



**SMITHS FALLS**  
RISE AT THE FALLS

**THE CORPORATION OF THE TOWN OF SMITHS FALLS  
COMMITTEE OF THE WHOLE MEETING AGENDA**

**Monday, April 27, 2026 05:00 PM  
Council Chamber, Town Hall**

**LINKS TO LIVESTREAM:**

Facebook Live: <https://www.facebook.com/townofsmithsfalls/>

Youtube: <https://www.youtube.com/channel/UCIFXU6Sq9neiC5VU9QbmLtQ>

Chairperson: Stephen Robinson

**Land Acknowledgement**

On Monday, April 27, 2026 we acknowledge that this sacred land on which Smiths Falls is now located has been a site of human activity for over 10,000 years and is rich in Indigenous history. This land is the ancestral and unceded territory of the Algonquin Anishinaabe Nation. We are grateful to the Algonquin ancestors who cared for the land and water in order that we might meet here today. We are also grateful to the Algonquin People for their contribution in the making of the Rideau Canal which runs thru Smiths Falls. We are mindful of broken covenants and the need to reconcile with all our relations. Together, may we care for this land and each other, drawing on the strength of our mutual history of nation building through peace and friendship being mindful of generations to come.

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**1. LAND ACKNOWLEDGEMENT**

**2. CALL TO ORDER**

**3. APPROVAL OF AGENDA**

Recommended Motion:

THAT the April 27, 2026 Committee of the Whole Meeting Agenda be approved as circulated.

**4. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF**

## **5. APPROVAL OF MINUTES**

Recommended Motion:

THAT the minutes of the April 7, 2026, April 13, 2026 and April 20, 2026 Committee of the Whole Meetings be approved as circulated.

## **6. DELEGATIONS**

- 6.1 Josh Hicks. Rideau Lakes ATV Club Page 4  
Request for new route through Smiths Falls

## **7. CAO/DIRECTORS VERBAL REPORTS**

## **8. COMMITTEE OF THE WHOLE CONSENT REPORTS**

## **9. PRIORITY ISSUES/REPORTS**

- 9.1 Rideau Lakes ATV Club request to amend ATV Bylaw, Report 2026-055 (P McMunn) Page 14
- 9.2 Patio By-law 10496-2023 Fee Schedule, Report 2026-049 (M Elmsley) Page 17
- 9.3 Urban Tree Canopy Regulatory Approaches, Report 2026-056 (R Grant) Page 19
- 9.4 16 Jones Street Zoning Bylaw Amendment Application, report 2026-057 (R Grant) Page 33
- 9.5 Appointment of a Municipal By-law Enforcement Officer, Report 2026-052 (R Chesebrough) Page 52
- 9.6 Old Water Tower, Report 2026-053 (P McMunn) Page 54
- 9.7 Bill 98- Building Homes and Improving Transportation Infrastructure Act, Report 2026-058 (K Grenke) Page 129
- 9.8 Process to Carry Out Review of Policing Options (P McKenna) Page 137

9.9 Committee Appointments (K Costello)

## **10. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES**

## **11. IN CAMERA/CLOSED SESSION**

## **12. INFORMATION LISTING/CORRESPONDENCE ITEMS**

12.1 March 25, 2026, Resolution, Regional Municipality of Waterloo Page 138

Requesting the Government of Canada amend Bill C-9 to explicitly include the noose as a prohibited hate symbol within the legislation.

ACTION: For Council's review and direction.

12.2 March 23, 2026 Resolution, Town of Lincoln Request to Extend Page 140

Deadline for Notices of Intention to Designate Listed Heritage Properties

Request to Extend Deadline for Notices of Intention to Designate Listed Heritage Properties

ACTION: Municipal Heritage Committee (MHC) has endorsed this resolution and recommends that Council support it (and copy the local M.P.P. and all Ontario municipalities).

## **13. NOTICE OF MOTIONS**

## **14. ADJOURNMENT**

Recommended Motion:

THAT this Council adjourn its proceedings at XXXX PM and stand so adjourned until the next duly called meeting of Council.

# Rideau Lakes ATV Club Request for new route through Smiths Falls

Item 6.1

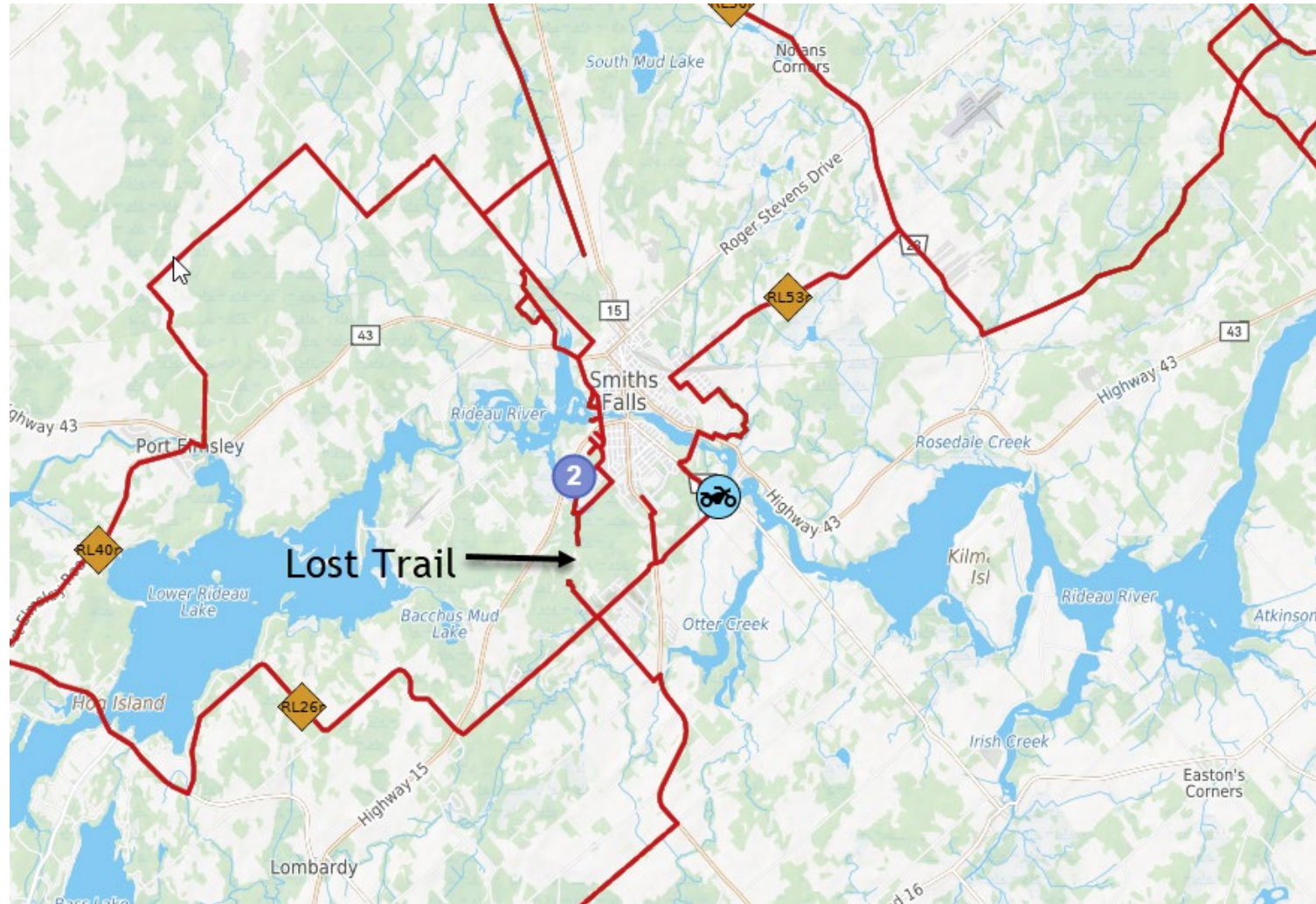


Updated: April 21, 2026



**Problem:** Recent change in ownership for one of our Landowners resulted in the loss of that trail. Because of this our trail system now bypasses Smiths Falls resulting in lost tourism opportunities

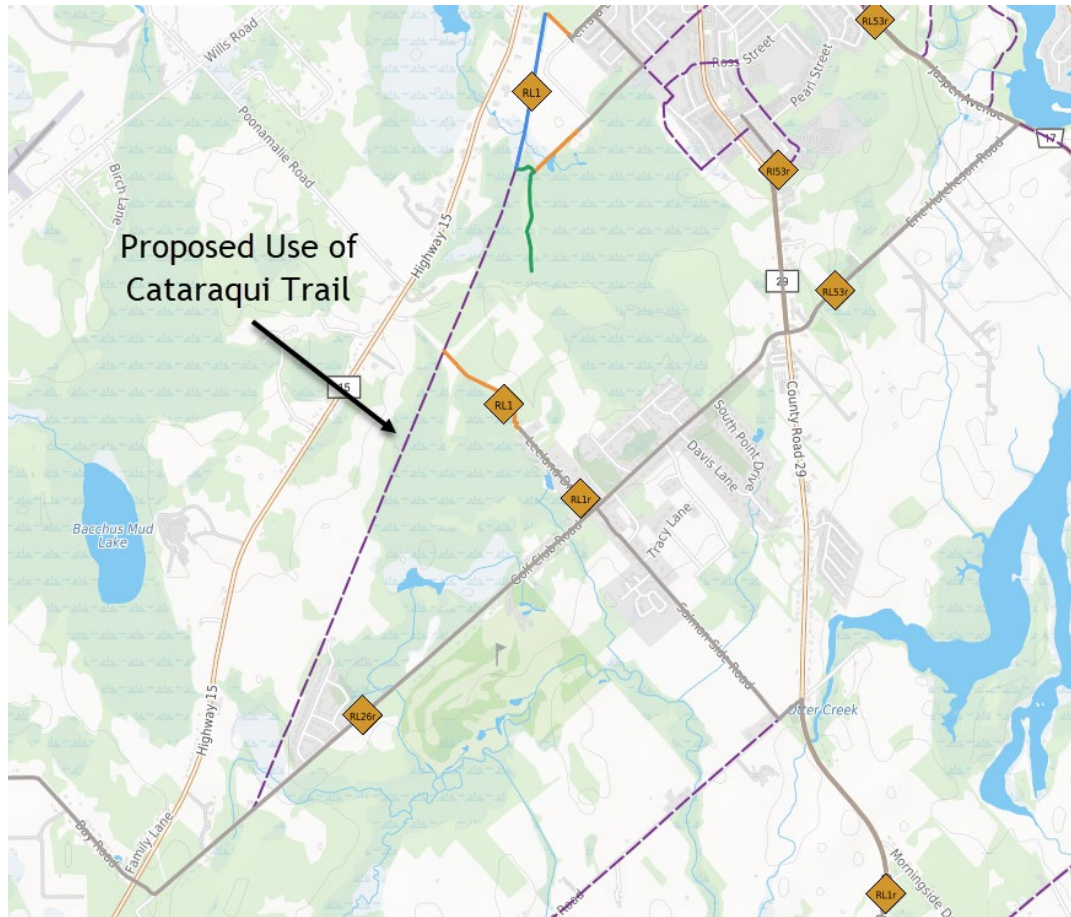
Item 6.1



# Proposal

- We have submitted a proposal to the Cataraqui trail to ask for additional access from Smiths Falls town limit to Golf Club road. This submission will take time to review and might not be passed,
- One ask is for the Town of Smiths Falls to provide a Letter of Endorsement recommending RLATVC use of the Cataraqui trail.
- Until we hear back from Cataraqui Region Conservation Authority we need an alternative route through Smiths Falls. The following slides provide 3 possible routes.
- All routes are proposed as temporary routes until we find a permanent solution with Option 1 being our preferred route as it is the most direct route.
- All routes will continue to provide access to the OVRT through Smiths Falls attracting riders into Smiths Falls for food, fuel, and accommodations.
- Volume of traffic would likely be about 25 riders on the average weekday during the summer and increasing to an average of 50 riders on the weekend days.

# Cataraqui Trail Proposal



- This the proposed trail we have submitted to the Cataraqui Region Conservation Authority. This is the preferred route but requires approval from the CRCA and will require some time to get approved.

# Option 1 (preferred)



- This is the most direct way and uses the following streets
  - Broadview Avenue East to Jasper Avenue
  - Jasper Avenue to Old Slys Road
- The By-law would have to be updated to allow ATV access on Jasper Avenue from Old Slys Road to Broadview Avenue East

# Option 2: Connection behind the mall



- This route would avoid the use of the mall parking lot and would go behind connecting to our existing trail network on Van Horne
  - Harold Street
  - Ross Street west
  - Percey St
  - Van Horne Ave

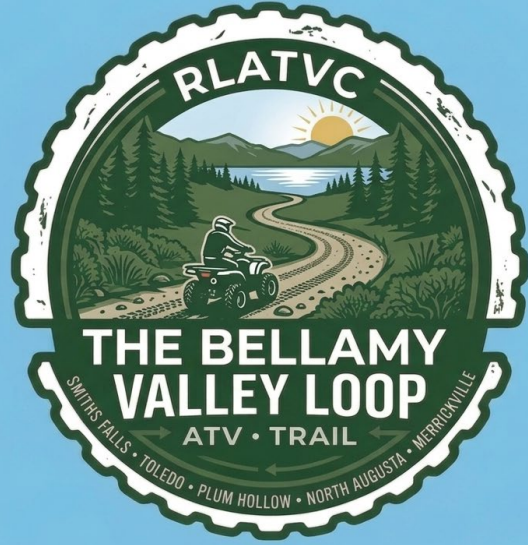
# Option 3: connect to trail through mall



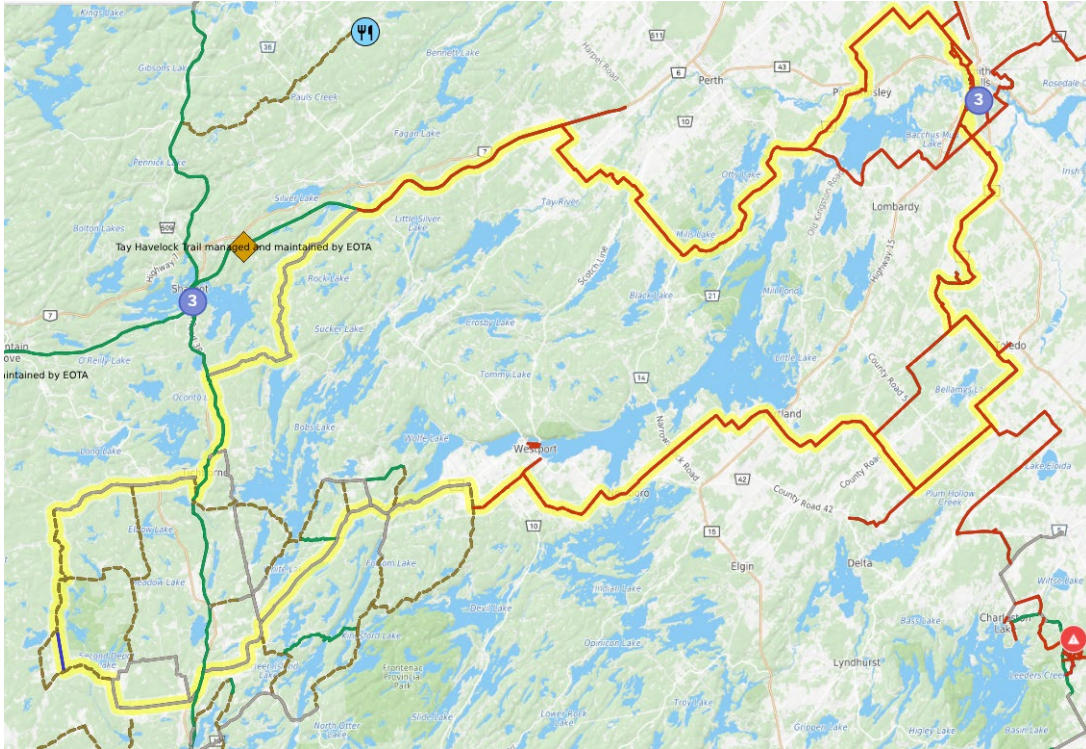
- This route would utilize the new subdivision that is being developed and would join up with the existing trail in Settlers Ridge Centre.
  - Harold Street
  - Rabb St
  - Armstrong Dr. (through the lights to the mall parking lot)

# New Atv loop Routes , Quad Counties Loop

Item 6.1



# Loops Bringing in Tourism Dollars



Item 6.1



For any questions you can email [mike.starr@rlatvc.org](mailto:mike.starr@rlatvc.org) or [josh.hicks@rlatvc.org](mailto:josh.hicks@rlatvc.org)

**RIDEAU LAKES ATV CLUB**

17 Church st.  
P.O. Box 133 Smiths Falls,  
ON, Canada K7A 1H0  
Phone: (343) 801-5279  
Email: [info@rlatvc.org](mailto:info@rlatvc.org)



To: Mayor and Council  
 From: Paul McMunn, Director of Public Works and Utilities  
 Date: April 22, 2026  
 Committee of the Whole Date: April 27, 2026  
 Title: Rideau Lakes ATV Club request to amend ATV Bylaw

- For Direction
- For Information
- For Adoption
- Attachment (11 pages)

**Recommendation: That Council of the Corporation of the Town of Smiths Falls amend Bylaw 10625-2025 to authorize Rideau Lakes All-Terrain Vehicle Club access on Town streets and municipal lands that currently prohibit access;**

**AND FURTHER that the Mayor and Clerk be authorized to execute an applicable amending agreement with the Rideau Lakes All-Terrain Vehicle Club as presented in Committee of the Whole report 2026-055.**

**Purpose:** The purpose of this report is to seek approval from Council to amend the applicable existing All-Terrain Vehicle (ATV) Bylaw and agreement with the Rideau Lakes ATV Club (RLATVC) to accommodate the ability for ATV users to temporarily traverse through the south end of Town on Jasper Avenue between Old Slys Road and Broadview Avenue until RLATVC can secure a permanent solution with other land owners to reinstate unencumbered trail continuity through the broader trail network.

