invitation of First Nations communities in Ontario

Delivering exceptional employee experiences

Supporting the people who deliver consistent, trusted service to Ontarians

Ontarians rely on MPAC for consistent, accurate, and transparent property assessments. Delivering that level of service at scale depends on a skilled, supported workforce that can apply professional standards reliably across Ontario.

By investing in employee development, learning, and inclusion, MPAC equips employees with the tools, knowledge, and confidence to do their work effectively. These investments help sustain service quality, support informed decision-making, and ensure MPAC continues to meet the needs of Ontario's diverse communities.

MPAC Mentorship Program: Strengthening capability through shared expertise

MPAC's mentorship program supports professional growth by pairing employees with experienced mentors who share knowledge, provide guidance, and build confidence. The program helps employees strengthen skills, prepare for future leadership roles, and contribute to consistent, high-quality property assessments.

In 2025, MPAC piloted a formal mentorship framework to support new employees and professional accreditation. Seventy mentor-mentee pairs completed more than 450 hours of mentoring, and more than 90 per cent of participants recommended the program. In 2026, MPAC will expand the program with additional mentorship themes and broader participation.

Valuation & Assessment Operations Succession program

To support leadership continuity and maintain high-quality property assessment services, MPAC launched the Valuation and Assessment Operations Succession program. The program prepares employees to step into key and at-risk management roles through targeted development and practical learning experiences.

In 2025, 23 employees participated in the program, with eight completing acting manager assignments as opportunities became available. These experiences strengthened leadership capabilities while supporting operational stability and service continuity for property owners and municipalities.

Greater Toronto's Top Employers

In December 2024, MPAC was named one of [Greater Toronto's Top Employers](#) for the sixth consecutive year, recognizing its ongoing commitment to an inclusive, engaging, and growth-focused workplace that supports employees in delivering trusted public service.

Equity, Diversity, Inclusion, and Anti-Racism

Ontarians rely on public services that are consistent, respectful, and responsive to the communities they serve. At MPAC, Equity, Diversity, Inclusion, and Anti-Racism (EDIA) values are embedded across our culture and operations to support sound decision-making, professional judgment, and service delivery across Ontario's property assessment system. This commitment is reflected in how employees work together, apply standards, and engage with the public.

Embedding Equity, Diversity, Inclusion, and Anti-Racism through learning

In 2025, 268 employees participated in MPAC's EDIA Committee, helping advance inclusive practices and strengthen shared understanding across the organization.

MPAC also launched an Equity, Diversity, Inclusion, and Anti-Racism Fundamentals course, which provides employees with a shared understanding of these principles and how they support respectful, inclusive workplaces. The course focuses on practical knowledge and an EDIA lens that employees can apply in their roles to strengthen inclusive practices across the organization.

The course was formally approved by all four of MPAC's accrediting partners for 2.5 Continuing Professional Development (CPD) hours, meeting professional standards and reinforcing MPAC's commitment to high-quality, meaningful learning that supports an inclusive workplace culture.

Employee Resource Groups: Building connection, understanding, and inclusion

In 2025, MPAC formalized Employee Resource Groups (ERGs) to support employees, strengthen connections, and create structured opportunities for learning and engagement. Through employee-led initiatives, ERGs helped increase cultural awareness and understanding across MPAC. Examples included developing a Ramadan Resource Guide to support Muslim employees, increasing manager participation in 2SLGBTQIA+ ERG activities to strengthen visibility and allyship, and programming that created space for connection and dialogue among Black employees.

- 19 members in the Truth & Reconciliation Circle
- 149 employees participating across MPAC's ERGs
- 268 employees participated in MPAC's EDIA Committee

Putting values into action

Community engagement is one of the ways MPAC lives its values beyond day-to-day operations. In 2025, MPAC's Social Impact Committees led charitable initiatives that brought employees together to support local organizations and address community needs across Ontario. These employee-led efforts strengthened connections with communities while reinforcing a culture of service, inclusion, and shared responsibility across MPAC.

It Starts With Us: Compassion in action during the holiday season

During the 2025 holiday season, MPAC's Social Impact Committees led the It Starts With Us campaign, bringing employees together to support organizations addressing food and shelter insecurity. MPAC employees donated more than 8,100 essential items, which were distributed to over 60 community organizations across Ontario.

Socktober

In 2025, MPAC employees participated in Socktober, an annual campaign that collects socks and other essential items for community organizations supporting people experiencing hardship. Local offices collectively donated more than 4,300 items to community partners.

Earth Day and Ontario Provincial Day of Action Against Litter

In recognition of Earth Day and the Ontario Provincial Day of Action Against Litter, MPAC employees across Ontario participated in community clean-up efforts, collecting nearly 100 bags of litter from local public spaces.

Investing in future property assessment professionals

Supporting communities across Ontario includes investing in the people who will serve them in the future. Through targeted scholarship programs, MPAC supports students who are developing the skills and expertise that municipalities and property owners rely on for fair, transparent, and consistent property assessment. These scholarships help reduce financial barriers for students pursuing careers in property valuation, real estate, and related disciplines, strengthening Ontario's future workforce and supporting confidence in the property tax system over the long term.

- \$13,600 donated to charitable organizations by employees
- 11,810 items donated by employees
- 412.5 employee volunteer hours
- 100 charities supported across Ontario

MPAC scholarship programs

Seneca College - Real Property Administration Program

Two annual scholarships supporting students preparing for careers in property assessment. Established in 2016, with \$10,000 contributed to date.

University of Guelph - Bachelor of Commerce, Real Estate (Business and Economics)

Two annual scholarships supporting students building foundational knowledge in real estate markets and urban economics. Established in 2021, with \$5,000 contributed to date.

Ontario Tech University - Women in STEM

Two annual scholarships, matched by Ontario Tech University, supporting women pursuing studies in science, technology, engineering, and mathematics. Established in 2021, with \$10,000 contributed to date.

Looking toward the future: Here to support Ontario

As Ontario's property landscape continues to grow and change, access to accurate, reliable property information remains essential to confident decision-making. MPAC is focused on making property information easier to understand, easier to use, and more responsive to the real-world needs of the people and communities we serve.

We have invested in modern systems, expanded our use of data and analytics, and strengthened our teams to deliver value beyond our core mandate. The tools and services

we are developing are designed to respond to emerging needs and support municipalities, businesses, and property owners as they navigate change.

As we move into the next phase of our strategic plan in 2026, MPAC remains focused on progress, partnership, and continuous improvement. Upcoming initiatives include expanded assessment education through the Municipal Assessment Base Course and enhanced collaboration through the Taxpayer Liaison Group. Together, these efforts reflect our commitment to supporting informed decisions today while preparing for what comes next.

We are here to support Ontario now and into the future, advancing our systems, working with people and technology, and continuing to deliver better outcomes for everyone.

Leadership

2025 Executive Management Group

- **Nicole McNeill**, MPAC President and Chief Administrative Officer
- **Rupa Aggarwal**, Executive Director, Social Impact and Inclusion
- **Jamie Bishop**, Vice-President, Public Affairs and Customer Experience
- **Natalie Blake**, Vice-President, People and Culture
- **Chris Fusco**, Vice-President, Professional Services
- **Sujit Jagdev**, Vice-President and Chief Information and Technology Officer
- **Mathew Kanter**, Vice-President, General Counsel
- **Cindy Lam**, Chief Financial Officer
- **Carmelo Lipsi**, Vice-President, Valuation and Assessment Operations and Chief Operating Officer
- **Greg Martino**, Vice-President and Chief Valuation and Standards Officer
- **Mary Meffe**, Vice-President, Corporate Services and Chief Financial Officer
- **Lee Taylor**, Vice-President, Business Development
- **Ruel Williamson**, Executive Vice-President, Commercial and Client Solutions

2025 Board of Directors

- **Alan Spacek**, (Chair) (Retired) Mayor, Town of Kapuskasing
- **Paul Bernards**, Finance Professional
- **Niels Christensen**, Managing Director and Broker, Christensen Real Estate Group
- **Nazmin Gupta**, Former Managing Director of Capital Raising and Investor Relations, BentallGreenOak
- **Ray Kindiak**, Lawyer and Corporate Finance Professional
- **Wendy Landry**, Mayor, Municipality of Shuniah and President, Northwestern Ontario Municipal Association (NOMA)

- **Chris Murray**, Special Advisor to the federal Deputy Minister of Housing Infrastructure and Communities
- **Jon Olinski**, (Vice-Chair) Dean, Faculty of Arts, Seneca Polytechnic
- **John Paradis**, Deputy City Manager, City of London
- **Delia Reiche**, Development Liaison, County of Brant and (Former) Deputy Mayor, Thames Centre
- **Ken Seiling**, (Retired) Regional Chair, Region of Waterloo and (Former) Mayor, Woolwich Township
- **Patricia Vanini**, (Retired) Executive Director, Association of Municipalities of Ontario
- **Derek Vanstone**, Barrister and Solicitor

Financials

Statement of operations (in thousands of dollars)		
Revenue	2025	2024
Municipal	226,893	219,432
Other	31,294	28,398
Interest and dividend income	4,374	4,899
Total revenue	262,561	252,729
Expenses	2025	2024
Salaries and benefits	226,038	214,243
Professional services	9,822	10,582
Information technology	14,790	12,661
Facilities	7,643	8,657
General and administrative	9,189	10,677
Royalties	3,472	3,258
Amortization of capital and intangible assets	3,793	2,755
Gain on disposal of capital assets	(81)	(551)
Total expenses	274,666	262,282
Deficiency of revenue over expenses for the year before changes in fair value of investments	(12,105)	(9,553)
Changes in fair value of investments	7,476	12,835
(Deficiency) excess of revenue over expenses for the year	(4,629)	3,282

Statement of changes in net assets (in thousands of dollars)	2025	2024
Net assets - beginning of year	114,833	112,332
(Deficiency) excess of revenue over expenses for the year	(4,629)	3,282
Net actuarial gain (loss) on employee future benefits	111	(781)
Net assets - end of year	110,315	114,833

*Note: the above is an excerpt from the 2025 Audited Financial Statements prepared in accordance with Canadian accounting standards for not-for-profit organizations and should be read in tandem with the audited statements.

Performance at a glance

For most measurements, MPAC has set performance targets by analyzing past performance, or by adopting existing targets from other reporting mechanisms, such as the Service Level Agreement (SLA) established between MPAC and Ontario municipalities.

In 2025, the performance baselines for each measure were updated to reflect the average of the past three years (2022-2024) to align with best practices for corporate performance measurement and reporting.

The Annual and Performance Report outlines 18 measures organized under three main goals, supported by objectives and performance indicators. While performance targets are set for most measures, two do not include targets. This approach helps ensure assessments remain fair, consistent, and free from undue influence. In 2025, MPAC achieved 13 of the 16 performance measure targets.

Below is a chart summarizing the results of the operational metrics presented in the report.

2025 Assessment excellence

Performance goals	Number of measures	Number of measures that include a target	Number of measures that met or partially met their targets
Assessment excellence	9	7	6/7
Customer service and stakeholder engagement	6	6	5/6
Operational efficiency	3	3	2/3
Totals	18	16	13/16

Performance goal: Assessment excellence

Indicator (Objective)	Measure	Target	Past baseline (Avg: 2022 2024 results)	2024 results	2025 results
Assessment Growth Capture	Growth assessed within one year of occupancy	>=85% (SLA)	87.85%	90.27%	87.32%
			Total Transactions (avg.): \$40,841,612,780	Total Transactions: \$42,765,333,908	Total Transactions: \$41,452,171,728
			Within One Year (avg.): \$35,910,163,687	Within One Year: \$38,604,402,878	Within One Year: \$36,198,038,683
					150 Days 98.59% (9,204 of 9,336) One Year 99.73% (9,311 of 9,336)
Assessment Accuracy and Equity	Condominium Plan Information Forms (CPIFs) delivered within 150 days of registration and within one year of registration	90% within 150 days; 100% within one year (SLA)	CPIFs 150 Days 96.09%	150 Days 97.46% 269 of 276	150 Days 95.10% 233 of 245
			One Year 99.86%	One Year 100% 276 of 276	One Year 100% 245 of 245
Assessment Accuracy and Equity					Total reviews: 390,565 Residential: 258,166 Non-Residential: 132,399 Off-site: 74.6%; 291,414 On-site: 25.4%; 99,151

Performance goal: Assessment excellence (continued)

Indicator (Objective)	Measure	Target	Past baseline (Avg: 2022 2024 results)	2024 results	2025 results
Assessment Stability	Percentage of all properties experiencing a valuation change via the RfR process	No Target	0.09%	0.08% (4,491 of 5,681,507)	0.08% (4,805 of 5,742,935)
	Percentage of all property assessments accepted without appeal	>=99%	99.24%	99.23% (5,637,912 of 5,681,507)	99.17% (5,695,267 of 5,742,935)
	Appeals concluded for properties during the year with no value change	No Target	49.82%	50.96% (1,030 of 2,021)	62.31% (1,417 of 2,274)
	Percentage of lower tier/single tier municipalities not experiencing appeal & RfR losses greater than 0.5%	>=85%	95.57%	98.07% (406 of 414)	98.07% (406 of 414)
	Percentage of lower tier/single tier municipalities with assessment base remaining the same or increasing	>=90%	98.47%	99.52% (412 of 414)	98.31% (407 of 414)

Performance goal: Customer service and stakeholder engagement

Indicator (Objective)	Measure	Target	Past baseline (Avg: 2022 2024 results)	2024 results	2025 results
Customer Service	Overall customer satisfaction with MPAC's Customer Contact Centre	>=90%	94%	93%	94%
	Percentage of calls responded to by staff within 5 minutes	>=90%	90%	91%	91%
	Percentage of emails responded to by staff within 2 business days	>=90%	87%	90%	90%
	Percentage of municipal service levels met	>=90% (SLA)	96.54%	97.91%	97.80%
	Percentage of municipal inquiries responded to by staff within 30 calendar days	>=90% (SLA)	99.77%	99.78% (18,529 of 18,568)	99.7% (17,983 of 18,040)
Stakeholder Engagement	Number of municipal engagement sessions	4,440 engagement sessions with all municipalities throughout the year	6,776 engagements	7,770 engagements completed	7,804 engagements completed

*Percentage of municipal stakeholders that rate a positive overall impression of MPAC - target 70% - N/A as it was not reported out in the past Performance Reports (2023-2024).

Performance goal: Operational efficiency

Indicator (Objective)	Measure	Target	Past baseline (Avg: 2022 2024 results)	2024 results	2025 results
Financial Efficiency	Year-end operating budget variance	<=3%	1.37%	0.8%	0.2%
	Surplus Generated from Data Sales	>= \$18.0 M in surplus generated from data sales	\$17,731,000	\$18,203,000	\$18,796,000
	Cost Per Property	<=\$44.08	\$42.12	\$43.26	\$44.70

Land acknowledgement

At MPAC (Municipal Property Assessment Corporation), we acknowledge that our work takes place on the traditional territories of many Indigenous Nations across Ontario. Our head office in Pickering is situated on the territory of the Mississaugas of Scugog Island First Nation and other signatories to the Williams Treaties.

We honour the deep and ongoing connections Indigenous Peoples maintain with these territories. MPAC is committed to advancing reconciliation by aligning our actions with the [Truth and Reconciliation Commission's Calls to Action](#), particularly those focused on publicly funded institutions.

Connect with us

MPAC has offices across Ontario to meet the needs of property owners in every community.

Customer Contact Centre

Toll Free: 1 866 296-6722

Monday to Friday - 8 a.m. to 5 p.m.

mpac.ca/contact

Mail

1340 Pickering Parkway, Suite 101

Pickering ON L1V 0C4

Accessible formats and communication supports are available upon request.

Compliance statement: In keeping with the reporting requirements under the *Municipal Property Assessment Corporation Act*, the Corporation has complied with any policies, procedures, and standards established by the Minister under Section 10, and with the process established regarding the implementation of quality service standards by the Quality Service Commissioner.

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Financial statements of Municipal Property Assessment Corporation

December 31, 2025

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Independent Auditor's Report

To the Board of Directors of
Municipal Property Assessment Corporation

Opinion

We have audited the financial statements of Municipal Property Assessment Corporation (the "Corporation"), which comprise the statement of financial position as at December 31, 2025, and the statements of operations, changes in net assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies (collectively referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Corporation as at December 31, 2025, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards ("Canadian GAAS"). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Corporation in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other Information

Management is responsible for the other information. The other information comprises the information included in the Annual Report, but does not include the financial statements and our auditor's report thereon. The Annual Report is expected to be available to us after the date of this auditor's report.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

When we read the Annual Report, if we conclude that there is a material misstatement therein, we are required to communicate the matter with those charged with governance.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Corporation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Corporation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Corporation's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian GAAS will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Corporation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Corporation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Deloitte LLP

Chartered Professional Accountants
Licensed Public Accountants
April 1, 2026

Municipal Property Assessment Corporation**Statement of financial position**

As at December 31, 2025

(In thousands of dollars)

	Notes	2025 \$	2024 \$
Assets			
Current assets			
Cash		15,233	14,198
Accounts receivable		8,624	6,117
Prepaid expenses		2,934	3,141
		26,791	23,456
Investments	3	154,124	162,247
Capital assets	4	11,021	9,600
Long-term prepaid expenses		67	196
Intangible assets	5	1	6
		192,004	195,505
Liabilities			
Current liabilities			
Accounts payable and accrued liabilities	14	33,109	33,860
Deferred revenue	6	1,371	1,687
Current portion of capital leases	10	473	352
		34,953	35,899
Employee future benefits	7	45,401	43,227
Deferred lease inducements		547	785
Long-term portion of capital leases	10	788	761
		81,689	80,672
Commitments and contingencies	9 and 11		
Net assets			
Unrestricted		7,965	7,604
Internally restricted	8	92,589	98,736
Invested in capital and intangible assets		9,761	8,493
		110,315	114,833
		192,004	195,505

The accompanying notes are an integral part of the financial statements.

Approved by the Board of Directors

_____, Director

_____, Director

Municipal Property Assessment Corporation**Statement of operations**

Year ended December 31, 2025

(In thousands of dollars)

		2025	2024
		\$	\$
Revenue			
Municipal		226,893	219,432
Other		31,294	28,398
Interest and dividend income		4,374	4,899
		262,561	252,729
Expenses			
Salaries and benefits		226,038	214,243
Professional services	15	9,822	10,582
Information technology	15	14,790	12,661
Facilities		7,643	8,657
General and administrative		9,189	10,677
Royalties		3,472	3,258
Amortization of capital and intangible assets		3,793	2,755
Gain on disposal of capital assets		(81)	(551)
		274,666	262,282
Deficiency of revenue over expenses before change in fair value of investments		(12,105)	(9,553)
Change in fair value of investments		7,476	12,835
(Deficiency) excess of revenue over expenses for the year		(4,629)	3,282

The accompanying notes are an integral part of the financial statements.

Municipal Property Assessment Corporation

Statement of changes in net assets

Year ended December 31, 2025

(In thousands of dollars)

	Notes	Unrestricted \$	Internally restricted \$	Invested in capital and intangible assets \$	2025 Total \$	2024 Total \$
		(Note 8)				
Net assets, beginning of year		7,604	98,736	8,493	114,833	112,332
(Deficiency) excess of revenue over expenses for the year		(917)	—	(3,712)	(4,629)	3,282
Remeasurements and other items on employee future benefits	7	111	—	—	111	(781)
Acquisition of capital and intangible assets		(5,212)	—	5,212	—	—
Proceeds from disposal of capital and intangible assets		84	—	(84)	—	—
Incurred lease obligations for vehicles accounted for as capital leases		601	—	(601)	—	—
(Repayment) retirement of lease obligations for vehicles accounted for as capital leases		(453)	—	453	—	—
Interfund transfers from internally restricted reserves		6,147	(6,147)	—	—	—
Net assets, end of year		7,965	92,589	9,761	110,315	114,833

The accompanying notes are an integral part of the financial statements.

Municipal Property Assessment Corporation**Statement of cash flows**

Year ended December 31, 2025

(In thousands of dollars)

	Notes	2025 \$	2024 \$
Operating activities			
(Deficiency) excess of revenue over expenses for the year		(4,629)	3,282
Employee future benefits payments	7	(1,080)	(974)
Add (deduct): items not affecting cash			
Change in fair value of investments		(7,476)	(12,835)
Reinvested investment income		(3,587)	(3,629)
Employee future benefits expense	7	3,365	2,969
Amortization of capital assets		3,788	2,750
Amortization of intangible assets		5	5
Gain on disposal of capital assets		(81)	(551)
Amortization of deferred lease inducements		(238)	(335)
		(9,933)	(9,318)
Changes in non-cash working capital			
Accounts receivable		(2,507)	(1,581)
Prepaid expenses		336	(379)
Accounts payable and accrued liabilities		(751)	4,029
Deferred revenue		(316)	204
		(13,171)	(7,045)
Investing activities			
Proceeds from sale of investments, net of fees		19,186	10,354
Purchase of capital assets		(4,611)	(4,388)
Proceeds on disposal of capital assets		84	738
		14,659	6,704
Financing activity			
Repayment of lease obligations		(453)	(345)
Increase (decrease) in cash during the year		1,035	(686)
Cash, beginning of year		14,198	14,884
Cash, end of year		15,233	14,198
Supplementary cash flow information			
Non-cash transactions			
Acquisition of leased vehicles		(601)	(430)
Incurrence of lease obligations		601	430

The accompanying notes are an integral part of the financial statements.

Municipal Property Assessment Corporation

Notes to the financial statements

December 31, 2025

(In thousands of dollars)

1. Description of business

Municipal Property Assessment Corporation (the Corporation), formerly the Ontario Property Assessment Corporation, was incorporated effective January 1, 1998 and is a special act corporation under the Municipal Property Assessment Corporation Act, 1997 (Ontario). The Corporation is responsible for providing property assessment services for municipalities in the Province of Ontario, as well as providing other statutory duties and other activities consistent with such duties as approved by its board of directors. All municipalities in Ontario are members of the Corporation.

2. Summary of significant accounting policies

The financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations.

The significant accounting policies are summarized as follows:

Fund accounting

The financial statements include the following funds:

- The unrestricted fund comprises mainly amounts available for immediate use for the general purpose of the Corporation.
- The reserve for board-appropriated working fund is set aside by the board of directors in accordance with the Corporation's reserve strategy for contingencies and funding for identified one-time expenditures.
- The reserve for employee future benefits is the portion of net assets consisting of internally restricted investments set aside to settle employee future benefits.
- The reserve for enumeration was established to fund the costs associated with the preparation of preliminary voters' lists for municipal and school board elections. This function was transferred to the Elections Ontario in January 2024. MPAC will maintain the municipal and school board election support going forward, and the balance of this reserve will be used to pay for those activities.
- The reserve for assessment update was established to fund the costs associated with the assessment update. The Corporation contributes annually to the reserve but may vary the annual contribution with approval from the board of directors. The unspent reserve balance will be maintained to finance the next Assessment Update.
- Invested in capital and intangible assets represents assets that have been invested in long-lived capital and intangible assets which are not readily converted to cash, net of any liabilities related to the acquisition of those assets.

Financial instruments

The Corporation records cash, accounts receivable, accounts payable and accrued liabilities initially at fair value and subsequently at amortized cost. Financial assets are tested for impairment at the end of each reporting period when there are indications the assets may be impaired.

Investments are recorded at fair value. Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred.

Municipal Property Assessment Corporation

Notes to the financial statements

December 31, 2025

(In thousands of dollars)

2. Summary of significant accounting policies (continued)

Capital assets

Capital assets are recorded at cost and are amortized using the straight-line method as follows:

Office equipment	5 years
Furniture and fixtures	5 to 10 years
Computer equipment	3 to 4 years
Small boats and vessels	3 to 8 years
Vehicles under capital lease	5 years

Leasehold improvements are also amortized on a straight-line basis over the term of the lease or ten years, whichever is less.

Assets under construction are recorded in the applicable asset class in the year they are put into service and are not amortized until they are put into service.

Impairment of long-lived assets

The Corporation reviews the carrying amount, amortization and useful lives of its long-lived assets on an annual basis. If the long-lived asset no longer has any long-term service potential to the Corporation, the excess of the net carrying amount over any residual value is recognized as an expense in the statement of operations.

Intangible assets

Intangible assets consist of computer software, which is recorded at cost and is amortized over three years.

The costs of developing in-house software are expensed as incurred.

Revenue recognition

Municipal revenue relates to assessment services and is recognized in the year in which the services are provided, and collection is reasonably assured.

Other revenues are comprised of services sold and products delivered from business development. These revenues are recognized when the services have been provided and/or the product is delivered, and collection is reasonably assured.

Interest income is recognized when earned.

The Corporation follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Employee future benefits

The Corporation has defined benefit plans that provide for post-retirement medical and dental coverage and special termination benefits for defined eligible employees. Certain investments have been internally restricted but not segregated to pay for post-retirement benefits.

Municipal Property Assessment Corporation

Notes to the financial statements

December 31, 2025

(In thousands of dollars)

2. Summary of significant accounting policies (continued)

Employee future benefits (continued)

The Corporation has the following policies:

- The Corporation accrues its obligations under defined benefit plans and the related costs when the benefits are earned through current service using the accounting valuation method.
- The cost of post-employment benefits earned by employees is actuarially determined using the projected benefit method pro-rated on service and management's best estimates of retirement ages of employees, expected health-care costs and dental costs. The accrued benefit obligation related to employee future benefits is discounted using market rates on high-quality debt instruments.
- Remeasurements and other items are composed of actuarial gains (losses) on the accrued benefit obligation and arise from differences between the actual and expected experience and from changes in the actuarial assumptions used to determine the accrued benefit obligation, past service costs and gains and losses arising from settlements and curtailments. Actuarial gains and losses arise when the accrued benefit obligations change during the year. The actuarial gains and losses and other remeasurements including plan amendments are recorded in the statement of changes in net assets when incurred.

In addition, all employees of the Corporation are part of a defined benefit multi-employer benefit plan providing both pension and other retirement benefits. Contributions made to this plan are expensed as paid as the plan is accounted for as a defined contribution plan.

Deferred lease inducements

Lease liabilities include deferred lease inducements, which represent the free rent and improvement allowances received from landlords and are amortized over the term of the lease, and step-rent liability, which represents the difference between the average annual rent over the term of the lease agreement and actual rent paid in the year.

Use of estimates

In preparing the Corporation's financial statements, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates. Accounts requiring significant estimates include accounts payable and accrued liabilities, useful lives of capital assets and employee future benefits.

3. Investments

Investments are held within third party managed accounts, which invest independently. The breakdown of total investments by category is outlined below:

	2025	2024
	\$	\$
Cash to be reinvested	171	270
Fixed income	83,593	88,069
Equity	51,215	55,786
Real assets	19,145	18,122
	154,124	162,247

Municipal Property Assessment Corporation**Notes to the financial statements**

December 31, 2025

(In thousands of dollars)

3. Investments (continued)

The Corporation internally restricts certain securities to fund employee future benefits. The breakdown of total investments by intended use is outlined below:

	2025 \$	2024 \$
Working capital	74,487	86,756
Employee future benefits	79,637	75,491
	154,124	162,247

4. Capital assets

	Cost \$	Accumulated amortization \$	2025 Net book value \$	2024 Net book value \$
Office equipment	320	320	—	—
Furniture and fixtures	7,351	5,851	1,500	1,184
Computer equipment	18,515	15,965	2,550	2,224
Small boats and vessels	398	374	24	24
Leasehold improvements	21,682	16,478	5,204	4,210
Vehicles under capital lease	3,727	2,516	1,211	1,080
Assets under construction	532	—	532	878
	52,525	41,504	11,021	9,600

5. Intangible assets

	Cost \$	Accumulated amortization \$	2025 Net book value \$	2024 Net book value \$
Computer software	3,031	3,030	1	6

6. Deferred revenue

	2025 \$	2024 \$
Business development unearned revenue and customer down payments	1,155	1,479
Other deferred amounts	216	208
	1,371	1,687

Municipal Property Assessment Corporation

Notes to the financial statements

December 31, 2025

(In thousands of dollars)

7. Employee future benefits

The Corporation has accrued an obligation for its post-employment benefits as follows:

Employees who transferred to the Corporation from the Government of Ontario on December 31, 1998

- Employees who transferred to the Corporation with less than ten years of service with the province will receive post-retirement group benefit coverage through the Corporation for themselves and for their dependents' lifetimes. The cost of these benefits is shared equally between the Corporation and the employee for those employees who retire after January 1, 2018.

The Government of Ontario continues to provide post-retirement benefits for employees who transferred to the Corporation with ten or more years of service with the province.

Employees hired by the Corporation after December 31, 1998

- These employees will receive post-retirement group benefit coverage for themselves and for their dependents through the Corporation until age 65.

All employees

- The Corporation is a Schedule II employer under the Workplace Safety and Insurance Act (Ontario), 1997 and follows a policy of self-insurance for all its employees. The obligation as at December 31, 2025 is \$1,589 (\$1,158 in 2024) and is included in the total obligations below.

Information about the Corporation's accrued benefit obligations and accrued benefit liabilities is as follows:

	2025 \$	2024 \$
Accrued benefit obligations, beginning of year	43,227	40,451
Current service costs	1,333	1,106
Interest on accrued obligations	2,032	1,863
Actuarial loss (gain)	(111)	781
Contributions	(1,080)	(974)
Accrued benefit obligations, end of year	45,401	43,227

The employee future benefits expense recorded in the statement of operations during the year is as follows:

	2025 \$	2024 \$
Current service costs	1,333	1,106
Interest on accrued obligations	2,032	1,863
	3,365	2,969

Remeasurements and other items, consisting of curtailments, settlements, past service costs and actuarial gain of \$111 (loss of \$781 in 2024), have been recognized directly in the statement of changes in net assets.

Municipal Property Assessment Corporation

Notes to the financial statements

December 31, 2025

(In thousands of dollars)

7. Employee future benefits (continued)

All employees (continued)

The significant actuarial assumptions adopted in measuring the Corporation's accrued benefit obligations are as follows:

	2025	2024
Discount rate	5.00 %	4.75%
Health care inflation	6.0 % grading down to 3.8 % by 2040	5.2% grading down to 4% by 2040
Vision care inflation	6.0 % grading down to 3.8 % by 2040	5.1% grading down to 4% by 2040
Dental care inflation	3.8 % per annum	5.1% grading down to 4% by 2040

The date of the most recent actuarial valuation of the accrued benefit obligations was December 31, 2025.

The Corporation paid \$34,577 (\$32,519 in 2024) of employer and employee contributions to the defined benefit multi-employer benefit plan.

8. Internally restricted net assets

	2025 \$	2024 \$
Reserve for board-appropriated working fund	44,884	52,157
Reserve for employee future benefits	34,236	32,264
Reserve for enumeration	—	846
Reserve for assessment update	13,469	13,469
	92,589	98,736

Interfund transfers are approved by the board of directors. During the year, the board of directors approved the transfers between the unrestricted fund and the internally restricted net assets as follows: \$7,274 from (\$3,044 to in 2024) the board-appropriated working fund reserve to pay for future one-time expenditures; nil to (nil in 2024) the assessment update reserve to set aside funds for the property assessment process, and \$846 from (\$295 from in 2024) the enumeration reserve.

The purpose and use of the employee future benefit reserve was approved by the board of directors at initial setup, and an annual approval for transfers is not required. A transfer of \$1,972 to (\$3,845 to in 2024) the employee future benefit reserve was made during the year.

Refer to Note 2 for a description of the reserves.

Municipal Property Assessment Corporation

Notes to the financial statements

December 31, 2025

(In thousands of dollars)

9. Commitments

The Corporation has commitments under various operating leases for properties. Minimum lease payments due in each of the next five years and thereafter are as follows:

	\$
2026	3,006
2027	2,407
2028	2,022
2029	1,752
2030	1,365
Thereafter	6,483
	<u>17,035</u>

The Corporation is also committed to paying operating costs and property taxes on its various property leases.

10. Capital leases

The Corporation entered into several vehicle leases with an interest rate of between 3.82% and 6.98%, with lease terms up to 60 months. On termination of the lease, the Corporation has guaranteed a certain residual value of the vehicle to the lessor, depending on the ultimate lease term.

As at December 31, 2025 the current portion of the capital leases is \$473 (\$352 in 2024) and the long-term portion is \$788 (\$761 in 2024).