**Background:** On June 18, 2025, Council received Committee of the Whole report 2025-066 (Attachment 1) which outlined provisions to permit the RLATVC, specifically their membership, access to prescribed Town streets and municipal lands that were previously prohibited access..

Schedule A to Bylaw 10625-2025 lists streets in Town that are prohibited from ATV use, other than crossing the street/road. See Schedule A below.

**SCHEDULE A TO BYLAW 10625-2025**

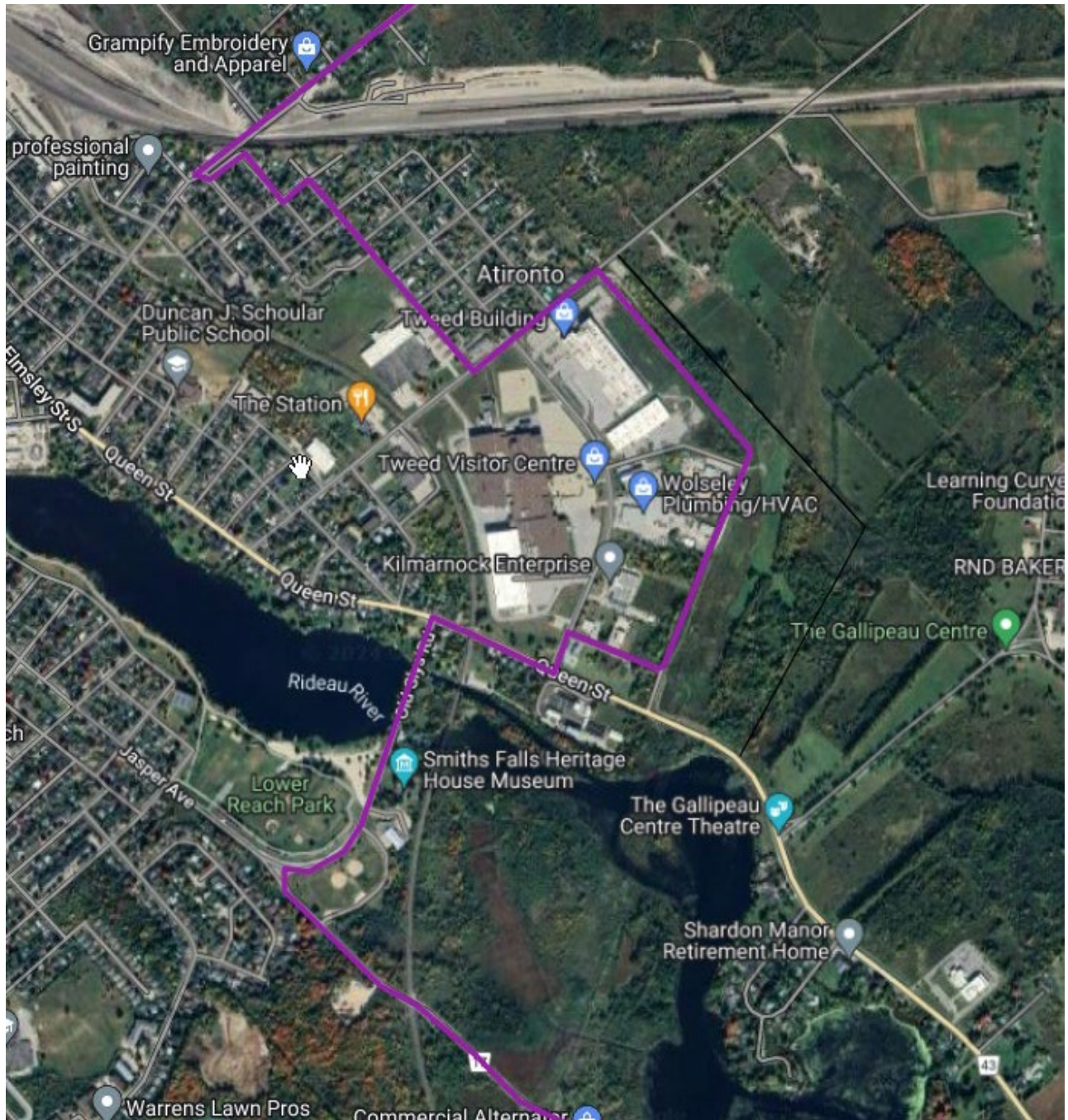
Street Name	From	To
Cornelia Street West	Elmsley Street North	Westerly Town Limits
Cornelia Street West	Elmsley Street North	Beckwith Street North
Cornelia Street East	Beckwith Street North	Easterly Town Limits
Union Street	Cornelia Street East	Northerly Town Limits
Elmsley Street	Cornelia Street West Intersection	Queen Street
Queen Street	Elmsley Street South	Old Slys Road
Queen Street	Hershey Drive	South Easterly Town Limit
Brockville Street	Brockville/Beckwith./Jasper/Lombard Intersection	Southerly Town Limit
Beckwith Street	Brockville/Beckwith/Jasper/Lombard Intersection	Elmsley Street North
Lombard Street	Brockville/Beckwith/Jasper/Lombard Intersection	South Westerly Town Limit
Jasper Avenue	Brockville/Beckwith/Jasper/Lombard Intersection	Old Slys Road

At that time, RLATVC was also seeking permanent access to the following streets;

Item 9.1

- Queen Street (between Hershey Drive and Old Slys Road)
- Old Slys Road (between Queen Street and Jasper Avenue)
- Jasper Avenue (between Old Slys Road and the Town Southerly limit where County Road 17 begins)

Bylaw 10625-2025 also accounted for this permanent access. See image below.



**Analysis and Options:** The history of recent ATV bylaw amendments (since 2021) is relevant, as the current request from RLATVC is aligned with previous Town permissions. As per RLATVC’s presentation, their preferred Option 1 simply extends the use of the roadway on Jasper Avenue from the Jasper Avenue/Old Slys intersection to Broadview Avenue East which is approximately 550 m.

**Option #1 (recommended)** – Amend Schedule A of Bylaw 10625-2025 to include the approximate 550 m section of Jasper Avenue from Old Sys Road to Broadview Avenue on a permanent basis. The RLATVC is seeking a temporary provision of use of the subject section of Jasper Avenue, however, considering ATV use on Broadview Avenue East is permitted, it makes sense to allow for access on Jasper Avenue from Old Slys Road to Broadview Avenue East . Broadview Avenue East is also a straight alignment from Jasper Avenue to south of Wood Avenue, which potentially would limit traversing of ATV’s through more densely populated residential neighborhoods in that area.

**Option #2 (not recommended)** – Do not support the RLATVC’s request and maintain the current provisions of Bylaw 10625-2025.

**Budget/Financial Implications:** NA

**Link to Strategic Plan (2023-2026):** NA

**Existing Policy:** Bylaw # 10278-2021, Bylaw #10279-2021, Bylaw 10625-2025

**Consultation:** President and Vice president of RLATVC

**Attachment:** Attachment 1 – COW Report #2025-066  
Attachment 2 – RLATVC Proposal

**Notes/Action (space for Council Member’s notes):**

Respectfully Submitted:

Approved for agenda by:

Original Copy Signed  
Paul McMunn, C.E.T.  
Director of Public Works and Utilities

Original Copy Signed  
Malcolm Morris, CMO  
CAO



### Report # 2026-049

To: Mayor and Council  
From: Marie Elmsley, Planning Clerk  
Date: April 23, 2026.  
Committee of the Whole Date: April 20, 2026.

- For Direction
- For Information
- For Adoption
- Attachment \_\_\_ pages

Title: Patio By-law 10496-2023 Fee Schedule

**Recommendation:** THAT Council confirms the Patio By-Law fees are in effect commencing January 1, 2026.

**Purpose:** To review the current fee structure that came into effect on January 1, 2026.

**Background:** In December 2023, Council adopted By-law 10496; a “Bylaw to regulate the temporary occupancy of Outdoor Patios and Merchandise Displays on Municipal Land with the Town of Smiths Falls”, which established location and design requirements, a streamlined approvals process and fee schedule, outlined below. At the time, Council decided to waive the fees for applications for patios until 2026 considering the COVID 19 Pandemic and its ongoing impact on small businesses. The Annual Inspection Fee and Hourly Rate- Bolt Attachment Install were not a part of the waiver and those fees have continued to apply. The application fees that came into effect in January are Outdoor Patio, both with and without decking, and Merchandise Display. See fee chart below:

#### Schedule ‘A’ – Sidewalk Lease Fees

Sidewalk Lease Type	Fee
Outdoor Patio (no decking)	\$250.00
Outdoor Patio (with decking)	\$350.00
Merchandise Display	\$150.00
Annual Inspection Fee	\$50.00
Hourly Rate – Bolt Attachment Install	\$75.00

\*The above fees shall come into full force and effect January 1, 2026.

#### Analysis and Options:

As that two-year waiver is up, staff request that Council’s direction relating to fees on a permanent basis. The fees represent the cost of processing applications. Once an application is approved, the property owner signs a Memorandum of Understanding Agreement. The patios can be installed annually beginning April 1<sup>st</sup> and are subject to an Annual Inspection. The patios must be removed by November 1<sup>st</sup>. In 2024, there were 5 patio permits issued to businesses with existing Memorandum of Understanding Agreements in place. In 2025, one business did not renew, and the remaining 4 businesses again renewed their patio permits. Staff have not received any new applications to date in 2026. None of the 4 businesses from 2025 have yet renewed their permits.

Option 1

Council can continue to waive some or all of the fees for a defined period of time. Doing so would necessitate amending Schedule "A" of the Patio By-law.

Option 2

Council can confirm that all patio related fees are now in effect. No further action would need to be taken.

**Budget/Financial Implications:** Continuation of the fee waiver will reduce associated revenue.

**Link to Strategic Plan:** N/A

**Existing Policy:** Patio By-law 10496-2023

**Consultations:** Manager of Development Services

**Attachments:** None

Respectfully Submitted by:

Marie Elmsley  
Planning Clerk  
Original Copy Signed

Reviewed by:

Karl Grenke,  
Manager, Development Services  
Original Copy Signed

Approved for agenda by CAO:  
Malcolm Morris, CMO  
Original Copy Signed



# Report # 2026-056

To: Mayor and Council  
From: Richard Grant, Planner I  
Date: April 23<sup>rd</sup>, 2026,  
Committee of the Whole Date: April 27<sup>th</sup>, 2026,

- For Direction
- For Information
- For Adoption
- Attachment 7 page(s)

Title: Urban Tree Canopy Regulatory Approaches

**Recommendation:** THAT Council accept report #2026-056 Urban Tree Canopy Regulatory Approaches and provide direction to staff.

**Purpose:** The purpose of this report is to seek Council's direction on regulatory approaches to protecting the Town's urban tree canopy as part of the Town's strategic priorities.

**Background:** The Tree Canopy and Vegetation Preservation and Enhancement Policy (Tree Canopy Policy), adopted by Council in 2021, advances the strategic goal of expanding the Town's urban forest as part of Council's 2019–2022 Strategic Plan. With a stated goal of achieving at least 30% urban tree cover, the Tree Canopy Policy acknowledges the importance of the urban forest and green spaces as vital assets that enhance community quality of life. In concert with applicable policies and plans, such as the Official Plan, it provides guidance on incorporating landscaping and vegetation features into the orderly development of the community, encourages the preservation of mature trees on lots slated for development where possible, and recommends tree species appropriate for residential properties. The Tree Canopy Policy articulates goals for preserving and enhancing the urban forest and natural areas in the community, and is intended to guide staff, residents, and others in supporting good practices that will enhance our urban forest.

While the Tree Canopy Policy provides helpful guidance on best practices for preserving and enhancing the urban forest, its recommendations are generally not enforceable outside of the development approvals process without an accompanying bylaw. As a result, opportunities for tree preservation and enhancement beyond the development context rely largely on community stewardship rather than enforceable municipal regulations.

The continuation of the urban forest expansion goal in the 2023–2026 Strategic Plan, together with the draft Climate Action Plan's identification of urban forestry as a key climate-resilience objective, has led the Climate Protection Working Group to request that staff explore regulatory tree-protection approaches as part of advancing the Town's climate goals.

Protecting and enhancing the Town's urban tree canopy is critical to advancing Council's goals on sustainability and climate change resilience, including reducing urban heat, managing stormwater, and improving overall community livability. Robust canopy protection policies also help safeguard biodiversity, maintain ecological functions, and support

This report analyzes three regulatory options: a clear-cutting bylaw, a private tree bylaw, and a site alteration bylaw, each offering different mechanisms to manage vegetation removal on public and private lands. The intent is to assist Council in determining what it ultimately hopes to achieve in protecting the Town’s urban canopy through these tools, and to identify which approach best supports a healthy, resilient, and equitable urban forest over the long term.

**Policy Framework**  
***Municipal Act***

Sections 8, 9, and 10 of the *Municipal Act, 2001* provide municipalities with broad authority (including “natural person” powers) to govern local matters and to pass bylaws for the health, safety, and well-being of persons; the protection of persons and property; and environmental well-being. This legislative authority provides the legal foundation for a regulatory approach to vegetation retention and tree protection where Council determines there is a local public interest in managing cumulative canopy loss.

In addition, Section 142 authorizes Council to pass bylaws regulating or prohibiting the removal of topsoil, the placement and dumping of fill, and alterations to land grade—key tools that support a site alteration framework and can be used to manage associated impacts on drainage, erosion, and vegetation cover.

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

The Provincial Planning Statement (PPS), issued under the *Planning Act*, provides overarching provincial policy direction for land use planning and environmental protection. Chapter 4, *Wise Use and Management of Resources*, directs municipalities to protect, enhance, and restore natural heritage features and ecological functions, and to prevent or restrict site alteration where it could negatively affect environmental integrity, public safety, or long-term resilience.

***Official Plan***

The Town’s Official Plan provides the primary local policy direction for how growth and change will occur, including how natural heritage features, woodlands, and vegetative cover are to be protected and integrated into land use planning decisions. Section 4.1.1 (*Significant Woodlands and Vegetative Cover*) outlines the Town’s commitment to environmental leadership and sustainability, recognizing that retaining vegetation along waterways, development sites, and roadways supports ecosystem health, reduces development-related impacts, and contributes to community character.

Consistent with this direction, Policy NH-4.4 supports implementation by enabling Council to adopt bylaws to regulate or prohibit site alteration, including the placing, removing, or regrading of topsoil or fill, and the destruction or injury of trees. Together, these Official Plan policies provide a clear local basis for a bylaw-based regulatory approach that manages vegetation removal and land disturbance, particularly where activities occur outside the development approvals process, to protect natural heritage features and water resources and to promote environmentally responsible growth.

## ***Tree Canopy and Vegetation Preservation and Enhancement Policy (2021)***

Item 9.3

The Tree Canopy and Vegetation Preservation and Enhancement Policy provide the Town's strategic and operational framework for promoting a healthy and resilient urban forest, including the objective of achieving a minimum 30% tree canopy cover. In 2024, staff completed a tabletop assessment using the 2019 canopy dataset and confirmed that the Town's canopy cover is approximately 35%, exceeding the minimum target by 5% (see Appendix A).

With new aerial photography now available, staff will undertake another assessment this summer using the same methodology to assess changes. However, maintaining canopy coverage above the minimum target requires ongoing monitoring, as incremental and dispersed tree loss can occur without triggering development approvals or being immediately visible at a community-wide scale. With updated aerial imagery available and evidence that canopy loss can occur incrementally, this presents an appropriate juncture for Council to consider whether existing policy direction should be supported by additional implementation tools.