Future minimum annual lease payments required under capital lease arrangements are as follows:

	\$
2026	535
2027	374
2028	241
2029	235
2030	9
Total lease payments	<u>1,394</u>
Less: amount representing interest	<u>(133)</u>
	1,261
Less: current portion	<u>473</u>
	<u>788</u>

11. Contingent liabilities and guarantees

The Corporation has been named as a defendant in certain legal actions in which damages have either been sought or, through subsequent pleadings, could be sought. Where the outcome of these actions is determinable and considered significant as at December 31, 2025, a provision was made in these financial statements for any liability that may result. Any losses arising from these actions will be recorded in the year the related litigation is settled.

Municipal Property Assessment Corporation

Notes to the financial statements

December 31, 2025

(In thousands of dollars)

11. Contingent liabilities and guarantees (continued)

In the normal course of business, the Corporation enters into agreements that meet the definition of a guarantee, as outlined in the Chartered Professional Accountants of Canada Handbook. The Corporation's primary guarantee subject to disclosure requirements is as follows:

- The Corporation enters into agreements that include indemnities in favor of third parties, such as purchase agreements, confidentiality agreements, leasing contracts, information technology agreements and service agreements. These indemnification agreements may require the Corporation to compensate counterparties for losses incurred by the counterparties as a result of breaches of contractual obligations, including representations and regulations, or as a result of litigation claims or statutory sanctions that may be suffered by the counterparty as a consequence of the transaction. The terms of these indemnities are not explicitly defined, and the maximum amount of any potential reimbursement cannot be reasonably estimated.

The nature of the above indemnifications prevents the Corporation from making a reasonable estimate of the maximum exposure due to the difficulties in assessing the amount of liability, which stems from the unpredictability of future events and the unlimited coverage offered to counterparties. Historically, the Corporation has not made any significant payments under such or similar indemnification agreements and, therefore, no amount has been accrued in the statement of financial position with respect to these agreements.

12. Risk management

Market risk

The Corporation's investments are susceptible to market risk, which is defined as the risk the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. The Corporation's market risk is affected by changes in the level or volatility of market rates or prices, such as interest rates, foreign currency exchange rates and equity prices. The Corporation is subject to cash flow interest rate risk due to fluctuations in the prevailing levels of market interest rate sensitive investments. The risk is mitigated through the Corporation's investment policy, which requires investments to be held in high grade, low risk investments.

Credit risk

Credit risk arises from the potential a counterparty will fail to perform its obligations. The Corporation is exposed to credit risk from banks and debtors. The risk is mitigated in that the Corporation conducts business with reputable financial institutions and its debtors are mainly entities within a level of the provincial government.

Liquidity risk

Liquidity risk is the risk the Corporation will not be able to meet its financial obligations as they come due. The Corporation manages liquidity through regular monitoring of forecasted and actual cash flows.

13. Credit facility

The Corporation has an unsecured credit facility of \$10,000 to be used for its operations, which is renewable annually.

Municipal Property Assessment Corporation

Notes to the financial statements

December 31, 2025

(In thousands of dollars)

14. Government remittances

Government remittances consist of workplace safety insurance costs, sales taxes and payroll withholding taxes required to be paid to government authorities when the amounts come due. In respect of government remittances, \$2,504 (\$2,325 in 2024) is included in accounts payable and accrued liabilities.

15. Cloud computing

The Corporation incurred \$1,872 (\$1,576 in 2024) in cloud computing costs, included within Professional services and within Information technology in the Statement of operations.

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613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: May 7, 2026
To: Council
From: Jennifer Charkavi
Re: AMO Delegations

Discussion:

Delegation meetings with Cabinet Ministers are a key feature of the AMO Conference. These meetings are a unique opportunity for council to engage with Ministers, Parliamentary Assistants and senior Ontario Government officials on local matters that impact your municipality.

Registered AMO Conference delegates can request meetings with the provincial government through this process. Deadline to submit requests is May 21, 2026.

Staff are recommending the following delegations:

- Ministry of Tourism, Culture and Gaming – Increase to Library funding
- Asset Management Plans – request MOI to establish baseline replacement costing for each asset type. By establishing standardized base line costing will ensure more equity in financial funding from the province to municipalities (ex. OCIF) and introduce fairness and consistency between all municipal AMP plans. For example, \$76,000 / km (base line replacement cost) x 193 lane KM of gravel roads = \$14,685,000 replacement cost. This amount would be reporting in annual Current Value Replacement reporting to MOI.
- Support for rural Ontario infrastructure – Financial Accountability Office estimates that the Current Replacement Value (CRV) of municipal infrastructure was \$484 billion in 2020 – most small rural municipalities cannot keep up with their CRVs. (Report on Municipal Infrastructure August 2021. www.fao-on.org)

- Staff are also supporting the County of Renfrew delegation in requesting that municipalities retain 100% of HST paid and not just the rebateable portion.

Financial Implications:

None at this time.

People Consulted:

Treasurer/Deputy-CAO/Clerk

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council directs staff to submit requests for delegations and begin delegation presentations for the upcoming AMO Conference.

Township of Admaston/Bromley
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613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: May 7, 2026
To: Council
From: Jennifer Charkavi & Kelly Coughlin
Re: Appoint Deputy Treasurer – Deputy Clerk

Background:

On October 16, 2025, staff outlined to the Finance & Administration Committee rationale behind the request to create the Deputy Treasurer – Deputy Clerk for the 2026 budget.

To summarize, in 2022, Municipal Government Wayfinders completed an Organizational Review for the Township. In that review it was noted that the CAO/Clerk and the Treasurer required staff to assist with their workload. At the time of the Organizational Review there were no internal staff that could fill that role.

Council will recall that the creation of the Treasurer- Deputy CAO/Clerk was created to prepare for the retirement of the CAO/Clerk. Once the CAO/Clerk retires, the succession plan is that the Treasurer – Deputy CAO/Clerk will move into the roll of CAO/Clerk. Creation of the Deputy Treasurer / Deputy Clerk position at this time will provide time for the Treasurer to provide training opportunities to the employee.

The township is fortunate to have internal staff member(s) that are qualified and capable of filling the vacancy of Deputy Treasurer – Deputy Clerk. This new position would take on more responsibility from the Treasurer and from the CAO/Clerk.

Staff recommended the modifying the job title currently on the wage grid listed as Deputy Treasurer / Admin Coordinator to Deputy Treasurer / Deputy Clerk, as it forms another critical step in the township succession planning.

Discussion:

Originally staff had requested creating this new position and hiring one additional full time Finance Clerk. Through the budget deliberation process, the creation of this job was

approved however, Council only approved the hiring of a part time employee for a 6-month contract to assist with elections.

Therefore, advertising for this job vacancy became an internal job posting only since the staffing compliment did not increase.

The job vacancy was posted on April 1, 2026, with a closing date of April 9, 2026.

The township received two (2) applicants. Interviews were conducted Tuesday April 14th. Interviews consisted of an in-person interview followed by a technical quiz. Applicants were evaluated based on interview question responses, technical quiz responses, work experience and education.

A By-Law has been prepared this evening for the appointment of a Deputy Treasurer-Deputy Clerk position.

Financial Implications:

The 2026 budget included provisions for the above noted position.

People Consulted:

n/a

Recommendations for Council:

BE IT RESOLVED THAT Council approve By-Law 2026-29 to appoint a Deputy Treasurer – Deputy Clerk for the Township of Admaston/Bromley.

Council and Committee Monthly Summary

April 2026

Below you will find highlights of the County of Renfrew County Council and Committee meetings held April 8 and April 22, 2026.

Please note that this summary does not constitute the official record of the meetings and approved minutes should be consulted for that purpose.

The full [Council and Committee packages](#) can be found online.

The [April 8, 2026](#) and [April 22, 2026](#) meetings are on YouTube.

Warden's Address

Key highlights

At the April 8 meeting, Warden Jennifer Murphy highlighted some of the events she attended since the last Council and Committee meetings:

- The opening of the Opeongo Heritage Cup hockey tournament in Madawaska Valley on March 27 along with MPP Billy Denault, MP Cheryl Gallant, and Chief Greg Sarazin of the Algonquins of Pikwakanagan First Nation. She noted the event continues to be a meaningful example of how community, culture, and tradition come together and bring many back to the Valley for the weekend.
- The swearing-in ceremony of the new council for the Algonquins of Pikwakanagan First Nation. She congratulated Chief Greg Sarazin on his re-election and congratulated new and returning members of Council. She was appreciative of the invitation to attend this significant event, calling the ceremony a powerful reminder of the importance of relationship building, recognition, and continued collaboration with Indigenous partners across the region.
- Warden Murphy acknowledged and thanked Minister Nina Tangri, Associate Minister of Small Business with the Ministry of Economic Development, Job Creation and Trade, for her recent visit to Renfrew and Arnprior. During her visit, Minister Tangri toured the Enterprise Renfrew County office at Renfrew Town Hall, met with staff and elected officials, and visited several Starter Company Plus participant businesses in both Renfrew and Arnprior. MPP Billy Denault also attended. She expressed appreciation for the Minister's time and her interest in supporting local entrepreneurship and economic development in Renfrew County.

At the April 22 meeting, Warden Murphy highlighted her recent activities:

- Earlier in the morning, the Warden had the opportunity to provide opening remarks, alongside Pembroke Mayor Ron Gervais, at the Ontario Professional Foresters Association conference. She was able to highlight the work of the County Forester and staff in bringing this conference to Pembroke and extend a warm welcome to all the delegates and guests.
- She recently spoke to a Grade 10 class at Renfrew Collegiate Institute about the role of Warden. She noted the students were incredibly engaged and asked impressive, well thought out questions and she added she spotted some budding politicians in the group.

- The Warden was reappointed Chair of the Eastern Ontario Regional Network (EORN). She looks forward to her continued work with the group on behalf of the County of Renfrew and the broader eastern Ontario region. She was recently in Kingston for EORN business and appreciated the opportunity to work alongside municipal and regional partners on issues that matter to our communities, particularly around connectivity, economic development, and regional collaboration.
- Warden Murphy acknowledged the flooding currently impacting parts of the County of Renfrew and said her thoughts are with residents who are dealing with high water conditions and the challenges that they bring. She thanked Municipal and County staff, emergency management teams, and volunteers who are working together to monitor conditions, providing assistance where needed, and keeping communities informed during this time.
- The Warden noted [registration is open](#) for the Warden's Golf Tournament, which will take place on June 19 at the Whitetail Golf Club. Proceeds from the tournament will be donated to Renfrew County Food Banks.

Members' Written Motion

- Councillor Glenn Doncaster introduced a [written motion](#) about ALTO High-Speed Rail, which was approved by Council. Through the motion, County Council expressed its support for the ALTO High-Speed Rail project in the Quebec City-Toronto corridor as a nation-building initiative that would improve transportation, reduce travel times, lower greenhouse gas emissions, create jobs, and strengthen Canada's economy. Council encouraged the federal government and project leaders to carefully minimize impacts on residents, landowners, wildlife, and the environment while advancing the project. Council also supported continued funding, timely implementation, transparent decision-making, and ongoing community engagement and directed that the resolution be circulated to federal and provincial leaders, partner organizations, municipalities, and Indigenous stakeholders to demonstrate broad regional support.

Delegations

- At the April 8 session of County Council, Warden Jennifer Murphy presented a certificate to County Councillor David Shulist (Township of Madawaska Valley) to recognize his hard work and dedication along with many volunteers in the creation of the Opeongo Heritage Cup, an event which celebrates the rich hockey cultural heritage of the Ottawa Valley and marked its 20th anniversary at the end of March. In accepting the certificate, Councillor Shulist thanked Warden Murphy for being a part of the opening ceremony with the other leaders, as previously mentioned.
- At the April 8 meeting of County Council, representatives from the [Circle of Turtle Lodge](#) appeared as a delegation. The Circle of Turtle Lodge, an Indigenous-led charity serving Renfrew County, is seeking municipal support to advance reconciliation, cultural education, and community well-being. The request includes an allocation of municipally owned land near Pembroke (preferably near water) to establish an Indigenous Knowledge Centre and Council advocacy to Queen's Park for an additional Education Tax stream, allowing property owners to direct education taxes to Indigenous charities providing public cultural education. The Circle of Turtle Lodge has served the region since 1999 and works in partnership with local institutions, municipalities, and Indigenous organizations.

Community Services Committee

Presented by: Anne Giardini, Chair

- County Council adopted a by-law to enter into an agreement with Arcori Software Inc., Thunder Bay, Ontario, to support the County of Renfrew's Community Housing program, with the funds being taken from the Strategic Priorities Reserve for the implementation costs and, if required, from the Renfrew County Housing Corporation Operating Budget.
- County Council adopted a by-law to execute a Memorandum of Understanding with Renfrew Victoria Hospital and St. Francis Memorial Hospital for a one-year pilot of the Hospital-to-Home initiative, aimed at supporting low-income seniors by providing access to community housing with enhanced hospital-to-home services.
- County Council adopted a by-law to enter into a Municipal Partnership Agreement with the Algonquins of Pikwakanagan First Nation (AOPFN) to support an application to the Federation of Canadian Municipalities' (FCM) Green Municipal Fund – Sustainable Municipal Buildings program for a feasibility study related to a proposed Cultural Centre.

Operations Committee

Presented by: Glenn Doncaster, Chair

- County Council endorsed the advancement of the Ottawa Valley Trade Corridor Improvement Project and directed staff to work with federal, provincial, and regional partners to pursue funding through the Government of Canada's Trade Diversification Corridors Fund for improvements to the Highway 17 corridor between Meath Hill and Deep River. Council further directed staff to prepare and submit the necessary expressions of interest, project documentation, and funding applications to position the project for federal investment. Council reaffirmed its support for strategic investments in the Highway 17 corridor as a critical component of Canada's national transportation and trade network and directed that the recommendation be circulated to all lower-tier municipal councils in the County of Renfrew, Garrison Petawawa, and Canadian Nuclear Laboratories for endorsement.
- County Council adopted the County Roundabout Implementation Framework; authorized feasibility studies for one urban location (Petawawa Boulevard in the Town of Petawawa or Daniel Street in the Town of Arnprior) and one rural location (Haley Station in the Township of Whitewater Region) directed staff to report back with operational modelling results, a lifecycle cost comparison, and a proposed funding strategy prior to any capital commitment.
- County Council adopted a by-law to execute a third one-year contract extension for pavement marking as submitted by Trillium Pavement Marking (TPM), Carleton Place, Ontario, dated February 11, 2026, in the amount of \$699,497.72, plus applicable taxes.
- In accordance with County Policy for Enhanced Traffic Warning Devices, the Township of McNab/Braeside submitted a request for the County to share the cost of permanently painting 40 km/h road markings on County Road 23 (Highland Road) and County Road 63 (Stewartville Road). The cost will be shared equally between the County and the Township. The requested markings will be installed when line-painting operations begin later in the season, and the Township will be billed for its share of the cost. The Township also requested the installation of centre-line bollards on each road. The County will cover 50% of the installation costs, while the Township will be responsible for ongoing maintenance and winter removal of the bollards.

- The Township of McNab/Braeside submitted a resolution requesting reconsideration of the planned temporary closure of County Structure B121 (Waba Creek Bridge) on County Road 2 (White Lake Road). The bridge, located approximately 0.8 km west of County Road 23 (Highland Road), is scheduled for rehabilitation during the upcoming construction season and requires extensive deck repairs. Due to the narrow width of the bridge, staged construction with traffic maintained is not feasible, making a temporary closure necessary. County staff worked with the design consultant to reduce impacts by limiting the closure to a maximum of eight weeks during the summer months to avoid affecting school bus routes. However, a temporary closure is required to ensure the completion of long-lasting repairs.
- The approved contracts/tenders were as follows:
 - For the upgrade of the lighting system at the White Water Road Patrol facility to Carter's Electrical Contracting, Westmeath, Ontario, in the amount of \$8,658.95, plus applicable taxes. Upon completion of the installation, Carter's Electrical Contracting will reimburse the County of Renfrew up to \$4,572 through the Ontario Save on Energy grant, as the Government of Ontario is offering businesses incentives to upgrade aging lighting systems.
 - For janitorial services for the Public Works and Engineering Patrol sites from Valley Pro Cleaning, Foresters Falls, Ontario, in the amount of \$45,579.88, plus applicable taxes. The contract provides professional deep cleaning services for a one-year term, with options to extend, enabling the County to address immediate health and safety concerns while assessing long-term service requirements.
 - For the supply and delivery of a side-by-side to support recreational trail maintenance and construction, as submitted by Pete's Sales and Service Limited, Pembroke, Ontario, in the amount of \$51,340.00, plus applicable taxes.
 - For manhole cover and catch basin cleaning to Clean Water Works Inc., Ottawa, Ontario, in the amount of \$38,296.50. The municipalities participating in this contract are the Townships of Admaston/ Bromley, Horton, and Whitewater Region.
 - For Signs, Traffic Control Equipment and Reflective Sheeting to Stinson Equipment Ltd., Markham, Ontario in the amount of \$47,863.50. The municipalities participating in this contract are the Towns of Laurentian Hills and Petawawa, and the Township of Greater Madawaska.
- Various contracts for the Rehabilitation of County Road 69 (Siberia Road), from Sunny Hill Road to Pipedream Road, Township of Madawaska Valley, a distance of 3.75 km, were awarded under delegated authority:
 - For the supply of Granular Material as submitted by Bonnechere Excavating Inc., Renfrew, Ontario, in the amount of \$227,350.00.
 - For in-place full depth reclamation of bituminous pavement as submitted by Greenwood Paving (Pembroke) Ltd., Pembroke, Ontario, in the amount of \$27,737.60
 - For the rehabilitation of the roadway as submitted by Bonnechere Excavating Inc., Renfrew, Ontario, in the amount of \$820,591.63.

Development & Property Committee

Presented by: James Brose, Vice-Chair

- County Council passed a resolution to issue a letter under the Warden's signature in support of the Township of McNab/Braeside's resolution, which requests that the Ministry of Tourism, Culture and Gaming undertake a review and modernization of the Heritage Organization

Development Grant (HODG). The Heritage Organization Development Grant (HODG) is an annual operating grant of up to \$1,545 that supports more than 170 heritage organizations across the province in informing and educating the public about their community's history, however the grant has remained unchanged for over 15 years and no longer reflects increasing operating costs such as insurance, utilities, and record preservation.

- County Council adopted the updated Terms of Reference for the Renfrew County Agriculture Economic Development Committee as presented. At the February meeting of the Renfrew County Agriculture Economic Development Advisory Committee, the terms of reference were reviewed and updated to include the addition of new members, reflect changes in the election of the Chair and Vice-Chair positions, address quorum issues and clarify reporting.
- County Council enacted a by-law to adopt and approve Official Plan Amendment Number 49 (OPA 49) to the County of Renfrew Official Plan. The amendment allows the property owner to apply to the Township of McNab/Braeside for a minor variance to permit an additional dwelling unit on an existing undersized lot. The minor variance process could include the conditions and recommendations outlined in the planning justification study and the hydrogeological assessment submitted as part of the Official Plan Amendment application.
- Effective April 1, 2026, the [Centre for Workforce Development](#), located in Belleville, was selected by the Ministry of Labour, Immigration, Training and Skills Development to expand Local Board services by establishing an additional site for the Renfrew and Lanark area for the 2026-27 fiscal year. This change is a result of Algonquin College Pembroke Campus' decision to not enter into a new Local Board Transfer Payment Agreement beyond March 31, 2026, for what is now formerly known as the Labour Market Group of Renfrew/Lanark. Economic Development staff will be engaging with the Centre for Workforce Development to better understand what these changes mean for Renfrew and Lanark counties.
- The Tourism Industry Association of Canada (TIAC) has recently launched a [Local Impact dashboard](#), which includes tourism economic impact data at the federal electoral level. This new tool, which pulls data points from Statistics Canada and Tourism HR Canada, provides regions with updated information about the local tourism workforce and tourism business community. The [2025 data for Algonquin-Renfrew-Pembroke](#) notes 2,920 (6.38%) tourism workers across 547 tourism businesses.
- Renfrew County staff has identified an area of greenspace on County Administrative Building (CAB) property located at 7/9 International Drive as a suitable location for the proposed new Pembroke Paramedic Base, that would utilize the CAB greenspace area lying adjacent to International Drive and the Best Western property. Ongoing consultation regarding this property with the City has thus far proven fruitful.

Health Committee

Presented by: Michael Donohue, Chair

- Council received an update on the Mesa Mobile Outreach Team Program for 2025–26. Between June 1, 2025, and March 25, 2026, the program supported 343 unique clients through a coordinated, multidisciplinary approach addressing mental health, substance use, housing, and homelessness. Services included more than 1,540 community paramedic visits, responses to community calls, and 600 referrals to external supports. The program continues to play a key role in improving access to care for vulnerable residents and supporting client-centred, community-based health services across Renfrew County.

- The Community Paramedic Program, in partnership with the Renfrew County and District Health Unit, continues to support harm reduction through wellness clinics using a drug-checking machine. Eight clinics have been held across the county, reaching nine unique clients and testing 11 drug samples. The initiative provides low-barrier access to services, enhances individual safety, and helps improve awareness of local substance trends.

Corporate Services Committee

Presented by: Peter Emon, Chair

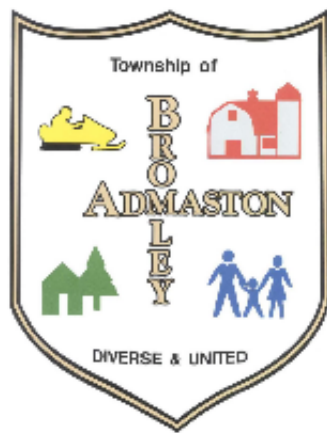
- County Council adopted a by-law to set tax ratios for County and lower-tier purposes for the year 2026. The Tax Ratio and Tax Rate By-laws were deferred to a special meeting held on March 25, 2026, to incorporate the optional Small-Scale On-Farm Business tax subclasses. The incorporation of these four subclasses only impacted the Tax Rates By-law, resulting in a shift in the tax burden from the small number of eligible properties to all other properties. For the residential class, this represented an increase of 0.00000023 in the tax rate, or approximately \$0.02 per \$100,000 of assessment in the County levy.
- County Council adopted a by-law to establish the 2026 tax rates for County of Renfrew purposes.
- County Council directed staff to transfer \$250,000 from the Winter Control Reserve into the Working Capital Reserve effective April 2026 and that staff be directed to develop a comprehensive Reserve Policy for Council consideration in 2026, outlining clear authority, objectives, criteria and processes for the Treasurer for the use and replenishment of all County Reserve accounts.
- The Chief Administrative Officer/Deputy Clerk provided a quarterly report for Q1 2026 which overviewed key activities, emerging pressures, and strategic progress during the first quarter of 2026.

Additional Information

Craig Kelley, Chief Administrative Officer/Deputy Clerk

613-735-7288

Township of Admaston/Bromley Comprehensive Zoning By-law #2026-26



Prepared by the County of Renfrew

May 4, 2026

LAND ACKNOWLEDGEMENT

The Township acknowledges that it is situated on the traditional and unceded territory of the Omàmiwinini (**Oh-ma-mee-WEE-nee-nee**) (Algonquin) People. These lands have been cared for by the Algonquin people for thousands of years. The Township expresses its gratitude to the Omàmiwinini (**Oh-ma-mee-WEE-nee-nee**) people for their stewardship of this land and honor their rich history and culture. The Township is committed to fostering respect, reconciliation, and understanding.

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SECTION 1 – APPLICATION, INTERPRETATION AND ENFORCEMENT

1.1 Title of By-law

This By-law may be cited as “the Zoning By-law of the Township of Admaston/Bromley” or short title as the “Township of Admaston/Bromley By-law”.

1.2 Scope of By-law

1.2.1 Lands Subject to By-law

The provisions of this By-law shall apply to all lands lying within the corporate limits of the Township of Admaston/Bromley.

1.2.2 Conformity with By-law

No lands shall hereafter be used and no building or structure shall be erected, altered, or used within the Corporation except in conformity with the provisions of this By-law and except as permitted by this By-law.

1.2.3 Existing Uses Continued

Nothing in this By-law shall apply to prevent the use of any existing lot, building or structure for any purpose prohibited by this By-law if such lot, building or structure was lawfully used for such purpose on or before the date of passing of this By-law, so long as it continues to be used for that purpose.

1.3 Plans Approved Prior to the Passing of this By-law

Nothing in this By-law shall prevent the erection or use of any building or structure for a purpose prohibited by the provisions of this By-law, if the plans for such building or structure were approved by the Corporation and a building permit was issued on or before the date of passing of this By-law, provided that: (a) when such building or structure is erected, it shall be used and shall continue to be used only for the same purpose for which the said building or structure was intended when such building permit was issued and shall not be altered in any way except in conformity with the provisions of this By-law; and (b) the erection of such building occurs pursuant to the building permit and said permit is not revoked or expired prior to construction.

1.4 Compliance with Other Restrictions

This By-law shall not be construed so as to reduce or mitigate any restrictions or regulations in any By-law, permit, or license lawfully imposed or issued by the Corporation or by any governmental authority having jurisdiction to make such restrictions or regulations. Nothing in this By-law shall prevent the erection, alteration, or use of a building or structure, nor the use or alteration of a lot for which a minor variance has been granted by the Committee of Adjustment.

1.5 Enforcement

Any person or directors or officers of any corporation convicted of a violation of this By-law is liable to penalties in accordance with the provisions of Sections 67 and 67.1 of the Planning Act, R.S.O. 1990, c.P.13, as amended.

1.6 Inspection

- a) Subject to Subsection 1.6 (b) of this Section, and any other applicable provisions of the Planning Act any officer or employee of the Corporation appointed by Council to administer or enforce the provisions of this By-law, or any person acting under his or her instructions, is hereby authorized, upon producing proper identification, to enter at all reasonable times, upon any property or premises to conduct an inspection of which he or she believes on reasonable grounds may be non-compliant with this By-Law;
- b) Notwithstanding anything to the contrary in Subsection 1.6 (a) of this Section, no officer or employee of the Corporation shall enter any room or place actually being used as a dwelling unit or part thereof without the consent of the occupier, except under the authority of a search warrant issued under Section 49.1 of the 'Planning Act', or any successors thereto. The occupant shall be informed that the right of entry may be refused and entry made only under the authority of a search warrant.

1.7 Requests for Amendments

Every request for an amendment to this By-law shall be accompanied by a completed copy of the appropriate application form provided by the Corporation, the required supporting material and any associated fees.

1.8 Risk, Expense, and Compliance

The facilities, yards, or other matters required by this By-law shall be provided and maintained at the sole risk and expense of the owner of the lands in respect of such matters as are hereby required and the said owner shall at all times bear full responsibility for ensuring compliance in all respects with this By-law.

1.9 Interpretation of By-law

1.9.1 Definitions

In this By-law, unless the context requires otherwise, the definitions and interpretations set out in Part 2 hereof shall apply. Words not defined shall have the customary meaning or as defined in a standard dictionary.

1.9.2 "Shall" is Mandatory

In this By-law, the word "shall" is mandatory.

1.9.3 “Use” and “Occupy”

In this By-law, unless the context requires otherwise:

- a) The verb “use” shall include “design to be used”, “arrange to be used”, “intend to be used”, and “permit to be used”; and
- b) The verb “occupy” shall include “design to be occupied”, “arrange to be occupied”, “intend to be occupied”, and “permit to be occupied”.

1.9.4 Schedules to By-law Part of By-law

Schedules which are attached hereto are hereby made a part of this By-law as fully and to all intents and purposes as though recited in full herein.

1.9.5 Interpretation of Zoning Boundaries

Zone boundaries, where possible, are construed to be lot lines, street lines, centrelines of streets or railway rights-of-way. In the case where uncertainty exists as to the boundary of any Zone, then the location of such boundary shall be determined by using the measurement tool on the County Maps GIS website or Township mapping.

1.9.6 Multiple Uses

Unless otherwise prohibited by this By-law and provided all the applicable requirements of this By-law are satisfied, a lot, structure, or building may contain more than one use permitted in the designated Zone. Where any land or building is used for more than one purpose, use, or Zone, all provisions of this By-law relating to each use shall be complied with except as otherwise provided for in this By-law. Where there is conflict between the requirements of such uses (e.g. lot size, lot frontage, or yards), the more restrictive requirements shall prevail.

1.9.7 Typographical Corrections

Provided that the purpose, effect, intent, meaning and substance of this By-law are in no way affected, the following technical revisions to this By-law are permitted without a zoning by-law amendment:

- a) Changes to the numbering, cross-referencing, format and arrangement of the text, tables, schedules and maps;
- b) Additions to and revisions of technical information on maps and schedules including, but not limited to: infrastructure and topographic information, notes, legends, shading and title blocks;
- c) Alterations of punctuation or language; and,
- d) Correction of grammatical, dimensional, boundary, mathematical or typographic errors.

1.9.8 Severability of Provisions

The provisions, sections or subsections of this By-law are hereby declared to be separate from each other and the invalidity of any provision, Section or Subsection does not affect the validity of any other provision, Section or Subsection.

1.9.9 References to Other Legislation and Agencies

Where this By-law makes reference to legislation of the Government of Ontario or the Government of Canada, such reference shall be deemed to include any and all amendments or successors or changes in the titles, numbering, or regulations thereunder. Where this By-law makes reference to the jurisdiction or policy of a public agency and where the name or responsibilities of said public agency are changed, the said reference shall be deemed to include any and all successors to such public agency, legislation or policy.

1.9.10 Compliance with Zoning Requirements

The extent and boundaries of all Zones are shown on the Schedule attached hereto. For all such Zones, both the general provisions and specific Zone provisions shall be met. The provisions of this By-law shall be held to be the minimum (or maximum, where applicable) requirements adopted by the Municipality. Nothing shall prevent any person from erecting a building or structure or from undertaking any development which is below the maximum (or above the minimum where applicable) requirements of this By-law. Except as otherwise provided in this By-law, no person shall hereafter use any land, buildings or structure unless the use is permitted in the Zone in which it is situated.

1.9.11 Zone Symbols

The short form symbols used on the Schedule attached hereto refer to individual Zones used in the By-law and may be used when describing or making reference to any Zone herein.

1.9.12 Lots in More than One Zone

Where a lot is divided into more than one Zone, each such portion of the lot shall be used in accordance with the provisions of this By-law for the Zone where such portion of the lot is located. Each such portion of the lot shall be considered as a separate lot for the purpose of measuring setbacks, yards, and lot coverage. Notwithstanding the foregoing, where each such Zone contains duplicated principal permitted uses, only one such principal use shall be permitted on the lot. A permitted accessory use may be located in a separate Zone contained within the lot.

1.9.13 Calculation of Numerical Requirements

All standards of measurement applied in this By-law shall be subject to the normal rules of rounding numbers, within the degree of precision specified by the number of digits following the decimal point, if any, so that:

- a) for a whole number, measurements of less than 0.5 shall be rounded downward to the next whole unit;
- b) for a whole number, measurements of 0.5 and greater shall be rounded upward to the next whole unit;
- c) for a number having one decimal place, measurements of less than 0.05 shall be rounded downward to the next one-tenth unit;
- d) for a number having one decimal place, measurements of 0.05 and greater shall be rounded upward to the next one-tenth unit; and
- e) for numbers expressed as a ratio or as a percentage, rounding shall not be applied.

Where the application of this By-law results in less than a whole number, the more restrictive requirement shall apply.

1.9.14 Measurement Units

This By-law uses the metric system to establish measurements when such measurements form part of a regulation or a requirement.

1.9.15 Lots Affected by Government Action

Where a lot is reduced in area or frontage by a Government action, such as road widening, property acquisition, or expropriation and the lot is below the minimum lot frontage or area for the Zone as a result of such action, or is already undersized and is made smaller as result of such action, the lot shall be deemed to be in conformity with the requirements, provided all other applicable requirements of the Zone and this By-law are satisfied.

1.9.16 Prohibited Uses

With respect to any lands to which this By-law applies, all uses are prohibited unless specifically permitted in this By-law.

1.9.17 Explanatory Note

All Notes included in this By-law are intended for reference purposes only.

1.10 Penalties

Every person who violates any of the provisions of this By-law is guilty of an offense and upon conviction is liable to a fine prescribed under the Planning Act or other applicable statute. Where a conviction is entered under the Act. In addition to any other remedy or any penalty provided by By-law, the applicable court may make an order prohibiting

the continuation or repetition of the offence by the person convicted. Penalties imposed by conviction under this Section shall be recoverable under the Provincial Offences Act.

1.11 Remedies

Where any building or structure is erected, altered, reconstructed, extended, or enlarged, or any building or structure or part thereof is used, or any lot is used, in contravention of any requirements or other provisions of this By-law, such contravention may be removed or altered at the insistence of the Township pursuant to the provisions of the Planning Act, or the Municipal Act. The contravention of any requirement of this By-law may be restrained by action of any ratepayer of the Township pursuant to the provisions of the Municipal Act.