While the policy informs municipal practices and guides landscaping and tree protection through the development approvals process, it is not a regulatory instrument and does not provide enforceable controls over tree removal or vegetation clearing on private lands outside of development applications. As a result, maintaining canopy cover over time, particularly in the face of incremental and cumulative tree loss, relies largely on voluntary compliance and community stewardship. A bylaw-based regulatory approach would serve as an implementation mechanism, translating the policy's objectives into enforceable standards and clearer expectations for activities outside the development approvals process.

**Options and Analysis:** If Council seeks a more regulatory (mandatory) approach to tree and vegetation retention, several approaches can be used, depending on Council's preferred area of focus. The following section presents the three main regulatory options: a clear-cutting bylaw, a private tree bylaw, and a site alteration bylaw, along with their analysis using the policy review framework (detailed further in Appendix C). There are examples across Ontario for each of these approaches, any of which can be adapted to meet the Town's specific needs.

Across all three regulatory options, Council should anticipate a bylaw-based approach that sets clear rules for where, when, and how tree removal or site alteration is permitted, with the scope tailored to local priorities and context. Each option relies on a system of fines and penalties that vary by type and frequency of offence, and will require dedicated administrative processes for permit review, record-keeping, public inquiries, education, and access to specialized expertise (e.g., arboriculture, ecology, forestry) to ensure sustainability objectives and best practices are upheld.

### **Private Tree Bylaw**

At its core, the objective of a private tree bylaw is to manage individual trees on private land to preserve and enhance the urban canopy and support broader goals related to climate resilience and neighbourhood character. This type of bylaw typically applies within defined urban areas and is triggered by specific characteristics, such as tree size (usually defined

as diameter at breast height), species, or location, and can require permits for removal above a set threshold, mandate replacement or compensation planting, and create protection zones for heritage, culturally significant, or specimen trees, while often exempting hazardous or diseased trees and emergency work.

**Clear-Cutting Bylaw**

Clear-cutting bylaws strike a balance between tree preservation and urban development by regulating large-scale tree removal and site alterations through a permit system that may require environmental assessments and approval before clearing activities can commence. They typically apply to defined woodland areas or minimum canopy thresholds and are not intended to regulate routine yard maintenance or the removal of a small number of individual trees.

New developments in wooded areas are generally required to submit technical studies, such as environmental impact statements (including assessments of species at risk) and tree preservation plans, prior to planning approval; these documents inform binding conditions secured through subdivision or site plan approval. When a site is cleared before any planning application is submitted, it becomes difficult to apply and enforce these conditions effectively. A clear-cutting bylaw is specifically intended to prevent this situation by regulating large-scale vegetation removal in advance, supported by appropriate technical review, enforcement, and technical expertise.

**Site Alteration Bylaw**

A Site Alteration Bylaw is a municipal regulation that controls changes to land grade or vegetative cover, such as excavation, fill placement, soil compaction, and vegetation removal across all or part of a property. Its core objective is to prevent uncontrolled grading and clearing that can negatively affect drainage, erosion, habitat, and adjacent properties. It typically looks at works done outside subdivision or site plan approval, where these matters would be addressed to ensure that new development fits within its context.

The bylaw typically applies when activities exceed defined thresholds (for example, a minimum area of disturbance, depth or volume of fill, or proximity to watercourses or natural features) and may require landowners to obtain permits and comply with specific conditions, while generally not targeting minor landscaping. The retention of shoreline vegetation and natural areas provides significant benefits in mitigating the impacts of climate events and site alteration, and site alteration bylaws, often paired with tree removal bylaws, can help protect these identified features.

A Site Alteration Bylaw has a distinct focus but can be combined with, or used to complement, either of the other two regulatory options to create a more comprehensive protection framework.

While each regulatory tool addresses tree and vegetation retention in different ways, all are intended to address specific public interests associated with unregulated vegetation removal. The appropriate regulatory approach, or combination of approaches, depends on which public interest Council is seeking to address, such as climate resilience, stormwater management, ecological protection, or neighbourhood character.

The following section outlines the three regulatory options and examines how each aligns with public-interest objectives using the Public Interest Matrix (Appendix B) and the Policy Review Framework (Appendix C). This framing is intended to assist Council in focusing first on the “why,” which will, in turn, inform decisions about whether and how regulation should be applied. Item 9.3

*For more details on the three regulatory approaches, review Appendix C – Policy Review Framework*

## **Implementation Considerations**

Outlined below is a brief overview of key factors to consider for implementation.

### **1. Bylaw Scope**

To ensure effective implementation, the bylaw must clearly define its core objectives, such as enhancing urban tree canopy coverage, preserving natural vegetation and landscape aesthetics, or conserving biodiversity, while acknowledging potential conflicts among them.

These objectives directly determine the bylaw's scope and reach, including tree thresholds (e.g., diameter at breast height), regulated species (all trees or specific types), applicable locations (front yard, rear yard, etc.), and activities (removal, pruning, root disturbance, construction impacts).

Each regulatory approach yields a different scope tied to its priorities; broader bylaws maximize environmental protection but increase administrative burden.

### **2. Blended Bylaw Approach**

Rather than selecting a single regulatory tool, Council may wish to consider a blended bylaw approach that combines a site alteration permitting framework with limited controls on tree removal. Under this model, a permit would be required for land disturbance activities (e.g., grading, placement/removal of fill, topsoil stripping, and vegetation clearing) above defined thresholds, with additional tree protection provisions triggered where disturbance would result in the removal or injury of trees above a specified size, within defined setbacks (e.g., near watercourses), or within identified natural heritage or shoreline areas.

A blended approach can help address the interconnected impacts of grading, drainage, erosion, and vegetation loss through one coordinated application and inspection process, while using clear exemptions and thresholds to avoid capturing routine yard maintenance. This “two-in-one” framework may also be easier to administer and communicate than multiple standalone bylaws and can be designed to complement (not duplicate) controls applied through subdivision and site plan approval.

### **3. Ecological Basis**

In the opinion of staff, a bylaw of this nature should be grounded in ecological data rather than aesthetic preservation of natural heritage features. Linking Council's urban tree canopy objectives, such as the minimum 30% coverage benchmark

outlined in the Tree Canopy Policy, with the bylaw's core requirements ensuring meaningful, measurable ecological outcomes.

Maintaining a minimum 30% canopy cover is also important for sustaining the Town's existing quality of life by helping safeguard key ecological functions. In practice, this ecological basis would rely on quantifiable indicators such as canopy coverage, tree size and distribution, species diversity, and proximity to natural heritage features, enabling regulatory requirements to be calibrated to ecological function and cumulative impact rather than visual character alone.

Council should direct staff to evaluate current canopy coverage and loss trends, alongside climate adaptation priorities and stormwater management considerations, to align the scope of any regulatory approach with available ecological data and observed cumulative impacts.

#### **4. Canopy Offset Mechanisms**

Council should establish canopy offset mechanisms that support the Town's overall tree canopy policy objectives. This may include considerations such as cash-in-lieu contributions or mandatory replacement ratios

These measures will help mitigate the impacts of canopy loss and establish clear measurable indicators for evaluating the bylaw's effectiveness in achieving long-term canopy targets over time at a community scale. For example, a site-alteration bylaw could require a minimum one-to-one tree replacement where feasible, supported by pre- and post-disturbance tree inventory analysis to track net changes over time.

#### **5. Appeals Process**

Given the regulatory nature of the bylaw, Council must balance individual property rights with the broader community benefits associated with maintaining and enhancing the urban tree canopy. An appeals process, typical of municipal bylaws, should be incorporated to maintain fairness and reinforce public confidence in how natural heritage decisions are made.

Staff recommend exploring a less punitive, more educational and community-oriented approach that encourages stewardship and awareness alongside enforcement when developing the bylaw's framework. Examples include developing a compliance plan (e.g., a landscape plan or a maintenance agreement) before issuing a fine and providing community programs, such as annual tree-planting days.

#### **6. Process Integration**

From an operational standpoint, any tree regulatory approach should integrate with the existing development approvals process, which already addresses landscaping and vegetation matters through tools such as landscaping and tree preservation plans.

A bylaw-based approach would establish clear, enforceable expectations for tree removal, vegetation clearing, and site alteration outside the development approvals process, while coordinating site-alteration permit review with Public Works where

grading, drainage, or infrastructure impacts are involved to ensure consistency and avoid duplication.

**Conclusion**

Protecting and enhancing the Town’s urban tree canopy remains central to Council’s strategic objectives for climate change mitigation and adaptation. Council’s direction regarding the preferred policy framework, regulatory scope, and implementation priorities will guide staff in developing detailed bylaw drafts, undertaking public consultation. Through these measures, the Town can achieve an equitable and enduring enhancement of its urban tree canopy.

**Budget/Financial Implications:** TBD

**Link to Strategic Plan:** Parks, Trails and Recreation – Urban Forest Expansion Objective (2023–2026 Strategic Plan)

**Existing Policy:** Official Plan, Tree Canopy and Vegetation Preservation and Enhancement Policy

**Consultations:** Climate Protection Working Group, Community Services and Public Works and Utilities

**Attachments:**

- Appendix A – 2019 Urban Tree Canopy Baseline Assessment
- Appendix B – Public Interest Matrix
- Appendix C – Policy Review Framework

**Respectfully Submitted**

Richard Grant, Planner I

**Reviewed and Approved for Submission**

Karl Grenke, RPP Manager of Development Services

**Approved for agenda by CAO:**

Malcolm Morris, CMO

# Appendix A – 2019 Urban Tree Canopy Baseline Assessment

## Town of Smiths Falls 2019 Urban Tree Canopy Baseline Assessment

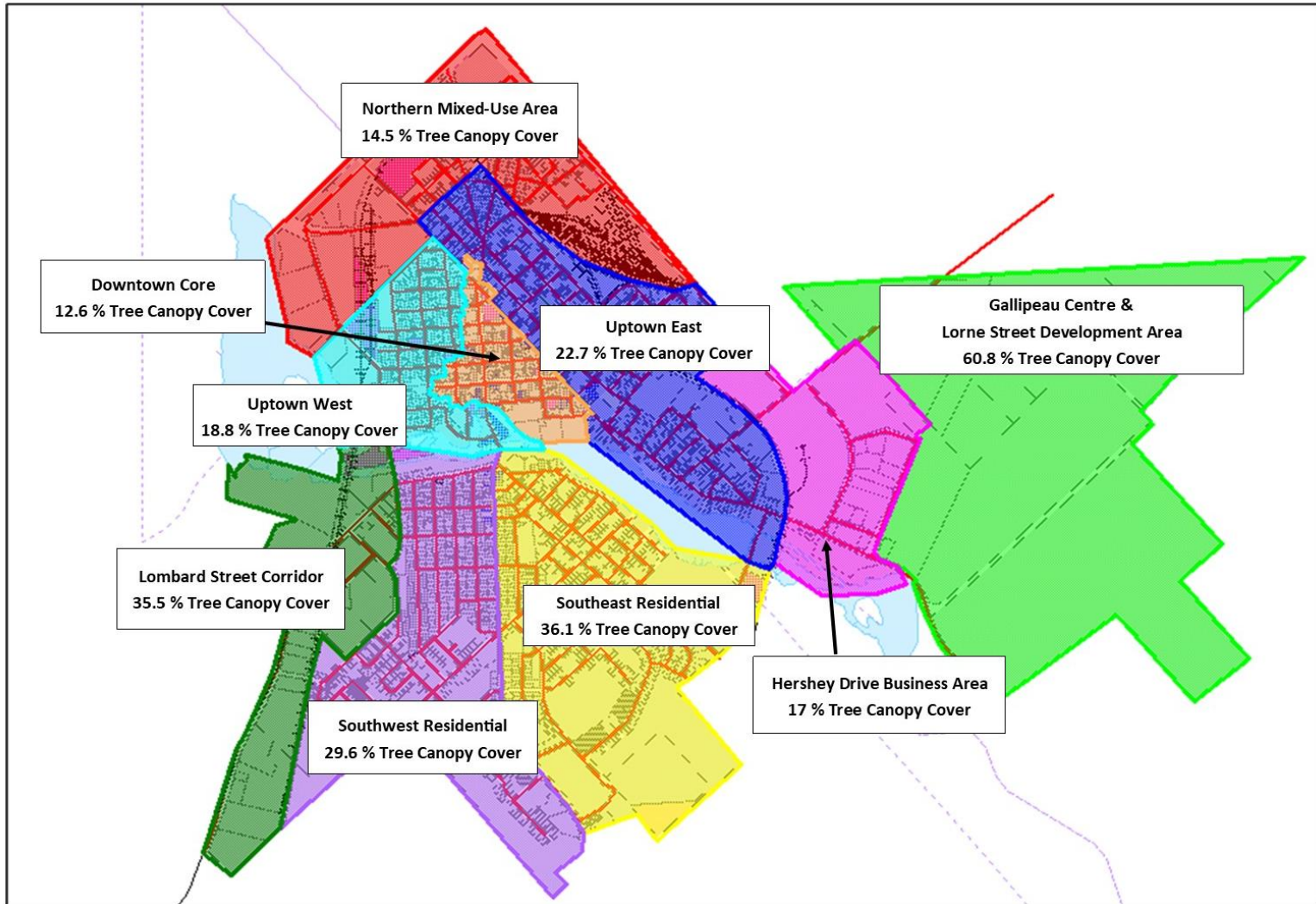


Table 1 2019 Urban Tree Canopy Coverage Distribution

<b>Zone</b>	<b>Total Land Area (ac)</b>	<b>Tree Canopy Cover (ac)</b>	<b>Urban Tree Canopy Coverage Value</b>
<b>Northern Mixed-Use Area</b>	288.37	41.83	14.5%
<b>Uptown East</b>	297.57	67.45	22.7%
<b>Uptown West</b>	133.84	25.13	18.8%
<b>Downtown Core</b>	69.86	8.77	12.6%
<b>Lombard Street Corridor</b>	196.63	69.83	35.5%
<b>Southwest Residential</b>	297.01	88.01	29.6%
<b>Southeast Residential</b>	388.98	140.48	36.1%
<b>Hershey Drive Business Area</b>	172.8	29.45	17.0%
<b>Gallipeau Centre &amp; Lorne Street Development Area</b>	679.93	413.61	60.8%
<b>Entire Town</b>	2524.99	884.56	35.0%

**APPENDIX B – PUBLIC INTEREST MATRIX**

<i>Public Interest</i>	<i>Clear-cutting bylaw</i>	<i>Private tree bylaw</i>	<i>Site alteration bylaw</i>
<i>Prevent large-scale pre-emptive tree removal</i>	Stop wholesale clearing prior to development	—	—
<i>Manage cumulative loss of urban trees</i>	—	Regulate the removal of individual mature trees	Support replacement through site controls
<i>Protect ecological systems and corridors</i>	Protect larger treed areas and buffers	Support the protection of significant specimen trees on an individual tree basis	Control grading, vegetation removal, and disturbance
<i>Climate resilience (canopy, heat reduction)</i>	Retain broad canopy areas	Maintain neighbourhood-level canopy	Manage vegetative cover linked to drainage and soils
<i>Stormwater, erosion, and drainage impacts</i>	—	—	Control land disturbance, fill, grading, and vegetation removal
<i>Activities outside development approvals</i>	Prevent clearing before applications	Regulate removal on developed lots	Regulate land alteration where no approvals apply

*The table above illustrates the types of public-interest outcomes that each regulatory tool is best suited to address. No single tool addresses all objectives equally, and tools can be combined depending on Council’s priorities.*

**Appendix C – Policy Review Framework**

<i>Approach</i>	<b>Scope and Application</b>	<b>Regulatory Mechanism</b>	<b>Enforcement Features</b>	<b>Administrative Features</b>	<b>Bylaw Examples</b>
<b>Private Tree Bylaw</b>	Regulates individual tree removal, injury, or destruction based on specific size thresholds (typically diameter at breast height)	Permit system requiring authorization before tree removal above the specified size limits	Enforced by municipal bylaw officers	Permit application fees (e.g., \$150-\$500 per tree as seen in Ottawa's model)	Town of Perth – Tree Conservation Bylaw (2020)
	Applies to privately-owned trees	May include mandatory replacement ratios for removed trees (e.g., 1:1 or 1:3 replacement requirements)	Monetary fines ranging from a minimum \$500 to a maximum \$100,000 (per Municipal Act authority)	Defined exemptions for diseased, hazardous, or plantation trees	City of Kingston – Tree Bylaw (2015)
	May include special provisions for heritage trees, specimen trees, or culturally significant species	May include compensation requirements through cash-in-lieu payments or restoration bonds	Work orders for rehabilitation or corrective planting	Integration with planning approval processes for development applications	City of Ottawa – Tree Protection (2020)
		Protection of root zones during construction or development activities	Appeals process through Council	The Approvals process often requires professional input, such as an arborist	

<i>Approach</i>	<b>Scope and Application</b>	<b>Regulatory Mechanism</b>	<b>Enforcement Features</b>	<b>Administrative Features</b>	<b>Bylaw Examples</b>
<b>Site Alteration Bylaw</b>	Applies to parcels (often over a minimum area threshold, e.g., one acre) on private lands, unless governed by other legislative authority (e.g., Conservation Authorities Act)	Permit requirement for any "development" activity exceeding defined thresholds, supported by submission of site-alteration plans that illustrate existing and proposed grades and vegetation cover.	Enforced by municipal bylaw officers	Permit application fees (either flat or per area or tree) help offset administrative and review costs.	City of Ottawa – Site Alteration Bylaw No. 2024-448  City of Markham – Site Alteration Bylaw No. 2011-232 (as amended)
	Covers activities including removal of topsoil, placement or dumping of fill, alteration of land contours, and vegetation clearing	Conditions for permit issuance often include Environmental Impact Statements (EIS), hydrological studies, and consultation with conservation authorities.	Authority to issue stop-work orders and corrective work orders for non-compliance.	Requires staff or external expertise (e.g., planners, engineers, ecologists) to review technical submissions.	Haldimand County – Site Alteration Bylaw No. 1664-16 (as amended)
	May include language to exempt minor landscaping or routine agricultural operations.	Restoration or compensation planting requirements can be applied to achieve canopy or vegetation targets (e.g., meeting 30 % tree cover)	Monetary fines (up to \$100,000 per offence, plus daily fines) and recovery of remediation costs under the Provincial Offences Act and Municipal Act.	Ongoing site inspections and monitoring consume municipal resources.	