1.12 Repeal of Former By-laws

By-law #2004-13 and all amendments thereto passed under Section 34 of the Planning Act, or its predecessor, are hereby repealed and such repeal shall come into effect upon the date that this By-law comes in to force.

Adoption of this By-law shall not prevent any pending or future prosecution of, or action to abate any existing violation of the said By-laws if the violation is also a violation of any of the provisions of this By-law.

1.13 Transition for Minor Variances

Notwithstanding Section 1.12 of this By-law, a minor variance to Zoning By-law #2004-13, under Section 45(1) of the *Planning Act* that has been approved by the Township's Committee of Adjustment and which is final and binding shall have its permission recognized and continue for a period of 18 months from the date of passing of this Zoning By-law.

1.14 Effective Date

This By-law shall take effect from the date of its passage by Council, subject to the provisions of the Planning Act.

SECTION 2 – DEFINITIONS

ABANDONED means the failure, in the opinion of the Zoning Administrator, to proceed expeditiously with construction work during any continuous 12-month period.

ABATTOIR means a building, structure or lot or part thereof used for the slaughter of livestock or other animals for the purpose of processing or rendering.

ACCESSORY when used to describe a use, building or structure, means a use, or a detached building or structure that is customarily incidental, subordinate and exclusively devoted to supporting the principal use, building or structure and located on the same lot therewith. This does not include an accessory residence unless otherwise specified.

ACCESSORY REPAIR GARAGE means a repair garage where major repairs of vehicles may be performed, and is accessory to a licensed aggregate operation.

ADULT ENTERTAINMENT PARLOUR shall mean any premise or part thereof in which, in pursuance of a business, trade, calling, or occupation, services appealing to or designed to appeal to erotic or sexual appetites or inclinations are provided. This definition does not include the exhibition, rental or sale of film or videos approved for distribution pursuant to the Theatres Act, or the sale of magazines or other printed material provided such sale does not contravene any law.

Services appealing to or designed to appeal to erotic or sexual appetites or inclinations shall mean a performance, exhibition or activity of which a principal feature or characteristic is the nudity or partial nudity of any person.

AGGREGATE means gravel, sand, clay, earth, shale, stone, limestone, dolostone, sandstone, marble, granite and rock other than metallic ores.

AGRICULTURAL COMMERCIAL ESTABLISHMENT means the use of land, buildings or structures for the wholesale or retail sales of goods that are necessary to support agricultural uses and for the processing and sale of products derived from farm uses. Without limiting the generality of the foregoing, these include such goods as farm machinery and equipment, products used for the housing and husbandry of livestock, poultry and fur bearing animals, and materials and equipment for sub-surface drainage and such services as the selling, processing, storage and transportation of seed, feed, crops, milk and eggs and livestock, and the selling of fertilizer and chemical products.

AIR FILTRATION SYSTEMS means a system designed, approved and implemented in accordance with a license issued by Health Canada as part of its requirements under the Cannabis Act, for the purposes of controlling emissions, including odour, for a licensed cannabis cultivation and production facility.

AIRFIELD, PRIVATE means land used for the purpose of the landing, storing, taxiing or taking-off of private aircraft and uses, buildings and structures accessory thereto, but not an airport under the regulation of Transport Canada.

AIRPORT means the use of land licensed by Transport Canada for the landing and take-off of commercial and/or private aircraft and shall include any buildings or structures accessory thereto.

ALTER means any alteration in a bearing wall or partition or column, beam, girder or other supporting member of a building or structure or any increase in area or volume of a building or structure. When used in reference to a lot, the word alter means to decrease the width, depth or area of any required yard, setback, landscaped open space or parking area, or to change the location of any boundary of such lot with respect to a street or lane. The words "altered" and "alteration" shall have a corresponding meaning.

AMUSEMENT ARCADE means any premises or part thereof containing four or more electronic, mechanical pinball or amusement machines operated for gain and made available for the entertainment or amusement of the general public. This definition shall not include establishments which sell such devices, provided that such devices are not made available on the premises for use on a commercial basis by the public.

ANIMAL HOSPITAL means a building or structure where domestic animals, birds or other livestock are treated and where domestic animals or birds are kept for treatment only and shall include the clinic of a registered veterinarian.

ANSI (AREA OF NATURAL AND SCIENTIFIC INTEREST) means an area of land or water containing natural heritage landscapes or features that have been identified as having life science or earth science values related to protection, scientific study or education.

ANTIQUE FURNITURE RESTORATION WORKSHOP, CABINET-MAKING SHOP AND SHOWROOM means an establishment engaged in the refinishing and restoration of antique furniture and includes a cabinet-making shop, and a showroom for the storage, and display of the finished product.

ARENA means a building, or part of a building, in which facilities are provided for such purposes as ice skating, roller skating or curling but does not include any other establishment otherwise defined or classified in this By-law.

ARTISAN SHOP OR STUDIO means a building or structure or portion thereof, where an artist or skilled craftsperson creates unique articles and/or offers instruction in an art or skilled craft and where such unique articles may be offered for sale. This may include but is not limited to, a painter, a sculptor, a photographer, a gunsmith, a cabinetmaker, a wood carver, a potter, an ornamental welder or any similar artist or craftsperson whose workplace is not otherwise defined.

ASPHALT MANUFACTURING PLANT means an industrial facility used for the production of asphalt for immediate use in the paving of roads and driveways and the damp-proofing of buildings or structures.

ASPHALT PLANT, PORTABLE means a facility operated by, or on behalf of, a public road authority for a particular construction project, with equipment designed to heat and dry aggregate and to mix aggregate with bituminous asphalt to produce asphalt paving material and includes the stockpiling and storage of bulk materials used in the process. Such a facility is not of permanent construction, but is designed to be dismantled and moved to another location as required.

ASSEMBLY HALL means a building or part of a building in which facilities are provided for such purposes as meetings of civic, education, political, religious or social purposes, and shall include a banquet hall.

ATTACHED means a building otherwise complete in itself, which depends for structural support, or complete enclosure, upon a division wall or walls shared in common with an adjacent building or buildings.

AUTOMOTIVE-BODY SHOP means a building or structure used for the painting or repairing of vehicle bodies or fenders, but shall not include a salvage yard.

AUTOMOTIVE-CAR WASH shall mean a building or structure containing facilities for washing vehicles, either by production line methods and mechanical services or by a self-service operation.

AUTOMOTIVE-COMMERCIAL GARAGE means a building where all functions of an automotive service station may be carried out and where major repairs of vehicles may be performed, including body work and welding but shall not include dismantling of motor vehicles for scrap or the storage of motor vehicles awaiting scrapping.

AUTOMOTIVE-GASOLINE BAR means one or more pump islands, each consisting of one or more gasoline or diesel pumps, and shelter having a floor area of not more than 10 square metres, excluding washrooms, which shall not be used for the sale of any product other than liquids and small accessories required for the operation of motor vehicles and shall not be used for repairs, oil changes or greasing.

AUTOMOTIVE-SERVICE STATION means a building or place where gasoline, propane, natural gas, diesel, grease, anti-freeze, tires, tubes, tire accessories, electric light bulbs, spark plugs and batteries for motor vehicles are stored or kept for sale, or where motor vehicles may be oiled, greased or washed, or have their ignition adjusted, tires inflated or batteries changed, or where only minor or running repairs essential to the actual operation of motor vehicles are executed or performed.

AUTOMOTIVE-STORE means an establishment primarily engaged in the retail sale of vehicle parts, accessories and tools. Accessory uses may include service bays for performing maintenance repair operations on motor vehicles.

AUTOMOTIVE-VEHICLE SALES OR RENTAL ESTABLISHMENT means an establishment having as its main use the storage of vehicles for sale or the storage of vehicles for rent or lease. Accessory uses may include facilities for the repair or maintenance of such vehicles.

BANK means an institution where money is deposited, kept, lent or exchanged.

BASEMENT means that portion of a building between two floor levels which is partly underground.

BED AND BREAKFAST ESTABLISHMENT means an owner-occupied single-detached dwelling in which there are up to four rooms for rent as short-term accommodation for tourists or vacationers, and may include the provision of meals. The Bed and Breakfast use shall remain subordinate to the primary use of the building as a single-detached dwelling. This definition does not include any other establishment defined in this By-law.

BERM means a landscaped mound of earth.

BOAT DOCKING OR LAUNCHING FACILITY means a structure for the mooring or launching of boats or watercraft, attached to or forming part of the mainland or used in conjunction with a use on the mainland.

BOAT HOUSE means a detached one-storey, accessory building or structure which is designed or used for the sheltering of a boat or other form of water transportation and the storage of household equipment incidental to the residential use of the property and shall not be used for human habitation nor contain food preparation or sanitary facilities.

BUFFER STRIP means an area to be used only for the purpose of screening land, buildings or other structures by the planting and maintenance of trees or shrubs or the construction and maintenance of a berm or fencing.

BUNKIE – See **CABIN, SLEEP**

BUILDING means any structure used or designed to be used for shelter, accommodation or enclosure of persons, animals or chattels.

BUILDING ENVELOPE means the buildable area on a lot, defined by the minimum front yard depth, rear yard depth and side yard width requirements and maximum height requirements, within which a building can be erected.

BUILDING, MAIN means a *building* in which is carried on the principal purpose for which the *lot* is used.

BUILDING SUPPLY STORE means an establishment engaged in the selling of building supplies including lumber, mill work, siding, roofing, electrical, heating, air conditioning, and similar items.

BUSINESS OFFICE means an establishment used by an agency, business or organization for the transaction of administrative, clerical or management business, the practice of a profession and/or the provision of government or social services and other similar services, but which does not include a *medical office*.

CABIN, SLEEP means a building containing not more than two sleeping rooms, which building shall not include cooking facilities, sanitary facilities, and is not connected to any plumbing facilities.

CAMPING ESTABLISHMENT means a tourist establishment consisting of at least five camping lots and comprising land used or maintained as grounds for the camping or parking of recreational vehicles and tents.

CANNABIS – LICENSED CULTIVATION AND PRODUCTION FACILITY means any building or structure, licensed and/or authorized to grow, possess, sell, provide, ship, deliver, transport, destroy, test, produce export and/or import cannabis for medical or non-medical purposes, including related research as defined in applicable Federal Regulations as amended from time to time. For the purpose of describing a licensed cannabis cultivation and production facility, cultivation refers to the growing of cannabis, whereas production refers to the processing and producing of cannabis and cannabis related products.

CARPORT means a building or structure that is not wholly enclosed, and is used for the parking or storage of one or more motor vehicles. Two (2) sides of the carport shall remain open and unobstructed, and there shall not be any type of door where the automobile enters.

CEMETERY means a cemetery, columbarium or mausoleum within the meaning of the Cemetery Act of Ontario.

CHURCH means a building commonly used by any religious organization, as defined in the Religious Organizations' Lands Act, for public worship, and may include a rectory or manse, church hall, auditorium, day nursery or religious school associated with or accessory thereto.

CLINIC means a building or part thereof, used exclusively by physicians, dentists, their staff, and their patients for the purpose of consultation, diagnosis and office treatment. Without limiting the generality of the foregoing, a clinic may include administrative offices, waiting rooms, treatment rooms, laboratories, pharmacies and dispensaries directly associated with the clinic, but shall not include accommodation for in-patient care or operating rooms.

COMMUNITY CENTRE means any tract of land or buildings or any part of any buildings used for community activities whether used for commercial purposes or not, and the control of which is vested in the municipality, a local board or agent thereof.

COMMUNICATION TOWER means an installation which transmits and/or relays communications such as a microwave relay tower, significant antenna, cellular telephone or wireless internet tower, radio or television broadcast tower or similar facility. These towers are subject to Industry Canada approvals and are not subject to the requirements of this by-law.

COLD STORAGE LOCKER means a building or part of building used for cold storage.

CONCRETE MANUFACTURING PLANT means an industrial facility used for the production of concrete for immediate use in the construction of buildings, structures, roads or driveways. This definition also means the manufacturing of finished concrete products and may include the retail sale of such products.

CONSTRUCT means to do anything in the erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit fabricated or moved from elsewhere and “construction” has a corresponding meaning.

CONTRACTOR'S YARD OR SHOP means an area of land of a contractor of any building or construction trade where equipment and materials are stored, or where a contractor performs shop or assembly work but does not include any other yard or establishment otherwise defined or classified herein.

CONVENIENCE STORE means a retail commercial establishment supplying groceries, sundries and other daily household necessities to the immediate surrounding area.

CORPORATION means the Corporation of the Township of Admaston/Bromley.

COTTAGE means a building to accommodate one or more guests for temporary occupancy,

- a) that contains at least two rooms;
- b) that is at least partially furnished; and
- c) in which the guest may be permitted to prepare and cook food.

COTTAGE ESTABLISHMENT means a tourist establishment comprised of two or more cottages owned or leased by the same person. Cabin establishment shall have a corresponding meaning.

CRAFT SHOP means a building or part thereof in which a handicraft is conducted for gain of profit and may include sales of such handicraft.

CUSTOM WORK SHOP means a building or structure or part thereof where the manufacturing of small quantities or articles is performed by the tradesman requiring

manual or mechanical skills, but does not include machining, stamping or forging of materials.

DAY CARE (Private Dwelling) means care provided to five children or fewer under 10 years of age, in a private residence other than the home of the parent/guardian of the child.

DAY NURSERY means a building or part thereof duly licensed by the Province of Ontario for use as a facility for the day-time care of children.

DECK means a structure which has no roof or walls (except for visual partitions and railings) and which is constructed on piers or a foundation above grade, with direct access to the ground.

DECK – SUN means a structure which has walls and a roof, and is enclosed with screens and/or windows but does not contain insulation, heating, or plumbing and which is constructed on piers or a foundation above grade, with direct access to the ground

DRIVE-THROUGH means a building or structure or part thereof where goods and/or services are offered to the public within a parked or stationery vehicle by way of a service window or kiosk, where goods, money or materials are exchanged. Kiosks within a parking garage or associated with a surface parking area are not considered to be drive- through service facilities.

DRIVEWAY means a vehicle access provided between a street or lane and a parking area or a loading space, or between two parking areas, but does not include a parking aisle.

DWELLING means a building or part of a building containing one or more dwelling units.

DWELLING, ADDITIONAL UNIT means an additional, self-contained residential dwelling unit ancillary and subordinate to a primary dwelling unit, in which food preparation, eating, living, sleeping and sanitary facilities are provided for the exclusive use of the occupants thereof, and which may also be located within structures accessory to a dwelling such as a garage or other detached structure and includes a coach house as defined in this By-law but does not include a garden suite or an accessory dwelling unit as defined in the By-law.

DWELLING, APARTMENT means the whole of a building not otherwise defined herein, which contains more than four (4) dwelling units served by a common entrance or by an independent entrance directly from the outside in which the occupants have the right to use in common any corridors, stairs or elevators contained therein, and the yards appurtenant thereto.

DWELLING, COACH HOUSE means an additional dwelling unit that is in a standalone structure, separated from and on the same lot as the primary dwelling unit.

DWELLING, DUPLEX means a building that is divided horizontally into two separate dwelling units each of which has an independent entrance either directly from outside or through a common vestibule.

DWELLING, GARDEN SUITE means a temporary, detached, and portable/removable housing unit which is accessory to and shares servicing with a principal residential dwelling unit. For the purposes of this By-Law, a Garden Suite does not include a dwelling, additional dwelling unit, recreational vehicles, travel trailers, tent trailers or motor homes.

DWELLING, SINGLE DETACHED means a single dwelling unit which is freestanding, separate and detached from other main buildings or main structures and includes a prefabricated single dwelling unit but does not include a mobile home.

DWELLING, SEMI-DETACHED means a building that is divided vertically into two separate dwelling units each of which has an independent entrance either directly from the outside or from a common vestibule.

DWELLING, PRIMARY UNIT means a single detached dwelling, a townhouse dwelling unit, or a semi-detached dwelling unit but does not include, a garden suite, a boarding house, a converted dwelling, a coach house, a seasonal dwelling, an accessory dwelling unit or any other dwelling unit type as defined in this By-law.

DWELLING, TRIPLEX means a building that is divided horizontally into three separate dwelling units each of which has an independent entrance either directly from outside or through a common vestibule.

DWELLING, TWO UNIT (THREE UNIT, FOUR UNIT) means a building containing two dwelling units (or three dwelling units or four dwelling units respectively).

DWELLING, MULTIPLE ATTACHED means a building that is divided vertically into more than three (3) dwelling units, each of which has a separate and independent entrance at finished grade and separated from the adjoining unit or units by a common unpierced wall with no interior access between each dwelling unit. Townhouse shall have a corresponding meaning.

DWELLING, LIMITED SERVICE means a single detached dwelling that:

- a) has no frontage on a municipally maintained street, and
- b) the owner is responsible for services, such as snow clearing and road maintenance, and for ensuring that the road condition is adequate for access by emergency vehicles including fire, ambulance and police;
- c) has a means of access to the lot that is not part of the municipal street network.

DWELLING, MODULAR means a prefabricated single detached dwelling designed to be transported once only to a final location and constructed so as the shortest side of such dwelling is not less than six metres in width.

DWELLING UNIT means a suite of habitable rooms which:

- a) is located in a building;
- b) is used or intended to be used in common by one or more persons as a single, independent and separate housekeeping establishment;
- c) contains one food preparation area;
- d) sanitary facilities provided for the exclusive common use of the occupants thereof; and
- e) has a private entrance directly from outside the building or from a common hallway or stairway inside the building.

DWELLING UNIT, ACCESSORY means a dwelling unit accessory to a permitted non-residential use.

DWELLING UNIT AREA means the aggregate of the floor area of all habitable rooms, hallways and lobbies within a dwelling unit, excluding the thickness of any exterior walls.

EATING ESTABLISHMENT means a building or part of a building where food is offered for sale or sold to the public for consumption either on or off the premises and includes a restaurant, café, cafeteria, ice cream parlour, tea or lunch room, dairy bar, coffee shop, snack bar, but does not include a boarding house.

EATING ESTABLISHMENT, TAKE-OUT means a building or structure used for the sale of food to the general public and from which food is made available to the customer from within the building. This includes a mobile food vehicle. No provision is made for consumption of food on the site except for a mobile food vehicle.

ERECT means build, construct, reconstruct, alter, enlarge or relocate and without limiting the generality of the foregoing, shall include any preliminary physical operations such as grading, excavating, berming, piling, cribbing, filling or drainage, or any altering of any existing building by an addition, deletion, enlargement, extension or other structural change.

ESTABLISHED BUILDING LINE means the average distance from the street line to existing buildings on the same side of a street within 150 metres of a lot, where a minimum of 3 dwellings have been built within this area prior to the date of passing of this By-law. Where the established building line is being calculated for water setback, the average distance is to be measured in accordance with the foregoing, except that it shall be calculated using the distances between the high water mark and existing buildings.

EXISTING means existing as of the date of final passing of this By-law.

EXTRACTIVE INDUSTRIAL FACILITY means a building, structure or facility used for processing aggregate and includes the screening, sorting, washing, crushing, storing and other similar operations related to an extractive industrial operation.

FACTORY OUTLET means a building accessory to a permitted industrial use where the products manufactured by that industry are kept and offered for wholesale or retail sale.

FARM means land used for the tillage of soil; the growing and harvesting of field crops, vegetables, fruits, horticultural crops and trees; the grazing, breeding, raising, boarding or training of livestock and horses; dairying; beekeeping, fish farming; any other operation that is normal farming practice; and includes one farm dwelling as well as barns, sheds and other accessory structures. A farm use includes a hobby farm.

FARM BUSINESS means any gainful occupation, trade or service that is carried on within an operating farm as a means of diversification but which is small in scale and clearly secondary to the main farm use. A farm business may include the storage of vehicles, equipment or commodities within a building or fully enclosed structure, a welding shop, a custom workshop, a general service shop, a blacksmith, a farm produce sales outlet, the processing of farm produce, an artisan shop or studio, a kennel, a riding stable, the repair of vehicles or farm equipment, a bed and breakfast establishment, or other use of similar character to the foregoing.

FARM – ON-FARM DIVERSIFIED USE means a use that is secondary to the principal agricultural use of the property. On-farm diversified uses include, but are not limited to home occupations, home industries, agri-tourism uses, uses that produce value-added agricultural products, electricity generation facilities and transmission systems, and energy storage systems. On-farm diversified uses must be located on a farm property that is actively in agricultural use. For example, the on-farm diversified uses do not apply to small residential lots.

FARM – AGRICULTURE RELATED USE means a farm-related commercial or farm-related industrial use that is directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

Examples of a farm-related commercial use include: retailing of agriculture products (e.g. farm supply co-ops, farmers' market, retailers of value-added products like wine or cider made from produce grown in the area), livestock assembly yards, and farm equipment repair shops.

Examples of a farm-related industrial uses may include such industrial operations that process farm commodities from the area such as: abattoirs, feed mills, grain dryers, cold/dry storage facilities, fertilizer storage/distribution facility, food and beverage processors (e.g. wineries and cheese factories) and agricultural biomass pelletizers.

Residential, recreational and institutional uses are not considered an agriculture-related use.

FARM LIMITED means land used for growing and harvesting field, bush, vine, forest or tree crops or grazing and does not include a farm dwelling and accessory buildings and uses.

FARM PRODUCE SALES OUTLET means a stand set up as an accessory use on a farm, used for the sale or produce from that same agricultural use.

FINANCIAL INSTITUTION means the premises of a bank, trust company, finance company, mortgage company or investment company.

FLOOD means a temporary rise in the water level resulting in the inundation of areas that are adjacent to a water course and not ordinarily covered by water.

FLOOD FRINGE means the outer portion of the flood plain between the floodway and the upper elevation of the flood plain limit. Depths and velocities of flooding are generally less severe in the flood fringe than those experienced in the floodway.

FLOOD PLAIN means the area of land within a watershed which is subject to inundation during a flooding event. This area shall be calculated as being the area that would be flooded with an expected average frequency of once in a hundred years. Lands subject to flooding shall have a corresponding meaning.

FLOODPROOFED means the installation of power service metering equipment, major electrical appliances, etc., such that they are not located below the flood plain design elevation but this does not prohibit the installation of electrical wall outlets equipped with ground fault plugs; the design and installation of heating, air conditioning, ventilation, plumbing, sewer and water systems which consider flood susceptibility; sanitary sewer and storm drainage systems having openings below the flood plain elevation which are provided with automatic back flow preventers; water supply systems which are designed to prevent contamination by flood waters; fuel-fired furnaces which are provided with float operated automatic control valves which shut off the fuel supply in the event of flooding; septic systems which are designed to operate during flood conditions and which prevent sewer discharges which could result in a health hazard; and no building openings below the regulatory flood elevation.

FLOODWAY means the channel of a watercourse and the inner portion of the flood plain adjacent to the watercourse where flood depths and velocities are more severe than in the flood fringe. These flood depths and velocities are considered to have the potential to threaten lives and/or damage property.

FLOOR AREA GROSS means, for a dwelling, the total area of the storeys exclusive of basements, attic, garages, sunrooms, unenclosed verandas or porches; and for a building other than a dwelling, the total area of all the floors contained within the outside walls of the building. Only that floor area having a clear height to the ceiling of at least two and one-quarter metres (2.25 metres) may be used to calculate floor area.

FLOOR AREA, GROSS LEASABLE means the total floor area of a building including basements, mezzanines and upper floors, minus common areas including public walkways, malls, public toilets, truck and service facilities, joint service facilities, elevator shafts and lobbies, boiler rooms, maintenance rooms, mechanical or electrical or utility rooms and any parking for autos within the building.

FLOOR AREA, NET means only the habitable or useable floor space in a building exclusive of any foyer, hallways, stairwell, closet, washroom or toilet room and shall be measured from the inside walls.

FOOD CATERING ESTABLISHMENT means any premises where food is prepared for banquets, weddings, etcetera and where such food is prepared for consumption off the premises.

FRONT of BUILDING means the side of the building that faces the front lot line, for the purposes of this By-law.

FRONTAGE see **LOT FRONTAGE**.

FORESTRY means the management, development and cultivation of timber resources to ensure the continuous production of wood or wood products, provision of proper environmental conditions for wildlife, protection against floods and erosion, protection and production of water supplies, and preservation of the recreation resources.

FUEL DEPOT means the use of land, structures or buildings for the purpose of distributing fuels from a fuel storage tank on the premises.

FUEL STORAGE TANK means a tank for the bulk storage of petroleum gasoline, fuel oil, gas or inflammable liquid or fluid but does not include a container for inflammable liquid or fluid legally and properly kept in a retail store or a tank for storage merely incidental to some other use of the premises where such tank is located.

FURNITURE OR WOOD PRODUCTS SHOP means an establishment where items are constructed primarily from wood, including such products as cabinets, furniture, caskets, trim, or sash and door works.

FUNERAL HOME means any premises where preparation of a human body for internment or cremation is undertaken.

GARAGE, PRIVATE means an enclosed structure used primarily for the storage of one or more vehicles and storage of household equipment incidental to the residential occupancy, but no business, occupation or service is conducted for profit, unless permitted as a Home Industry.

GARAGE, PUBLIC means a municipal or provincial facility used for the storage and servicing of road construction and maintenance equipment and materials.

GARDEN CENTRE means an establishment primarily used for the retail sale of gardening equipment, products and planting materials, including greenhouses for the cultivation of such materials.

GOLF COURSE means a public or private area operated for the purpose of playing golf including an accessory club house, driving range, miniature course or combination thereof.

GRAVEL PIT means any open excavation made for the removal of any unconsolidated aggregate including earth, clay, sand, and gravel in order to supply material for construction, industrial or manufacturing purposes, but shall not include an excavation incidental to the erection of a building or structure for which a building permit has been granted by the Corporation or an excavation incidental to the construction of any public works.

GROUP HOME means a single housekeeping unit in a residential dwelling in which up to nine unrelated residents, excluding staff or the receiving family, temporarily or permanently reside under responsible supervision consistent with the requirements of its residents.

HAULED SEWAGE means untreated sanitary waste from a septic tank, privy or holding tank.

HAULED SEWAGE/SEPTAGE DISPOSAL AREA means an area where hauled sewage or septage shall be permitted to be spread and where the disposal site has been approved by the Ministry of the Environment.

HEIGHT means, when used with reference to a building, the vertical distance between the average elevation of the finished surface of the ground at the front of the building and,

- a) in the case of a flat roof, the highest point of the roof surface or the parapet, whichever is the greater;
- b) in the case of a mansard roof, the deck roof line;
- c) in the case of a gable, hip or gambrel roof, the mean height between the eaves and the ridge; and
- d) in the case of any other type of roof, the highest point of the roof surface.

ILLUSTRATION OF HEIGHT DEFINITION

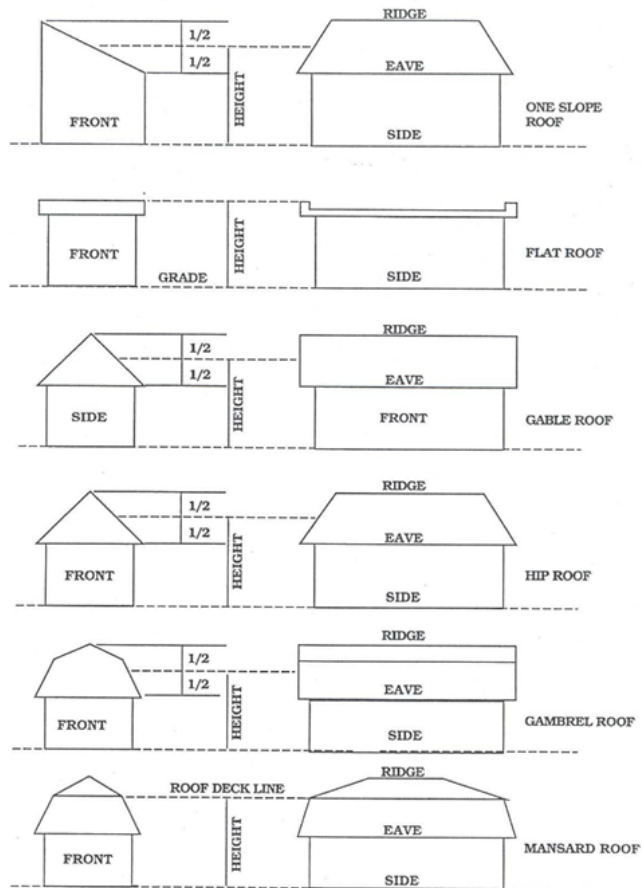
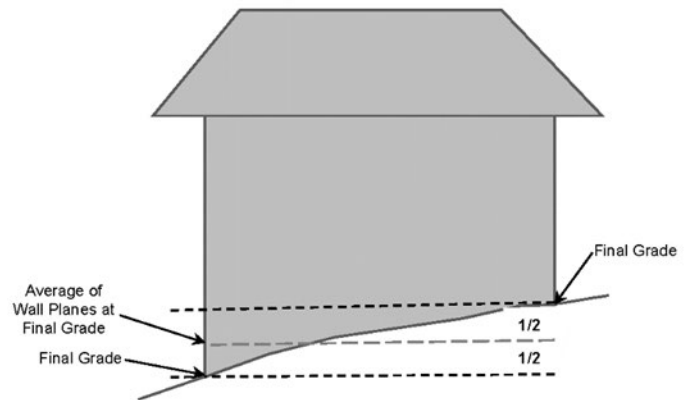


ILLUSTRATION OF AVERAGE ELEVATION



HOME DISPLAY AND SALES OUTLET means an establishment or premises where prefabricated dwellings including cottages and mobile homes are erected or located for display purposes only and from which orders can be placed for the purchase and delivery of such dwellings or parts and accessories associated therewith.

HOME FOR THE AGED means a "home for the aged" as defined under the Homes for the Aged and Rest Homes Act, as amended from time to time.

HOME INDUSTRY means a gainful occupation including a day nursery, carpentry, electrical shop, woodworking, window framing, welding, plumbing, machine or auto repair shop, riding stables and a kennel with a maximum of four outdoor runs; a service shop; blacksmithing; or a storage building for school buses, boats or snowmobiles and may be conducted in whole or in part in a dwelling unit or an accessory building to a single detached dwelling or to a permitted farm use.

HOME OCCUPATION means any occupation for gain or support which is carried on as an accessory use either within a dwelling or dwelling unit and operated by persons residing in a dwelling or dwelling unit. Such home occupation uses may include a

service or repair shop; a personal service shop; the office or consulting room of a doctor, day care (private dwelling), dentist, chiropractor, drug-less practitioner, lawyer, real estate agent, insurance agent, planner, architect, photographer, teacher, music or dance instructor or engineer, but does not include a clinic, a hospital, a nursing home, a tea room, kennel, a taxi stand or a small internal combustion engine repair shop.

HOSPITAL means a hospital as defined in the Private Hospitals Act, a sanitarium as defined by the Private Sanitarium Act or a hospital as defined by the Public Hospital Act and includes facilities for mental health and addiction treatment.

HOTEL means a tourist establishment that consists of the following: 1) one or more than one building containing four or more accommodation units grouped under one roof and accessible from the interior or partially from the exterior, and 2) may or may not have facilities for serving meals.

HUNTING & FISHING CAMP means a building or structure intended to provide basic shelter and accommodation on an occasional basis for a person or group of persons engaged in hunting, fishing or other outdoor recreational activities. Such structure may be described as being of light frame construction without any interior finish on its walls and ceiling.

INSTITUTIONAL USE means the use of buildings or structures for a public or non-profit purpose and without limiting the generality of the foregoing, may include such uses as schools, places of worship, indoor recreation facilities, community centre, hospitals and government buildings.

KENNEL means an establishment in which dogs or other domesticated animals are housed, groomed, boarded, bred or trained for gain or profit.

LANDSCAPED OPEN SPACE means open space comprised of lawn and/or ornamental shrubs, flowers and trees and may include space occupied by paths, walks, courts and patios, but shall not include parking areas, traffic aisles, driveways, ramps or storage of equipment, vehicles or other materials.

LANE means a public thoroughfare which affords only a secondary means of access to abutting lots and which is not intended for general traffic circulation.

LAUNDROMAT means a building or structure where coin-operated laundry machines, using only water, detergents and additives are made available to the public for the purpose of laundry cleaning.

LIVESTOCK means chickens, turkeys, cattle, hogs, mink, rabbits, sheep, horses, goats or any domestic animal used or raised for consumption or for commercial purposes.

LIVESTOCK FACILITY means barns, buildings or structures where livestock are housed and shall also include beef feedlots and the associated manure storage facilities.

LODGE HOUSE means a building in which bedrooms, common areas, dining areas, games areas and meals are available for the guests of an establishment.