<i>Approach</i>	<b>Scope and Application</b>	<b>Regulatory Mechanism</b>	<b>Enforcement Features</b>	<b>Administrative Features</b>	<b>Bylaw Examples</b>
		Integration of stormwater management and erosion-control measures into permit conditions	Appeal process to Council for permit refusals or conditions.		
<b>Clear-Cutting Bylaw</b>	Applies to private* lands exceeding a minimum area threshold (e.g., one acre or larger) or within designated sensitive areas (riparian buffers, steep slopes, wetlands)***	Mandatory permit for any clear-cut activity, requiring submission of site plans and documentation of compliance with good forestry practices.	Enforced by municipal bylaw empowered to issue stop-work and corrective work orders.	Fine revenue from major infractions can offset enforcement costs.	Carlton Place – Tree Clearing Bylaw (2021)  Township of North Glengarry – Clear Cutting Bylaw No. 43-2021
	Defines "clear-cutting" as the removal of every tree above a specified diameter at breast height within a contiguous zone	Establishes no-clear-cut buffer zones (e.g., 30 m from watercourses, wetlands, or significant woodlots)	Monetary fines of up to \$100,000 per offence may be imposed for the unauthorized cutting, removal, or injury of trees, in accordance with the Municipal Act, 2001, and enforced through the Provincial Offences Act.	Requires periodic inspections of large parcels and public education on buffer delineation.	

<b>Approach</b>	<b>Scope and Application</b>	<b>Regulatory Mechanism</b>	<b>Enforcement Features</b>	<b>Administrative Features</b>	<b>Bylaw Examples</b>
	Typically exempts forestry operations conducted under approved good forestry practices or stewardship plans	Can condition permit issuance on approved reforestation or restoration plans (e.g., 1:1 replacement ratio for woodlots).	Council appeal process for permit denials or conditions.		

**Note\*\*\*:** The 1-acre threshold is not based on a single ecological tipping point but rather reflects established best practice, intended to capture land disturbances beyond what is considered “yard work”.



### Report # 2026-057

To: Mayor and Council  
From: Richard Grant, Planner I  
Date: April 23, 2026  
Committee of the Whole Date: April 27, 2026

- For Direction
- For Information
- For Adoption
- Attachment \_10\_ pages

Title: 16 Jones Street Zoning Bylaw Amendment application

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**Recommendation:** THAT Council approve the Zoning Bylaw Amendment application submitted for 16 Jones Street; and adopt a Bylaw amending the zoning of the subject property from Residential Type 2 to a new Residential Type 3, Special Exception Zone.

**Purpose:** To seek Council’s direction on the zoning amendment application submitted by 1000008447 ONTARIO INC. c/o MTM Construction to permit a proposed four-unit residential development at 16 Jones Street.

**Background:** In March 2026, the Town received a Zoning Bylaw Amendment application to permit a multiple dwelling consisting of a one-storey, four-unit residential building on the subject lands.

The applicant is seeking to rezone the property from the Residential Type 2 (R2) Zone to a site-specific Residential Type 3 (R3-x) Zone. The application includes requests for the following site-specific zoning relief, which would comprise the “special exception”:

- A reduced minimum lot frontage of 16.13 metres, whereas the Zoning By-law requires a minimum frontage of 30 metres; and
- A reduced minimum front yard setback of 3.5 metres, whereas the Zoning By-law requires a minimum setback of 6.0 metres.

Based on a preliminary review of the development concept, staff advised that a Zoning Bylaw Amendment is the appropriate tool to evaluate the proposal. While multi-unit residential development is permitted in both the Residential Type 2 (R2) and Residential Type 3 (R3) zones, staff identified that the R3 zone provides a more suitable framework for assessing the proposal, including the use of an improved amenity area as an alternative to providing individual rear yards for each unit with a depth of 6 m.

On this basis, the applicant is seeking to rezone the property to a site-specific R3 zone to facilitate a functional site layout and assess the proposed development against the applicable performance standards and planning considerations. If approved, the existing single-detached dwelling would be removed to accommodate the proposed redevelopment.

**Development Concept**

The subject lands are a trapezoid-shaped lot with a 16.13 frontage along Jones Street. Vehicular access is proposed to be provided via a 3.1 m wide driveway along the interior side yard, leading to a rear parking area that would contain four parking spaces, one for each unit. An Improved Amenity Area, representing approx. 5.4 % of the lot area (48.1 m<sup>2</sup>; approximate dimensions 4.32 m × 10.26 m), is located at the farthest rear corner of the site.

The proposed development consists of a one-storey, four-unit multiple dwelling arranged in a linear, rectangular building configuration. Based on the submitted floor plan, each unit contains an open-concept kitchen, living, and dining area, bathroom, and bedroom spaces, with an approximate interior floor area of 600 sq. ft. The four units are organized in two mirrored pairs, separated by an interior room used as a mechanical room. No rear entrances are proposed, and access to each unit is provided solely from the side facing the parking and driving area. The end units are both two bedroom units, and the two interior units are one bedroom.

As proposed, the building is positioned approximately 3.5 m from the front lot line, reflecting the applicant’s request for a reduced front yard setback. The concept also reflects an interior side yard setback of approximately 1.65 m on one side and 6.0 m on the other. The building has a proposed height of 3.45 m.

The architectural elevations identify exterior finishes that include vertical vinyl board-and-batten siding, stone or masonry accenting, and a standing-seam steel roof.

*The proposed site plan and elevations are attached to as Appendix D –Site Plan & Elevations*

**Rezoning Application Details**

The following zoning table outlines the proposed site-specific performance standards within the Residential Type 3 (R3) Zone highlighted below:

<b>R3 Zoning Provisions – Multiple Dwelling</b>	<b>Required</b>	<b>Proposed</b>
<i>Min. Lot Area per Dwelling</i>	200 m <sup>2</sup> (800 m <sup>2</sup> required for 4 units)	897 m <sup>2</sup>
<i>Min. Lot Frontage</i>	30 m	<b>16.13 m</b>
<i>Min. Front Yard</i>	6 m	<b>3.5 m</b>
<i>Min. Exterior Yard</i>	6 m	N/A
<i>Min. Interior Side Yard</i>	3 m on one side, 4.2 m aggregate; 1.2 m where a garage/carport is attached	1.65 m + 6 m = 7.65 m
<i>Min. Rear Yard</i>	8 m	17.2 m
<i>Max. Lot Coverage</i>	35%	27.8 %
<i>Max Height</i>	11 m	3.45 m

<i>Min. Setback Between Improved Amenity Area and Ground-Floor Habitable-Room Window</i>	6 m	12.9 m	Item 9.4
<i>Min. Improved Amenity Area (Required Portion of Lot Area)</i>	4% (35.88 m <sup>2</sup> )	5.4% (48.1 m <sup>2</sup> )	
<i>4.28.2 Minimum Parking Requirements for Residential Lots</i>	1 per unit	1 per unit	
<i>4.28.7 Parking Space Requirements Residential Lots</i>	2.75 m X 5.5 m	2.75 m X 5.7 m	
<i>4.28.8 Ingress and Egress for Residential Lots</i>	Min.3 – Max. 6	3.1 m	
<i>4.28.10 Min. Aisle Width for Parking Stalls Angled Wider than 75 degrees</i>	6.7 m	8 m	
<i>4.28.14 Min. Setback Between Parking Area and Ground-Floor Habitable-Room Window</i>	2 m	2 m	

**Land Use Context**

The subject property is located within a residential neighbourhood along Jones Street, a short local street connecting Bourke Street and Queen Street. The existing single-detached dwelling is situated deep within the interior of the lot, approximately 40 metres from the front lot line, accompanied by two small accessory sheds located along the interior side lot line—one near the front of the dwelling and the other positioned behind it. The remainder of the property consists of a large open yard area, with two mature trees framing the driveway entrance and contributing to the established streetscape.

The broader area along Jones Street exhibits a mix of low- to medium-density residential development, while the immediate streetscape is characterized predominantly by low-density housing forms. Single-detached dwellings with paved driveways and detached garages remain the predominant built form along this short connector street. The applicable Official Plan policies for the area, however, also contemplate modest forms of residential infill and intensification, provided new development is compatible with the surrounding neighbourhood.

**Planning Advisory Committee Review**

At its meeting of April 9, 2026, the Planning Advisory Committee (PAC) considered the application, reviewed an information report prepared by staff, and heard public feedback. Following its review, the Committee passed a motion in support of the proposed development as presented.

Public feedback focused primarily on whether the proposed development was appropriate within the neighborhood at the subject property. While residents spoke positively about the developer and acknowledged the quality of their previous projects, those who addressed the Planning Advisory Committee expressed concern about the suitability of a four-unit development on this site. Concerns raised related to potential privacy impacts for adjacent properties, particularly given the site’s gradual slope and potential views into neighbouring rear yards, as well as matters related to drainage and on-site snow storage.

Overall, those who spoke were not supportive of the proposal as presented. Staff note that the concerns raised through the public process relate to site-specific impacts and how the proposed development may function within its immediate context, rather than to opposition to multi-unit residential development in principle.

In staff's opinion, PAC's motion in support reflected a general consensus that the concerns raised through the public process, while important, did not outweigh the broader planning merits of the proposal. The Committee was satisfied that the development represented a modest form of residential intensification and that many of the issues raised were either outside the scope of the zoning review process or could be addressed through subsequent development stage.

*For a review of the draft (unadopted) minutes from the April 9<sup>th</sup> PAC meeting, please see Appendix E – April 9<sup>th</sup> Unadopted PAC Minutes*

**Analysis and Options:** In considering the requested Zoning Bylaw Amendment, Council is required to balance the concerns raised through the public process with the broader planning objectives set out in the Official Plan and the Town's Zoning Bylaw. This section summarizes the key planning considerations for Council, with reference to the applicable Provincial and Official Plan policy direction and the Town's Zoning Bylaw.

### **Key Planning Considerations**

- Whether the proposed four-unit, single-storey built form can be accommodated in a manner that is compatible with the surrounding neighbourhood character.
- Whether the intensity of development is appropriate in context, including consideration of the Official Plan's infill and intensification direction.
- Whether servicing and site-function matters raised through the review process (including stormwater/drainage, privacy mitigation, and on-site snow storage) can be addressed through design and subsequent approvals.
- Whether the requested zoning framework and site-specific relief (R3-x zoning, reduced frontage, and reduced front yard setback to facilitate an improved amenity area) are appropriate for the site.

**Alternatives Considered:** The option of reducing the number of units or adjusting the building's location on the lot were raised as a potential way to address site configuration and compatibility concerns. Council may consider those alternatives; however, staff's analysis below addresses whether the proposed four-unit development and the requested zoning framework can be supported in principle, with site-design matters to be refined through subsequent approvals.

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

The Provincial Planning Statement (PPS) provides overarching land-use policy direction for Ontario, and municipal decisions must be consistent with its policies. More specifically, PPS 2024 directs planning authorities to provide for an appropriate range and mix of housing options and densities to meet the needs of current and future residents (Chapter 2, Section 2.1 – Planning for People and Homes, Policy 2.1.4) and includes further policy direction respecting housing and settlement areas (Chapter 2, Sections 2.2 and 2.3). The PPS 2024 also addresses the coordination of development with infrastructure and public service facilities (Chapter 3, Section 3.1).

In staff's opinion, the proposed four-unit development represents a small-scale form of residential intensification within an established residential area.

## Official Plan Policies

The Town's Official Plan policies provide the framework for evaluating whether the proposal is appropriate in principle, compatible in built form, and can be supported by municipal services. The discussion that follows addresses the four planning considerations described above.

Item 9.4

## Neighbourhood Compatibility and Built Form

Concerns raised through the public process included the compatibility and fit of a multi-unit development on this portion of Jones Street, particularly in relation to the street's prevailing low-density character.

The proposed building is arranged in a linear form that responds to the lot's narrow, irregular geometry and is oriented primarily toward the interior of the site (facing northwest), rather than directly toward Jones Street. Accordingly, the development's presence along Jones Street is largely defined by the exterior side elevation of Unit 4, which maintains a low-profile, single-storey scale along this short connector street. Façade design and materiality are relevant considerations in assessing built form; however, the key planning considerations are the building's orientation on site, massing and relationship to Jones Street.

From a zoning perspective, both the R2 and R3 zones accommodate low- to medium-density residential uses; however, the R3 zone also provides additional development formats and introduces the "improved amenity area" approach as an alternative to individual privacy yards. An Improved Amenity Area is a shared indoor or outdoor space intended for the communal use of residents and must include value-added features such as seating areas, gazebos, play features, or other furnished common-area elements. For developments that do not provide a separate privacy yard for the exclusive use of each dwelling unit, the Zoning Bylaw requires that an improved amenity area be provided at a minimum of 4% of the lot area, be located a minimum of 6.0 metres from any ground-floor habitable-room window, and not be located in the front yard. In this case, the rezoning is being requested to apply this framework to a site where the trapezoidal shape and constrained frontage make conventional privacy yard provisions more difficult to achieve, while still meeting the intent of the performance standards for usable outdoor space and resident amenity. To guide the development process, the applicant will be required to demonstrate, through a revised site plan or landscape plan, that the improved amenity area includes defined, value-added features and is functional for communal use, consistent with the intent of the Zoning Bylaw.

In regard to concerns about the proposed façade and exterior design, such matters are not assessed as primary planning considerations through the zoning approvals process, which focuses instead on issues such as scale, massing, and density. While architectural design contributes to overall built form character, zoning approvals are intended to establish land use permissions and performance standards, with detailed design more appropriately addressed through subsequent approvals. Accordingly, this review is concerned with assessing the appropriateness of the proposed land use and development in principle.

In staff's opinion, the proposed four-unit, single-storey built form can be accommodated in a manner that is compatible with the surrounding neighbourhood character, given its low height, site-responsive orientation, and limited presence along Jones Street.

## Residential Intensification and Neighbourhood Character

Residential policies (Sec. 6.3) of the Official Plan support a range and mix of housing forms and contemplate modest infill and intensification within established neighbourhoods, provided development remains compatible with its surrounding context. Public feedback on this application reflected concerns about the pace and location of change associated with additional units on Jones Street, and whether the proposal fits within the existing neighbourhood character.

In this case, the proposed development would introduce a four-unit multiple dwelling on a lot area of 897 m<sup>2</sup> (9,655 ft<sup>2</sup>), resulting in an estimated residential density of approximately 44.59 units per net hectare, compared to a calculated prevailing neighbourhood density of 53.93 units per net hectare. The Official Plan's infill and intensification policies (LU-2.6) indicate that infill density should generally be limited to 43 units per net hectare or the prevailing neighbourhood density, whichever is lower; accordingly, while the proposal is marginally above the Plan's numerical guideline, it does not exceed the prevailing neighbourhood density.

While residential density is an important policy consideration, it does not, on its own, determine whether a development is compatible with its surroundings. In this case, staff are satisfied that the proposed density is appropriate in context, given that it remains below the prevailing neighbourhood density and is supported by a low-profile built form, limited lot coverage, and a site layout that mitigates potential impacts, consistent with the intent of the Official Plan's infill and intensification policies.

The proposal is characterized by a low-profile, single-storey built form, lot coverage of 27.8%, and parking located to the rear, which helps reduce streetscape impacts and supports compatibility with the surrounding neighbourhood character. From a planning perspective, staff place greater weight on built form, scale, and site organization when assessing neighbourhood fit, and are satisfied that the design mitigates the typical impacts associated with higher density development.

In staff's opinion, although the proposed development exceeds the Official Plan's numerical infill density guideline, the resulting intensity remains below the prevailing neighbourhood density and is appropriate in this context given the low-profile built form, site layout, and mitigation of impacts, and is consistent with the intent of the Official Plan's infill and intensification policies.

*For reference, the residential density calculation table and associated mapping are provided in Appendix "C" – Residential Density Calculation.*

## Servicing and Site Function

Official Plan servicing policies direct urban development to be supported by municipal water and sanitary sewer services. Municipal water and wastewater connections are available along Jones Street; however, while a stormwater basin exists at the top of the street, there is no municipal storm sewer directly fronting the subject property.

As a result, on-site stormwater management will be required, with detailed servicing design and any necessary revisions to be addressed to the satisfaction of the Town through

subsequent review at building permit stage. Public Works and Utilities have no objections in principle to the proposed residential use, with the understanding that detailed servicing and supporting drawings will be reviewed at subsequent approval stages. Item 9.4

Given the small scale of the proposed development, no traffic impacts are anticipated beyond typical residential use.

Staff further recommend that the site plan be revised to identify the proposed location for on-site snow storage for the purpose of a complete review of site function and potential impacts. It should be noted, however, that snow storage is typically addressed outside the scope of a rezoning application. With respect to privacy, staff are satisfied that mitigation measures, including a 1.8-metre privacy fence and/or additional landscaping, can be addressed through detailed design and subsequent approvals at building permit stage. The applicant may also explore additional privacy measures through further dialogue with adjacent residents.

#### *Improved Amenity Area*

With respect to the required improved amenity area, the applicant has proposed an area comprising 5.4% of the lot, equivalent to 48.1 m<sup>2</sup>, located at the rear of the property between the rear lot line and the proposed parking area. The amenity space is anticipated to be partially shaded by mature trees situated along the rear of the lot.

Staff are of the opinion that the proposed amenity area is functional and viable for its intended purpose, as it satisfies the Zoning Bylaw's performance standards, including being located more than 6.0 metres from a ground-floor habitable-room window and outside of the front yard. The amenity area is also provided as a single, contiguous, and generally rectangular space, which supports usability.

Notwithstanding the above, the applicant will need to be mindful, through detailed design, of ensuring that the configuration of the rear parking area and associated circulation does not compromise the functionality or usability of the improved amenity area, which will be assessed through subsequent review stages.

#### **Zoning Framework and Requested Relief**

The requested site-specific relief is assessed below in terms of whether it maintains the intent of the Zoning Bylaw's performance standards and supports a functional, compatible site layout.

#### ***Minimum Lot Frontage***

In the R3 zone, a minimum lot frontage of 30 metres is required for multiple dwellings, a standard generally intended to ensure these developments are situated on parcels wide enough to support safe access, appropriate building placement, and functional separation from adjacent properties. In this case, the subject property has an existing frontage of 16.13 metres, which is reflective of the predominant parcel fabric, and the applicant is requesting site-specific relief to recognize the fixed, constrained frontage of the parcel.

The proposed development is classified as a multiple dwelling because all units are accessed from a shared front façade. Staff support the requested frontage reduction as it reflects the physical realities of the lot and enables a site-responsive layout that

accommodates required access, rear parking, and resident amenity space while maintaining the general intent of the R3 performance standards.

### **Minimum Front Yard**

The Zoning Bylaw requires a 6-metre front yard setback for multi-dwelling units to ensure an appropriate relationship with the street, adequate space for landscaping, and a consistent streetscape character. The Bylaw also provides an alternative setback framework where the average setback along a block is less than 6-metres, subject to minimum setbacks of 3.0 metres for interior lots and 3.5 metres for corner lots. The requested 3.5-metre setback is below both the standard requirement and the applicant's estimated 5.0 to 8-metre setback range along Jones Street; however, that estimate was measured from the face of curb and is provided for general context only, as zoning setbacks are measured from the front lot line.

To assess the streetscape impact on a comparable basis, staff considered both the legal front yard setback and the effective setback as perceived from Jones Street. Based on the property survey, the distance from the face of curb to the front lot line ranges from approximately 4.61 to 5.11 metres due to the angled frontage. When combined with the proposed 3.5-metre front yard setback, the effective curb-to-building setback at the closest point is approximately 8.1 to 8.6 metres, with an average of roughly 8.4 metres. On this basis, the perceived setback is generally comparable to, and slightly exceeds, the prevailing 5.0- to 8.0-metre curb-to-wall range along Jones Street, notwithstanding the localized reduction in the legal front yard setback.

Given the site's constrained frontage and irregular geometry, the 3.5-metre setback occurs only at the closest point to the front lot line and is not a consistent encroachment across the frontage. As shown on the site plan, the angled frontage and building orientation cause the front yard setback to increase along the length of the building, reaching approximately 7.3 metres at its widest point.

In staff's opinion, this configuration limits streetscape impacts, avoids a uniform reduction in front yard depth, and represents a balanced site-planning adjustment that enables functional rear parking and a usable 48.1 m<sup>2</sup> (5.4%) improved amenity area. On balance, staff support the reduced front yard setback as the better planning outcome for this constrained site while maintaining the general intent of the Zoning By-law.

### **Staff Recommendation**

Based on the review of applicable policy, the zoning framework, the surrounding neighbourhood context, and the site-specific design considerations, staff are satisfied that the proposed development can be appropriately accommodated on the subject lands. The requested zoning relief, specifically the reduced frontage and front yard setback, reflects the physical conditions of the lot and the applicants' decision to employ a linear building form that maintains compatibility with the existing residential character along Jones Street.

The proposed R3-x zoning would permit a modestly scaled multi-unit dwelling that is consistent with the intent of the Residential designation in the Town's Official Plan, while the technical matters related to servicing, access, and outdoor improved amenity area can be addressed through subsequent approval stages.

On this basis and having regard for neighbourhood compatibility and the requested zoning framework, staff recommend approval of the Zoning Bylaw Amendment.

**Options:**

1. **THAT** Council approve the Zoning Bylaw Amendment application submitted for 16 Jones Street; and adopt a Bylaw amending the zoning of the subject property from Residential Type 2 to a new Residential Type 3, Special Exception Zone. (staff recommendation)
2. **THAT** Council deny the Zoning Bylaw Amendment application submitted for 16 Jones Street.

**Budget/Financial Implications:** Application Fees

**Link to Strategic Plan:** N/A

**Existing Policy:** Official Plan, and Zoning Bylaw

**Consultations:** Public Consultation pursuant to Planning Act, Planning Advisory Committee, Public Works and Utilities, Applicant/Agency,

**Attachments:**

- Appendix A – Key Map
- Appendix B – Zoning Map
- Appendix C – Residential Density Calculations
- Appendix D – Site Plan & Elevations
- Appendix E -- April 9<sup>th</sup> Unadopted PAC Minutes

**Respectfully Submitted:**  
Original copy signed

Richard Grant, Planner I

**Reviewed by:**

Original copy signed

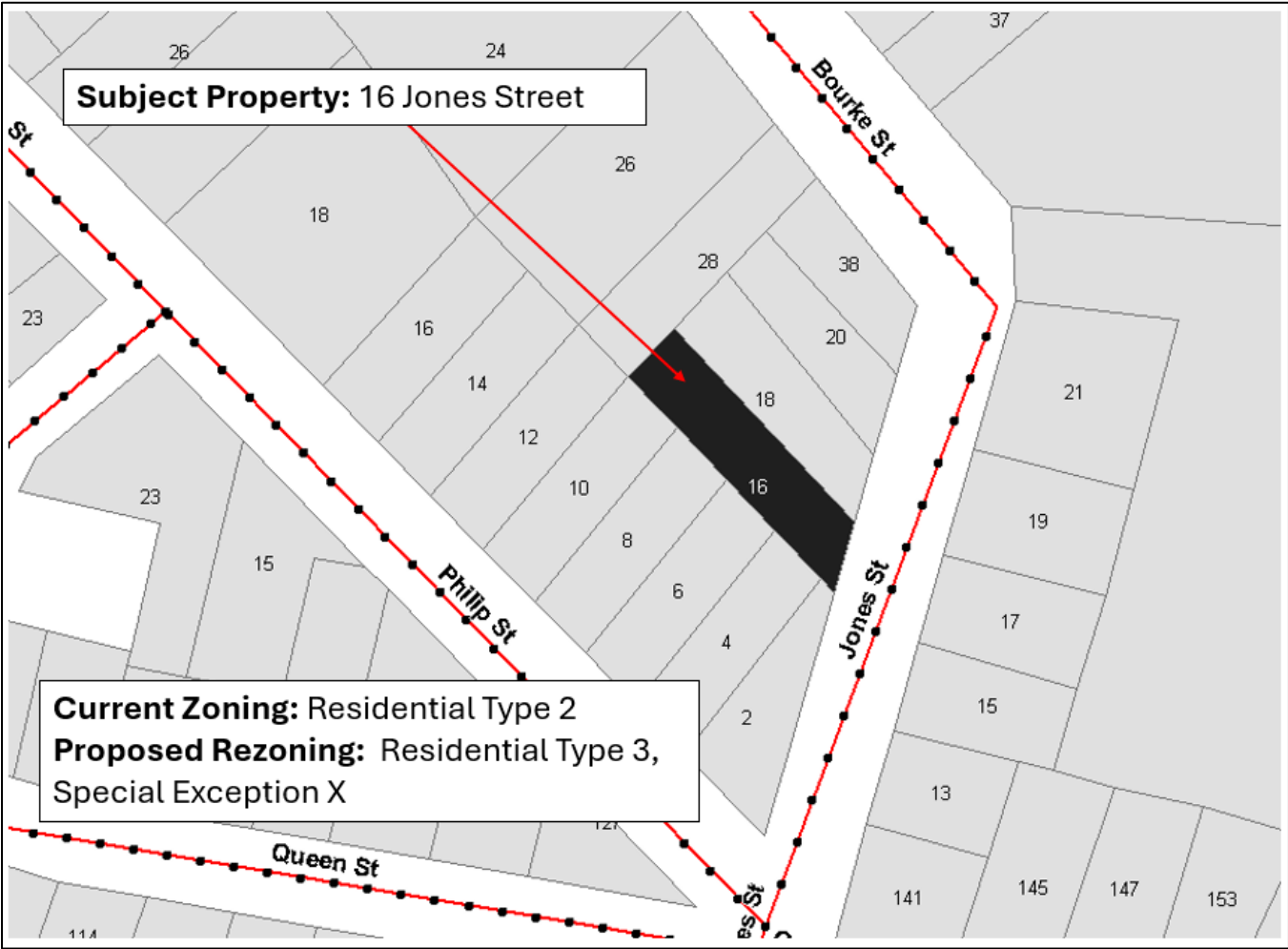
Karl Grenke, RPP,  
Manager of Development  
Services