LOGGING HAULER means an area of land and/or building of a logging hauler where equipment and materials belonging to the logging hauler are stored and may include repairs to logging equipment belonging to the logging hauler. This definition does not include other logging activities such as a sawmill or the storage of logs on the ground or in storage buildings.

LOT means a parcel or tract of land:

- a) which is a whole lot as shown on a Registered Plan of Subdivision, but a Registered Plan of Subdivision for the purposes of this paragraph does not include a Registered Plan of Subdivision which has been deemed not to be a Registered Plan of Subdivision under a By-law passed pursuant to Section 50 of The Planning Act.
- b) which is a separate parcel of land the owner of which does not retain the fee or equity of redemption in, or a power or right to grant, assign, or exercise a power of appointment with respect to any abutting land, or
- c) the description of which is the same as in a deed which has been given consent pursuant to the Planning Act.

LOT AREA means the total horizontal area within the lot lines of a lot. In the case of a corner lot having street lines rounding at the corner with a radius of six (6) metres, or less, the lot area of such land shall be calculated as if the lot lines were produced to their point of intersection.

LOT, CORNER means a lot having street frontage adjoining the point of intersection of two or more streets.

LOT COVERAGE means the percentage of the lot area covered by buildings, including accessory buildings.

LOT FRONTAGE means the horizontal distance between the side lot lines measured along the front lot line. Where the front lot line is not a straight line, or where the side lot lines are not parallel, the lot frontage shall be measured along a line seven and one-half (7.5) metres back from and parallel to the street line.

LOT, INTERIOR means a lot situated between adjacent lots and having access to one street.

LOT LINE means any boundary of a lot or a vertical projection thereof.

LOT LINE, EXTERIOR means a lot line abutting a street or street allowance or private road that is not a front lot line.

LOT LINE, FRONT means the lot line that divides the lot from the street or street allowance or private road with the following clarifications:

- a) in the case of a corner lot, the shorter lot line that abuts the street shall be deemed the front lot line and the longer lot line that abuts the street shall be deemed the exterior side lot line;
- b) in the case of a corner lot with two street lines of equal lengths, the lot line that abuts the wider street or abuts a Provincial Highway or abuts a County Road shall be deemed to be the front lot line, and in the case of both streets being under the same jurisdiction, or of the same width, the lot line where the principal access to the lot is approved shall be deemed to be the front lot line;
- c) in the case of a corner lot abutting a 0.3 metre reserve the lot line so abutting the 0.3 metre reserve shall be deemed an exterior side lot line and the other line abutting the street shall be deemed the front lot line;
- d) in the case of a through lot, the longer boundary dividing the lot from the street shall be deemed to be the front line and the opposite shorter boundary shall be deemed to be the rear lot line. In case each of such lot lines should be of equal length the lot line where the principal access to the lot is approved shall be deemed to be the front lot line; and
- e) in all other cases, the lot line where the principal access to the lot is approved shall be deemed to be the front lot line.

LOT LINE, REAR means, in the case of a lot having four or more lot lines, the lot line furthest from and opposite to the front lot line. In the case of a lot with less than four lot lines, there shall be deemed to be no rear lot lines.

LOT LINE, SIDE means a lot line other than a front or rear lot line.

LOT, THROUGH means a lot bounded on two opposite sides by a street or road allowance. If any lot qualifies as being both a "Lot, Corner" and a "Lot, Through" as hereinbefore defined, such lot shall be deemed a "Lot, Corner" for the purpose of this By-law.

MAIN BUILDING means a building in which the principal use is conducted on the lot on which the building is located. In the residential zone the dwelling is the main building.

MANUFACTURING PLANT means a building or structure in which a product is fabricated or materials are processed or assembled and from which such product is shipped to a wholesale or retail outlet.

MANUFACTURING PLANT, LIGHT means a building or structure in which materials or component parts are manufactured, assembled or processed to produce finished products suitable for the retail trade but does not include any industry involving stamping presses, furnaces or other machinery that emits dirt, dust or noxious fumes into the air or that results in noise or vibration beyond the property in excess of Ministry of the Environment guidelines.

MARINA means a building, structure or place, containing docking facilities and located on a waterbody, where boats and boat accessories are berthed, stored, serviced,

repaired or kept for sale or rent, where boat trips may be offered, and where facilities for the sale of marine fuels and lubricants may be provided.

MEAT PRODUCTS PLANT means a canned meat factory, sausage factory, meat processing plant and any other factory where meat or poultry are cooked, cured, smoked or otherwise processed or packed but does not include a stock-yard, abattoir, tannery or hide processing plant, a poultry-killing establishment, an animal food factory or an animal by-products plant.

MINE means,

- a) any opening or excavation in, or working of, the ground for the purpose of winning any mineral or mineral bearing substance;
- b) all ways, works, machinery, plant, buildings and premises below or above the ground relating to or used in connection with the activity referred to in clause (a);
- c) any roasting or smelting furnace, concentrator, mill, work or place used for or in connection with washing, crushing, grinding, sifting, reducing, leaching, roasting, smelting, refining or treating any mineral or mineral bearing substance, or conducting research on them;
- d) tailings, wasterock, stockpiles of ore or other material, or any other prescribed substances, or the lands related to any of them; and
- e) mines that have been temporarily suspended, rendered inactive, closed out or abandoned;

but does not include any prescribed classes of plant, premises or works.

MINERAL EXPLORATION means work necessary to determine the presence of a mineral deposit and/or the economic potential for a mine. This work may include geophysical surveys, drilling, sinking of a test shaft or a decline, piling excavated overburden or rock, and removing from the site quantities of mineral-bearing substance sufficient for testing purposes only.

MINI STORAGE ESTABLISHMENT means one or more than one building containing separate spaces of varying sizes that are offered by lease or rent to persons for the storage of chattels. Self-service storage building shall have a corresponding meaning.

MOBILE HOME means any dwelling that is designed to be made mobile and constructed or manufactured to be used in like manner as a single detached dwelling for the permanent accommodation of one or more persons, notwithstanding that the running gear is or may be removed, or that such dwelling is or may be fixed on a finished and permanent foundation or has become in any other manner so adapted and affixed to the land upon which it is situated that it is, or has become, an immobile and permanent structure, and includes any mobile home as defined in Section 46(1) of the Planning Act amended from time to time, or any successors thereto.

MOBILE HOME PARK means a lot containing two or more mobile home sites and which is under single management and ownership, used for the siting of mobile homes

together with commercial-recreational and service uses for Mobile Home Park residents, including any building, structure or enclosure forming a part of such a mobile home park.

MOBILE HOME SITE means an area of land which shall be considered a lot within a mobile home park occupied by or intended for occupancy by one mobile home together with all yards and open space required by this By-law.

MOTEL means a tourist establishment that consists of the following:

- a) one or more than one building containing four or more attached accommodation units accessible from the exterior only, and
- b) may or may not have facilities for serving meals.

MUTUAL DRIVEWAY means an ingress or egress that is common to two or more owners of abutting lands as a right-of-way registered against the title of the lands.

NAVIGABLE WATERWAY means a navigable body of water or stream as deemed under the Navigable Waters Protection Act.

NON-CONFORMING means that which does not conform, comply or agree with the regulations of this Bylaw as of the date of final passing thereof.

NURSERY See **GARDEN CENTRE**.

NURSING HOME means a nursing home as defined under the Nursing Home Act, as amended from time to time.

OFFICE, BUSINESS means an office where one or more persons are employed in the management, direction or conducting of any agency, business, brokerage, labour or fraternal organization and shall include a newspaper plant, a radio and television broadcasting studio or theatre.

OFFICE, PROFESSIONAL means any office where professionally qualified persons, technical assistants and clerical staff are employed and where clients or patients seek advice, consultation, or treatment. Notwithstanding the foregoing, said office shall not be a hospital or any other use defined herein.

OPEN SPACE means a parcel or area of land essentially unimproved or unoccupied by any building, structure or driveway.

OPEN STORAGE means the storage of goods, merchandise or equipment in the open air and in unenclosed portions of buildings which are open to air on the side.

OUTDOOR FURNACE means a solid fuel burning appliance located outside of the building it serves and is used for the space heating of buildings and/or domestic water heating and does not include the incineration of waste as defined in Section 25 of

the Environmental Protection Act, c.E.19., R.S.O. 1990. This definition also applies to outdoor furnaces located in any accessory building.

PARK means a recreational area that consists largely of open space and which may include a picnic area, swimming pool or area, playground, play field or similar use, but shall not include a mobile home park or recreational vehicle park.

PARK, PRIVATE means a park other than a public park.

PARK, PUBLIC means a park owned or controlled by the Corporation or by any Ministry, Board, Commission or Authority established under any statute of Ontario or Canada.

PARKING AREA means an area provided for the parking of motor vehicles and encompassing at least the required number of parking spaces and all driveways, aisles, manoeuvring areas, entrances, exits and similar areas for access to parking spaces, but shall not include any part of a street or private road.

PARKING SPACE means an area exclusive of driveways or aisles, for the temporary parking or storage of motor vehicles.

PERMITTED means permitted by this By-law.

PERSON means an individual, an association, a chartered organization, a firm, a partnership or a corporation.

PET GROOMING ESTABLISHMENT means the practice of cleaning and maintaining the pets of customers entirely within the building premises, but does not include a place for the selling, breeding, or overnight boarding of animals.

PLACE OF ENTERTAINMENT means an athletic, recreational or social club operated for gain or profit as well as a motion picture or other theatre, auditorium, billiard or pool room, bowling alley, ice or roller skating rink, curling rink, or dance hall, but does not include any place of entertainment or recreation or other use otherwise defined or classified in this By-law.

PLACE OF WORSHIP means a building or structure designed and constructed or erected for the sole purpose of public or private worship of a Supreme Deity or deities.

PORTABLE GARAGE means a supporting metal or wood framework with a fabric cover made of canvas, nylon, clear plastic or similar material for the storage of one or more vehicles and storage of household equipment incidental to the residential occupancy.

PRINTING SHOP means a building or part of a building used for printing.

PRIVATE ROAD means a registered right-of-way not dedicated and accepted as, or otherwise deemed at law to be a public highway, that serves as a privately

maintained motor vehicle access-route to one or more abutting, legally conveyable parcels of land. New private roads shall have a minimum width of 10 metres (33 feet).

PRIVATE CLUB means a building or part of a building used as a meeting and social place exclusively for members of a chartered organization and their guests, and shall include a fraternal lodge (eg. Free Masons), a fraternity or sorority house, hostel, and a labour union hall.

PROPANE TANK shall mean a structure consisting of a tank/cylinder used for the storage of propane gas.

PROVINCIALY SIGNIFICANT WETLAND means an area identified as Provincially Significant by the Ministry of Natural Resources using evaluation procedures established by the Province or evaluated by others and approved by the Ministry of Natural Resources.

PUBLIC AUTHORITY means the Council and any School Board, Public Utility Commission, Transportation Commission, Public Library Board, Board of Parks Management, Board of Health, County of Renfrew, Planning Committee or other board or commission or committee of the Township of Admaston/Bromley established or exercising any power or authority under any general or special statutes of Ontario with respect to any of the affairs or purposes of the Municipality or a portion thereof, and includes any committee or local authority established by By-law of the Municipality.

PUBLIC BUILDING means any building or structure owned or leased by a municipal corporation, the County of Renfrew, Province of Ontario or the Government of Canada and in which government activities are carried out.

PUBLIC UTILITY means a waterworks, a water supply system, sewage works, electrical power or energy generating, transmission or distribution system, street lighting system, natural or artificial gas works or supply system or a telephone system, and includes any lands, buildings or equipment required for the administration or operation of any such system.

QUARRY means any open excavation made for the removal of any consolidated rock or mineral including limestone, sandstone or shale, in order to supply material for construction, industrial or manufacturing purposes, but shall not include an excavation incidental to the erection of a building or structure for which a building permit has been granted by the Corporation or an excavation incidental to the construction of any public works.

RECREATION, ACTIVE means the use of land, water and/or building for the purpose of organized active leisure activities and shall include an arena, a golf course, a sports field, and motorized vehicle trails.

RECREATION, PASSIVE means the use of land and/or water for the purpose of passive leisure activity and shall include a park, a garden, a picnic area and the like, equestrian and hiking trails, as well as a playground with activity equipment for

children. Passive recreation may include private trails for motorized vehicles (ATV/dirt bike) provided they are not a course/track that results in noise concerns.

RECREATIONAL VEHICLE means any vehicle constructed to be attached and propelled by a motor vehicle and that is capable of being used by persons for living, sleeping or eating, even if the vehicle is jacked-up or its running gear is removed. It includes any vehicle designed, intended and used as accommodation exclusively for travel, recreation and vacation and which is either capable of being drawn by a passenger vehicle or is self-propelled and shall include travel trailers, park model trailers, tent trailers, vans, motor homes, Tiny Homes, and similar transportable accommodation excepting a mobile home.

RECREATIONAL VEHICLE CAMPGROUND means a parcel of land under single ownership which is designed, developed and maintained or intended to provide accommodation on a temporary or seasonal basis, for recreational vehicles and/or tents plus accompanying towing or carrying vehicles. It may also include accessory uses such as an administration office, clubhouse, snack bar, laundry, convenience and souvenir shop, swimming pool, washrooms, showers, managers dwelling and recreational facilities. Recreational Vehicle Park and Trailer Park shall have a corresponding meeting.

RECREATIONAL VEHICLE SITE means a plot of ground within a recreational vehicle campground or a camping establishment intended for exclusive occupancy by the renter(s), and on which accommodations and vehicles can be placed.

RELIGIOUS EDUCATION FACILITY means an establishment used by religious groups for study, relaxation, meditation and similar activities, including dining and lodging facilities, accommodation for staff and compatible accessory uses.

REQUIRED means required by this By-law. **REQUIREMENT** shall have a corresponding meaning.

RESORT means a tourist establishment catering to the vacationing public, designed as a destination-oriented operation and/or being within an area recognized as a destination for vacations, and providing meals and sleeping accommodations that may consist of lodge houses, guest rooms or cottages, but shall not include any other use defined herein.

RESTAURANT see **EATING ESTABLISHMENT**.

RETAIL STORE means a building or part of a building in which goods, wares, merchandise, substance, articles or things are offered or kept for sale at retail, but does not include any establishment otherwise defined herein or specifically named elsewhere in this By-law.

ROAD, PUBLIC see **STREET**.

ROAD ALLOWANCE see **STREET ALLOWANCE**.

ROOM, HABITABLE means a room which is designed for:

- a. living;
- b. sleeping;
- c. eating;
- d. or for sanitary purposes.

ROOM, NON-HABITABLE means any room located within a dwelling unit that is not a habitable room, including, but not so as to limit the generality of the foregoing, a laundry room, a pantry, a lobby, a stairway, a closet, a verandah, a recreation room, a porch, a balcony, a private garage, an unfinished attic, a boiler room and any space used for the service and maintenance of such dwelling or for vertical travel between storeys.

ROOMING HOUSE means a principal dwelling within the whole of a residential use building that contains at least four rooming units, and which may also contain dwelling units and an administration office accessory to the operation of the house.

ROOMING HOUSE, CONVERTED means the whole of a residential use building or the whole or part of any other building that was converted to a rooming house.

ROOMING UNIT means a room, or a suite of rooms, that constitutes a separate, independent residential occupancy, but which is not self-contained and which requires access to other parts of the principal dwelling or building intended to serve the residents, including shower or bathtub facilities, kitchens, eating areas or bathrooms.

SALVAGE YARD means a lot and/or premises for the storage and/or handling and/or sale of scrap or used materials, which, without limiting the generality of the foregoing, shall include waste paper, rags, wood, bottles, bicycles, vehicles, tires, metal and/or other scrap material and salvage includes a junk yard, scrap metal yard and a wrecking yard, including ancillary automotive sales and service establishment and premises.

SAWMILL means a building, structure or area where timber is cut or stored, either to finished lumber or as an intermediary step.

SCHOOL means a school under the jurisdiction of a Public or Separate School Board, a college or a university or any other school established and maintained either wholly or partially at public or private expense whether or not the same is also a boarding school, and includes any dormitory building accessory to a school.

SECURITY FENCE means fencing that is required by Health Canada as part of its license requirements under the Cannabis Act.

SENIOR CITIZEN'S HOME means any home for senior citizens sponsored and administered by any public agency or any service club, church or other profit or non-profit organization, either of which obtains its financing from Federal, Provincial or

Municipal Governments or agencies, or by public subscription donation or residents payments, or by any combination thereof, and such homes shall include auxiliary uses such as club, kitchen, dining and/or lounge facilities, usually associated with Senior Citizens development.

SENSITIVE LAND USE means buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more adverse effect(s) from contaminant discharges generated by a nearby major facility. Sensitive land uses may be a part of the natural or built environment. Examples may include, but are not limited to: dwellings, daycare centres, and educational and health facilities.

SEPARATION DISTANCE means the horizontal distance between buildings or structures or physical features measured from the closest point of the exterior wall of such building or structure, or from the closest point of such physical feature.

SERVICE SHOP, GENERAL means a building or part of a building used for the servicing or repairing of articles, goods or materials, and in which no product is manufactured and includes radio, television and appliance repair shops, a laundromat, but does not include any automotive uses as defined by this By-law.

SERVICE SHOP, PERSONAL means a building or part thereof in which services are provided and administered to the individual and personal needs of persons, and without limiting the generality of the foregoing, includes barber shops, hairdressing establishments and workrooms for shoe repair and shoe shining shops, tailor shops, bakery shops and photographic studios.

SEWAGE DISPOSAL SYSTEM, PRIVATE means a sanitary disposal system including a septic tank and tile bed disposal system approved by the Township's Sewage System Authority.

SEWAGE SLUDGE means the aqueous suspension of residual solids generated from the treatment of municipal or industrial wastewater.

SHIPPING CONTAINER means a container with strength suitable to withstand shipment, storage, and handling. Shipping containers include large reusable steel boxes used for intermodal shipments. This definition also includes sea cans.

SHOPPING CENTRE means a group of commercial and service establishments related in size and type, primarily to the specific commodity needs of the community and designed, developed and managed as a unit whether by a single owner, a group of owners or tenants acting in collaboration and shall include as a primary establishment a department store. Generally, but not prerequisite, the public access to individual functions within a Shopping Centre shall be from an enclosed common mall area.

SHOPPING PLAZA means a group of commercial and service establishments or uses, related in size and type, primarily to the day to day needs of a residential area and

designed, developed and managed as a unit, whether by a single owner, a group of owners or tenants in collaboration. Access to individual functions generally may be from an open mall area.

SHORELINE ACTIVITY AREA means the area along the shoreline on privately owned land in which shoreline structures are permitted. The shoreline activity area shall be that area between the high water mark and the required water setback. The shoreline activity area does not include the shorelines of “at capacity” lakes.

SHORELINE STORAGE SHED means a storage shed located within the shoreline activity area used to store yard maintenance equipment, paddles, life jackets, water skis/wakeboards, boat coverings, and similar aquatic accessories, but shall not include a boathouse or be used for human habitation. The floor area of a shoreline storage shed shall not exceed 10 square metres.

SHORELINE STRUCTURE means those detached accessory structures that are located in the shoreline activity area and includes pump houses, gazebos, decks, shoreline storage shed, sauna, and similar buildings and structures, but does not include parking areas, private waste disposal systems, structures that require a pressurized water system (Pool, Steam Bath, hot tub), stairs required for water access, and power lines. A dock or boat launching facilities are not considered shoreline structures.

SNOW DISPOSAL FACILITY means a facility to which snow is transported for storage from other off-site locations.

STABLE, COMMERCIAL means a building or part of a building in which horses or ponies are boarded or kept for commercial purposes, including riding and show.

STABLE, PRIVATE means a building or part of a building in which horses or ponies are kept for private use and not for remuneration, hire or sale.

STREET means a public highway or public road under the jurisdiction of either the Corporation, the County of Renfrew or the Province of Ontario, and includes any highway as defined in the Municipal Act, as amended, but does not include a lane, a driveway or a private road.

STREET ALLOWANCE (ROAD ALLOWANCE) means land held under public ownership for the purpose of providing a street.

STREET, IMPROVED means a public road which has been constructed in such a manner so as to permit its use by normal vehicular traffic on a year-round basis, and is maintained by the Municipality, including snow ploughing, on a year-round basis.

STREET, MINIMUM MAINTENANCE means a public road that is under the jurisdiction of the Township and that is maintained to a standard acceptable for normal summer use only. **STREET, SEASONAL** shall have a corresponding meaning.

STREET LINE means the limit of the road or street allowance and is the dividing line between a lot and a street.

STRUCTURE means anything constructed or erected, the use of which requires location on or in the ground or attached to something having location on or in the ground. Any underground structure or part of a structure located in the ground shall be exempt from all setbacks as defined in this By-law with the exception of Section 3.26.5 Water Setback. A retaining wall that requires a permit under the Ontario Building Code is considered to be a structure. Landscaping features including patios and retaining walls that do not require a building permit are not considered structures.

SWIMMING POOL, OUTDOOR shall mean a privately owned structure, erected or installed above ground or wholly or partly below ground, capable of being used for swimming, wading, diving, or bathing, and which, when filled, is capable of containing a depth of 0.46 metres or more of water. An outdoor swimming pool shall not contribute to the calculation of lot coverage.

TAILINGS AND SLAG PILES means waste material or residue resulting from the reduction of metals from their ores.

TARPAULIN GARAGE means a structure designed to be temporary, that consists of a frame that a tarp or other fabric/cloth material is covering.

TAVERN OR PUBLIC HOUSE means a tavern or public house as defined in the Liquor Licence Act, but does not include a hotel or eating establishment.

TAXI STAND means the permanent location of the taxi business and the source of dispatch.

TINY HOME means an alternative form of housing that is self-sufficient in terms of servicing and is transportable. A tiny home may be on wheels or be jacked-up or its running gear is removed. A tiny home is considered a recreational vehicle for the purposes of this by-law and the provisions applicable to a recreational vehicle shall apply.

TOP OF SLOPE means a line delineated at a point where the oblique of the slope meets the horizontal plane.

TOURIST ESTABLISHMENT means a commercial building, structure or area of land designed for the accommodation of travelling or vacationing public.

TOWNSHIP means the Corporation of the Township of Admaston/Bromley.

TRAILER means any vehicle so constructed as to be suitable for attachment to a motor vehicle for the purpose of being drawn or propelled by the motor vehicle, except a mobile home or farm implement.

TRAILER, PARK MODEL, means a trailer constructed to CSA Z-241 standard that is built on a single chassis mounted on wheels, designed for relocation from time to time, designed as living quarters for seasonal camping with the possibility for connection to services, and has a gross floor area, including lofts, not greater than 50 square metres when in setup mode and having a width greater than 2.6 metres in transit mode. A park model trailer is deemed to be a building or structure for the purposes of this By-law, as authorized by Section 34(4) of the Planning Act.

TRAILER (STORAGE) means any vehicle so constructed as to be suitable for attachment to a motor vehicle for the purpose of being drawn or propelled by the motor vehicle, except a mobile home or farm implement.

TRAILER, TENT OR TRAVEL – See definition of Recreational Vehicle

TRAILER PARK see **RECREATIONAL VEHICLE CAMPGROUND**.

TRAINING CENTRE means a place where an employer provides job-related training or instruction to its employees that is designed to improve job performance or enhance the career advancement opportunities of those employees.

TRANSFER STATION means a waste disposal site used for the purpose of transferring waste from one vehicle to another for transportation to another waste disposal site.

TRUCK TERMINAL means a building, structure or place where trucks or transports are rented, leased, kept for hire, or stand or park for remuneration, or from which trucks or transports, stored or parked on the property, are dispatched for hire as common carriers or where goods are stored temporarily for further shipment.

USE means the purpose for which a lot or a building or structure, or any portion thereof, is designed, arranged, intended, occupied or maintained. USED shall have a corresponding meaning.

VEHICLE means a passenger automobile or other motor vehicle, a boat, a farm implement, a commercial motor vehicle, a recreational vehicle, a snowmobile, a trailer and any other device that is capable of being propelled or driven by any kind of power but not any other device powered solely by human effort except a boat.

WAREHOUSE means a building or part of a building used primarily for the operation of general merchandise warehousing, cold storage and other storage facilities and also includes a centre for the distribution of wholesale goods and commodities for resale to retailers; to industrial, commercial, institutional, or professional users; to wholesalers.

WASTE DISPOSAL SITE means any land approved by the Ministry of the Environment upon, into, or in which waste may be deposited or processed.

WATERBODY means a lake, canal, pond, wetland, river, watercourse, seasonal watercourse or municipal drain as defined by the *Drainage Act*, but does not include

an artificially constructed swale or ditch intended for intermittent and minor surface drainage of residential lots.

WATERCOURSE means the natural channel for a stream of water.

WATER – HIGH WATER MARK means the mark made by the action of water under natural conditions on the shore or bank of water, which action has been so common and usual and so long continued that it has created a difference between the character of the vegetation or soil on one side of the mark and the character of the vegetation or soil on the other side of the mark. The high water mark includes the riparian area associated with a water feature and includes features such as beaches, wetlands, swamps, and bogs. These features may be above the normal water's edge but are considered to be within the normal high water mark to which the water setback is applicable.

WATER – NORMAL WATER'S EDGE means the edge where a water body has standing water and is used by surveyors to determine property boundaries

WATER FRONTAGE means the straight line horizontal distance between the two most widely separated points on any one shoreline of a waterfront lot.

WATER SETBACK means the straight line horizontal distance from the high water mark of a watercourse, bay or lake to the nearest part of any excavation, building, structure or open storage use on the lot.

WATER SYSTEM, COMMUNAL means a private water distribution supply system in which water is piped to more than one dwelling or business operation.

WAYSIDE PIT, QUARRY means a temporary gravel pit or quarry opened and used by a public road authority solely for the purpose of a particular project or contract of road construction and not located on the road right-of-way.

WETLANDS means lands that are seasonally or permanently covered by shallow water, as well as lands where the water table is close to or at the surface. In either case, the presence of abundant water has caused the formation of hydric soils (soils in which there is an abundance of moisture) and has favoured the dominance of either plants that commonly grow in water or in water logged soil, or water tolerant plants. The four major categories of wetland are swamps, marshes, bogs and fens.

Periodically soaked or wet lands being used for agricultural purposes which no longer exhibit wetland characteristics are not considered to be wetlands.

WELDING SHOP means a building or structure or part thereof where metal products are joined, repaired or shaped by welding but no mass productions shall be involved.

WILDERNESS CENTRE means an establishment that is devoted to providing educational programs and passive recreational experiences relating to the natural environment. The provision of accommodation, in the form of wilderness camping and/or lodge

houses, is integral to the experience rather than being the sole purpose of the establishment. A WILDERNESS CENTRE must have a remote setting, a high proportion of open space and/or natural areas, and an overall undeveloped appearance. A WILDERNESS CENTRE may be operated for gain or profit.

WRECKING ESTABLISHMENT means a building and/or lot used for the wrecking or dismantling of vehicles as defined herein, and for the storage and sale of scrap material, salvage and parts obtained therefrom, but shall not include any other automotive use defined herein.

YARD means an open space on the same lot with a building or structure or excavation, unoccupied and unobstructed except as for such accessory buildings, structures or uses specifically permitted in this By-law.

YARD, FRONT means a yard extending across the full width of a lot between the front lot line and the nearest part of any main building, structure or excavation on the lot. **FRONT YARD DEPTH** means the shortest horizontal distance between the front lot line of the lot and the nearest part of any main building, structure or excavation on the lot.

YARD, REAR means a yard extending across the full width of a lot between the rear lot line and the nearest part of any main building, structure or excavation on the lot; **REAR YARD DEPTH** means the shortest horizontal distance between the rear lot line of the lot and the nearest part of any main building, structure or excavation on the lot.

YARD, SIDE means a yard extending from the front yard to the rear yard of a lot and from the side lot line of such lot to the nearest part of any main building, structure or excavation on the lot. **SIDE YARD WIDTH** means the shortest horizontal distance between a side lot line and the nearest part of any main building, structure or excavation on the lot.

YARD, EXTERIOR SIDE means a yard adjacent to a street between the nearest part of any main building, structure or excavation on the lot and a street, a 1-foot reserve or a road allowance, extending from the front yard to the rear lot line. **EXTERIOR SIDE YARD WIDTH** means the shortest horizontal distance between a side lot line on the flank side yard side and the nearest part of any main building, structure or excavation on the lot.

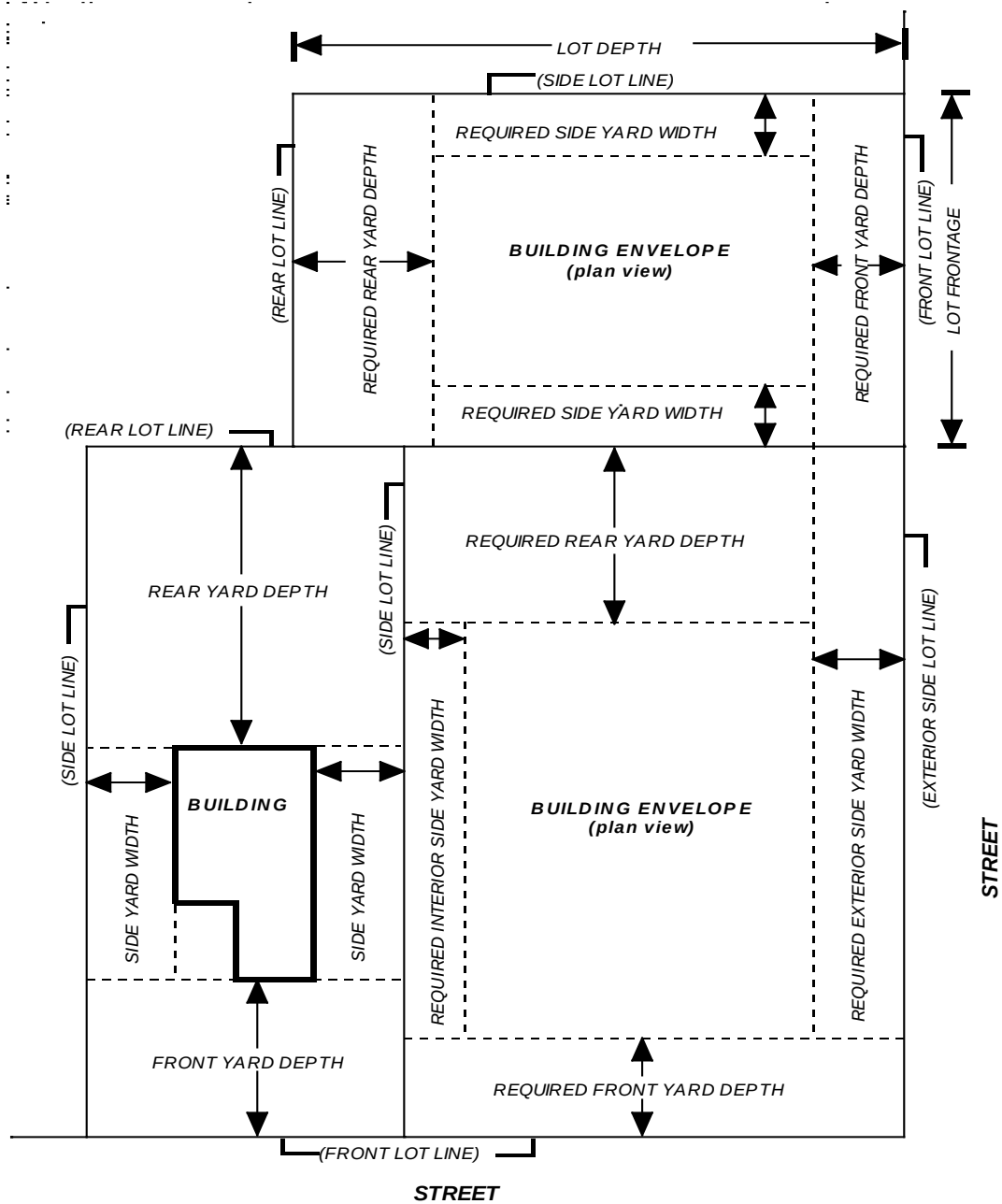
YARD, INTERIOR SIDE means a side yard other than an exterior side yard.

YARD, REQUIRED means a yard with the minimum front yard depth, rear yard depth or side yard width required by the provisions of this By-law. A required side yard shall extend from the required front yard to the required rear yard.

ZONE means an area delineated on a Zoning Map Schedule and established by this By-law for a specific use or group of uses.

ZONING ADMINISTRATOR means the officer or employee of the Corporation charged with the duty of enforcing the provisions of this By-law.

ILLUSTRATION OF YARDS, REQUIRED YARDS AND RELATED TERMINOLOGY



Note: The above illustration is for clarification purposes only.