**Approved for agenda by  
CAO:**

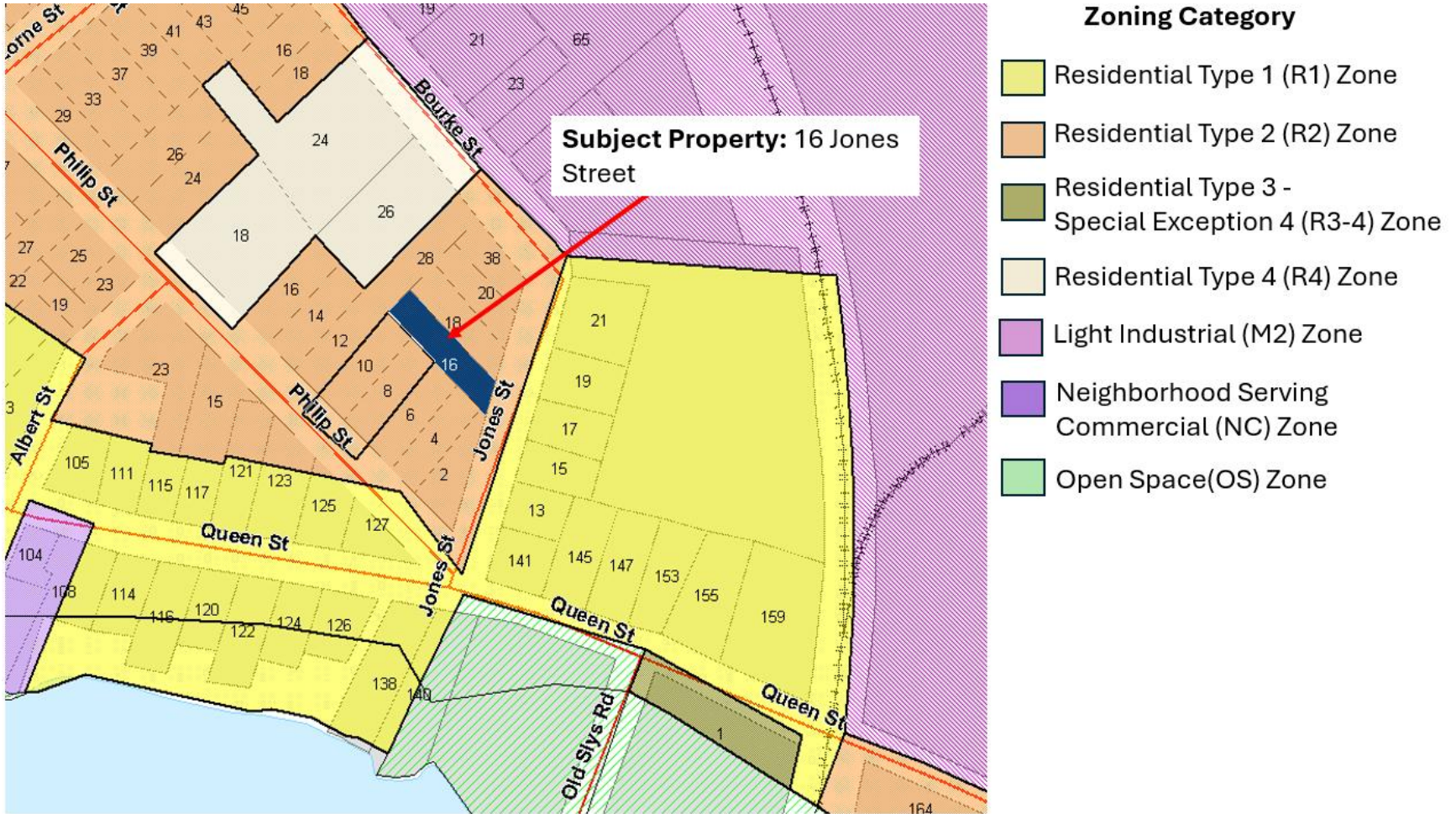
Original copy signed

Malcolm Morris, CMO

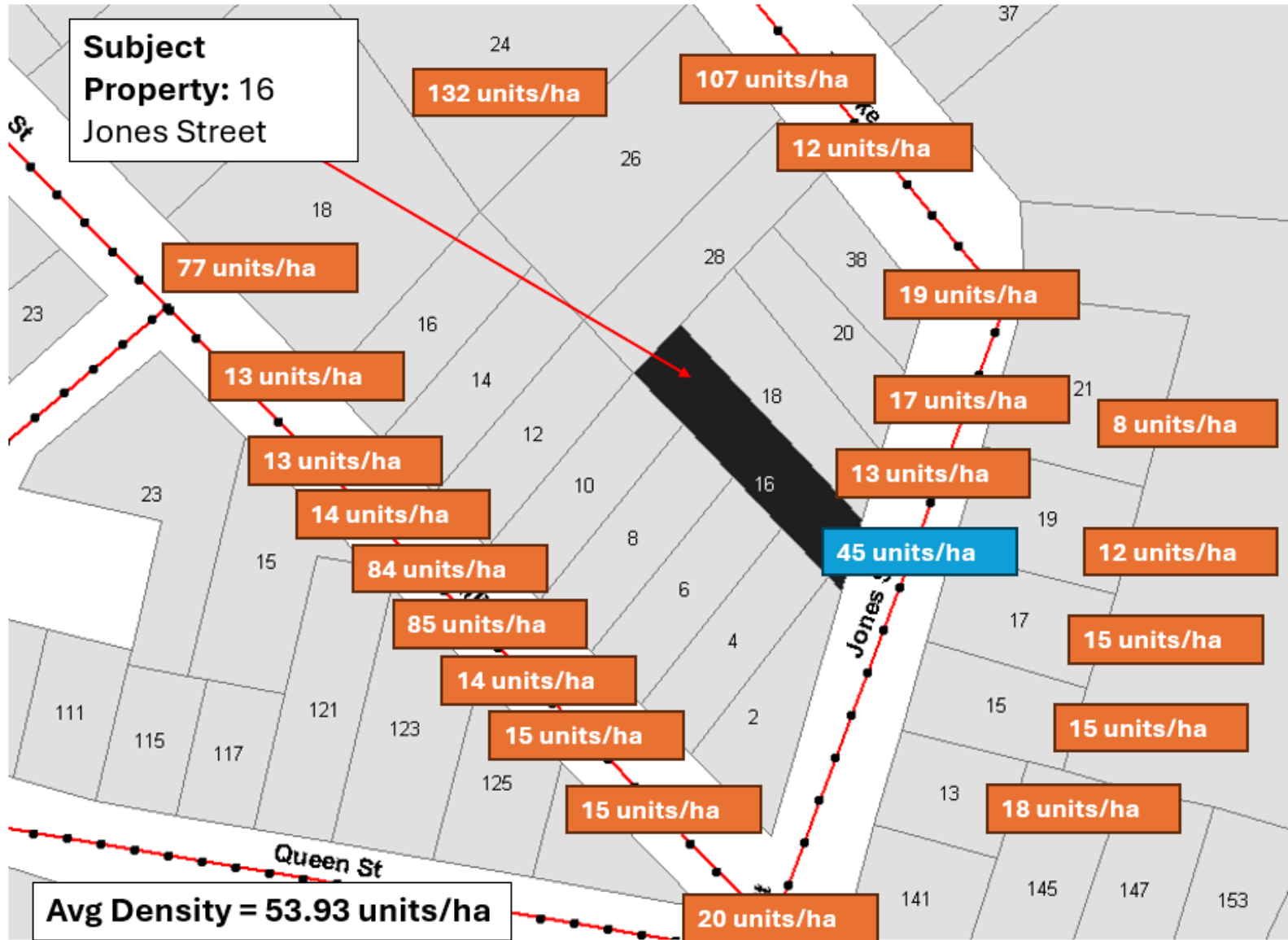
### Appendix A – Key Map



### Appendix B – Zoning Map



### Appendix C – Residential Density Calculation



<i>Address</i>	<i># of Units</i>	<i>Lot Area (m<sup>2</sup>)</i>	<i>Density Calculation (unit/ha)</i>	
<i>Philip</i>	18	18	2340.93	77
	16	1	770.31	13
	14	1	751.47	13
	12	1	726.13	14
	10	6	712.98	84
	8	6	709.28	85
	6	1	697.4	14
	4	1	666.32	15
	2	1	650.65	15
<i>Jones</i>	16	4	897	45
	18	1	747.47	13
	20	1	593.33	17
	38	1	522.7	19
	21	1	1188.93	8
	19	1	805.06	12
	17	1	688.45	15
	15	1	646.43	15
	13	1	556.74	18
<i>Bourke</i>	28	1	860.51	12
	26	20	1873.14	107
	24	45	3413.02	132
<i>Queen</i>	141	1	506.5	20
	Total	115	21324.8	53.927

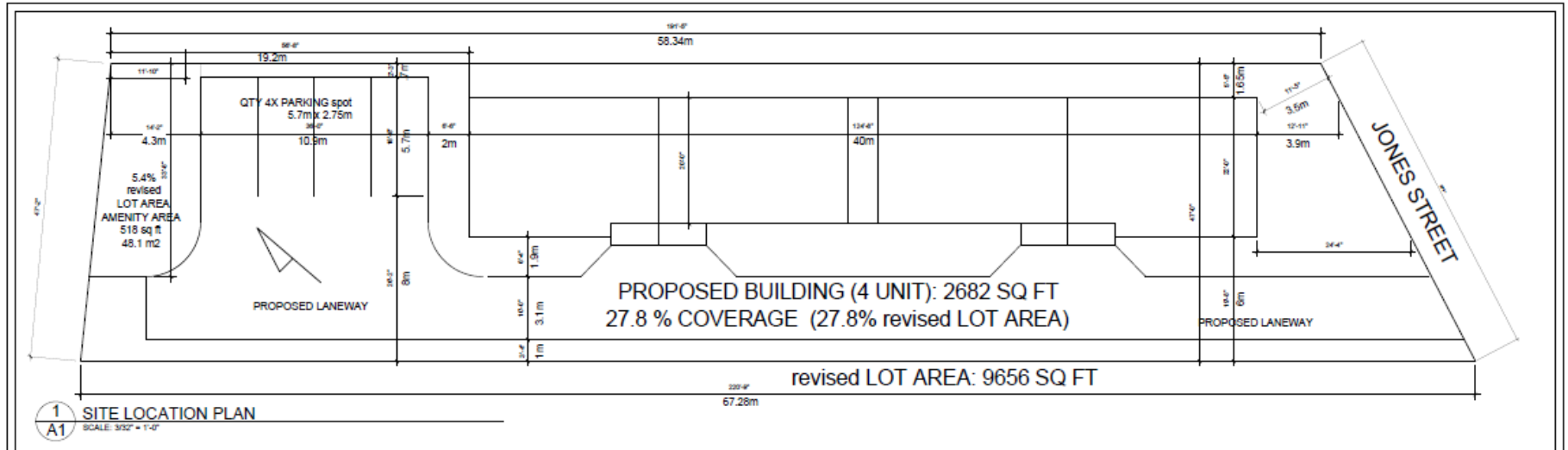
**Note:**

The prevailing residential density of 53.93 units per hectare is calculated using the Total Area Method, which divides the total number of dwelling units (115) by the total lot area converted to hectares (21,324.75 m<sup>2</sup> ÷ 10,000 = 2.13 ha).

Rather than treating each lot as equally important, this method weights contributions by lot size, meaning larger parcels have a greater influence on the final density because they occupy more of the study area.

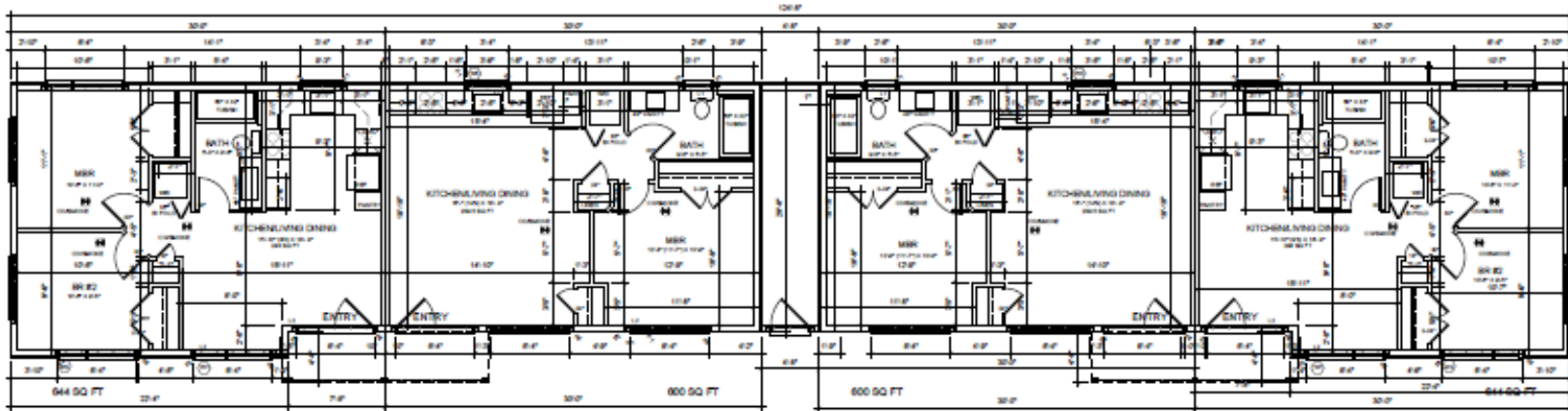
As a result, the Total Area Method provides a more accurate representation of overall development intensity for the 16 Jones redevelopment project, reflecting density at the neighbourhood scale of the broader study area rather than averaging individual lot densities without regard to parcel size.

### Appendix D – Site Plan & Elevations

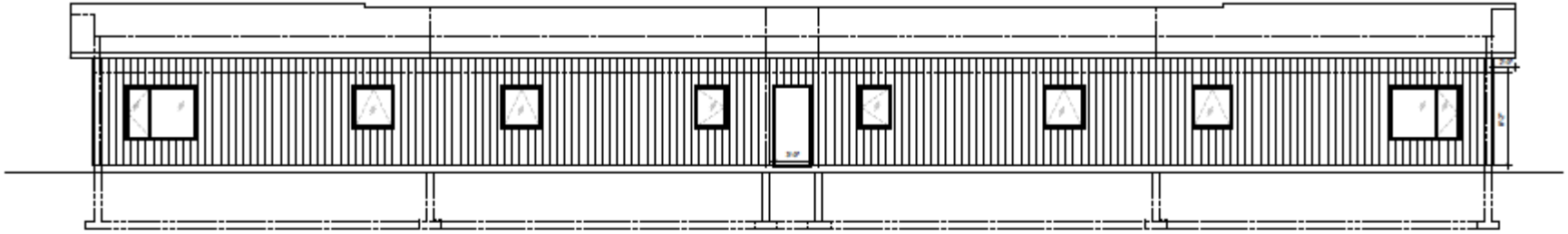




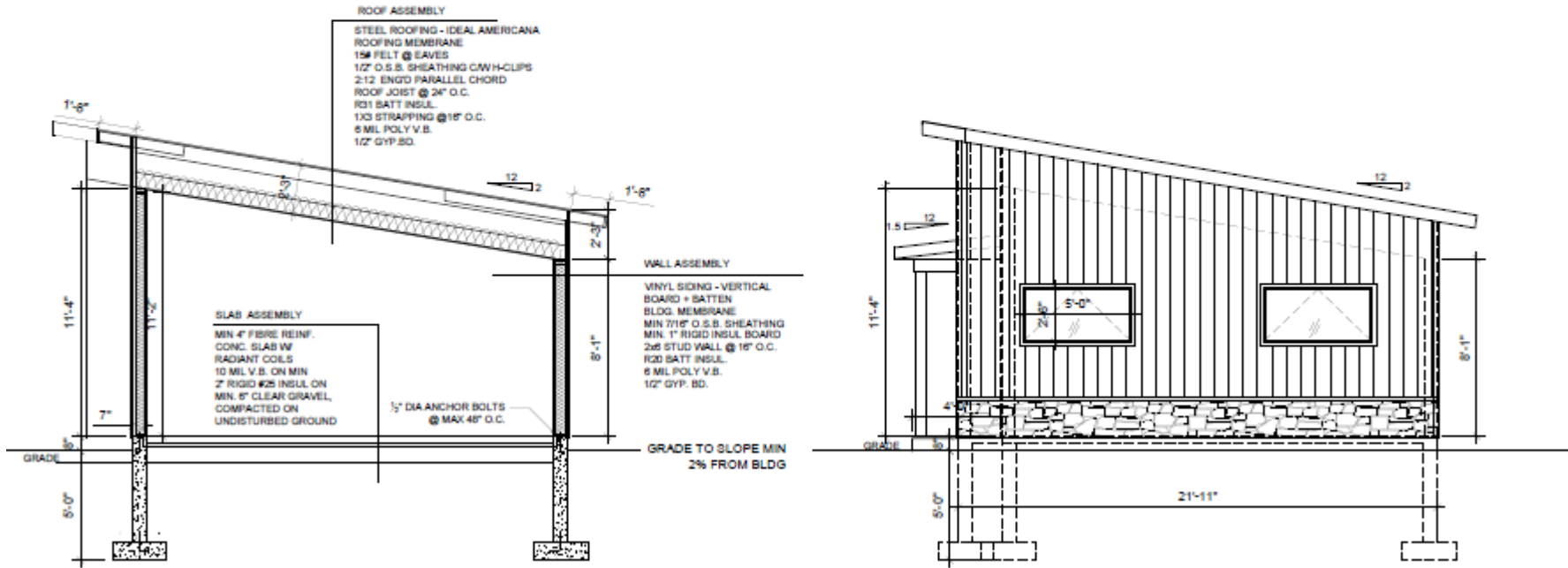
2 FRONT ELEVATION  
A1 SCALE 1/8" = 1'-0"



3 FLOOR PLAN  
A1 SCALE 1/8" = 1'-0"



**1 REAR ELEVATION**  
SCALE: 1/8" = 1'-0"



**2 SECTION**  
SCALE: 1/4" = 1'-0"

**3 JONES STREET ELEVATION**  
SCALE: 1/4" = 1'-0"

## Appendix E – April 9<sup>th</sup> Unadopted PAC Minutes



### PLANNING ADVISORY COMMITTEE MINUTES

Thursday April 9, 2026 – 5:00 p.m.  
Council Chambers – 77 Beckwith Street North, Smiths Falls

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#### ATTENDANCE:

**Members' Present:** Chair, J. Grimes

Y. Robert  
Councilor S. Robinson  
K. Vandermeer (5:04 pm)  
M. Remmig  
Councilor J. Brennan (remote)

**Regrets:**

**Staff Present:** Richard Grant, Planner I  
Marie Elmsley, Planning Clerk

**Guests:** Dan Bouldon, Eldon White, Jeanette Cross, Robert Brennan, Lisa Berrigan, Adam Berrigan, Hali Mackey (on behalf of the applicants)

---

#### 1. CALL TO ORDER & LAND ACKNOWLEDGMENT

Call to order at 5:01 p.m.  
A quorum was present.

#### 2. APPROVAL OF AGENDA

The agenda was approved as presented.  
*Moved: Y. Robert*  
*Second: S. Robinson*  
**CARRIED (5-0)**

#### 3. ADOPTION OF MINUTES

The minutes of March 12, 2026, were approved as presented.  
*Moved: M. Remmig*  
*Second: J. Brennan*  
**CARRIED: (5-0)**

#### 4. DISCLOSURE OF MONETARY INTEREST

J. Grimes declared a conflict of interest. Vice Chair Y. Robert took over the meeting at this point while J. Grimes left the room.

5. **PUBLIC MEETING**

Vice- Chair Y. Robert called the Public Meeting to order.

- i) Report # PAC 2026-04, Zoning By-law Amendment Application ZBL 2026-01 – 16 Jones Street

R grant gave his report.

R. Brennan sought clarification for the number of bedrooms in each of the four separate units. The applicant responded that there are 2 x 2 bedrooms, 2 x 1 bedrooms and a mechanical room in the middle.

L. Berrigan stated that the four units would face directly into her back yard. Her concerns centre around resale value of her property, drainage, increased traffic and emissions, increased noise, capacity of infrastructure, no privacy in her backyard, and a view directly into her house from the four units. Access to parking is right along her fence, where will snow go? She would like the town to consider allowing higher fencing up to 8 ft fence with additional 2 ft lattice, and that the developer be responsible for supplying and installing the fence. In addition, 8-10 Philip is immediately next door, and construction started when they moved in. Now with the proposed development it is eroding the reason why they bought in a quiet neighbourhood.

J. Cross asked if this would set a precedence that other properties on the street can now take down single-family homes and build multi-residential properties. R. Grant advised if someone is proposing four or more units it would be a similar process to the one today. Her concern is that there are two more houses in the same situation where they could become multiple dwelling units, and she believes that the single-family properties will decrease in value, and as previously stated there will be increased traffic, noise etc. The character of the neighbourhood is changing, and this is not the spot for multi-residential properties.

K. Brandford (not signed in) has a problem with the front footage reduction, not pleasing the eye, no sidewalk, no room for snow removal, poor visibility with children playing in the area. He suggested building three units instead of allowing the setback.

E. White stated that 8-10 Philip Street is not finished and a disgrace to the neighbourhood. What standards will be put in place to ensure it is a nice property?

D. Boulden was concerned that the reduced setback would create a less attractive neighbourhood, three units would be better suited, so no encroachment required.

The committee then discussed the proposed development, noting that the developers have built several buildings in town, and they are known for working with their neighbours and developing properties that suit the neighbourhood. Fencing was discussed and the applicant noted that they are open to putting in a higher fence, drainage will be addressed. The applicant indicated a willingness to consider fencing and added that their developments usually increase property value. It was noted that there is a provision in the Zoning By-law where staff can measure setbacks of other

structures in the vicinity to get an average setback in the neighbourhood and include that in the report to Council.

**“THAT** the Planning Advisory Committee hereby recommends that Council approve Zoning By-law Amendment application ZBL-26-01 for 16 Jones Street as submitted, thereby rezoning the subject lands from Residential Type 2 (R2) to Residential Type 3 – Special Exception (R3-7), acknowledging the comments arising from the general public in attendance and that those comments to be included in the staff report, which shall be presented to Council for consideration”.

*Moved by: J. Brennan*

*Seconded by: S. Robinson*

*Carried: (4:1)*

6. **PRIORITY ISSUES**  
J. Grimes returned to the room and continued to chair the meeting from this point.
7. **ROUNDTABLE**
8. **NEXT MEETING**  
Thursday May 14, 2026, at 5:00 p.m.
9. **ADJOURNMENT**  
THAT, the Planning Advisory Committee adjourn its proceedings at 5:28 p.m. and stand so adjourned until the next duly called Committee meeting.  
*Motioned by: K. Vandermeer*  
*Seconded by: S. Robinson*  
*Carried: (6:0)*



# SMITHS FALLS

RISE AT THE FALLS

## Report # 2026-052

To: Mayor and Council  
 From: Rick Chesebrough, Fire Chief  
 Date: March 27, 2026,  
 Committee of the Whole Date: April 27, 2026,  
 Title: Appointment of a Municipal By-law Enforcement Officer

- For Direction
- For Information
- For Adoption
- Attachment 0 pages

---

**Recommendation:** THAT Council of the Corporation of the Town of Smiths Falls pass a By-law to appoint Travis Hendrick as a By-law Enforcement Officer for the Town of Smiths Falls.

---

**Purpose:** : To provide Council with the results of our recent recruitment for the position of Bylaw Enforcement Officer and to pass a By-law to officially appoint Travis Hendrick as a By-law Enforcement Officer for the Town of Smiths Falls.

**Background:** : Section 15 of the Police Services Act provides that Council of a municipality may appoint persons to enforce the by-laws of the municipality and such municipal law enforcement officers are peace officers for the purpose of enforcing municipal by-laws. Section 1 of the Provincial Offences Act, R.S., 1990, Chapter P.33 denotes that the Attorney General of Ontario has designated municipal law enforcement officers as provincial offences officers to enforce the by-laws of the municipality under the Provincial Offences Act.

In the 2026 budget, Council approved the addition of a third Bylaw Officer position. Following a successful recruitment and interview process, Travis Hendrick was selected for the position.

By-law Enforcement Officers enforce all municipal by-laws including but not limited to the Parking By-law, the Property Standards By-law, the Animal Control By-law, the Safe Yards By-law, Smoking By-law and provide Winter Parking Enforcement.

The new position is based on a 35-hour work week. By-law Officers will be available daily (Monday to Friday) and will be available on an on-call basis on weekends to respond to Animal Control calls.

**Analysis and Options:**

**Options:**

Option 1 – **Recommended**

THAT Council of the Corporation of the Town of Smiths Falls approve the appointment of Travis Hendrick as a Bylaw Enforcement Officer.

Option 2 – **Not Recommended**

THAT Council of the Corporation of the Town of Smiths Falls not approve the appointment of Travis Hendrick and direct staff to readvertise the position.

**Budget/Financial Implications:** The new Bylaw position is in the 2026 approved budget.

**Link to Strategic Plan:** N/A

**Existing Policy:** N/A

**Consultations:**

Director of Corporate Services/Treasurer

**Attachments:** N/A

**Notes/Action (space for Council Member’s notes):**

Respectfully Submitted by:

Approved for agenda by CAO:

Original signed by:  
Rick Chesebrough, Fire Chief

Original signed by:  
Malcolm Morris, CMO



To: Mayor and Council  
From: Paul McMunn, Director of Public Works and Utilities  
Date: April 21, 2026,  
Committee of the Whole Date: April 27, 2026  
Title: Old Water Tower

- For Direction
- For Information
- For Adoption
- Attachment (72 pages)

**Recommendation: THAT Council of the Corporation of the Town of Smiths Falls pass a resolution to direct staff to develop the scope of work for the removal of the old water tower located in Centennial Park;**

**AND FURTHER THAT Council authorize a 2026 out of budget approval of \$375,000 for the removal of the old water tower; as presented in Committee of the Whole Report 2026-053.**

**Purpose:** The purpose of this report is to seek Council’s endorsement to proceed with the removal of the old water tower in 2026, and to obtain authorization for staff to issue a procurement document to solicit bids for contractors to facilitate the removal of the water tower as soon as reasonably possible.

**Background:** The existing water tower is a multi legged structure, is approximately 102 years old, and has reached the end of its service life. Due to its age, structural condition, and limited capacity, a new, modern elevated water storage facility was constructed and commissioned in January 2026.

The new tower provides approximately six times the storage capacity of the former structure and has been designed to meet current standards and service the community well into the future. As a result, the old tower has been decommissioned and is no longer in service.

While the old water tower has been a longstanding visual landmark within the community, it no longer serves an operational purpose.

**Analysis and Options:** Industry standards recognize an expected lifecycle of approximately 80–100 years for multi-legged water towers. The subject structure has exceeded this range.

Engineering inspections completed in 2022 and again in 2024 (ATTACHMENT 1 and ATTACHMENT 2) identified significant and ongoing deterioration, including:

- Severe coating failure, including weathering, cracking, and delamination across structural members

- Active and ongoing corrosion, particularly at riveted connections, leading to metal loss and weakening of structural components
- Evidence of crevice corrosion between steel plates, which cannot be effectively mitigated due to the original riveted design
- Potential structural failure due to age-related fatigue and material degradation

The inspection reports further note that even with significant investment, hidden corrosion, material loss, and age-related stress deficiencies would remain and cannot be fully addressed through rehabilitation.

In addition, the structure would require substantial upgrades to meet current safety standards (e.g., fall arrest systems, ladder compliance, confined space access), further increasing costs.

### **Option 1 – Demolish and Remove the Structure (Recommended)**

Although the water tower is a recognizable and historic feature within the community, it presents an increasing liability risk in its current condition. The combination of structural deterioration, corrosion, and non-compliance with modern safety standards makes continued retention impractical.

### **Option 2 – Retain as a Landmark Feature**

Retaining the structure solely for aesthetic or historical purposes would require ongoing maintenance, structural stabilization, and significant safety upgrades. Based on the findings of the inspection reports, these costs would be substantial and ongoing, with no guarantee of long-term structural reliability. As such, this option is not recommended.

**Budget/Financial Implications:** A preliminary cost estimate for removal has been obtained for budgetary planning purposes and includes:

- Structural demolition and removal: \$250,000
- Lead abatement (if required): \$75,000
- Removal of concrete footings (if required): \$50,000

**Total Estimated Cost:** \$375,000

The estimated costs of \$375,000 can be funded from Water and Wastewater reserves.

### **Link to Strategic Plan (2023-2026):**

Vision – Item 3 – Investing in our infrastructure to keep pace with needs

### **Existing Policy:**

**Consultation:** Geoff Quan Landmark Structures Inc., Manager of Water and Wastewater, Glenview Iron and Metal

**Attachment:** Attachment 1 – Multi-Legged Tank Clean, Inspection and Report – May 17, 2022

Attachment 2 – Multi-Legged Tank Clean, Inspection and Report / Leak repairs – May 13, 2024

**Notes/Action (space for Council Member’s notes):**

Respectfully Submitted:

Original Copy Signed \_\_\_\_\_  
Paul McMunn, C.E.T.  
Director of Public Works and Utilities

Approved for agenda by:

Original Copy Signed \_\_\_\_\_  
Malcolm Morris, CMO  
CAO



**Smiths Falls—Multi-Legged Tank  
Clean, Inspection and Report  
May 17, 2022**

September 22, 2022

**Corporation of the Town of Smiths Falls**

77 Beckwith St. N.  
Smiths Falls ON.  
K7A 416

**Attn: Jason Barlow**  
[jbarlow@smithsfalls.ca](mailto:jbarlow@smithsfalls.ca)

**Tel:** 613 283-4124

**Re: Job # LM22077**  
**Smiths Falls Multi-Leg - Water Storage Facility – Cleaning, Inspection and Report (CIR)**

Mr. Barlow,

A comprehensive inspection was performed at the above-mentioned process water storage facility on May 17<sup>th</sup>, 2022. The tank was drained before crew arrival to allow internal cleaning and inspection.

Please find a comprehensive report enclosed as follows:

- |   |              |
|---|--------------|
| 1) Multi-leg Inspection Report  | Pages 1 – 5  |
| 2) Photographic Record of Report  | Pages 6 – 16 |
| <i>Photographs are numbered in accordance with the corresponding numbers throughout the report.</i> |              |
| 3) Coatings and Linings / Condition Assessment Letter   |              |
| 4) Summary of Recommendations – Quote #Q19163 REV 1   |              |

Should you have any questions or comments regarding the content of this report, please contact us at 905-319-7700.

Yours sincerely,

**LANDMARK MUNICIPAL SERVICES**



**David Baker - NACE Certified Coating Inspector - Level 2, CIP #329173**

[dbaker@teamlandmark.com](mailto:dbaker@teamlandmark.com)

905-319-5462

### Fall Arrest Update

Effective December 1<sup>st</sup>, 2016, the CSA Group updated its standards relating to fall arresters and rigid rail systems. The update has resulted in the previous standard, Z259.2.1-98 (2011) (the “2011 CSA Standard”), being separated into two new standards: (a) CSA-Z259.2.4-15 (R2020) – Fall Arresters and Vertical Rigid Rails; and (b) CAN/CSA-Z259.2.5-12(2016) – Fall Arresters and Vertical Lifelines.

The impetus for the changes to the 2011 CSA Standard was driven by an incident in which a worker was critically injured while using a rigid rail type of fall protection system in 2014 – a copy of this notice is included at the end of this report. The Ontario Ministry of Labour’s investigation into the matter revealed a weakness in the design of some Class Frontal-Fixed Rail Ladder Fall Protection Systems, which may not adequately protect workers who fall backwards or who squat and roll backwards into a fall while connected by a body harness to the trolley which slides along the vertical rail.

Particular to our review of the subject potable water storage facility is CSA-Z259.2.4-15 (R2020)– Fall Arresters and Vertical Rigid Rails (“2016 CSA Standard”). Generally, the revisions included in the 2016 Standard fall into 3 categories: (i) increased compatibility requirements between fall arresters, harnesses, and vertical rigid rail systems. These changes can primarily be found in sections 4.3.5, 4.4, and 4.5; (ii) the addition of 4 new mandatory testing requirements for rigid rail systems, which can be found in sections 5.3 through 6.4; and (iii) new marking requirements in sections 7.1, 7.2, and 7.3.

As per section 5.3.1, all new testing requirements must be met in order for the rigid rail system to be certified as compliant under the 2016 CSA Standard.

Landmark has followed up with the CSA Group in an attempt to determine the status of the exiting FRL’s system compliance. In the case of fall arresters and vertical rigid rails, it appears that the current system has not been certified by the CSA Group with respect to the new 2016 Standard.

Please refer to quotation #Q19163 REV 1 for pricing to remove and replace the existing fall arrest system with Honeywell Safety Products – “Soll GlideLoc” which is compliant with the new 2016 Standard.

This report has been prepared by Landmark Municipal Services for the Town of Smiths Falls in order to provide the facility owner with a detailed description of the following:

The present condition of interior and exterior coatings, any pitting and/or corrosion on the interior of the water retaining vessel, the apparent condition of exposed foundations and the status of and recommendations for upgrades on safety equipment and other facility appurtenances.

Landmark Municipal Services has not performed a design review, an ultrasonic, x-ray, or destructive and/or non-destructive testing unless stated in the report. Comments and recommendations are based on visual inspection only and represent Landmark's professional judgement in reference to industry standards and best practices. This report may be based on information provided to Landmark which has not been independently verified. Its accuracy is limited to the time period and circumstances in which it was made. It was prepared for the specific purposes described in the report.

Any estimates regarding construction costs represent Landmark's judgement in light of our experience. Since Landmark has no control over market conditions, we do not make any representations or guarantees whatsoever with respect to such estimates or their potential variance from actual construction costs or schedules. Landmark accepts no responsibility for any potential losses.

In the case of subsurface, environmental or geotechnical conditions, the report may be based on limited testing and on the assumption that such conditions are uniform and not variable either geographically or over time. Landmark makes no other representations or warranties whatsoever and accepts no responsibility for any events that may have occurred since the report was prepared.

**\*Note\***

The Ontario Building Code and National Building Code (OBC / NBC) has undergone significant changes in the past few decades, specifically with an increase in snow loading, as a result of changing weather patterns as well as some catastrophic roof failures of structures built to the applicable building codes at the time.

Because of this, some structures that were built in the areas that experienced major changes in these environmental loads may not have the same acceptable safety margins for structural strength compared to when originally designed.

If there are no changes in the application, or no additions to the structure (everything is as originally designed and built) then the structures may be 'grandfathered in' and do not require redesign or reinforcement to meet the new code requirements.

If, however, any structural modifications or improvements need to be made to the original roof design (i.e., addition of telecommunication equipment), a design review must be performed, and structural reinforcement added as required. This is required to maintain acceptable levels of structural capacity.

3091 Harrison Court, Burlington ON L7M 0W4  
 Tel: (905) 319-7700 Fax: (905) 319-1373  
[www.teamlandmark.com](http://www.teamlandmark.com)



**MULTI - LEGGED TANK INSPECTION REPORT**

<b>Landmark Contract No.</b> LM22077	<b>Inspection Date</b> 17-May-22	<b>Last Known Inspection Date</b> 26-Sep-19
<b>Inspector</b> W. Clune	<b>Report Date</b> 13-Jul-22	<b>Inspected By</b> Landmark Municipal Services

**OWNER / CONTACT**

<b>Owner</b>	Town of Smiths Falls	<b>Contact</b>	<b>Mr. Jason Barlow</b>
<b>Project Location</b>	<b>Smiths Falls Multi-Legged Tank</b>	<b>Title</b>	Manager Water / Wastewater Treatment
<b>Address</b>	30 Old Mill Rd., Smiths Falls, ON	<b>Phone</b>	613.283.4124 ext. 5501
		<b>Cell</b>	--
		<b>Email</b>	<a href="mailto:jbarlow@smithsfalls.ca">jbarlow@smithsfalls.ca</a>

**TANK DESCRIPTION**

<b>Engineer</b>	CBI / Horton	<b>Tank Capacity</b>	230,000 Imp. Gallons / 1045 m3
<b>Year Built</b>	1924	<b>Roof Type</b>	Self Supporting Welded Steel Dome
<b>Tank Type</b>	Multi-Legged (Rivetted, Double Ellipsoidal)	<b>Tank Diameter</b>	57 ft. / 17.37 m
<b>Dwg's Available</b>	No	<b>Riser Diameter</b>	52 in. / 1.32 m
<b>Dwg's Reviewed</b>	No	<b>Grade to Bottom of Tank</b>	128 ft. / 39 m
<b>Coating System</b>	Epoxy / Urethane overcoat above catwalk	<b>Tank Height</b>	180 ft. / 54.86 m
<b>Lining System</b>	100% solids polyurethane	<b>HWL Elevation</b>	176 ft. / 53.64 m
<b>Age of Paint</b>	Unknown	<b>No. of Columns / Size</b>	6 / 15" Trellis Channel

**REPORT SUMMARY**

<b>Repairs Made During Inspection</b>	<b>Photo No.</b>	<b>Photo No.</b>
Riser leak repaired	10-13 -- --	-- -- --
<b>Recommended Repairs</b>		
<b>Siteworks</b>		<b>Accessories</b>
Extend overflow away from foundation	20 --	Replace all non-compliant ladders c/w tie-offs Design, fabricate and install roof handrail Design, fabricate and install wet riser guardrail
		27, 55, 76 59 79
<b>Security</b>		
Move antenna cables to tank leg	33-34 -- -- --	-- -- -- --
<b>Valve Chamber / Pit</b>		<b>Fall Arrest System</b>
	-- -- --	Install new fall arrest system on new ladders Install Transfer 'D' rings on new roof handrail
		-- -- --
<b>Support Leg Foundations &amp; Anchorage</b>		
*See Separate Coatings and Linings Report	-- -- --	-- -- --
<b>Support Structure</b>		<b>Confined Space &amp; Rescue System</b>
	-- -- -- --	Install rescue port base at catwalk ladder Install rescue port base at roof access hatch
		45 60
<b>Exterior Balcony (Catwalk)</b>		<b>Coating &amp; Lining Condition</b>
Extend balcony handrail to 42" (Currently 36")	53 -- --	*See Separate Coatings and Linings Report
		-- -- --

Thank you for allowing Landmark Municipal Services to assist you in the maintenance of your elevated water storage facility. To maintain the integrity of your facility we recommend that you schedule your next:

<b>Safety inspection and report</b>	2023	
<b>Clean, inspect and report (CIR)</b>	2028	
<b>Remote inspection &amp; report (RIR)</b>	2025	* 3 yrs. after CIR*

Photo No.