SECTION 3 – GENERAL PROVISIONS

3.1 Application

The requirements contained in the General Provisions shall apply to all zones, except as otherwise indicated.

3.2 Accessory Uses, Buildings and Structures

Accessory uses, buildings and structures shall be permitted in any Zone provided that:

3.2.1 No accessory use, building or structure shall be built on a lot until the principal or main use has been built or is under construction.

- a) Notwithstanding Section 3.2.1 to the contrary, an accessory building is permitted before the principle or main use is built on properties zoned Rural (RU) or Agriculture (A) which are a minimum of 2 hectares in size.

3.2.2 No accessory building or structure shall contain a habitable room except where specifically permitted elsewhere in this by-law (i.e. an accessory dwelling unit, sleep cabin). A garden suite or additional dwelling unit permitted under Section(s) 3.9 of this By-law are not considered to be an accessory use or structure and are required to meet the zoning provisions for the primary use.

- a) Notwithstanding Section 3.2.2 to the contrary, for waterfront lots on lakes and rivers that are not “at capacity”, as designated by the Province of Ontario, and have an area equal or greater than 4000 m² (1 acre) may have a sleep cabin that does not exceed 18 m² (194 square feet) and 4.5 metres in height (14.7 feet). The sleep cabin shall not be available for rent or leased.

3.2.3 Provisions for Accessory Uses, Buildings or Structures

	RR, LSR	RU, A	All Other Zones
(1) Minimum Required setback from a front lot line	Same as required for principal building		
(2) Minimum required setback from an Exterior Side Lot Line or a Rear Lot Line abutting a street	Same as minimum exterior side yard setback		
(3) Minimum required setback from an Interior Side Lot Line or Rear Lot line (not abutting a street)	0.6 m	1.2 m (Does not apply to agricultural buildings or structures)	1.2 m

	RR, LSR	RU, A	All Other Zones
a) For a marine facility (dock or launching) where it abuts a watercourse	0 m		
b) For shared garages or carports erected on a common side lot line	0 m		
c) For children's play structure, aboveground swimming pools, hot/tubs located within a building/structure	1.2 m or a distance equal to the height of the structure (whichever is greater)		
(4) Minimum Required distance from any other building located on the same lot (except a hot tub)	1.2 m		
(5) Maximum permitted height (see also 3.11 – Exceptions to Height)	5 m	9 m (Does not apply to agricultural buildings or structures)	6 m

- 3.2.4 The provisions under section 3.2.3 shall not apply to a partially enclosed shelter for use by children waiting for a school bus in any Rural (RU) or Agriculture (A) Zone nor to any farm produce sales outlet, provided the structures have less than 9.3 m² gross floor area.
- 3.2.5 Accessory Buildings and structures shall not be considered accessory if attached to the main building.
- 3.2.6 Accessory buildings and structures shall not be constructed on lands subject to slope failure or to flooding.
- 3.2.7 Notwithstanding Section 3.2.2, an outhouse/pit or privy (as defined under the Ontario Building Code) is a permitted accessory building in the RU, A, and LSR zones.
- 3.2.8 Tarpaulin garages shall be permitted in all zones and shall be maintained in an orderly fashion.
- a) Notwithstanding Section 3.2.9 to the contrary, tarpaulin garages in the Rural Residential (RR) zone shall only be permitted from November 1 to May 1.

- 3.2.9 A shipping container may be used as an accessory building in the Rural Residential (RR), Rural (RU), or Agriculture (A) zones, a Commercial Zone, or an Industrial Zone provided that:
- a) A building permit is required for a shipping container that is 8 metres by 20 metres in size or larger, in accordance with the Ontario Building Code; and
 - b) Notwithstanding the above, a shipping container may be used as a Temporary Construction Use in accordance with the provisions of this By-law.

3.3 Automotive – Service stations, Gasoline bars, and Commercial garages

Where service stations, gasoline bars and commercial garages are permitted in this By-law, the following provisions shall apply in addition to Zone provisions:

- 3.3.1 No portion of any pump island shall be located closer than 7 metres from the street line of any street.
- 3.3.2 The minimum distance from the intersection of two street lines or from straight line projections of such, to the nearest ingress or egress ramp shall be not less than 10 metres (ie. entrance or exit point).
- 3.3.3 The maximum width of a ramp at the street line shall be not more than 10 metres and the minimum width not less than 7.5 metres.
- 3.3.4 The minimum distance between ramps shall be not less than 9 metres.
- 3.3.5 The minimum interior angle of a ramp to a street line shall be 45 degrees and the maximum interior angle of a ramp to the street line shall be 90 degrees.
- 3.3.6 The minimum distance between any side lot line of the property at the street line and the nearest ramp shall be 3 metres.
- 3.3.7 The area included between ramps, or between ramps and a street line or a property line, as required by this By-law, shall be used for landscaped open space only, to a minimum width of 1 metre.
- 3.3.8 Facilities relating to the handling and transfer of propane and natural gas, including tanks and associated compressors, pumps and other similar facilities must not be located in any required front, side corner side or rear yard, nor closer than 30 metres to any lot line abutting a residential zone.
- 3.3.9 Despite subsection 3.3.8, the minimum of 30 metres may be reduced to a minimum of 15 metres where it can be demonstrated that appropriate noise abatement measures have been undertaken to ensure that noise levels at the

boundary of the residential zone do not create a nuisance for uses in that abutting residential zone.

3.4 Backyard Chickens / Urban Agriculture

- 3.4.1 The keeping of backyard chickens shall be permitted as an accessory use to a dwelling unit, provided a Backyard Chicken Permit is obtained. For the purposes of this section, backyard chickens shall not include roosters.
- 3.4.2 Notwithstanding Section 3.25.1(a) of this By-law to the contrary, Minimum Distance Separation (MDS1) shall not apply to the keeping of backyard chickens and related structures.
- 3.4.3 This section does not limit the number of chickens where a farm is a permitted use.
- 3.4.4 Chicken coops and chicken runs are not permitted in any front or side yard.
- 3.4.5 Chicken coops and chicken runs shall be setback a minimum of 3 metres from any side or rear lot line.
- 3.4.6 Chicken coops and chicken runs shall be located at least 30 metres from any school, church or business.
- 3.4.7 Minimum lot area requirements for backyard chickens are as follows:

Lot Size	Permissions/Requirements
Less than 0.25 Ha	- Maximum of 4 chickens
0.25 Ha to less than 0.5 Ha	- Maximum of 6 chickens
0.5 Ha to less than 1.0 Ha	- Maximum of 8 chickens
1.0 Ha to less than 2.0 Ha	- Maximum of 12 chickens
2.0 Ha and greater	- No limit on the number of backyard chickens

- 3.4.8 Honey beekeeping is permitted in all zones, and shall be subject to the following provisions:
- a) Beekeepers shall comply with the Ontario Bees Act;

- b) Beekeepers shall situate all hives so as to avoid undue interference with public areas and neighbouring properties;
- c) Hives shall be placed so that:
 - i. Bees have a clear flight path that minimizes crossing sidewalks, public rights-of-way, and neighbouring entrances; and
 - ii. Hives are located where they will not create a nuisance or safety concern.
- d) The Township may require a beekeeper to reposition hives if their placement presents a demonstrable hazard or persistent interference;
- e) No beekeeper shall locate a hive within 30 metres of the centre line of any public road unless:
 - i. The hive is situated behind a natural or artificial barrier of sufficient height to direct bee flight upwards; or
 - ii. The hive is otherwise placed in a manner consistent with safe traffic operation and does not pose a hazard to road users.
- f) Every beekeeper shall clearly post and maintain, in a legible and weather-resistant form, their name and mailing address at the entrance to the apiary or on at least one hive within the apiary. This information must be plainly visible to a by-law enforcement officer standing at or near the apiary entrance.
- g) Beekeepers must manage colonies to prevent unreasonable swarming, aggression, or other nuisance behaviours.
- h) If a colony becomes aggressive or poses a risk to people or animals, the beekeeper shall take corrective action, including re-queening, relocating the hive, or other measures as appropriate.

3.5 Barrier Free Access

Nothing in this By-law shall prevent the establishment of barrier-free entrances on any given property in accordance with the requirements of the Ontario Building Code. Barrier-free entrances shall include barrier-free hoists, lifts, ramps, railings, and associated landings. Where the barrier-free structures encroach in to any minimum required setback, the encroachment shall be kept to the minimum extent required that satisfies the Ontario Building Code.

3.6 Buildings to be Moved

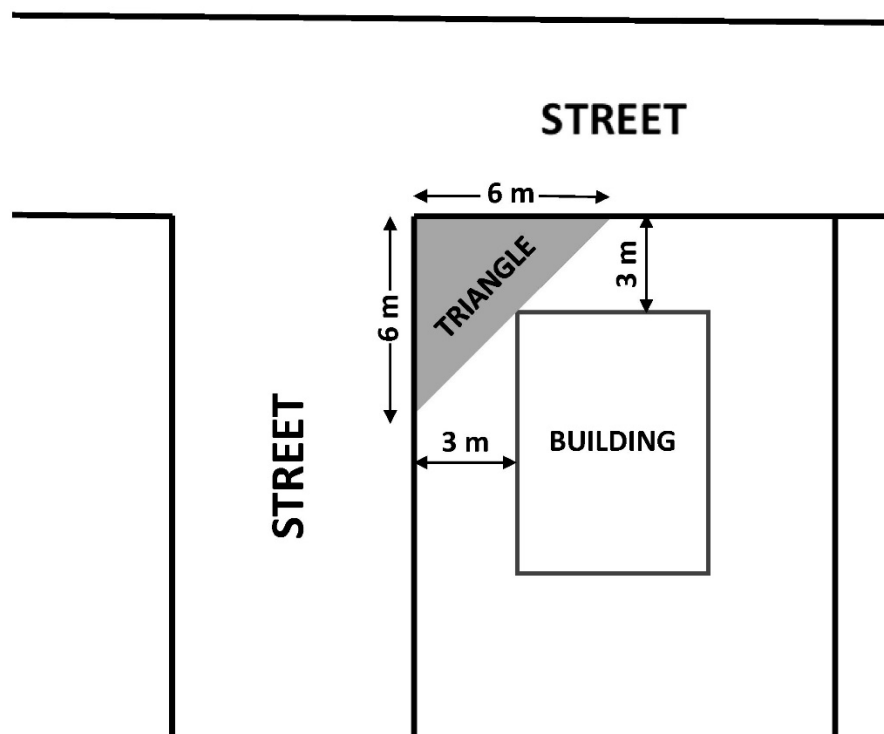
No building or structure shall be moved within the limits of the Municipality or shall be moved from outside the Municipality into the Municipality unless the building or structure is a permitted use and satisfies all of the requirements of the Zone in which it is to be located.

3.7 Corner Sight Triangles

No obstruction to the vision of motor vehicle operators higher than 0.75 metres above grade, including but not limited to, buildings, structures or vegetation, is permitted within the triangle formed by that part of the lot lines measured along each street from the intersection of those lines at the street corner, or the projection of those lines, for the distance of 6 metres, and a line drawn between those two lines to form the base of a triangle. For the purposes of this subsection, an agricultural crop, chain link fence or other similar feature that can be seen through is not considered an obstruction.

At the intersection of two County roads, the sight triangle dimensions shall be 10 metres by 10 metres.

ILLUSTRATION OF CORNER SIGHT TRIANGLES



3.8 Crown Lands

Regardless of anything else in this By-law, including the Schedules, Crown Lands are not subject to the provisions of this By-law.

3.9 Dwellings Per Lot

- 3.9.1 No more than one (1) building used as a dwelling, containing one or more dwelling units shall be erected on any lot.

- a) Notwithstanding the above, apartment dwellings are permitted to have more than one building provided all other provisions of this by-law are met.
- b) Notwithstanding the above, a second building being a coach house or containing an additional dwelling unit is permitted in accordance with the Additional Dwelling Unit provisions below

3.9.2 Additional Dwelling Units without full services (municipal water and sewer):

For lots that are not on full municipal water and sewer services (i.e. have a combination of a well, septic system, or both), an Additional Dwelling Unit shall be permitted in all zones that permit a single detached dwelling, semi-detached dwelling or a townhouse dwelling unless specifically prohibited elsewhere in this By-law, and shall be subject to the following criteria:

- 3.9.2.1 An Additional Dwelling Unit shall only be permitted where adequate servicing is or can be made available to accommodate the additional dwelling unit, including, but not limited to water, waste water, stormwater and electricity.
- 3.9.2.2 Minimum lot area and location requirements for additional dwelling units on lots with private services (well and/or septic) are as follows:

Lot Size/Location	Permissions/Requirements
0.4 Ha or less	- Not permitted
Greater than 0.4 Ha but less than 0.8 Ha	- Not permitted - May be considered through the submission and approval of a minor variance supported by a study to address County of Renfrew Official Plan policy 2.2(24)(2)d. - Required to share the same water and/or septic services as the primary dwelling.
0.8 Ha to less than 2.0 Ha	- Permitted - Required to share the same water and/or septic services as the primary dwelling
2.0 Ha and greater	- Permitted - Not required to share well and septic services with the primary dwelling
Lots fronting on At-Capacity and Near Capacity Lakes	- Not permitted within 300 metres of an At-Capacity and Near-Capacity lakes

Lots fronting on all other waterbodies (not described above)	- Not permitted - May be considered through the submission and approval of a minor variance application. The proponent of the application is required to submit a study addressing matters outlined in the Official Plan policy 2.2(24)(2)d.

- 3.9.2.3 That an Additional Dwelling Unit which is a Coach House or is located in an accessory building to the Primary Dwelling Unit shall be subject to the following provisions:
- a) The minimum side yard width and rear yard depth applicable to the Primary Dwelling Unit shall also apply to the Coach House.
 - b) The Coach House shall not be located within a minimum front yard setback in a Rural (RU) or Agriculture (A) zone or within a front yard in all other zones.
 - c) For Townhouse and Semi-detached dwellings, a Coach House shall only be permitted where the Primary Dwelling Unit is a freehold unit located on a separate lot from the other townhouse dwelling units or semi-detached dwelling unit in the same building.
 - d) The maximum height shall be the permitted height of an accessory building (Section 3.2.3).
- 3.9.2.4 An Additional Dwelling Unit, not including a Coach House, shall be permitted in all types of townhouse dwelling units or semi-detached dwelling units whether or not the Primary Dwelling Unit is a freehold unit located on a separate lot from the other townhouse dwelling units or semi-detached dwelling unit, or is located on the same lot, provided that lot is serviced by both municipal sewer and water services.
- 3.9.2.5 A minimum of one (1) parking space, which may be a tandem parking space, is required for an Additional Dwelling Unit. Where an Additional Dwelling Unit is located within a detached garage, the parking space provided by the detached garage must be retained either within the detached garage or elsewhere on the lot in conformity with the applicable provisions of the zoning by-law.
- 3.9.2.6 A maximum of one Additional Dwelling Unit is permitted per Primary Dwelling Unit (unless additional dwelling units are permitted in a full serviced area).

- 3.9.2.7 An Additional Dwelling Unit shall not be permitted on lands within a floodway or on lands in a Natural Heritage Feature (NHF) zone, Environmental Protection (EP) zone or within 30 metres of the high water mark of a navigable waterbody.
- 3.9.2.8 An Additional Dwelling Unit shall be permitted in a Primary Dwelling Unit that has inadequate yard size provided the addition of the Additional Dwelling Unit does not increase the degree of non-compliance.
- 3.9.2.9 An Additional Dwelling Unit shall not be permitted on a lot where the Primary Dwelling Unit is a legal non-conforming use.
- 3.9.2.10 An Additional Dwelling Unit shall not be permitted on an existing undersized lot where the area is less than required by the provisions of the respective zone.
- 3.9.2.11 In the Agricultural (A) Zone, where a residential dwelling is permitted, up to two (2) additional residential units shall be permitted. Where two (2) additional residential units are proposed, at least one of these additional residential uses must be located within or attached to the principle dwelling and they must:
- Comply with MDS formula;
 - Be limited in scale and be located within, attached, or in close proximity to the principle dwelling or farm building cluster; and
 - Minimize land taken out of agricultural production.

3.10 Encroachments on Required Yards

Every part of any minimum required yard shall be open and unobstructed from the ground to the sky by any structure other than an accessory building permitted elsewhere in this By-law provided, however, that those structures and items listed in the following table shall be permitted to project into the minimum required yards indicated, for the distances specified:

Structure	Yards in Which Encroachment is Permitted	Maximum Projection Permitted into Minimum Required Yard Setback
(a) Sills, Belt Courses, eaves, gutters, chimneys, bay windows, solar collectors, heat pumps, ventilators, shutters, cornices, parapets, pilasters or other ornamental structures	All	0.6 m
(b) Fire escapes, exterior staircases	Side and rear only	1.5 m

(c) Balconies, steps, unenclosed porches, screened porches, sundecks, decks, attached solarium	Front and Rear only	2 m
(d) Railway Spur	All	Unlimited
(e) Gate House in any Industrial Zone	Front and Side Only	Unlimited
(f) Fences, Hedges, Shrubs, flagpoles, Light Standards, Clothes Poles	All	Unlimited

The permitted encroachments do not apply to other setbacks required by this by-law. Examples include (but are not limited to) water setback, natural features such as PSW's or ANSI's, industrial uses, or aggregate.

3.11 Exceptions to Height Limitations

The height limitations of this By-law shall not apply to:

- a) Place of worship spires;
- b) Place of worship belfries;
- c) Chimneys;
- d) Clock towers;
- e) Transmission and telecommunication towers;
- f) Water storage tanks;
- g) Monuments;
- h) Flag poles;
- i) Agricultural buildings and structures, including silos and grain elevators;
- j) Storage tanks and silos associated with an industrial use in an Employment Zone;
- k) Any ornamental roof construction features including but not limited to domes, chimneys, towers and steeples;
- l) Any mechanical features, such as structures containing a mechanical penthouse or the equipment necessary to control an elevator;
- m) Aggregate processing facilities; and,
- n) Buildings and structures associated with a public works yard operated by a public authority.

3.12 Gravel Pits, Quarries, Wayside Pits and Quarries, and Portable Asphalt Plants and Portable Concrete Plants

A gravel pit or quarry, with the exception of a wayside pit or quarry, shall be prohibited in all Zones, except in a Mineral Aggregate Pit (MP) or Mineral Aggregate Quarry (MQ) Zone. Wayside pits or quarries and portable asphalt plants shall be permitted in all Zones except in a Residential Zone or an Environmental Protection Zone.

Portable asphalt plants and concrete plants must comply with the Ministry of the Environment separation distances and must obtain an Environmental Compliance Approval from the Ministry of the Environment.

3.13 Home Industry

Where a home industry is a permitted use, such home industry shall conform to the following provisions:

- 3.13.1 No more than two persons, other than a person(s) residing on the premises, shall be employed in the home industry.
- 3.13.2 Such home industry shall not be a hazardous or obnoxious trade, and shall not create or become a public nuisance.
- 3.13.3 Such home industry is clearly secondary to the main use and does not change the residential character of any dwelling, or the agricultural character of any farm unit.
- 3.13.4 The parking requirements of this By-law shall apply to any home industry use.
- 3.13.5 No goods, wares or merchandise shall be offered or exposed for sale or rent on the premises unless such goods, wares and merchandise are either:
 - a) incidental to the home industry; or
 - b) arts and crafts produced on the premises; or
 - c) farm produce resulting from the main use.
- 3.13.6 Not more than 10.0 percent of the gross floor area of the dwelling unit shall be dedicated to the home industry.
- 3.13.7 Outdoor storage associated with a home industry shall not be permitted.

3.14 Home Occupations

A home occupation shall be permitted in any Zone that permits a dwelling provided such home occupation conforms to the following provisions:

- 3.14.1 The use shall be conducted entirely within the dwelling unit and carried on by person(s) residing in the dwelling unit. One employee, other than a resident of the premises, shall be permitted to be employed.

- 3.14.2 There shall be no external display or advertising other than a non-illuminated sign not more than 0.3 of a square metre in area, to indicate to persons outside that any part of the dwelling unit or lot is being used for a purpose other than residential.
- 3.14.3 Not more than 25% of the dwelling unit area shall be used for the purpose of home occupation uses.
- 3.14.4 Such home occupation shall be clearly secondary to the main residential use and there shall be no change to the outside appearance of the dwelling unit or premises or any visible evidence of the conduct of a home occupation.
- 3.14.5 There shall be no storage of equipment, vehicles, or supplies associated with the home occupation outside the dwelling.
- 3.14.6 The use shall not require additional off-street parking spaces for clients or customers of the home occupation.
- 3.14.7 The use shall not generate additional pedestrian or vehicular traffic beyond that normal to the neighbourhood in which it is located.
- 3.14.8 No equipment or process shall be used in a home occupation which creates excessive noise, vibration, glare, fumes, or odour detrimental to the health, safety, and general welfare of persons residing in the neighbourhood.
- 3.14.9 Where instruction is carried on, no more than six pupils are in attendance at any one time.
- 3.14.10 Where a dwelling is located on a private road, a home occupation shall only be permitted provided that no public vehicular traffic is generated.
- 3.14.11 A home occupation shall not include the following uses:
- Adult entertainment uses;
 - Any use requiring ventilation, other than ventilation typically found in any residence;
 - Any use involving the treatment, care and/or grooming of any animal, including a kennel or a day-kennel;
 - Any use involving the storage, repair, maintenance, painting and/or towing of motor vehicles or recreational vehicles;
 - Industrial uses;
 - Places of amusement;
 - Restaurants;
 - Retail stores; and,

- Taxi and limousine service depot/dispatch establishments.

3.15 Lots to Front on Streets

3.15.1 No person shall erect or use any building or structure on a lot in any zone unless the lot fronts on and has direct access to an improved street being a Provincial Highway, County Road, or Township Road.

3.15.2 Exceptions:

a) Limited Service Residential

Notwithstanding the provisions of 3.15.1 of this subsection, a limited service dwelling may be erected or used on a lot in a Limited Service Residential (LSR) Zone provided such lot fronts along a private road which the subject lot and use are legally entitled to use for access.

b) Hunting and Fishing Camp

A hunting and fishing camp shall not be required to meet the provisions of paragraph 3.15.1

c) Resource Land Uses

Notwithstanding the provisions of paragraph 3.15.1 of this subsection, a building or structure accessory to a permitted forestry, farm or mineral exploration use may be erected or used on a lot that has frontage on a seasonally maintained street; this provision shall not be construed so as to permit any type of dwelling.

d) Plan of Subdivision or Plan of Condominium

Subsection 3.15.1 shall not apply to a lot on a registered plan of subdivision or a plan of condominium where an agreement between the owner and the corporation which includes provisions for the construction of the streets is registered in the Registry or Land Titles Office.

3.16 Mobile Homes and Recreational Vehicles

3.16.1 Mobile homes are prohibited in all Zones, other than the Agriculture (A) and Mobile Home Park (MHP) Zones. In the Agriculture (A) Zone, one mobile home may be permitted as a second accessory dwelling to accommodate farm help. A mobile home shall not be permitted as the primary residence on a separately conveyable agricultural parcel.

3.16.2 Notwithstanding section 3.16.1, a mobile home may be used as a temporary office, temporary residence, tool storage shed or similar use on a construction site. The approval is subject to the terms and conditions for the removal of the temporary mobile home as set out in a building permit or agreement with the municipality.

- 3.16.3 No recreational vehicle shall be occupied unless it is located within a recreational vehicle campground.
- 3.16.4 Notwithstanding subsection 3.16.3, for a period up to 3-years, a recreational vehicle is permitted to be occupied if it is incidental to building construction on the premises for so long as the same is necessary for work in progress which has neither been finalized nor abandoned.
- 3.16.5 Notwithstanding subsection 3.16.3, in all zones in which a dwelling is a permitted as a principal use, one recreational vehicle may be used for temporary living or sleeping accommodation for no longer than 30 days in a calendar year, and 14 days consecutively, for person(s) in transit between one place and another; but in no case shall such living or sleeping accommodation be leased or rented.

3.17 Non-Conforming Uses

This Section applies to lots and buildings where the use of the property or building does not conform to the permitted uses of the zone.

Nothing in this By-law shall apply:

- 3.17.1 To prevent the use of any land, building or structure for any purpose prohibited by this By-law if such land, building or structure was lawfully used for such purpose on the day of the passing of this By-law, so long as it continues to be used for that purpose; or
- 3.17.2 To prevent the erection for a purpose prohibited by this By-law of any building or structure for which a permit has been issued under Section 8 of the Building Code Act, prior to the day of the passing of this By-law, so long as the building or structure when erected and provided that the permit has not been revoked under Section 8(10) of the Building Code Act; or
- 3.17.3 To prevent the repair or replacement in whole or in part, or the strengthening to a safe condition of any building or structure or part of any such building or structure which does not comply with the provisions of this By-law, provided such alteration or repair does not increase the height, size or volume or change the use of such building or structure; or
- 3.17.4 To prevent the restoration of any building or structure which does not comply with the provisions of this By-law, where such building or structure is damaged by fire or an act of nature, provided that:
- Such restoration does not increase the height, size or volume or change the use of such building or structure; and
 - All efforts are made with such reconstruction to improve the non-conforming nature of the building or structure.

3.17.5 Change of Use

A non-conforming use of a lot, building or structure shall not be changed except to a use which is permissible within such zone, or such other compatible uses as may be approved under Section 45 of the Planning Act.

3.17.6 A non-conforming use shall be considered to be terminated once the use ceases and the property is used for a permitted use**3.17.7 Accessory Buildings**

Nothing in this By-law shall prevent the erection of a building or structure accessory to an existing legal non-conforming use provided that such accessory building or structure complies with all other relevant provisions of this By-law including the setbacks and lot coverage of the respective zone.

3.18 Non-Complying Building/Structure

This Section applies to lots where the use of the property or structure is permitted but the building does not comply with the provisions of this By-law. These provisions do not apply to derelict or abandoned buildings. Refer to Sections 3.26.5 (e) and (f) for related waterfront provisions.

3.18.1 Rebuilding, Repairs and Renovations

Nothing in this By-law shall prevent the rebuilding, repair or renovation of a non-complying building or structure, including buildings which have been damaged or destroyed by fire or natural disaster provided that such rebuilding, repair or renovation does not further contravene this By-law. Efforts should be made to have the rebuilding of buildings or structures comply with all applicable setbacks and yard provisions of the applicable zone.

3.18.2 Additions and Accessory Uses Permitted

Nothing in this By-law shall prevent an accessory use, an extension, or an addition being made to a building or structure which is used for a purposes specifically permitted within the zone in which such building or structure is located and which building or structure legally existed at the date of passing of this By-law but which building or structure does not comply with one or more of the Zone Provisions of this By-law, provided such accessory use, extension or addition does not contravene any of the provisions of this By-law.

3.19 Non-Complying Lots

A lot in existence prior to the effective date of this By-law that does not meet the lot area and/or lot frontage requirements of the applicable Zone, is permitted to be used and buildings and structures thereon be erected, enlarged, repaired or renovated provided the use conforms with the By-law and the buildings or structures comply with all of the other provisions of this By-law.

3.20 Noxious Uses

No use shall be permitted which, from its nature or the materials used therein, is declared to be a noxious trade, business or manufacture under the Health Protection and Promotion Act and Regulations thereunder, and the Environmental Protection Act and Regulations thereunder. Noxious uses do not include normal farm operations using commercial fertilizers and manure, the spraying of crops with herbicides, insecticides, and pesticides, or the use of heavy machinery for farm purposes.

3.21 Occupancy of Incomplete Buildings

No dwelling shall be occupied before the kitchen, heating and sanitary conveniences have been installed and rendered usable, and before the exterior has been weather proofed.

3.22 Occupancy of Vehicles

No truck, bus, coach, vehicle, tiny home constructed on wheels, recreational vehicle or trailer shall be used as a primary residence for human habitation within the municipality whether or not the same is mounted on wheels unless the occupancy complies with Section 3.16 of this by-law.

3.23 Open Storage

Except as otherwise specifically provided in this By-law, no open storage shall be permitted in any Zone except in accordance with the following provisions:

- 3.23.1 In a residential, rural, or agriculture zone, a maximum of one recreational vehicle and one boat may be stored on a property with a primary dwelling unit provided that:
- a) No parking space required by this by-law is used;
 - b) The recreational vehicle is not occupied/habitated;
 - c) It is not located within a front yard or exterior side yard;
 - d) It is setback 1.2 metres from any interior side yard or rear yard.
 - e) Notwithstanding subsection 3.23.1(c) the parking or outside storage of a recreational vehicle or boat may be permitted for a period of not more than 72 hours in any one calendar month in a front yard or exterior side yard.
 - f) Notwithstanding subsection 3.23.1, in the rural or agricultural zone on properties greater than 1 ha, a maximum of 2 recreational vehicles and up to 3 boats may be stored.
 - g) For the purposes of this section, a boat shall mean a boat that is greater than 5.5 metres in length.

3.23.2 Open storage shall be accessory to a permitted or existing non-residential use on the same lot and a building for the primary use has been constructed provided that:

- a) No open storage shall be permitted in any required minimum front yard or required exterior side yard, except in the case of an agricultural use, nor within any required minimum side or rear yard where the side or rear lot lines abut a property used for residential purposes.
- b) No open storage area shall be visible from any street, or from any adjacent lot where such adjacent lot is in a Zone other than a Commercial or an Industrial Zone. Wherever it is necessary, visual screening such as plant materials, a buffer strip, a berm, fencing or other opaque barrier to a minimum height of 1.5 metres shall be used. Exceptions to this provision are for open storage accessory to an agricultural use or for outdoor display used in conjunction with a permitted commercial use.
- c) A strip of landscaped open space with a minimum width of 3 metres shall be maintained around all open storage areas.
- d) Any open storage area shall be maintained as landscaped open space, or surfaced and maintained with stable materials to prevent the raising of dust and particles, and shall be properly drained. However, this provision shall not apply where the main use is an agricultural use.
- e) No parking spaces or loading spaces required by this By-law shall be used for open storage purposes.

3.24 Public Uses of Land

The provisions of this By-law shall not apply to the use of any land or to the erection or use of any building or structure for the purpose of public service by the Municipality or by any local board thereof defined by the Municipal Act (S.O. 2001), the County of Renfrew, any telephone, gas, or communications company, any department or agent of the Government of Ontario or Canada, including Ontario Power Generation and Hydro One Networks Inc., provided that:

- a) With the exception of a public utility, the lot coverage, parking and loading, setback and yard requirements prescribed for the Zone in which such land, building or structure is located shall be complied with; and
- b) No goods, material, or equipment shall be stored in the open in a Residential Zone; and
- c) Any building erected in a Residential Zone or in a Zone which permits residential uses under the authority of this paragraph shall be designed and maintained in general harmony with residential buildings of the type permitted in the Zone.

3.25 Separation Distances

3.25.1 Dwellings and Sensitive Uses (includes dwellings, senior citizen home, nursing home, schools, and hospitals):

- a) No sensitive use shall be erected within the minimum distance from a livestock facility required by the Minimum Distance Separation I (MDS I).
- b) No sensitive use shall be erected within 60 metres of any Industrial Zone or Industrial-Holding Zone.
- c) No sensitive use shall be erected within 300 metres of any Mineral Pit (MP) or Mineral Pit Reserve (MP-R) Zone.
- d) No sensitive use shall be erected within 500 metres of any Mineral Quarry (MQ) or Mineral Quarry Reserve (MQ-R) Zone.
- e) No sensitive use shall be erected within 1000 metres of any Mining Industrial (MM) or Mining Industrial Reserve (MM-R) Zone.
- f) No sensitive use shall be erected within 200 metres of a hauled sewage disposal site, unless it is the owner's dwelling in which case the required separation distance shall be 60 metres.
- g) No sensitive use shall be erected within 100 metres of any animal hospital or kennel unless it is the owner's dwelling.
- h) No sensitive use shall be erected within 500 metres of a waste disposal site.
- i) Licensed Cannabis Production Facility – See Section 3.34
- j) Notwithstanding Section 3.25.1 c), d) and e) for a lot that includes a dwelling as a permitted use, and where the lot is entirely located within the separation distance of an aggregate resource, the separation distance indicated in section c), d) and e) of this subsection shall not apply. The construction of a new dwelling is permitted and the enlargement, repair, or replacement of an existing dwelling is permitted. The dwelling is to be located as remotely from the aggregate zone as the lot shall allow to the satisfaction of the chief building official.

3.25.2 Gravel Pits, Quarries and Associated Extractive and Manufacturing Plants and Facilities

- a) No land identified as a buffer strip in a licence or permit under the Aggregate Resources Act shall be used for any other purpose.
- b) No concrete or asphalt manufacturing plant or extractive industrial facility shall be located within 50 metres of any high water mark.
- c) No concrete or asphalt manufacturing plant shall be located within 300 metres of a dwelling, a school, an institution with a residential component or land restricted to residential use in a by-law passed

under Section 34 of the Planning Act. Notwithstanding the foregoing, where an operator possesses a valid Certificate of Approval for a particular asphalt plant, the required separation distance shall be as established by that Certificate.

- d) No gravel pit shall be located within 300 metres of an existing dwelling or building lot for a dwelling.
- e) No quarry shall be located within 500 metres of an existing dwelling or building lot for a dwelling.
- f) No mine shall be located within 1000 metres of an existing dwelling or building lot for a dwelling.

3.25.3 Farm Uses

No livestock facilities, manure storage area or farm use shall be located within:

- a) The minimum distance from residential uses required by the Minimum Distance Separation II (MDS II) formulae;
- b) 30 metres from any lot line.

3.25.4 Animal Hospital, Kennel

No animal hospital and no kennel shall be located within 100 metres of any Residential Zone or any dwelling on another lot.

3.25.5 Hauled Sewage Disposal Site

No disposal of hauled sewage shall be permitted unless the disposal site has been approved by the Ministry of the Environment and no disposal site shall be located within:

- a) 200 metres of any dwelling on another lot;
- b) 750 metres of any subdivision or land zoned for residential development;
- c) 150 metres of any uncased well;
- d) 75 metres of any well with a casing depth of 6 metres or less;
- e) 180 metres of any surface water;
- f) 60 metres of the right-of-way of any road;
- g) 60 metres of any land used for livestock pasturing;

3.25.6 Waste Disposal Site

No waste disposal site shall be located within 500 metres of a residential dwelling or structure.

3.25.7 Licensed Cannabis Production Facility - See Section 3.34

3.26 Setbacks

No person shall erect any building or structure in any Zone unless such building or structure conforms to the following setback requirements:

3.26.1 Provincial Highway

Any development which is to occur adjacent to a Provincial highway shall be carried out in accordance with the setback requirements, access and building permit controls of the Ministry of Transportation. Any proposed access to the highway shall be subject to the prior approval of the Ministry of Transportation.

As per the Public Transportation and Highway Improvement Act, the Ministry of Transportation (MTO) controls any developments within 45 metres of any limits of Kings Highway and 180 metres of the centre point of an intersection and any access to the highway shall be subject to MTO approval.

3.26.2 County Road

Any development which is to occur adjacent to a County Road shall be carried out in accordance with the setback requirements, access and building permit controls of the County of Renfrew Public Works and Engineering Department. Any proposed access to the road shall be subject to the prior approval of the County of Renfrew.

3.26.3 Other Road

The setback requirement shall be 10 metres from the road centreline plus the minimum front yard depth required for such use in the Zone where it is located. Any proposed access to the road shall be subject to the prior approval of the Township of Admaston/Bromley.

3.26.4 Algonquin Trail

Buildings and structures (not including a septic system) shall be setback a minimum of 7.5 metres from the lot line adjacent to the Algonquin Trail.

3.26.5 Water Setback

- a) A minimum water setback of 30 metres from the high water mark shall be provided.
A minimum water setback of 15 metres shall be applied to the high water mark of a creek or watercourse that is considered to be non-navigable.
- b) Accessory boat docking or boat launching facilities shall not be required to meet the water setback identified in Section 3.26.5(a) or the required minimum rear yard setback of the zone provisions.
- c) For an existing lot of record which has less than 46 metres of lot depth, the minimum water setback shall be 20 metres. For the purposes of

this subsection, lot depth is the average distance between the front and rear lot lines.

- d) For an existing lot of record situated between two existing dwellings separated by not more than 100 metres, the minimum water setback may be reduced to the building line established by the two existing dwellings (measured to the wall of the primary building not including decks/or sundecks), provided that it shall not be less than 20 metres from the high water mark.
- e) An existing, non-conforming dwelling, building, or structure may be moved or reconstructed to improve the existing water setback(s), even if the improved setback(s) does not meet any other minimum required water setback described in the subsection, provided the dwelling, building, or structure to be moved or reconstructed is not increased in height, size or volume and the appropriate approvals for private sewage disposal services are obtained, and all other provisions of the By-law are complied with.
- f) An existing, non-complying dwelling may be enlarged within the water setback, provided that the enlargement is on the opposite side of the dwelling away from the water, and that the enlargement does not extend beyond the width of the existing dwelling.
- g) Shoreline Activity Area

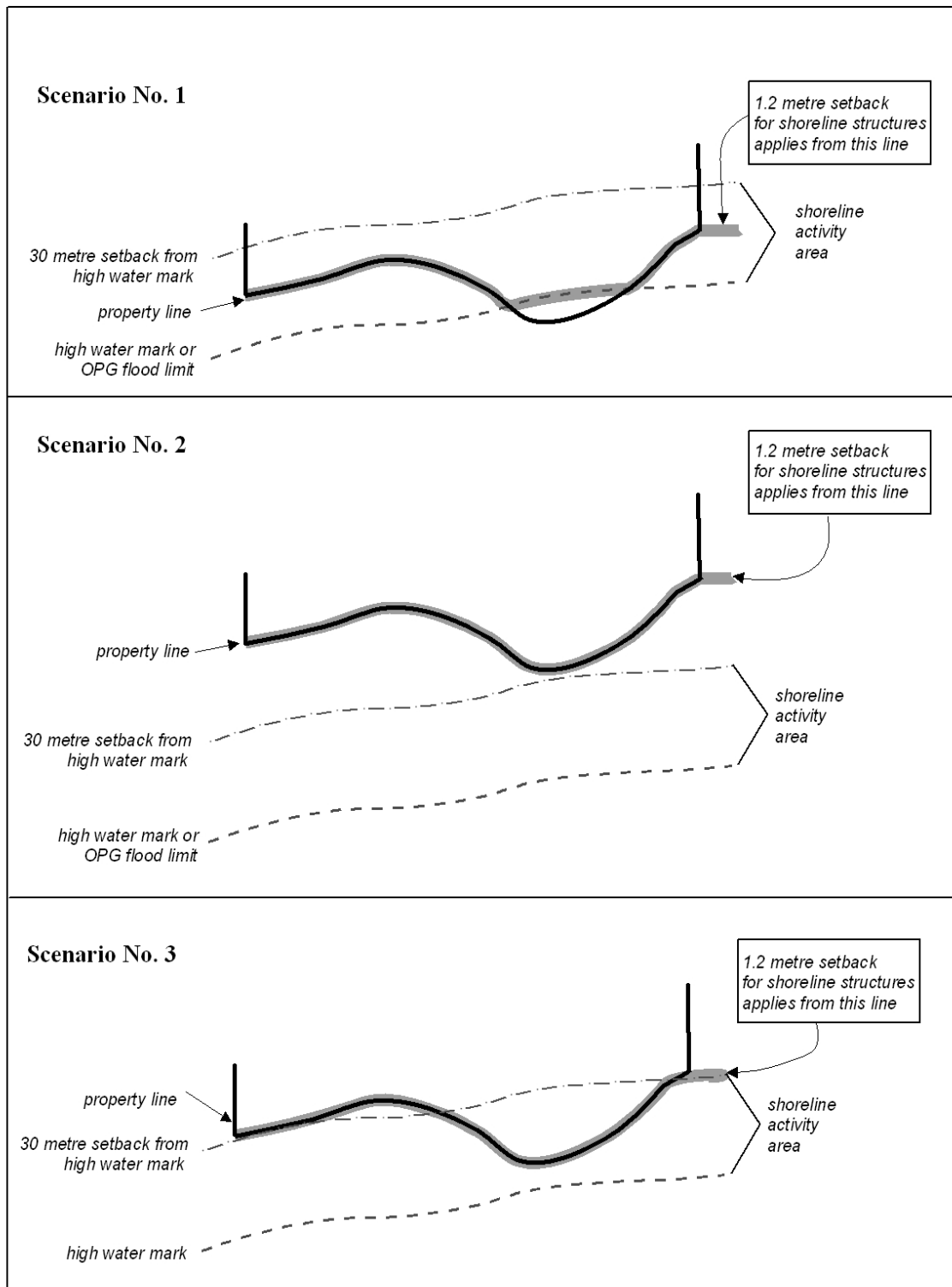
Explanatory Note: (This does not form part of this By-law) The purpose of the shoreline activity area is to allow for the placement of specific structures near the shoreline while maintaining the natural viewscape and protecting the environmental integrity of the shoreline. Removal of natural vegetation is discouraged and should be limited to only what is required to accommodate the shoreline structure. Replacement/establishment of natural vegetation within 30 metres of the highwater mark is recommended.

Notwithstanding Section 3.26.5, a shoreline structure shall be permitted within the Shoreline Activity Area in accordance with the following provisions:

- i) No shoreline structure shall be constructed on a lot identified as having water frontage on a waterbody considered “at capacity”, as designated by the Province of Ontario;
- ii) No shoreline structure shall be used for commercial purposes or home based occupation;
- iii) No shoreline structure shall be used for habitation or contain a habitable room;

- iv) The construction of shoreline structures shall not destroy fish habitat nor permanently alter the shoreline below the high water mark;
- v) Addition and or / removal of fill, site alteration and construction of shoreline structures shall require permits and approvals of the appropriate governmental authorities having jurisdiction before any work proceeds;
- vi) A Shoreline Storage Shed shall not exceed 10 square metres in area;
- vii) No more than one Shoreline Storage Shed shall be permitted per lot;
- viii) The total area of all Shoreline Structures shall not exceed 35 square metres;
- ix) A site sketch must be submitted prior to the construction of any shoreline structure regardless of size that illustrates:
 - a. Dimensions of the subject property;
 - b. Existing shoreline;
 - c. High water mark;
 - d. Location and dimensions of all existing and proposed shoreline structures;
 - e. Natural shoreline vegetation on site;
- x) Setbacks and Height

a.	Side yard setback	3 m (minimum)
b.	Water body setback	1.2 m (minimum) from the greater of: i. High water mark ii. Property line abutting high water mark
c.	Water body setback for a dock and stairs/walkway leading to a dock	0 m
d.	Height	4 m (maximum)

ILLUSTRATION OF SHORELINE ACTIVITY AREA AND SETBACKS

Note: The above illustrations are for clarification purposes only.

3.26.6 Provincially Significant Wetland

120 metres from the boundary of a provincially significant wetland as shown on Schedule “A”.

3.26.7 Areas of Natural and Scientific Interest (ANSI)

- a) 120 metres from the boundary of a Life Science ANSI as shown on Schedule “A”
- b) 50 metres from the boundary of an Earth Science ANSI as shown on Schedule “A”.

3.27 Standards – Cumulative

- 3.27.1 Unless permitted elsewhere in this By-law, where a lot contains more than one use, the lot area requirements shall be the sum of the requirements for the separate uses thereof but the lot frontage requirements shall be no less than the greater of the lot frontage requirements for each individual use in the Zone where such lot is located.
- 3.27.2 When a building, structure or lot accommodates more than one use, loading space requirement and parking space requirement for each building, structure or lot shall be the sum of the requirements for the separate uses thereof unless exempted elsewhere in this By-law.

3.28 Storage of Liquid Manure, Hauled Sewage or Sewage Sludge

No facility for the storage of liquid manure, hauled sewage or sewage sludge shall be erected, used or altered except in accordance with the following provisions:

- 3.28.1 The storage facility shall be constructed of materials that are durable and stable and that do not afford passage of the contents;
- 3.28.2 The storage facility shall have,
 - a) walls that extend 2 metres or more above the surrounding grade level, or
 - b) walls that extend 0.3 metres above the surrounding grade level and have a solid cover, or a minimum 0.7 metre extension of the walls, that completely seals the facility from human entry; or
 - c) be an in-ground facility that is situated below and totally enclosed by a livestock barn;
- 3.28.3 Notwithstanding subsection 3.28.2, preceding, a lagoon may be used for the storage of liquid manure, hauled sewage or sewage sludge provided that,
 - a) it is approved under all appropriate provincial legislation and regulations; and

- b) it is designed, constructed and maintained in accordance with all governing By-laws of the Municipality.

3.29 Temporary Construction, Sales Offices and Model Homes

3.29.1 Nothing in this By-law shall prevent uses incidental to construction, such as a construction camp or other such temporary work camp, tool shed, scaffold or other building or structure (including trailers or recreational vehicles) incidental to the construction, only for so long as the same are necessary for work in progress that has neither been finished nor abandoned. Any temporary construction uses (including existing dwellings, trailers and recreational vehicles) shall be removed from the lot within 30 days of occupancy of the primary building.

3.29.2 Nothing in this By-law shall prevent the use of land for a temporary sales office or a model home.

The temporary sales office or a model home must be located on lands that are subject to a draft approved plan of subdivision, plan of condominium or an approved site plan control agreement under the Planning Act. Up to two model homes may be erected on a lands that are subject to a draft approved plan of subdivision.

3.30 Through Lots

Where a lot which is not a corner lot has frontage on more than one street or road allowance, the requirements for front yards contained in the by-law shall apply to each yard abutting the street or road allowance.

3.31 TransCanada Pipelines Limited (TCPL)

Notwithstanding any other provisions of this By-law to the contrary, no building or structure shall be permitted within 7 metres of the pipeline right-of-way. A minimum setback of 7 metres from the pipeline right-of-way shall also apply to any parking area or loading area, including any parking spaces, loading spaces, stacking spaces, bicycle parking spaces, and any associated aisle or driveway.

3.32 Sewage Disposal Approval

Where the issuance of a permit for a building or structure or change of use of an existing building or structure may affect any sewage system either on the subject lands or adjacent lands or any water supply, no building permit shall be issued for such building or structure unless the building permit application is accompanied by an approved permit for the proposed method of sewage disposal in accordance with the Building Code for systems with a design capacity of less than 10,000 litres of effluent per day, or from the Ministry of the Environment for systems with a design capacity of greater than 10,000 litres of effluent per day.

3.33 Uses of Lots Without Buildings

Unless expressly permitted by this by-law, no permitted use in any zone is permitted unless a main building is erected on the same lot.

3.34 Licensed Cannabis Production Facility

3.34.1 Separation Distances

The following reciprocal separation distances shall be applied between a licensed cannabis production facility to any residential, commercial, institutional or open space use/zones.

	Reciprocal Setback (minimum)
A cannabis production and cultivation facility with a total gross floor area less than 7,000 square metres and with an air treatment control system	150 m
A cannabis production and cultivation facility with a total gross floor area greater than 7,000 square metres and less than 10,000 square metres and with an air treatment control system	200 m
A cannabis production and cultivation facility with a total gross floor area greater than 10,000 square metres and with an air treatment control system	250 m
A cannabis production and cultivation facility of any size where an air treatment control system is not provided	300 m

3.34.2 Outdoor storage is prohibited

3.34.3 Where permitted as an agricultural use (in the rural and agriculture zones) the following provisions apply to a licensed cannabis cultivation and production facility:

- a) Minimum Lot Frontage 100 m
- b) Minimum Lot Area 8 Ha
- c) Minimum Yard requirements for buildings and structures
 - i. Front Yard 75 m
 - ii. Exterior Side Yard 75 m
 - iii. Interior Side Yard 75 m
 - iv. Rear Yard 75 m
- d) Maximum Building Height 11 m

- e) In an Agriculture Zone, the maximum gross floor area of a licensed cannabis cultivation and production facility shall be 500 square metres.
- f) In an Agriculture Zone, the maximum amount of land to be utilized for buildings (including greenhouses), structures, parking areas shall be 1 ha.
- g) A security fence associated with a licensed cannabis cultivation and production facility shall be setback a minimum of 10 metres from all lot lines.
- h) All loading spaces must be located in a wholly enclosed building.
- i) Existing structures may not be converted or retrofitted for a licensed cannabis cultivation and production facility.

3.35 Outdoor Furnaces

- 3.35.1 Outdoor furnaces are permitted in the Rural (RU) and Agriculture (A) zone.
- 3.35.2 Outdoor furnaces shall be located a minimum of 30 metres from a lot line. Where an outdoor furnace is located less than 100 metres from a lot line, the smokestack of the outdoor furnace shall be higher than the highest building it serves.

3.36 Adult Entertainment Establishments

An Adult Entertainment Establishment shall be prohibited in all zones except through an amendment to the Zoning By-law and in accordance with the following provisions:

- 3.36.1 An Adult Entertainment Establishment shall not be located within 500 metres of a dwelling or dwelling unit, day care centre, retirement home, place of worship, school, library, or park, or any Residential, Community Facility, or Open Space zone.
- 3.36.2 Where an Adult Entertainment Establishment is permitted, the lot on which it is located must not be within 1000 metres of another Adult Entertainment Establishment.
- 3.36.3 An Adult Entertainment Establishment must be located within a free-standing building, and shall not be located within a multi-tenant building.
- 3.36.4 No Adult Entertainment Establishment may be located on a lot having frontage on a rural arterial road.
- 3.36.5 An Adult Entertainment Establishment must be set back a minimum of 100 metres from any Provincial highway, County road, or local municipal road.

SECTION 4 – PARKING, QUEUEING, AND LOADING REQUIREMENTS

4.1 General Parking Provisions

- 4.1.1 Parking queuing and loading spaces and all driveways and aisles leading to those spaces must be provided for each land use in accordance with the provisions of Section 4 of this By-law, and
- a) must be set aside for and used exclusively for that purpose;
 - b) must not be obstructed; and
 - c) must be located on the same lot as the use or building for which they are provided, except where otherwise permitted.
- 4.1.2 Despite subsection 4.1.1, a seasonal garden centre or a temporary special event accessory to retail store, retail food store or shopping centre may be located such that it temporarily prevents the use of a portion of the required or provided parking spaces, aisles or driveways, provided that:
- a) the majority of the parking spaces continue to be available in compliance with this By-law;
 - b) the garden centre or temporary special event does not obstruct access to a fire route.
- No additional parking is required for these special activities or for an outdoor commercial patio. For the purpose of this Section, a temporary special event includes a seasonal or short-term fair, carnival, show, exhibit or other similar events.
- 4.1.3 All motor vehicle parking spaces and queuing and loading spaces must have unobstructed access directly to a public street by:
- a) a driveway or private lane;
 - b) an aisle leading to a driveway; or
 - c) a public lane.
- 4.1.4 All motor vehicle parking spaces, queuing and loading spaces, and aisles and driveways leading to those spaces must have a surface which is:
- a) hard, stable and dust preventative in urban areas or villages;
 - b) usable in all seasons in the Rural area;
 - c) drainage shall be provided so as to prevent the flow of surface water onto adjoining lots.

4.2 Number of Parking Spaces

4.2.1 In any zone, the owner of every building hereafter erected, enlarged or changed in use after the passing of this By-law shall provide and maintain off-street parking space in accordance with the following:

Land Use	Minimum Number of Parking Spaces Required	
	Urban/Village Area	All other areas
Residential and related uses		
Apartment – 3 storeys or less	1.2 per dwelling unit; +0.2 spaces per dwelling unit for visitors	1.2 per dwelling unit; +0.2 spaces per dwelling unit for visitors
Apartment – greater than 3 storeys	1 per dwelling unit; +0.2 spaces per dwelling unit for visitors	1.2 per dwelling unit; +0.2 spaces per dwelling unit for visitors
Bed and Breakfast	1 per dwelling unit plus 0.5 for each guest room	1 per dwelling unit plus 1 per guest room
Converted dwelling, Dwelling Units, in the same building with other uses	0.5 per dwelling unit	1 per dwelling unit
Detached, semi-detached and duplex dwelling	2 per dwelling unit	
Triplex, multiple attached dwelling	1.5 per dwelling unit	
Garden Suite	None	
Group Home	1 per 100 m ² of gross floor area, minimum of 1	
Home-based Business	None	1
Residential Care Facility	0.25 per dwelling unit or rooming units plus 1 per 100 m ² of gross floor area used for medical, health or personal services	
Retirement Home, converted retirement home Rooming House, converted Rooming House	0.25 per rooming unit	0.5 per rooming unit
Additional Dwelling Unit	See Section 3.9.2.5	
Non-Residential Uses		
Agriculture	n/a	2

Land Use	Minimum Number of Parking Spaces Required	
	Urban/Village Area	All other areas
Airport	0.5 per 100 m ² of gross floor area used for passenger terminal or aircraft hangar	
Amusement Centre	4 per alley, court, ice sheet, game table or other game surface plus 10 per 100 m ² of gross floor area used for dining and assembly	
Amusement Park		
Animal Clinic	0.5 per 100 m ² of gross floor area	4 per 100 m ² of gross floor area
Artist Studio	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area, minimum of 5 spaces
Automobile Body Shop	3 per service bay	
Automobile Dealership	1. sales/showroom area – 2 per 100 m ² of gross floor area 2. other areas – 1 per 100 m ² of gross floor area	
Automobile Rental Establishment		
Automobile Service Station	Greater of 1 per 100 m ² of gross floor area or 2 per service bay	
Bank	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area
Bank Machine	None	
Campground	1 per camping site within campground	
Car Wash	None	
Catering Establishment	0.75 per 100 m ² of gross floor area	
Cemetery	None	
Cinema and theater	1 per 8 fixed seats	1 per 4 fixed seats
Convenience Store	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area
Day nursery	2 per 100 m ² of gross floor area	
Equestrian Establishment	None	
Fairground	None	
Forestry Operation	None	
Funeral establishment	7 per 100 m ² of gross floor area	
Golf Course	1 per 100 m ² of gross floor area plus 4 per hole	

Land Use	Minimum Number of Parking Spaces Required	
	Urban/Village Area	All other areas
Heavy Equipment and Vehicle Sales, Rental and Servicing	0.75 per 100 m ² of gross floor area	
Hospital	1.4 per 100 m ²	
Hotel	1 per guest unit for up to 40 guest units, and 1 per 6 guest units over 40 units	1 per guest unit
Library	2.5 per 100 m ² of gross floor area	
Light Industrial Use	0.8 per 100 m ² of gross floor area	
Marine Facility	1 per 100 m ² of gross floor area plus 1 per boat slip	
Medical Facility	4 per 100 m ² of gross floor area	
Mineral Extraction Operation	None	
Museum	1 per 100 m ² of gross floor area	2 per 100 m ² of gross floor area
Office	1.8 per 100 m ² of gross floor area	2.3 per 100 m ² of gross floor area
Personal Service Business	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area
Place of Assembly Place of Worship	10 per 100 m ² of gross floor area of assembly area	
Post Office	2 per 100 m ² of gross floor area	
Post Secondary Educational Institution	1 per 100 m ² of gross floor area	
Printing Plant	0.8 per 100 m ² of gross floor area	
Recreational and Athletic Facility	4 per alley, court, ice sheet, game table or other game surface plus 10 per 100 m ² of gross floor area used for dining, assembly or common area	
Restaurant	3 for first 50 m ² of gross floor area plus 10 per 100 m ² of gross floor area over 50 m ² of gross floor area	10 per 100 m ² of gross floor area
Restaurant – Fast Food		
Restaurant– Full Service		
Restaurant – Take Out	1.5 for first 50 m ² of gross floor area plus 5 per 100 m ²	5 per 100 m ² of gross floor area

Land Use	Minimum Number of Parking Spaces Required	
	Urban/Village Area	All other areas
	of gross floor area over 50 m ² of gross floor area	
Retail Food Store	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area
Retail Store		
School	1.5 per classroom Secondary School – 3 per classroom	
Service and Repair Shop	2.5 per 100 m ² of gross floor area	3.4 per 100 m ² of gross floor area
Shopping Centre	3.4 per 100 m ² of gross leasable floor area	
Snow Disposal Facility	None	
Solid Waste Disposal Facility	None	
Sports Arena	1 per 4 fixed seats	
Storage Yard	1 per 100 m ² of gross floor area	
Training Centre	1.8 per 100 m ² of gross floor area	2.4 per 100 m ² of gross floor area
Utility Installation	0.5 per 100 m ² of gross floor area	0.8 per 100 m ² of gross floor area
Warehouse	0.5 per 100 m ² of gross floor area	0.8 per 100 m ² of gross floor area
Wayside Pit or Quarry	None	

4.2.2 Despite subsection 4.2.1, where a restaurant, bar, place of assembly, place of worship or recreational and athletic facility is located within a shopping centre, and one or more occupancies of that same use comprise more than 30% of the gross leasable area of the shopping centre, then the minimum required parking for that use shall be calculated at the parking rate specified for that use, and not at the shopping centre rate.

4.2.3 For uses that are not listed in Table 4.2, parking space rates for a comparable land use shall be applied.

4.3 Accessible Parking Spaces

Included in the number of parking spaces required in Section 4.2 for all uses, save and except for Residential uses, shall be Accessible parking spaces designed in accordance with the following:

Parking Spaces Required (as calculated from subsection 4.2)	No. of Accessible Spaces Required
9 or less	0
10-25	1
26-50	2
51-75	3
76-100	4
101-150	5
151-200	6
201-300	7
301-400	8
401+	2% of the total

4.4 Cash-in-lieu of Parking

The Minimum Parking Requirements for Non-Residential Uses required herein may be reduced or waived provided the owner enters into an Agreement with the Corporation under Section 40 of the *Planning Act, RSO 1990*.

4.5 Parking Lot Required

Where more than three (3) parking spaces are required and such parking spaces are to be located together, such parking spaces shall be located in a parking lot or parking garage.

4.6 Calculation of Spaces

When a building or lot accommodates more than one use or purpose the required parking spaces shall be the sum total of the required parking spaces for the separate uses or purposes. Parking facilities for one use shall not be considered as providing required parking for any other use.

If calculation of the required parking spaces results in a fraction the required parking spaces shall be the higher whole number.

4.7 Size and Accessibility of Parking Spaces

Every parking space shall maintain a minimum area and width and shall be accessible from unobstructed manoeuvring aisles and shall be in accordance with the following regulations:

- a) in the case of a private garage or carport, consisting of an area of not less than 14.3 m² with a minimum width of 2.6 metres;

- b) in the case of regular or angled parking spaces, consisting of a minimum width of 2.75 metres and a minimum length of 5.75 metres, with the parking space measured at right angles to the angle of parking; and
- c) in the case of parallel parking spaces, consisting of a minimum width of 2.75 metres and a minimum length of 6.7 metres.
- d) Notwithstanding the parking space size requirements listed above, the minimum parking space width for accessible parking shall be 3.9 metres (12.8 feet). Where two or more angled accessible parking spaces are located together, the minimum parking space width shall be 3.2 metres (10.5 feet).

4.8 Provisions and Locations of Spaces

- 4.8.1 Parking spaces shall be provided at the time of erection, expansion, and/or conversion of any building or structure, or at the time any building or structure is enlarged.
- 4.8.2 Required parking in a Residential Zone shall be located on the same lot or within the same building as the use for which said parking is required.
- 4.8.3 Where the owner of a non-residential building or structure proposes to provide the required parking spaces and areas in a location other than on the same lot as the use that requires such spaces and areas, then such shall be located not more than 150 metres (492 feet) from the said lot. Where required parking is not provided on the same lot, the lot or part of the lot where the parking is located shall be required to be dedicated parking under a long-term lease in favour of the property which requires the parking spaces and areas.
- 4.8.4 Unless otherwise provided for herein, uncovered parking spaces shall be permitted in yards in accordance with the following:
 - a) for apartment or group dwellings, all yards, except in the required front yard, provided no parking spaces shall be located within 6 m and no driveway shall be located within 3.5 metres of a habitable room window, and provided that where a dwelling house requires 4 or more parking spaces such spaces are no closer than 1.5 metres to any lot line.
 - b) for all other residential uses, other than those identified in 4.8.4(a), all yards, except in the required front yard, wherein a driveway may be located provided no parking spaces shall be located within 6 m and no driveways shall be located within 3.5 metres, respectively of a habitable room window, unless the parking spaces and/or driveways are reserved for the exclusive use of the occupants of the dwelling unit containing the habitable room window.

- c) For open space and commercial uses, all yards, provided that no part of any parking area, other than a driveway, is located closer than 1.5 metres to any street line.
- d) For industrial and institutional uses interior side and rear yards only, except for visitor parking covering not more than 15% of the front yard area, provided that no part of any parking area, other than a driveway, is located closer than 1.5 metres to any street line.

4.9 Application of Parking Requirements

- 4.9.1 The parking area requirements referred to herein shall not apply to any building in existence at the date of passing of this By-law so long as the floor area as it existed at such date is not increased and the building or structure is used for a purpose which does not require more parking spaces according to this section, than were required by its use at the date of passing of the By-law.
- 4.9.2 If a use is changed or a building is enlarged in floor area or there is an increase in the number of dwelling units or otherwise as would require an additional number of parking spaces, then such additional parking spaces shall be provided based on said change of use or expansion. In the case of a change in use, the number of additional parking spaces required shall be determined by calculating the difference between that which would be required by the new and the existing uses.
- 4.9.3 When a building or structure accommodates more than one type of use, the parking area requirements shall be the sum of the requirements for the separate parts of the building or structure occupied by the separate types of use.

4.10 Driveways

- 4.10.1 A driveway entrance to and from required parking spaces and lots, shall be provided by means of unobstructed driveways or passageways at least 3 metres, but not more than 9 metres, in width excluding curb ramps, except in a Residential Zone wherein the maximum width of all driveways or passageways on the lot shall be 9 metres or 50% of the width of the lot, whichever is less.
- 4.10.2 The maximum width of any joint ingress and egress driveway ramp, measured along the street line, shall be 9 metres, excluding curb ramps.
- 4.10.3 The minimum distance between a driveway and an intersection of street lines, measured along the street line intersected by such a driveway, shall be 7 metres except for automobile service stations, gas bars, and retail propane/compressed natural gas transfer facilities where the minimum shall be 4.5 metres.

- 4.10.4 The minimum angle of intersection between a driveway and a street line shall be 60 degrees.
- 4.10.5 Every lot shall be limited to the following number of driveways:
- a) Up to the first 30 metres (98.4 feet) of frontage measured along the street line, not more than 1 driveway.
 - b) For each additional 30 metres (98.4 feet) of frontage measured along the street line, not more than 1 additional driveway to a maximum of three driveways.
 - c) Subject to the approval of the road authority.
- 4.10.6 Parking areas and associated driveway systems serving any use other than low-density residential or townhouse dwellings shall be designed in such a manner that any vehicle entering or leaving a street or public lane need not travel in a backwards motion.
- 4.10.7 A driveway serving a non-residential use shall not be located closer than 3 metres (9.8 feet) to a lot containing a residential dwelling as a principal use.
- 4.10.8 A driveway serving a residential use shall not be located closer than 1 metre (3.3 feet) to the side property line, save and except for a joint driveway servicing two lots in which case the driveway shall not require any setback.

4.11 Illumination of Parking Areas or Driveways

When parking areas and/or driveways are illuminated, lighting fixtures shall be so arranged that no part of any fixture shall be more than 9 metres (29.5 feet) above the adjoining finished grade and light shall be directed downward only onto the parking area or driveway and away from any adjoining lands or the sky.

4.12 Aisle Widths

Aisles between parking spaces shall provide unobstructed access from each parking space to a driveway and shall be established on the basis of the following:

Angle of Parking	Minimum Aisle Width
0° to 55°	4 m
56° to 75°	5.8 m
90°	6 m

4.13 Landscaping Provisions for Parking Lots

- 4.13.1 Except in the case of an industrial zone, a minimum of 20% of the area of any parking lot must be provided as a perimeter or interior landscaped area comprised of the following:

- a) a landscaped buffer must be provided between the perimeter of the parking lot and a lot line in accordance with the following table. A driveway may cross the landscaped buffer;
- b) in addition to the landscaped buffer, interior landscaping may be provided including various landscaped islands, landscaped medians, pedestrian pathways or public plazas to meet the minimum 20% requirement;
- c) a landscaped island shall be located at the end of each parking aisle and shall be a minimum of 2.5 metres wide and include one tree per parking row; and
- d) in the case of large-scale highway commercial and shopping centre developments, parking areas shall be broken up into smaller areas separated by treed islands that are 1.8 metres – 3.7 metres wide, with trees every 7.6 metres – 12.2 metres.

Location of Landscaped Buffer	For a parking lot containing 10 or fewer spaces	For a parking lot containing more than 10 but fewer than 100 spaces	For a parking lot containing 100 or more spaces
Abutting a street	3 m		
Not abutting a street	1.5 m	3 m	5 m

4.13.2 All outdoor loading and refuse collection areas contained within a parking lot must:

- a) be located at least 9 metres from a lot line abutting a public street;
- b) be located at least 3 metres from any other lot line;
- c) be screened from view by an opaque screen with a minimum height of 2 metres; and
- d) not be in a front yard

4.14 Loading Regulations

4.14.1 The owner or occupant of any lot, building or structure erected or used for any purpose, other than an agricultural use, involving the frequent receiving, shipping, loading or unloading of persons, animals, goods, wares and merchandise and raw materials, shall provide and maintain at the premises, on the lot occupied by the building or structure and not forming part of a street or lane, within the zone in which such use is located, loading and unloading spaces in accordance with the following table:

Minimum Number of Vehicle Loading Spaces Required per m² of Gross Floor Area					
Land Use	Less than 350 m²	350-999 m²	1000-1999 m²	2000-4999 m²	5000 m² and over
Light industrial use, warehouse, hospital, museum, place of worship, post secondary educational institution, school, sports arena, theatre	0	1			2
Office	0	1			2
Retail food store, shopping centre	0		1	2	
All other non-residential uses	0	1		2	
Residential uses	None required				

4.14.2 Access

Access to loading spaces shall be by means of a driveway at least 4 metres (13.1 feet) wide contained within the lot on which the spaces are located and leading to a street or public lane located within or adjoining the zone in which the use is located.

4.14.3 Loading Space Dimensions

Each loading space shall be at least 9 metres (29.5 feet) long, at least 3 metres (9.8 feet) wide and shall have a vertical clearance of at least 4 metres (13.1 feet).

4.14.4 Location of Loading Space

The loading space or spaces required shall be located in the interior side or rear yard. Loading spaces may be in front and exterior side yards if set back from the street line a minimum distance of 10 metres and where there is a vegetative buffer.

4.14.5 Surface and Drainage of Spaces and Driveways

Loading spaces and driveways thereto shall be surfaced with asphalt, concrete, interlocking pavers or similar hard surfaces. Drainage should be provided so as to prevent the flow of surface water onto adjoining lots.

4.14.6 Application of Loading Space Requirements

The loading space requirements referred to herein shall not apply to any building in existence at the date of passing of this By-law so long as the floor area as it existed at such date is not increased. However, if a building is enlarged in floor area as would require an additional number of loading spaces, then such additional loading spaces shall be provided based on said expansion or enlargement. Notwithstanding Section 4.14.1, where the building or structure is deficient in loading spaces, a loading space shall not be required for an expansion of 25 m² (269 ft²) or greater and less than 100 m² (1076 ft²).

4.14.7 Cumulative Standards

Where there are two or more uses located on the same lot, the loading space requirements shall be the sum of the requirements of each use.

4.14.8 Landscaping

Where a loading area abuts any residential zone or a street, then a landscaped buffer area with a minimum width of 3 metres (9.8 feet) shall be provided.

4.15 **Queueing Lanes**

4.15.1 Queueing Lane Requirements

Where drive-through service facilities are permitted, queueing lanes are required and shall be exclusive of any other parking space and aisle requirements contained within this By-law and shall be provided in accordance with the provisions of this section.

4.15.2 Queueing Space Requirements

The minimum queueing space requirements within a designated queueing lane shall be in accordance with the standards set out in the Table, below:

Principle Use	Minimum Required Queueing Spaces
Financial Institution	5

Restaurant	11
Automotive Service Station or Gas Bar	4
Car Wash – Automated	6
All other uses	4

4.15.3 Location of Ingress and Egress Spaces

Required queueing spaces for a restaurant shall be located up to and including the queueing space at the pick-up window and for all other uses up to and including the point of service.

4.15.4 Length of Queuing Lane

The length of the queueing lane associated with the drive-through service facility shall be the total number of required queueing spaces.

4.15.5 Multiple Queueing Lane Requirements

Where multiple queueing lanes are provided on a lot, the queueing space requirements shall be provided for each individual queueing lane in compliance with the provisions of Section 4.15 of this By-law.

4.15.6 Size of Queueing Space

All queueing spaces shall be rectangular in shape, with a minimum width of 3 metres and a minimum length of 7 metres.

4.15.7 Delineation of Queueing Lane Requirements

Queueing lanes shall be unobstructed and shall be clearly delineated by pavement markings or physical barriers, and shall be independent of the balance of the parking area.

4.15.8 Location of Queuing Lanes Associated with a Drive-Through Service Facility

No queueing lanes associated with a drive-through service facility shall be located closer than 10 metres from any Residential Zone.

SECTION 5 – ZONE CLASSIFICATIONS, EXCEPTIONS ZONE PROVISIONS

5.1 Zone Classifications

For the purpose of this By-law, the following zones are established as shown on the Schedule(s) (Zoning Maps).

<u>Zones</u>	<u>Zone Symbol</u>
a) Residential Zones	
i) Rural Residential	RR
ii) Limited Service Residential	LSR
iii) Mobile Home Park	MHP
b) Commercial Zones	
i) General Commercial	GC
ii) Highway Commercial	HC
iii) Tourism Commercial	TC
c) Industrial Zones	
i) Disposal Industrial	DM
ii) Mineral Aggregate Pit	MP
iii) Mineral Aggregate Pit - Reserve	MP-R
iv) Mineral Aggregate Quarry	MQ
v) Mineral Aggregate Quarry - Reserve	MQ-R
vi) Mining Industrial	MM
vii) Mining Industrial – Reserve	MM-R
viii) General Industrial	GM
d) Additional Zones	
i) Rural	RU
ii) Agriculture	A
iii) Community Facility	CF
iv) Environmental Protection	EP
v) Open Space	OS

5.2 Exception Zones

Where a Zone classification is followed by the numbered suffix "-Exception One", this denotes the further classification as an Exception Zone. The corresponding Zone symbol suffix is "-E1". Additional Exception Zones within the same zone classification are numbered consecutively [i.e. Highway Commercial - Exception One (HC-E1)], etc.

Exception Zone provisions are listed separately under the applicable Zone classification requirements sections in the text of this By-law. All provisions of this By-law shall apply equally to the respective Exception Zone classification, except as otherwise specified by the Exception Zone provisions.

For the purpose of this By-law, Exception Zones are established as shown on the Schedule(s) (Zoning Maps).

5.3 Holding Provisions

Any parcel of land zoned for residential, commercial or industrial development where the principle of development has been established (ie. RR, HC, GM) may be further classified as a holding zone with the addition of the suffix "-h". Certain criteria for development (i.e. phasing, financial considerations, geotechnical studies, access etc.) must be met to the satisfaction of Council prior to the removal of the holding provision.

Under this holding Zone, interim and passive uses such as open space and conservation shall be permitted. Uses existing at the time of passing of the By-law shall also be permitted. When the holding provision is removed these uses would no longer apply. The individual residential, commercial or industrial Zone provisions (i.e. RR, HC, GM, etc.) as the case may be would then apply.

The removal of the holding provisions shall require an amendment to this By-law. No public participation with mechanism for appeal shall be required where the principle of development has been established.

SECTION 6 – REQUIREMENTS FOR RURAL RESIDENTIAL (RR) ZONE

6.1 Permitted Uses

No person shall use land or erect or use a building or structure in any RR zone except for:

- a) Residential Uses
 - Group home
 - Single detached dwelling

6.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure within an RR Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 4047 m²
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 7.5 m
- d) Side Yard Width (minimum)
 - Interior 1.2 m
 - Exterior 7.5 m
- e) Rear Yard Depth (minimum) 7.5 m
- f) Lot Coverage (maximum) 25%
- g) Building Height (maximum) 10.5 m
- h) Dwellings per lot (maximum) – 1 *See general provisions related to additional dwelling units
- i) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- j) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- k) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- l) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.

- m) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

6.3 Exception Zones

6.3.1 Rural Residential – Exception One (RR-E1)

Notwithstanding Section 6.1(a) to the contrary, for those lands described as Lot 386, Plan 157 in the geographic Village of Douglas and delineated as Rural Residential -Exception One (RR-E1) on Schedule “A” (Inset 1) to this By-law, a bed and breakfast establishment shall be a permitted use.

6.4 Holding Zones

6.4.1 Rural Residential – holding – one (RR-h-1)

Until such time that the holding symbol is removed from any of the lands described as part of Lots 7 and 8, Concession II, geographic Township of Admaston and delineated as Rural Residential–holding–one (RR-h-1) on Schedule “B” to this By-law, in accordance with the conditions set forth herein, no person shall use land or erect or use a building or structure except in accordance with the following:

a) *Permitted Uses*

- Existing uses in existing locations
- Open space
- Passive recreation that does not require a building

b) *Conditions for Removal of Holding Symbol (h)*

The conditions that must be satisfied prior to the removal of the holding symbol are:

- i. Approval is given to a draft plan of subdivision in accordance with Section 51(31) of the Planning Act.

6.4.2 Rural Residential – holding - two (RR-h-2)

Until such time that the holding symbol is removed from any of the lands delineated as Rural Residential – holding – two (RR-h-2) on Schedule “A” (Inset 1) to this By-law, no person shall use land or erect or use any building or structure except in accordance with the following:

a) *Permitted Uses*

- Existing uses
- Limited farm
- Open space
- Passive recreation that does not require a building

b) *Conditions for removal of the Holding Symbol (h)*

- i. The submission of a planning application that is supported by a study(s) addressing water and sewage servicing and road access.

SECTION 7 – REQUIREMENTS FOR LIMITED SERVICE RESIDENTIAL (LSR) ZONE

7.1 Permitted Uses

No person shall use any land or erect or use any building or structure in any LSR zone except for:

- a) Residential Uses
 - A limited service dwelling

7.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure within an LSR Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 4047 m²
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (Minimum) 6 m
- d) Side Yard Width (Minimum)
 - Interior 3 m
 - Exterior 6 m
- e) Rear Yard Depth (Minimum) 7.5 m
- f) Lot Coverage (Maximum) 25%
- g) Building Height (maximum) 10.5 m
- h) Dwellings per lot (maximum) – 1 *See general provisions related to additional dwelling units
- i) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- j) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- k) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.

- l) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- m) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

7.3 Exception Zones

7.3.1 Limited Service Residential – Exception One (LSR-E1)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the LSR-E1 Zone in part of Lot 17, Concession 8, geographic Township of Admaston, with a civic address of 85 Freamo Lane, the following provisions shall apply:

- i. Front Yard Depth (minimum) 3 m
- ii. Side Yard Width on the South Side (minimum) 1.5 m

All of the other provisions of the LSR Zone continue to apply.

7.3.2 Limited Service Residential – Exception Two (LSR-E2)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the LSR-E2 Zone in part of Lot 17, Concession 8, geographic Township of Admaston, the following provision shall apply:

- i. Front Yard Depth (minimum) 3 m

All of the other provisions of the LSR Zone continue to apply.

7.3.3 Limited Service Residential – Exception Three (LSR-E3)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the LSR-E3 Zone in part of Lot 17, Concession 8, geographic Township of Admaston, and known as 8 Freamo Lane, the following provision shall apply:

- i. Side Yard Width from the west side yard lot line (minimum): 1.5 m

7.4 Holding Zones

SECTION 8 – REQUIREMENTS FOR MOBILE HOME PARK (MHP) ZONE

8.1 Permitted Uses

No person shall use land or erect or use a building or structure in an MHP zone except for:

- a) Residential Uses
 - Accessory single detached dwelling
 - Mobile Home
- b) Non-Residential Uses
 - Business Office accessory to a mobile home park

8.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure within an MHP Zone except in accordance with the following provisions:

		On full communal water and sewage services	On partial communal water and sewer services	On private water and sewer services
a)	Mobile Home Site Area (Minimum)	600 sq. m	1400 m ²	2025 m ²
b)	Mobile Home Site Frontage (Minimum)	15 m	30 m	30 m
c)	Mobile Home Front Yard Depth (Minimum)	5 m	6 m	7.5 m
d)	Mobile Home Side Yard Depth (Minimum)	2 m	3 m	5 m
e)	Mobile Home Rear Yard Depth (Minimum)	7.5 m	10.5 m	10.5 m

- f) Mobile Home Park Lot Area (minimum) 1.2 Ha
- g) Mobile Home Park Lot Frontage (minimum) 90 m
- h) Building Height (maximum) 10.5 m
- i) All roads within a Mobile Home Park shall have a minimum width of 10 metres and shall be constructed and maintained in such a manner as to eliminate dust.
- j) Setback for Buildings and Structures:

No building or structure within an MHP Zone shall be located within 20 metres of the boundary of an MHP Zone.

- k) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- l) Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.
- m) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- n) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- o) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

8.3 Exception Zones

8.4 Holding Zones

SECTION 9 – REQUIREMENTS FOR GENERAL COMMERCIAL (GC) ZONE

9.1 Permitted Uses

No person shall use any land or erect or use any building or structure in any GC zone except for:

a) Residential Uses

- Apartment/accessory dwelling on the second floor of a permitted non-residential use

b) Non-Residential Uses

- Automotive – car wash
- Automotive – commercial garage
- Automotive – gasoline bar
- Automotive – service station
- Automotive – store
- Automotive – vehicle sales and/or rental establishment
- Bakery
- Bank and financial institution
- Boat sales, snowmobile, trailer and cycle sales and/or rentals
- Building supply store
- Business and professional office
- Butcher shop
- Cinema
- Clinic
- Convenience store
- Day nursery
- Eating establishment – drive in
- Eating establishment – full service
- Eating establishment – take-out
- Equipment rental establishment
- Funeral home
- Furniture/cabinet showroom and workshop
- Garden centre
- Home display and sales outlet
- Hotel
- Laundry and/or dry cleaning establishment
- Motel
- Museum
- Pet grooming establishment
- Place of entertainment
- Place of worship
- Post office
- Public park and private park
- Retail store

- Service shop – general
- Service shop – personal
- Tavern
- Taxi stand
- Theatre
- Tourist information

9.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in a GC Zone except in accordance with the following provisions:

a)	Lot Area (minimum)	4047 m ²
b)	Lot Frontage (minimum)	30 m
c)	Front Yard Depth (minimum)	
	i. Motel, hotel, automobile service station, automobile commercial garage	10.5 m
	ii. All other permitted uses	7.5 m
d)	Rear Yard Depth (minimum)	6 m
	i. Where the yard abuts a lot line in a residential zone	10.5 m
e)	Side Yard Depth (minimum)	3 m
	i. Where the yard abuts a lot line in a residential zone	6 m
f)	Exterior Side Yard depth (minimum)	7.5 m
g)	Height (maximum)	14 m
h)	Landscaped Open Space (minimum)	30%
i)	Number of Dwelling Units (Maximum)	1
j)	Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.	
k)	Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.	
l)	Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.	

- m) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- n) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

9.3 Exception Zones

9.3.1 General Commercial – Exception One (GC-E1)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the General Commercial – Exception One (GC-E1) Zone in Part of Lots 54 and 55, Registered Plan 59, geographic Township of Bromley, the only permitted uses shall be a retail store and eating establishment. The parking requirements of Section 4.2.1 shall not apply.

9.4 Holding Zones

9.4.1 General Commercial – Exception One – holding (GC-E1-h)

Until such time that the holding symbol is removed from the lands zoned GC-E1-h, described as Part of Lots 54 and 55, Registered Plan 59, geographic Township of Bromley in accordance with the criteria below, no person shall use land or erect or use a building or structure except in accordance with these provisions:

- a) *Permitted Uses*
 - Existing uses in existing locations
 - Retail store
- b) The parking requirements of Section 4.2.1 shall not apply.
- c) *Criteria for the Removal of the Holding Symbol*
 - i. Meet the requirements of the appropriate approval authority for water and septic systems.

SECTION 10 – REQUIREMENTS FOR HIGHWAY COMMERCIAL (HC) ZONE

10.1 Permitted Uses

No person shall use any land or erect or use any building or structure in any HC zone except for:

a) Residential Uses

- An accessory apartment to a permitted non-residential use
- An accessory single detached dwelling to a permitted non-residential use
- Where the permitted use is an automotive service station or commercial garage, the accessory residential use shall be a single detached dwelling.

b) Non-Residential Uses

- Animal hospital
- Automotive - body shop
- Automotive - car wash
- Automotive - commercial garage
- Automotive - gasoline bar
- Automotive - service station
- Automotive - store
- Automotive - vehicle sales and/or rental establishment
- Boat sales, snowmobile, trailer and cycle sales and rentals
- Building supply store
- Business and professional offices
- Convenience store
- Eating establishment - drive in
- Eating establishment - full service
- Eating establishment - take-out
- Equipment rental establishment
- Furniture showroom and workshop
- Garden centre
- Home display and sales outlet
- Hotel
- Kennel
- Laundromat
- Laundry and dry cleaning establishment
- Mini storage establishment
- Motel
- Pet grooming establishment
- Place of entertainment
- Public park, private park
- Retail Store

- Service shop general
- Service shop personal
- Tavern
- Welding shop

10.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in a HC Zone except in accordance with the following provisions:

a)	Lot Area (minimum)	4047 m ²
b)	Lot Frontage (minimum)	45 m
c)	Front Yard Depth (minimum)	10.5 m
d)	Side Yard Depth (minimum)	6 m
	Where the side yard abuts a residential zone	10.5 m
e)	Exterior Side Yard Depth (minimum)	7.5 m
f)	Rear Yard Depth (minimum)	7.5 m
	Where rear yard abuts a residential zone	10.5 m
g)	Lot Coverage (maximum)	33%
h)	Building Height (maximum)	10.5 m
i)	Landscape Open Space (minimum)	30%
j)	Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.	
k)	Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.	
l)	Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.	
m)	Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.	
n)	Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures	

that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

10.3 Exception Zones

10.3.1 Highway Commercial – Exception One (HC-E1)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the HC-E1 Zone in Part of Lot 10, Concession 2, geographic Township of Admaston, a mini storage establishment shall be the only permitted use.

10.3.2 Highway Commercial – Exception Two (HC-E2)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the HC-E2 Zone, within Part of Lot 10, Concession 2, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, the primary access is permitted via a private right-of-way.

10.4 Holding Zones

SECTION 11 – REQUIREMENTS FOR TOURIST COMMERCIAL (TC) ZONE

11.1 Permitted Uses

No person shall use any land or erect or use any building or structure in any TC zone except for:

- a) Residential Uses
 - Accessory single detached dwelling
 - Staff dormitory dwelling
- b) Non-Residential Uses
 - Active recreational use
 - Automotive – gasoline bar
 - Camping establishment
 - Eating establishment – drive in
 - Eating establishment – full service
 - Eating establishment – take out
 - Hotel
 - Marina
 - Motel
 - Passive recreational uses
 - Place of entertainment
 - Private park
 - Propane, Retail
 - Public park
 - Recreational Vehicle Campground
 - Resort
 - Retail Store
 - Riding stables
 - Tourist establishment

11.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in a (TC) Zone except in accordance with the following provisions:

a)	Lot Area (minimum)	1.5 Ha
b)	Lot Frontage (minimum)	120 m
c)	Front Yard Depth (minimum)	10.5 m
d)	Side Yard Width (minimum)	10.5 m
e)	Rear Yard Depth (minimum)	10.5 m
f)	Lot Coverage (maximum)	20%

g)	Building Height (maximum)	12 m
h)	<u>Recreational Vehicle Site Density</u>	
	i. Connected to individual on site sewage disposal system (maximum) - 5 per hectare based on the area of the entire park, provided 4047 square metres are deducted from the total area, if an accessory dwelling unit is used or erected. ii. Connected to a communal sewage system or utilizing an internal holding tank/system not connected to any sewage system (maximum) - 20 per hectare based on the area of the entire park.	
i)	Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.	
j)	Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.	
k)	Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.	
l)	Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.	
m)	Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.	

11.3 Exception Zones

11.4 Holding Zones

SECTION 12 – REQUIREMENTS FOR DISPOSAL INDUSTRIAL (DM) ZONE

12.1 Permitted Uses

No person shall use land or erect or use a building or structure in any DM Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Salvage yard
 - Snow Disposal Facility
 - Waste Disposal Site, including transfer stations and composting sites

12.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any DM Zone except in accordance with the following provisions:

- a) Yards (minimum):

		Abutting an Industrial Zone	Abutting Other Zone
i.	Front Yard Depth	22 m	30 m
ii.	Side Yard Depth	15 m	30 m
iii.	Rear Yard Depth	15 m	30 m

- b) Buffer Strip

No land in any DM Zone shall be used for any other purpose than a buffer strip within,

- i. 30 metres of any Zone other than an industrial zone; and
- ii. 22 metres of any street line.

- c) Abandoned or Rehabilitated

No building shall be erected or constructed in a waste disposal site that has been abandoned or rehabilitated.

- d) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- e) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.

- f) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- g) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- h) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

12.3 Exceptions Zones

12.4 Holding Zones

SECTION 13 – REQUIREMENTS FOR MINERAL AGGREGATE PIT (MP) ZONE

13.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MP Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Extractive industrial facility (i.e. wash plant, crusher) – does not include a concrete or asphalt manufacturing plant
 - Forestry
 - Gravel pit
 - Limited farm
 - Processing of aggregates (i.e. screening, sorting, washing, crushing, storing)

13.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MP Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 10 Ha
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 30 m
- d) Side Yard Depth (minimum) 15 m
- e) Exterior Side Yard Depth (minimum) 30 m
- f) Rear Yard Depth (minimum) 15 m
- g) Landscaped buffer (all lot lines) 15 m
- h) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- i) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- j) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.

- k) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- l) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

13.3 Exception Zones

13.3.1 Mineral Aggregate Pit – Exception One (MP-E1)

Notwithstanding Section 13.1(b) of this By-law to the contrary, for those lands described as part of Lots 18 and 19, Concession III and part of the road allowance between Lots 18 and 19 in Concession III, in the geographic Township of Bromley and delineated as Mineral Aggregate Pit - Exception One (MP-E1) on Schedule “A” to this By-law, a waste disposal site shall be an additional permitted use. The provisions of the Disposal Industrial (DM) Zone shall apply to this additional use.

13.4 Holding Zones

SECTION 14 – REQUIREMENTS FOR MINERAL AGGREGATE PIT – RESERVE (MP-R) ZONE

14.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MP-R Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Forestry
 - Limited farm

14.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MP-R Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 10 Ha
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 30 m
- d) Side Yard Depth (minimum) 15 m
- e) Exterior Side Yard Depth (minimum) 30 m
- f) Rear Yard Depth (minimum) 15 m
- g) Landscaped buffer (all lot lines) 15 m
- h) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- i) Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.
- j) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- k) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.

- l) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

14.3 Exception Zones

14.4 Holding Zones

SECTION 15 – REQUIREMENTS FOR MINERAL AGGREGATE QUARRY (MQ) ZONE

15.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MQ Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Extractive industrial facility (i.e. wash plant, crusher) – does not include a concrete or asphalt manufacturing plant
 - Forestry
 - Limited farm
 - Pit
 - Processing of aggregates (i.e. screening, sorting, washing, crushing, storing)
 - Quarry

15.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MQ Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 10 Ha
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 30 m
- d) Side Yard Depth (minimum) 15 m
- e) Exterior Side Yard Depth (minimum) 30 m
- f) Rear Yard Depth (minimum) 15 m
- g) Landscaped buffer (all lot lines) 15 m
- h) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- i) Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.

- j) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- k) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- l) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

15.3 Exception Zones

15.3.1 Mineral Aggregate Quarry – Exception One (MQ-E1)

Notwithstanding any other provisions of this By-law to the contrary, for those lands described as part of Lot 25, Concessions VI and VII, in the geographic Township of Admaston and delineated as Mineral Aggregate Quarry - Exception One (MQ-E1) on Schedule “B” to this By-law, an asphalt plant (permanent or portable) and a concrete manufacturing plant are not permitted. For the purposes of the MQ-E1 Zone, a crusher is not permitted as part of the definition of an extractive industrial facility. All other provisions of the MQ Zone apply.

15.4 Holding Zones

SECTION 16 – REQUIREMENTS FOR MINERAL AGGREGATE QUARRY – RESERVE (MQ-R) ZONE

16.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MQ-R Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Forestry
 - Limited farm

16.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MQ-R Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 10 Ha
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 30 m
- d) Side Yard Depth (minimum) 15 m
- e) Exterior Side Yard Depth (minimum) 30 m
- f) Rear Yard Depth (minimum) 15 m
- g) Landscaped buffer (all lot lines) 15 m
- h) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- i) Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.
- j) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- k) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.

- l) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

16.3 Exception Zones

16.4 Holding Zones

SECTION 17 – REQUIREMENTS FOR MINING INDUSTRIAL (MM) ZONE

17.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MM Zone except for:

- a) Residential Uses
 - Accessory single detached dwelling
- b) Non-Residential Uses
 - Accessory business office
 - Forestry
 - Limited farm
 - Manufacturing plant
 - Mine
 - Passive recreation
 - Warehouse

17.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MM Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 2 Ha
- b) Lot Frontage (minimum) 35 m
- c) Yards (minimum):

		Abutting an Industrial Zone	Abutting Other Zone
i.	Front Yard Depth	30 m	45 m
ii.	Side Yard Depth	3 m	45 m
iii.	Exterior Side Yard Depth	15 m	45 m
iv.	Rear Yard Depth	9 m	45 m

- d) Lot Coverage (maximum) 50%
- e) Buffer Strip

No land in any MM Zone shall be used for any other purpose than for a buffer strip within,

- i. Forty-five (45) metres of any zone other than an industrial zone, and
- ii. Thirty (30) metres of any street line.

- f) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- g) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- h) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- i) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- j) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

17.3 Exception Zones

17.4 Holding Zones

SECTION 18 – REQUIREMENTS FOR MINING INDUSTRIAL RESERVE (MM-R) ZONE

18.1 Permitted Uses

No person shall use land or erect or use a building or structure in any MM-R Zone except for:

- a) Residential Uses
 - Existing dwellings
- b) Non-Residential Uses
 - Existing uses
 - Forestry
 - Limited farm
 - Mineral exploration
 - Passive recreation

18.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any MM-R Zone except in accordance with the following provisions:

- a) Lot Area (minimum)
 - i. residential uses existing lot area
 - ii. non-residential uses 24 Ha
- b) Lot Frontage (minimum)
 - i. residential uses existing lot frontage
 - ii. non-residential uses 300 m
- c) Front Yard Depth (minimum): 10.5 m
- d) Side Yard Depth (minimum): 3 m
- e) Rear Yard Depth (minimum): 15m
- f) Lot Coverage (maximum) 33%
- g) Building Height (maximum) 10.5 m
- h) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- i) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.

- j) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- k) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- l) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

18.3 Exception Zones

18.4 Holding Zones

SECTION 19 – REQUIREMENTS FOR GENERAL INDUSTRIAL (GM) ZONE

19.1 Permitted Uses

No person shall use land or erect or use a building or structure in any GM Zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Abattoir
 - Automotive-body shop
 - Automotive-commercial garage
 - Automotive-vehicle sales or rental establishment
 - Business office accessory to a permitted use
 - Cannabis production facility
 - Concrete manufacturing plant
 - Contractor's yard or shop
 - Factory outlet
 - Fuel storage tank
 - Logging hauler
 - Manufacturing plant
 - Mini storage establishment
 - Light manufacturing plant
 - Propane/natural gas transfer facility
 - Public garage
 - Retail stores involving the sale and/or rental of heavy machinery, fuels, factory equipment, boats, recreational vehicles, motorcycles, snowmobiles
 - Retail uses accessory to a permitted use
 - Sawmill
 - Service shop, general
 - Truck terminal
 - Warehouse
 - Welding/Metal shop
 - Woodworking shop

19.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any GM Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 4047 m²
- b) Lot Frontage (minimum) 35 m

c) Yards (minimum):

		Abutting an Industrial Zone	Abutting Other Zone
i.	Front Yard Depth	15 m	30 m
ii.	Side Yard Depth	3 m	30 m
iii.	Exterior Side Yard Depth	15 m	30 m
iv.	Rear Yard Depth	9 m	30 m

- d) Lot Coverage (maximum) 50%
- e) Building Height (maximum) 15 m
- f) Landscaped Open Space 30%
- g) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- h) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- i) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- j) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- k) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

19.3 Exception Zones

19.4 Holding Zones

SECTION 20 – REQUIREMENTS FOR RURAL (RU) ZONE

20.1 Permitted Uses

No person shall use land or erect, alter or use a building or structure in any RU Zone except for:

- a) Residential Uses
 - Group home
 - Single detached dwelling
- b) Non-Residential Uses
 - Bed and breakfast
 - Cannabis production facility
 - Cemetery
 - Contractor's yard or shop
 - Farm
 - Farm – Agriculture related use
 - Farm – On farm diversified use
 - Forestry
 - Home industry
 - Hunt or fish camp
 - Logging hauler
 - Passive recreation
 - Private airfield
 - Special event *with an approved special event permit from Township*

20.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any RU Zone except in accordance with the following provisions:

- a) Lot Area (minimum)
 - i. Residential uses, home industry, bed and breakfast, hunt or fishing camp 4047 m²
 - ii. All other permitted uses 2 Ha
- b) Lot Frontage (minimum) 45 m
- c) Front Yard Depth (minimum) 7.5 m
- d) Side Yard Width (minimum) 3 m
- e) Exterior Side Yard Width (minimum) 7.5 m

f)	Rear Yard Depth (minimum)	7.5 m
g)	Lot Coverage	33 %
h)	Dwellings per lot (maximum) - 1 *See general provisions related to additional dwelling units	
i)	Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.	
j)	Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.	
k)	Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.	
l)	Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.	
	i. Notwithstanding any other provision in Section 3 to the contrary, A contractor's yard or shop in the RU Zone shall not be built within 150 metres of a residential use.	
m)	Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.	

20.3 Exception Zones

20.3.1 Rural – Exception One (RU-E1)

Notwithstanding any other provisions of this By-law to the contrary, for the lands described as Part 2 on Reference Plan 49R-19570, located in Part of Lot 4, Concession 10, in the geographic Township of Admaston, now in the Township Admaston/Bromley, and known municipally as 531 Whelan Road, the following uses shall be permitted with a minimum lot area of 4100 square metres:

- Automotive Vehicle Sales or Retail Establishment;
- Contractor's Yard or Shop;
- Home Builder/Window and Door Business; and
- Logging Hauler

Home Builder/Window and Door Business shall mean a building or part of a building where windows, doors, and other parts of a building are assembled and sold, and may include a retail store, offices, display areas, and storage areas.

20.3.2 Rural – Exception Two (RU-E2)

Notwithstanding the permitted uses of this section or any other provision of this By-law to the contrary, for the lands described as Lot 8, Concession IV, geographic Township of Admaston, and delineated as Rural Exception-Two (RU-E2) on Schedule “B” to this By-law, a building or structure may be used to store farm equipment, machinery and vehicles.

20.3.3 Rural – Exception Three (RU-E3)

Notwithstanding Section 20.1(b) to the contrary, for those lands described as part of Lot 23, Concession VIII in the geographic Township of Bromley and delineated as Rural-Exception Three (RU-E3) on Schedule “B” to this By-law, the following uses shall be permitted:

- A retail store
- One accessory dwelling unit

20.3.4 Rural – Exception Four (RU-E4)

Notwithstanding Section 20.1(b) to the contrary, for those lands described as part of Lot 3, Concession I, in the geographic Township of Admaston and delineated as Rural-Exception Four (RU-E4) on Schedule “A” to this By-law, a private club shall include a fish and game club.

20.3.5 Rural – Exception Five (RU-E5)

Notwithstanding any other provisions of this By-law to the contrary, for the lands described as Part 4 on Reference Plan 49R-19823, located in Part of Lot 21, Concession 12, in the geographic Township of Admaston now in the Township of Admaston/Bromley, and zoned RU-E5, an existing sleeping cabin shall be a permitted use.

20.3.6 Rural – Exception Six (RU-E6)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E6 Zone, in part of Lot 5, Concession 9, geographic Township of Bromley, with a civic address of 222 Fourth Chute Road, a retail store selling crafts and collectibles shall be an additional permitted use.

20.3.7 Rural – Exception Seven (RU-E7)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E7 Zone in part of Lot 20, Concession 3, geographic Township of Bromley, a single detached dwelling is exempt from the 500 metres separation distance from an active waste disposal site.

20.3.8 Rural – Exception Eight (RU-E8)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E8 Zone in part of Lot 6, Concession 8, 5392 Highway 60, geographic Township of Bromley, a mobile food vehicle (chip wagon) shall be a permitted use.

20.3.9 Rural – Exception Nine (RU-E9)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E9 Zone in part of Lot 6, Concession 4, geographic Township of Admaston, and as delineated as Rural-Exception Nine (RU-E9) on Schedule “B” to this By-law, prior to the issue of a building or septic permit, a site plan agreement under Section 41 of the Planning Act shall be entered into with the Township and registered on title to the property.

The site plan agreement shall implement the recommendations of the revised Environmental Impact Study for the McMahon property dated March 19, 2009 and prepared by Ontario Resource Management Group, Inc.

20.3.10 Rural – Exception Ten (RU-E10)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the Rural-Exception Ten (RU-E10) Zone, in Part of Lot 11, Concession 1, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, and more particularly described as Part 1 on Plan 49R-17762, the following provisions shall apply:

- i. The setback from the crest of the slope along the Bonnechere River to the nearest point of any excavation, building or structure shall be a minimum of 6 metres. The crest of the slope shall be identified by a geotechnical engineer at the time of an application for a building permit, if construction is to occur along the Bonnechere River.
- ii. The setback from the crest of the slope along the spring runoff creek to the nearest point of any excavation, building or structure shall be a minimum of 15 metres. The crest of the slope shall be identified by a geotechnical engineer at the time of an application for a building permit, if construction is to occur along the spring runoff creek.
- iii. No buildings or structures shall be permitted except in accordance with an approved site plan agreement under Section 41 of the Planning Act which implements the findings and recommendations of the Preliminary Slope Stability Assessment prepared by Houle Chevrier Engineering dated May 11, 2012 and including figure 1 dated June 2012. The agreement is to specify as follows:
 - a) The existing vegetation and trees along the slopes shall be maintained to ensure the stability of the slopes is not affected,

- unless removal of the vegetation is approved by a geotechnical engineer.
- b) Surface water shall not be directed toward the slopes.
 - c) Fill placement shall not be permitted within the required setbacks unless approved by a geotechnical engineer.
 - d) Final plans and finished grades for any proposed development adjacent to the slope shall be reviewed by a geotechnical engineer to ensure that no adverse effects result from the development.
 - e) Any culvert installed across the spring run-off creek shall be installed in accordance with the roadway feasibility analysis prepared by Houle Chevrier Engineering dated July 20, 2012.
- iv. In addition to the above, the minimum water setback shall be required to be met.

20.3.11 Rural – Exception Eleven (RU-E11)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E11 Zone, being a portion of the property known as 5773 B Highway 60, and located in part of Lot 9, Concession 9, in the geographic Township of Bromley, a Mennonite Parochial School shall be an additional permitted use.

Mennonite Parochial School means a school establishment used for the education of Mennonite youths and where access to the site is primarily by horse drawn vehicles.

20.3.12 Rural – Exception Twelve (RU-E12)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E12 Zone, within Lot 6, Concession 1, in the geographic Township of Admaston, no direct road frontage or access is required for a building permit to be issued, provided a crossing agreement has been entered into with the Township.

20.3.13 Rural – Exception Thirteen (RU-E13)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E13 Zone, within Lot 9, Concession 1, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, known as Parts 2 – 5 on 49R-14749, and known municipally as 355 Riverview Drive, a second dwelling that is attached to the existing garage at the rear of the property shall be permitted.

20.3.14 Rural – Exception Fourteen (RU-E14)

Notwithstanding any other provisions of this By-law to the contrary, for the lands described as Part 1 on 49R-19138, located in the RU-E14 Zone, within Lot 29, Concession 4, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, an accessory building shall be permitted prior to the construction of the principal or main use, building or structure.

20.3.15 Rural – Exception Fifteen (RU-E15)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E15 Zone, within Part of Lot 6, Concession 9, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, a meeting house shall be permitted and the following provisions shall apply:

i.	Lot Area (minimum)	4700 square metres
ii.	Minimum Distance Separation I (MDS I) requirement	85 metres

MEETING HOUSE means a building used for public assembly and especially for the horse drawn vehicle community.

20.3.16 Rural – Exception Sixteen (RU-E16)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E16 Zone, within Part of Lot 21, Concession 7, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, a meeting house shall be permitted and the following provision shall apply:

i.	Lot Area (minimum)	1 hectare

MEETING HOUSE means a building used for public assembly and especially for the horse drawn vehicle community.

20.3.17 Rural – Exception Seventeen (RU-E17)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E17 Zone, within Part of Lots 17 & 18, Concession 8, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, primary access is permitted via a private right-of-way.

20.4 Holding Zones**20.4.1 Rural – Holding (RU-h)**

Until such time that the holding symbol is removed from the land zoned RU-h and described as Part of Lot 16, Concession 7, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, no person shall use land or erect or use any building or structure except in accordance with the following:

a) *Permitted Uses*

- Existing uses in existing locations
- Open space
- Passive recreation that does not require a building

b) *Conditions for removal of Holding Symbol (h)*

The condition that must be satisfied prior to the removal of the holding symbol is:

- i. The digging of test holes to identify a suitable building site as set out in the County of Renfrew karst protocol.

SECTION 21 – REQUIREMENTS FOR AGRICULTURE (A) ZONE

21.1 Permitted Uses

No person shall use land or erect, alter or use a building or structure in any A Zone except for:

- a) Residential Uses
 - Single detached dwelling
- b) Non-Residential Uses
 - Bed and breakfast
 - Cannabis production facility
 - Farm
 - Farm – Agriculture Related Use
 - Farm – Limited
 - Farm – On-farm diversified use
 - Forestry
 - Home industry
 - Passive recreation
 - Special event *with an approved special event permit from Township*

21.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any A Zone except in accordance with the following provisions:

- a) Lot Area (minimum) 40 Ha
- b) Lot Frontage (minimum) 45 m
- c) Yards (minimum)

		Single Detached Dwelling	All Other Uses
i.	Front Yard Depth	7.5 m	30 m
ii.	Side Yard Depth	3 m	30 m
iii.	Exterior Side Yard Depth	7.5 m	30 m
iv.	Rear Yard Depth	7.5 m	30 m

- d) On-farm diversified uses and cannabis production facilities including all associated services (i.e. buildings, accessory buildings, well, septic, parking area, etc.) shall not occupy an area greater than 1 hectare.

- e) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- f) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- g) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- h) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- i) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

21.3 Exception Zones

21.3.1 Agriculture - Exception One (A-E1)

Notwithstanding anything else in this by-law to the contrary, for those lands zoned Agriculture - Exception One (A-E1), all residential uses shall be prohibited.

21.3.2 Agriculture – Exception Two (A-E2)

Notwithstanding Section 21.1(b) of this By-law to the contrary, for those lands described as part of Lot 27, Concession V, in the geographic Township of Bromley and delineated as Agriculture-Exception Two (A-E2) on Schedule “A” to this By-law, a garden centre shall be an additional permitted use.

21.3.3 Agriculture – Exception Three (A-E3)

Notwithstanding Section 21.1 (a) and (b) of this By-law to the contrary, for those lands described as part of Lot 30, Concession IV, geographic Township of Admaston and delineated as Agriculture-Exception Three (A-E3) on Schedule “B” to this By-law, a furniture or wood products shop and a dwelling unit shall be additional permitted uses.

21.3.4 Agriculture – Exception Four (A-E4)

Notwithstanding Section 21.1 (b) of this By-law to the contrary, for those lands described as part of Lot 5, Bonnechere Range North, in the geographic Township of Admaston and delineated as Agriculture-Exception Four (A-E4) on Schedule “B” to this By-law, an animal hospital and a dwelling unit shall be additional permitted uses.

21.3.5 Agriculture – Exception Five (A-E5)

Notwithstanding Section 21.1 (b) of this By-law to the contrary, for those lands described as part of Lot 24 Concession VII, in the geographic Township of Admaston, located at 2126 Stone Road and delineated as Agriculture-Exception Five (A-E5) on Schedule “B” to this By-law, a contractor’s yard or shop shall be an additional permitted use.

21.3.6 Agriculture – Exception Six (A-E6)

Notwithstanding Section 21.1 (b) of this By-law to the contrary, for those lands described as Lot 41, Bonnechere Range South, in the geographic Township of Bromley and delineated as Agriculture-Exception Six (A-E6) on Schedule “A” to this By-law, an agricultural commercial establishment shall be an additional permitted use.

21.3.7 Agriculture – Exception Seven (A-E7)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E7 Zone in part of Lot 27, Concession 3, geographic Township of Admaston, the only permitted uses shall be a single detached dwelling and buildings and structures accessory to the dwelling. Access to Highway 60 shall be restricted to a residential entrance, and the following provision shall apply:

- i. An outdoor furnace is permitted 11 metres from the eastern side lot line and 31 metres from the rear lot line.

21.3.8 Agriculture – Exception Eight (A-E8)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E8 Zone in part of Lots 2 & 3, Concession 8, located at 3375 Stone Road, in the geographic Township of Bromley, for an outdoor wood furnace, the minimum setback to the front lot line shall be 35 metres and the minimum setback to the rear lot line shall be 30 metres.

21.3.9 Agriculture – Exception Nine (A-E9)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the Agriculture – Exception Nine (A-E9) Zone in Part of Lot 19, Range “B” South, geographic Township of Admaston, and known municipally as 1268 South McNaughton Road, the reconstruction, repair or renovation of existing residential dwellings and the construction of new residential dwellings is not permitted.

21.3.10 Agriculture – Exception Ten (A-E10)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the Agriculture – Exception Ten (A-E10) Zone, in Part of Lots 20 & 21, Concession 6, in the geographic Township of Bromley, and known municipally

as 562 Pine Valley Road, the only permitted residential use is one single detached dwelling.

21.3.11 Agriculture – Exception Eleven (A-E11)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the Agriculture-Exception Eleven (A-E11) Zone, in part of Lot 15, Concession 4, in the geographic Township of Bromley, known municipally as 851 Cobden Road, and designated as Part 1 of Reference Plan 49R-4191, a home occupation is permitted in an accessory building.

21.3.12 Agriculture – Exception Twelve (A-E12)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E12 Zone, within Part of Lot 12, Concession 5, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, a hunting and fishing camp shall be an additional permitted use. The minimum gross floor area of the hunting and fishing camp shall be 45 square metres.

21.3.13 Agriculture – Exception Thirteen (A-E13)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E13 Zone, within Part of Lot 10, Concession 2, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, the keeping of livestock is prohibited.

21.3.14 Agriculture – Exception Fourteen (A-E14)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E14 Zone, within Part of Lot 20, Concession 6, in the geographic Township of Admaston, now in the Township of Admaston/Bromley, the keeping of livestock is prohibited.

21.3.15 Agriculture – Exception Fifteen (A-E15)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E15 Zone, within Part of Lot 11, Concession 2, in the geographic Township of Admaston, the following provisions shall apply:

i.	Side Yard Width (minimum)	1.5 metres
ii.	Rear Yard Depth (minimum)	7 metres

21.3.16 Agriculture – Exception Sixteen (A-E16)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E16 Zone, within Part of Lot 18, Concession 1, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, the following provision shall apply:

i.	Minimum Distance Separation I (MDS I) requirement	120 metres

21.3.17 Agriculture – Exception Seventeen (A-E17)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the A-E17 Zone, being a portion of the property known as 2126 Stone Road, and located in Part of Lot 24, Concession 7, in the geographic Township of Admaston, a Mennonite School shall be an additional permitted use.

Mennonite School means a school establishment used for the education of Mennonite youths and where access to the site is primarily by horse drawn vehicles.

21.3.18 Agriculture – Exception Eighteen (A-E18)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the Agriculture-Exception Eighteen (A-E18) Zone, in Part of Lot 53, Range South of the Bonnechere River, in the geographic Township of Bromley, know municipally as 559 Hyndford Road, the housing of livestock in existing barns shall not be permitted.

21.4 Holding Zones

21.4.1 Agriculture – holding (A-h)

Until such time that the holding symbol is removed from the land zoned A-h and described as Part of Lot 16, Concession 7, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, no person shall use land or erect or use any building or structure except in accordance with the following:

a) *Permitted Uses*

- Existing uses in existing locations
- Open space
- Passive recreation that does not require a building

b) *Conditions for removal of Holding Symbol (h)*

The condition that must be satisfied prior to the removal of the holding symbol is:

- i. The digging of test holes to identify a suitable building site as set out in the County of Renfrew karst protocol.

SECTION 22 – REQUIREMENTS FOR COMMUNITY FACILITY (CF) ZONE

22.1 Permitted Uses

No person shall use land or erect or use a building or structure in any CF Zone except for:

- a) Residential Uses
 - Accessory single detached dwelling
 - Home for the aged
 - Nursing home
 - Senior citizens home

- b) Non- Residential Uses
 - Assembly hall
 - Cemetery
 - Church
 - Clinic
 - Community centre
 - Forestry
 - Hospital
 - Place of Worship
 - Private park
 - Private club
 - Public building
 - Public garage
 - Public utility
 - Public park
 - Recreation, active
 - Recreation, passive
 - Schools

22.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in a CF Zone except in accordance with the following provisions:

a)	Lot Area (minimum)	4047 m ²
b)	Lot Frontage (minimum)	45 m
c)	Front Yard Depth (minimum)	10.5 m
d)	Side Yard Width (minimum)	5 m or ½ the height of the building, whichever is greater
e)	Exterior Side Yard	10.5 m

f)	Rear Yard Depth (minimum)	15 m
g)	Lot Coverage (maximum)	25%
h)	Building Height (maximum)	10.5 m
i)	Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.	
j)	Parking and Loading – In accordance with the provisions for Parking and Loading in Section 4 of this By-law.	
k)	Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.	
l)	Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.	
m)	Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.	

22.3 Exception Zones

22.3.1 Community Facility – Exception One (CF-E1)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the CF-E1 Zone, being part of the east half of Lot 12, Concession 4, in the geographic Township of Admaston the only permitted use shall be parking related to the cemetery.

22.4 Holding Zones

SECTION 23 – REQUIREMENTS FOR ENVIRONMENTAL PROTECTION (EP) ZONE

23.1 Permitted Uses

No person shall use land or erect or use a building or structure in any EP zone except for:

- a) Residential Uses
 - Prohibited
- b) Non- Residential Uses
 - Dam or other water control structure
 - Erosion control structure
 - Existing farm
 - Limited farm
 - Passive recreation
 - No new buildings or structures other than for flood or erosion control

23.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any EP Zone except in accordance with the following provisions:

- a) Front Yard Depth (minimum) 10.5 m
- b) Side Yard Width (minimum) 5 m
- c) Rear Yard Depth (minimum) 15 m
- d) Lot Coverage (maximum) 1%
- e) Building Height (maximum) 5 m
- f) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- g) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- h) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- i) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- j) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures

that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

23.3 Exception Zones

23.3.1 Environmental Protection-Exception One (EP-E1)

Lands zoned Environmental Protection-Exception One (EP-E1), on Schedules ‘A’ & ‘B’ to this By-law, are Provincially Significant Wetlands (PSWs) and permitted uses are identified in Section 23.1 of this By-law. See Section 3.26.6 for the required setback to the EP-E1 Zone boundary.

23.3.2 Environmental Protection – Exception Two (EP-E2)

Notwithstanding any other provisions of this By-law to the contrary, for those lands described as part of Lot 5, Concession IV, in the geographic Township of Admaston and delineated as Environmental Protection-Exception Two (EP-E2) on Schedule “B” to this By-law, a single detached dwelling, including a modular home conforming to CSA Standard A277, shall be permitted. The following provisions shall apply:

i.	Water Setback (minimum)	45 metres

SECTION 24 – REQUIREMENTS FOR OPEN SPACE (OS) ZONE

24.1 Permitted Uses

No person shall use land or erect or use a building or structure in any OS zone except for:

- a) Residential Uses
 - Prohibited
- b) Non-Residential Uses
 - Buffer strip
 - Golf course
 - Landscaped open space
 - Natural area
 - Passive recreation
 - Private park
 - Public park

24.2 Zone Provisions

No person shall use any lot or erect, alter or use any building or structure in any OS Zone except in accordance with the following provisions:

- a) Lot Area (minimum) NIL
- b) Front Yard Depth (minimum) NIL
- c) Side Yard Width (minimum) NIL
- d) Rear Yard Depth (minimum) NIL
- e) Building Height (maximum) 10.5 m
- f) Open Storage – In accordance with the provisions for open storage in Section 3 of the General Provisions of this By-law.
- g) Parking and Loading – In accordance with the provisions for Parking and Loading in section 4 of this By-law.
- h) Separation Distance – In accordance with the provisions for separation Distance in Section 3 – General Provisions of this By-law.
- i) Setbacks – In accordance with the provisions for setbacks in Section 3 – General Provisions of this By-law.
- j) Accessory Uses, Buildings, and Structures: Notwithstanding any Zone Provisions of this zone to the contrary, uses, buildings and structures

that are accessory to the permitted uses of this zone shall be permitted in accordance with the requirements for accessory uses, buildings and structures in Section 3 – General Provisions of this by-law.

24.3 Exception Zones

CORPORATION OF THE TOWNSHIP OF ADMASTON / BROMLEY

BY-LAW NO. 2026-27

A By-Law to provide for the Adoption of the 2026 Tax Rates and to further provide for penalty and interest in default of payment thereof for 2026.

WHEREAS Section 308 of The Act requires tax rates to be established in the same proportion as the tax ratios established by the County of Renfrew; and

WHEREAS Section 312 of the Municipal Act, 2001 dictates that the Council of a local municipality shall in each year prepare and adopt estimates of all sums required during the year for the purposes of the municipality including amounts sufficient to pay all debts of the municipality falling due within the year, amounts required for any Board, Commission, or other body; and

WHEREAS Council of the Township of Admaston / Bromley has passed By-Law No. 2026-03 to adopt the estimates for the sums required during the year 2026 for general, capital and all purposes of the Township of Admaston / Bromley; and

WHEREAS in accordance with Section 329 to Section 331 of The Act, the County of Renfrew has adopted a by-law for the purpose of administering limits for the Commercial, Industrial and Multi-Residential property classes; and

WHEREAS Section 342 of The Act provides that a municipality may pass a by-law establishing different instalments and due dates for taxes on a property; and

WHEREAS Section 343 of The Act provides that a municipality may pass a by-law providing for the billing of a property class separately from the other property classes; and

WHEREAS Section 345 of The Act provides that a local municipality may pass a by-law to impose late payment charges for the non-payment of taxes or any installment by the due date; and

WHEREAS the County of Renfrew has adopted a by-law directing the Council of the Township of Admaston/Bromley to levy specified tax rates on the assessment for County purposes; and

AND WHEREAS the Province of Ontario has by regulation directed the Council of the Township of Admaston / Bromley to levy specified tax rates on certain assessment for Municipal and Education purposes;

NOW THEREFORE the Council of the Township of Admaston / Bromley hereby enacts that every owner in the Township of Admaston / Bromley shall be taxed according to the following tax rates in the by-law and such taxes shall become due and payable in two installments as follows:

Interim Tax Bill is due: March 31, 2026. Final Tax Bill is due: September 30, 2026.

1. **THAT** for the year 2026 the rates to be applied on the taxable and payment-in-lieu assessment rateable for municipal purposes shall be as follows:

Residential	0.00960749
Farmland Awaiting Development (35%)	0.00336262
New Multi-Residential	0.00960749
Multi-residential	0.01867312
Commercial – Occupied	0.01743471
Commercial - Vacant/Excess	0.01743471
Commercial Farmland Awaiting Development	0.00336262
Small Scale On Farm Business Commercial 1 (\$0 - \$50,000) (25%)	0.00435868
Small Scale On Farm Business Commercial 2 (\$50,000 - \$100,000) (25%)	0.00435868

Industrial – Occupied	0.02370076
Industrial – Vacant/Excess	0.02370076
Small Scale On Farm Business Industrial 1 (\$0 - \$50,000) (25%)	0.00592519
Small Scale On Farm Business Industrial 2 (\$50,000 - \$100,000) (25%)	0.00592519
Large Industrial – Occupied	0.02594022
Large Industrial – Vacant/Excess	0.02594022
Landfill	0.01142394
Pipelines	0.01280486
Farmland	0.00240187
Managed Forest	0.00240187
Aggregate	0.01928546

For the purposes of this by-law the Commercial property class includes those properties designated as “Shopping Centre” and “New Construction Commercial”, and the Commercial Excess/Vacant class includes those properties designated as “Shopping Centre Excess/Vacant” and “New Construction Commercial Excess/Vacant.”

For the purposes of this by-law the Industrial class includes those properties designated as “New Construction Industrial”.

- 2. **THAT** final tax bills for the protected classes, being the Commercial, Industrial, Large Industrial and Multi- Residential may be processed separately from the other property classes.
- 3. **THAT** interest will be added at the rate of 1.25% per month on the first working day for each month or fraction thereof of default on all current and prior years’ taxes.
- 4. **THAT** the collector may mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
- 5. **THAT** the CAO/Clerk is hereby empowered to accept part payment from time to time on account of any taxes due.
- 6. **THAT** taxes are payable at: the Township of Admaston / Bromley, 477 Stone Road, Renfrew, Ontario or through all major Canadian financial institutions.
- 7. This By-Law shall come into full force and take effect upon the passing thereof.

BE IT FURTHER ENACTED, that all By-Laws, or parts thereof, and all or any Resolutions of Council contrary thereto, or inconsistent herewith, be and the same are hereby repealed.

READ a first and second time this 7th day of May 2026.

READ a third time and passed this 7th day of May 2026.

MAYOR

CAO/CLERK

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2026-28

Being a By-law to authorize the Mayor and CAO/Clerk to execute a Development Agreement with Andrew Cull and Constance Matthews-Cull, for lands legally described as Part Lot 15, Concession 9, Township of Admaston/Bromley, County of Renfrew.

WHEREAS the Ontario Planning Act in Sections 53(12) and Section 51(26) provide for the municipality to enter into an Agreement for the severed lands as a condition of approval of the consent; and

WHEREAS the Owners have applied to the County of Renfrew for consent approval of a residential lot, File No. B127/24, such approval having been given on the 18th day of February, 2025 subject to certain conditions and the Township of Admaston/Bromley supported the Consent Application on the 6th day of February, 2025; and

WHEREAS the Owners are the owners of the lands legally described as being Part Lot 15, Concession 9, in the Geographic Township of Admaston in the Township of Admaston/Bromley, County of Renfrew; and

WHEREAS the Township of Admaston/Bromley is desirous to enter into a Development Agreement with the owners of Part Lot 15, Concession 9, Township of Admaston/Bromley, County of Renfrew.

NOW THEREFORE the Council of the Corporation of the Township of Admaston/Bromley enacts as follows:

1. THAT the Mayor and CAO/Clerk be authorized to execute a Development Agreement with Andrew Cull and Constance Matthews-Cull in relation to the property legally described as Part Lot 15, Concession 9, Township of Admaston/Bromley, County of Renfrew.
2. THAT the Development Agreement for Part Lot 15, Concession 9, Township of Admaston/Bromley, County of Renfrew be attached as Schedule “A” and is hereby deemed to form part of this by-law as fully as if recited herein.
3. THAT this By-law shall take effect and come into force immediately upon the passage thereof.

Read a first and second time this xxth day of February, 2026.

Read a third and final time this xxth day of February, 2026.

Mayor

CAO/Clerk

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2026-29

BEING A BY-LAW TO APPOINT A DEPUTY TREASURER / DEPUTY
CAO/CLERK OF THE TOWNSHIP OF ADMASTON/BROMLEY

WHEREAS Section 286 (2) of the Municipal Act S.O. 2001 c. 25 provides that the Council shall appoint a Deputy Treasurer;

AND WHEREAS Section 228 (2) of the Municipal Act S.O. 2001 c. 25 provides that the Council may appoint a Deputy Clerk who have all the powers and duties of the Clerk under this and any other Act;

AND WHEREAS Council desires to have a Deputy Treasurer / Deputy Clerk to provide management coverage and for succession planning.

NOW THEREFORE the Council of the Corporation of the Township of Admaston/Bromley enacts as follows:

1. That _____ is hereby appointed as Deputy Treasurer / Deputy Clerk for the Corporation of the Township of Admaston/Bromley.
2. That the duties, roles and responsibilities will be in accordance with but not limited to the Job Description and is hereby attached as Schedule “A”.
3. That this By-Law shall be deemed to take effect on May 11, 2026 and shall remain in force until repealed by Council.

Read a first and second time this 7th day of May, 2026.

Read a third and final time and passed this 7th day of May 2026.

Mayor

CAO/Clerk

CORPORATION OF THE TOWNSHIP OF

ADMASTON/BROMLEY By-Law No. 2026-30

Being a By-Law to Amend the Employment By-Law for the
Township of Admaston/Bromley Employees

WHEREAS the Council of the Corporation of the Township of Admaston/Bromley deems it advisable to employ Township Staff under and subject to the provisions of a by-law;

AND WHEREAS the Ontario Municipal Act empowers Council to pass such a by-law regulating the appointment, duties and remuneration of such staff.

NOW THEREFORE the Council of the Corporation of the Township of Admaston/Bromley enacts as follows:

1. That Section Schedule "A" – Salary Grid and Classifications Position Name Change:

Group 5: Deputy Treasurer/Admin Coordinator
be changed to
Deputy Treasurer/Deputy Clerk

2. This by-law shall come into force and be effective on May 11, 2026.

Read a first and second time this 7th day of May, 2026

Read a third time and finally passed this 7th day of May, 2026

Mayor

CAO/Clerk

**THE CORPORATION OF THE
TOWNSHIP OF ADMASTON / BROMLEY**
BY-LAW NUMBER 2026-31

A By-law to amend By-law Number 2004-13 of the Corporation of the Township of Admaston/Bromley, as amended.

PURSUANT TO SECTION 34 OF THE PLANNING ACT, R.S.O., 1990, c.P. 13, THE TOWNSHIP OF ADMASTON/BROMLEY HEREBY ENACTS AS FOLLOWS:

1. THAT By-law Number 2004-13, as amended, be and the same is hereby further amended as follows:
 - (a) By adding the following new subsections to Section 21.0 – Requirements for Rural (RU) Zone, immediately after Section 21.3(cc):

“(dd) Rural-Exception Thirty (RU-E30)

Notwithstanding any other provisions of this By-law to the contrary, for the lands located in the RU-E30 Zone, within Part of Lot 7, Concession 9, in the geographic Township of Bromley, now in the Township of Admaston/Bromley, a Mennonite Parochial School shall be an additional permitted use.

MENNONITE PAROCHIAL SCHOOL means a school establishment used for the education of Mennonite youths and where access to the site is primarily by horse drawn vehicles.”
 - (b) Schedule “A” to the Township of Admaston/Bromley Zoning By-law is amended by rezoning those lands described above from Rural (RU) to Rural – Exception Thirty (RU-E30) as shown on Schedule “A” attached hereto.
2. THAT save as aforesaid all other provisions of By-law 2004-13, as amended, shall be complied with.
3. This by-law shall come into force and take effect on the day of final passing thereof.

This By-law given its FIRST and SECOND reading this 7th day of May, 2026.

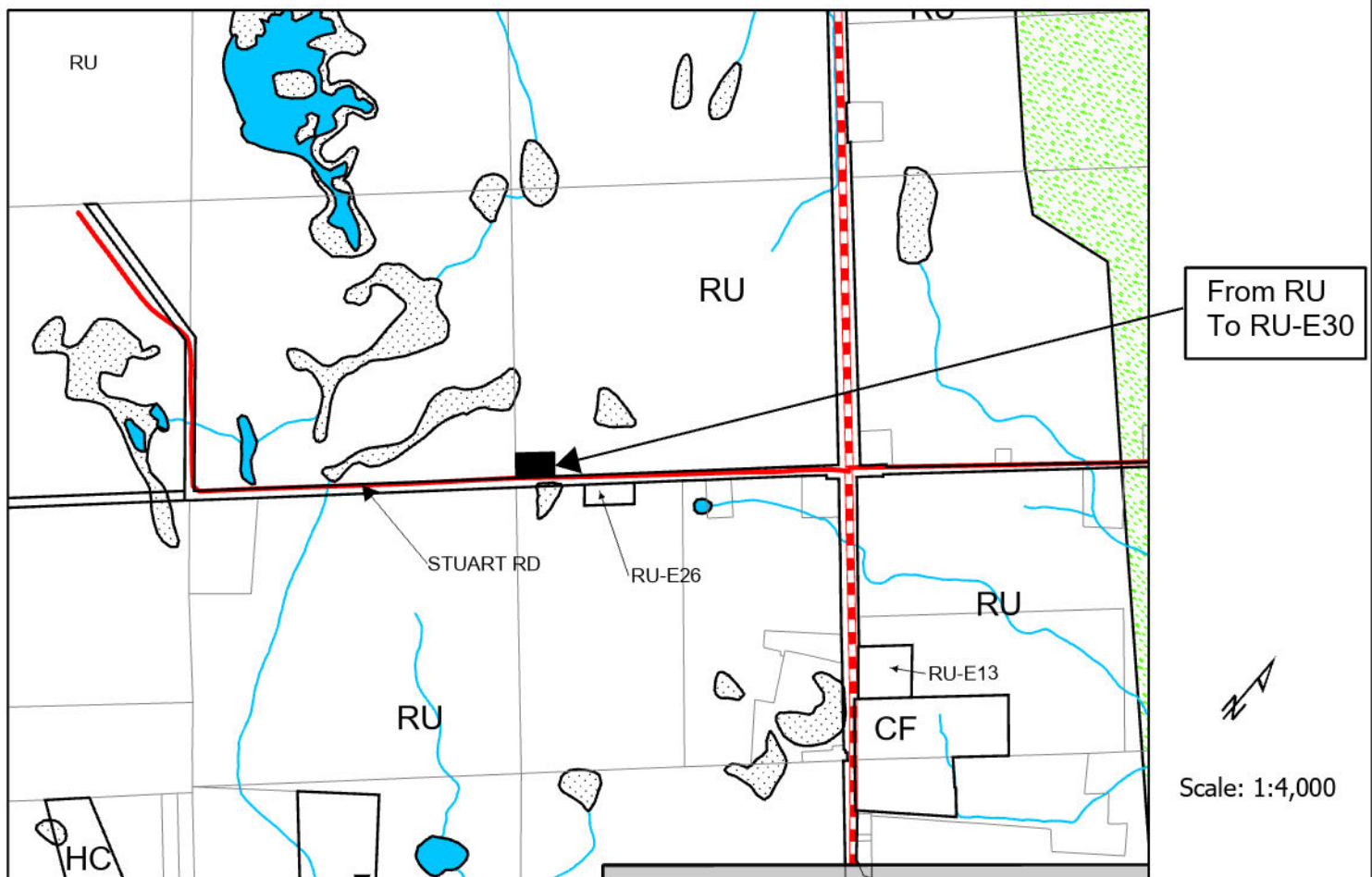
This By-law read a THIRD time and finally passed this 7th day of May, 2026.

MAYOR

CORPORATE

SEAL OF
MUNICIPALITY

CAO/Clerk



CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

This is Schedule "A" to By-law Number _____
Passed the _____ day of _____, 20____.

Signatures of Signing Officers:

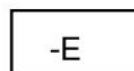
Mayor

Clerk

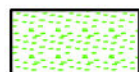
LEGEND



Rural



Exception Zone



Agriculture (A)



Area affected by this Amendment:
From RU to RU-E30



Environmental Protection (EP)

ACTION TRACKING LIST

	Updated Information
	NEW

Date	Item	Assigned To	Due Date	Current Status
November. 2020	Shared Services	CAO/Clerk	continuing	The CAO/Clerk is provide Council with Regular updates.
Sept. 2023	Douglas Beach	CAO/Clerk	continuing	Investigate ideas to rejuvenate beach
Jan. 2025	Fire Hall Needs Analysis	CAO/Clerk & Fire Chief	2026	Determine the needs and requirements of a Fire Hall for a Volunteer Fire Department
Dec. 2025	Barr Line Community Centre Review	CAO/Clerk	2025	Rehabilitation of BLCC
Jan. 2025	Comprehensive Zoning By-law Review	CAO/Clerk & County Planning Division	2025	Complete a review and revision of the Comprehensive Zoning By-Law
Jan. 2025	Taste of the Valley	CAO/Clerk	2026	Taste of the Valley 2026
June. 2025	Strategic Plan Action Tracking List Quarterly	CAO/Clerk	continuing	quarterly updates
Sept. 2025	Waste Management Update	CAO/Clerk & Public Works Superintendent	continuing	quarterly updates
Jan. 2026	Diligent Agenda Management	CAO/Clerk	2026	Council Calendar is live

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2026-32

**A BY-LAW TO CONFIRM PROCEEDINGS OF
THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY
AT THE COUNCIL MEETING HELD MAY 7th, 2026.**

WHEREAS Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Township of Admaston/Bromley at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Township of Admaston/Bromley enacts as follows:

1. That the actions of the Council at its meeting held on the 7th day of May, 2026 and in respect of each motion, resolution and other action passed and taken by the Council at its said meetings, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Head of Council and proper officers of the Corporation of the Township of Admaston/Bromley are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Admaston/Bromley to all such documents.
3. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 7th day of May 2026.

READ a third time and finally passed this 7th day of May 2026.

Mayor

CAO/Clerk