**SITWORKS**

EXTERIOR VALVE PIT / BUILDING	Pit - Good / Building - Good	1-9
DRIVEWAY / WALKWAY	Good	1
OVERFLOW SPILLWAY	Fair - extend overflow away from foundation	20

**REPAIRS OR MAINTENANCE REQUIRED**

Extend overflow away from foundation

Photo No.

**SECURITY**

FENCE & GATES	Good	14-17
VERTICAL LADDER	Good - Ladder gate present	27-28
HATCH LOCKS	Good	71

**REPAIRS OR MAINTENANCE REQUIRED**

Photo No.

**VALVE CHAMBER / PIT**

CONDITION OF VALVE CHAMBER / PIT	Good	7-9
CONDITION OF PIPING	*Fair	7-9
CONDITION OF VALVES	*Fair	7-9
VALVE PIT HATCH	*Size 24" x 24" Steel hatch	6
	*Condition	6
ARE THERE ANY INDICATIONS OF SETTLEMENT (EXTERIOR)?	No	--
IS THE CONCRETE IN THE PIT CRACKED, SPALLED OR LEAKING?	No	--
IS THERE ANY INDICATION OF PIPE MOVEMENT?	No	--

**REPAIRS OR MAINTENANCE REQUIRED**

\*See Separate Coatings and Linings Report

Photo No.

**SUPPORT LEG FOUNDATIONS**

HOW FAR DO THE FOUNDATIONS EXTEND OUT OF THE GROUND? (Support Legs)	0" - 48"	20-26
ARE THERE ANY INDICATIONS OF FOUNDATION SETTLEMENT?	No	--
IS CONCRETE OR GROUT CHIPPED OR CRACKED	Minor chipping	20-26
IS THE SOIL AT THE BASE SATURATED OR IS THERE PONDED WATER?	No	--
IS THERE ANY INDICATION OF UNDERGROUND PIPE LEAKAGE?	No	--
IS THE SOIL AT THE BASE SATURATED OR ERODED?	No	--
IS THE FOUNDATION UNDERMINED OR EXPOSED?	No	--

**REPAIRS OR MAINTENANCE REQUIRED**

Photo No.

**SUPPORT STRUCTURE**

STRUCTURAL CONDITION OF WET RISER?	*Poor - Corroded internally /Guardrail recommended	14-17
STRUCTURAL CONDITION OF SUPPORT LEGS?	*Poor	21-28
STRUCTURAL CONDITION OF STRUTS AND COLUMNS?	*Poor	14-17
STRUCTURAL CONDITION EXTERIOR TANK SURFACES	*Fair	40-41
STRUCTURAL CONDITION INTERIOR TANK SURFACES	*Poor	77-83

**REPAIRS OR MAINTENANCE REQUIRED**

\*See Separate Coatings and Linings Report

Wet riser guardrail recommended

Photo No.

**BALCONY / CATWALK**

CONDITION OF BALCONY FLOOR?	*Poor	45-52
CONDITION OF BALCONY HANDRAIL?	*Poor - Only 36" tall	53
CONDITION OF SPLICES, SUPPORTS AND SHAFT CONNECTIONS?	*Poor - Corroded	45-52
DOES THE BALCONY FLOOR DRAIN?	Yes	45-52

**REPAIRS OR MAINTENANCE REQUIRED**

Extend balcony handrail to 42" (Currently 36")

\*See Separate Coatings and Linings Report

Photo No.

**ANCHORAGE**

ARE BASE PLATES DETERIORATED OR IN POOR CONDITION?	*Yes	21-26
ARE ANCHORS, NUTS & BOLTS DETERIORATED OR IN POOR CONDITION?	No	--
ARE ANCHOR BOLT CHAIRS DETERIORATED OR IN POOR CONDITION?	*Yes	21-26
ARE ANCHOR BOLTS TIGHT?	Yes	--

**REPAIRS OR MAINTENANCE REQUIRED**

\*See Separate Coatings and Linings Report

Photo No.

**ACCESSORIES**

<b>LADDERS</b>	* Ladder into valve pit	None	--
	* Ladder to catwalk	Poor - Only 13" wide & 5/8" rungs (code is 16" & 3/4")	27-44
	* Ladder to roof	Poor - Only 13" wide & 5/8" rungs (code is 16" & 3/4")	55
	* Ladder on roof	Poor - Only 13" wide & 5/8" rungs (code is 16" & 3/4")	56-57
	* Ladder into tank from roof	N/A	--
	* Ladder into tank from balcony	Poor - No side rails	76
<b>REST SEAT(S)</b>		Good - 2 pcs	32-36
<b>ROOF HATCH</b>	* Size	36" x 36" Aluminum hatch	70
	* Condition	Good	70
<b>VENT</b>	* Type	16" S.S. Frostproof vent / vacuum relief unit	72-73
	* Condition	Good	72-73
<b>VACUUM RELIEF</b>	* Type	16" S.S. Frostproof vent / vacuum relief unit	72-73
	* Condition	Good	72-73
<b>PAINT RAIL / ROOF COUPLINGS</b>		None	--
<b>ROOF HANDRAIL</b>		None - Recommended	59
<b>WET RISER ACCESS FROM GROUND</b>		30" Bolted manway and 18" x 24" Sub hatch	18-19
<b>TANK ACCESS FROM CATWALK</b>		36" Bolted manway	74-75
<b>OVERFLOW PIPE (3" dia.)</b>		Fair - Extend away from foundation	20
<b>CATHODIC PROTECTION</b>		None	--
<b>AIRCRAFT WARNING LIGHTS</b>		None	--
<b>ANTENNAE</b>	* Anchorage / Mounting	Good	35, 45-46,
	* Cable Routing	Poor- Cables attached to ladder side rails	33-34
	* Surveys / Warning Signage as per Safety Code 6: Health Canada	None	--
<b>LIGHTNING PROTECTION</b>		Good	68
<b>TANK GROUNDING</b>		Good	21-26
<b>MIXING SYSTEM</b>		*Yes - Hydrodynamic system	82

**REPAIRS OR MAINTENANCE REQUIRED**

Replace all non-compliant ladders c/w tie-offs

Design, fabricate and install roof handrail

Design, fabricate and install wet riser handrail

Extend overflow pipe to driveway / spillway

Move antenna cables to tank leg

\*See Separate Coatings and Linings Report

Photo No.

**FALL ARREST SYSTEM**

LOCATION	SYSTEM TYPE	COMMENTS	
* TO VALVE PIT	N/A	--	--
* TO CATWALK	Aluminum TS rail	Install new fall arrest system	27-42
* TO ROOF	Aluminum TS rail	Install new fall arrest system	55
* ON ROOF	Aluminum TS rail	Install 'D' Rings on new roof handrail	--
* TO TANK INTERIOR	N/A	--	--

**REPAIRS / UPGRADES OR MAINTENANCE REQUIRED**

Install new fall arrest system on new ladders

Photo No.

**TRANSFER STATION 'D' RINGS**

LOCATION	YES / NO	CONDITION	
* AT VALVE PIT	N/A	--	--
* AT BOTTOM OF VERTICAL LADDER	Yes	Fair - Replace with S.S.	27
* AT TOP OF LADDER TO BALCONY	Yes	Fair - Replace with S.S.	44
* AT TOP OF LADDER TO ROOF	Yes	Poor - Replace with S.S.	57
* AT ROOF HATCH	Yes	Poor - Replace with S.S.	62
* AT CENTRE OF TANK ROOF	Yes - Dismount post	Poor - Replace with S.S.	61

**REPAIRS OR MAINTENANCE REQUIRED**

Install 8 pcs S.S. 'D' rings on new ladder and on roof handrail

Photo No.

**RESCUE PORT BASES**

LOCATION	YES / NO	CONDITION	
* AT VALVE PIT	N/A	--	--
* AT TOP OF LADDER (CATWALK)	No	Required	45
* AT SHELL MANWAY	Yes	*Fair	54
* AT ROOF HATCH	No	Required	60
* AT CENTRE OF TANK ROOF	N/A	--	--

**REPAIRS OR MAINTENANCE REQUIRED**

Install rescue port base at catwalk ladder

Install rescue port base at roof hatch



1



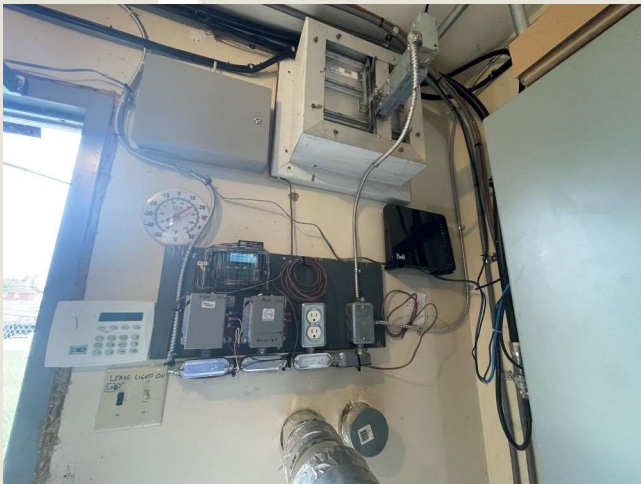
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Item 96

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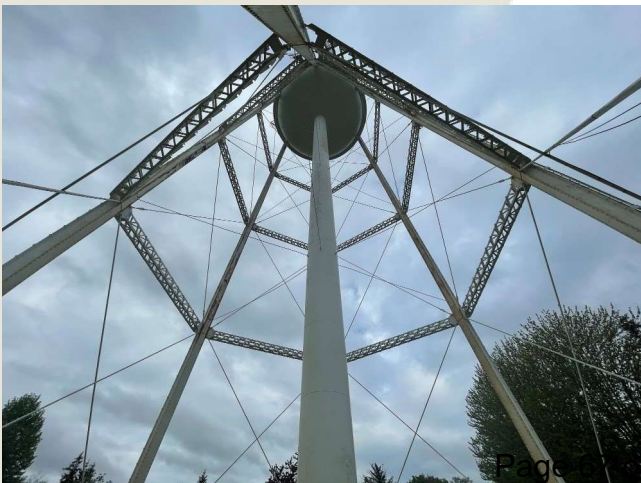


Wet riser leak repaired

13



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16



17



Item 9.6

18



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20



*Refer to Protective Coatings & Linings Report for recommendations*

21



22



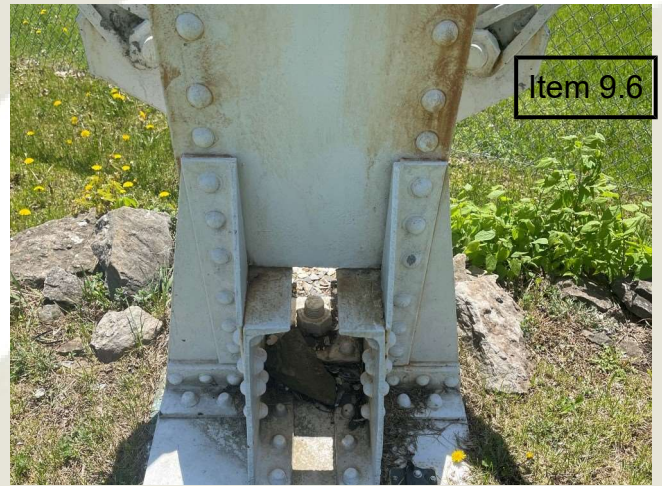
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Item 9.6

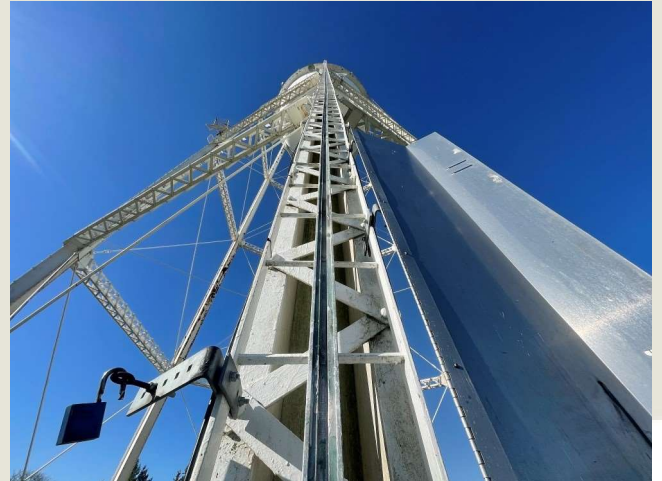
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Replace ladder and fall arrest with compliant system

Replace corrodible 'D' ring with stainless steel

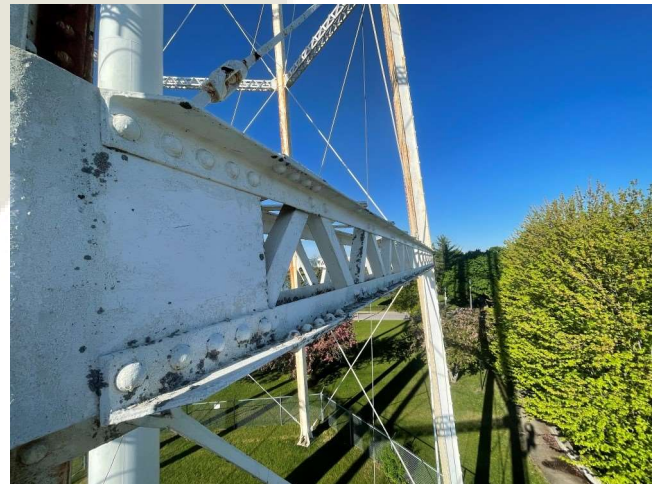
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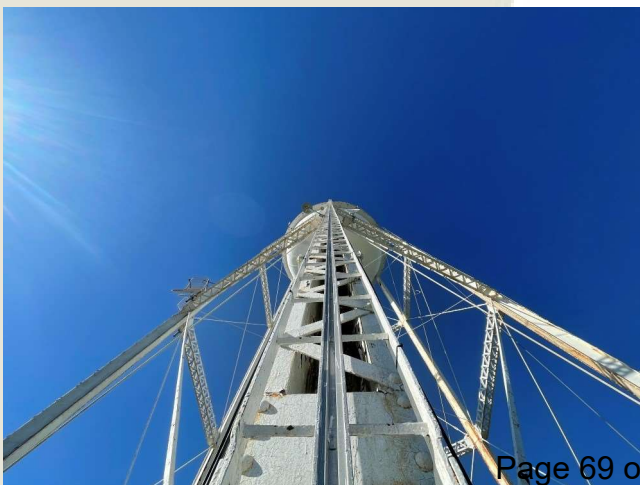
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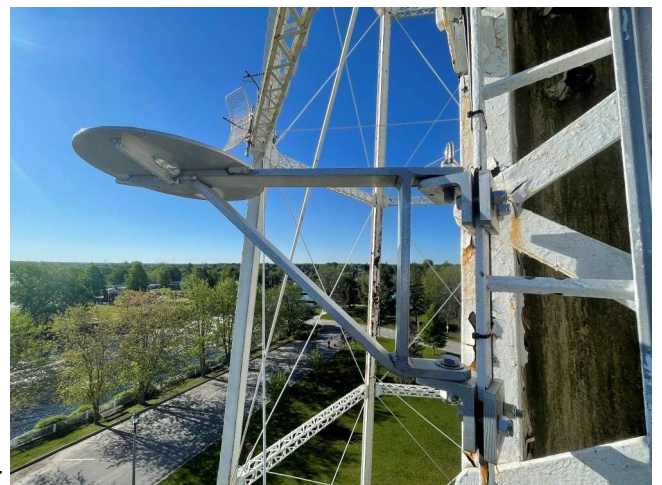
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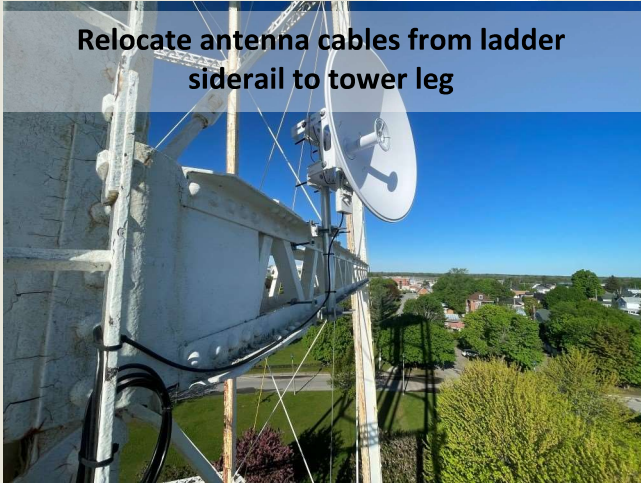


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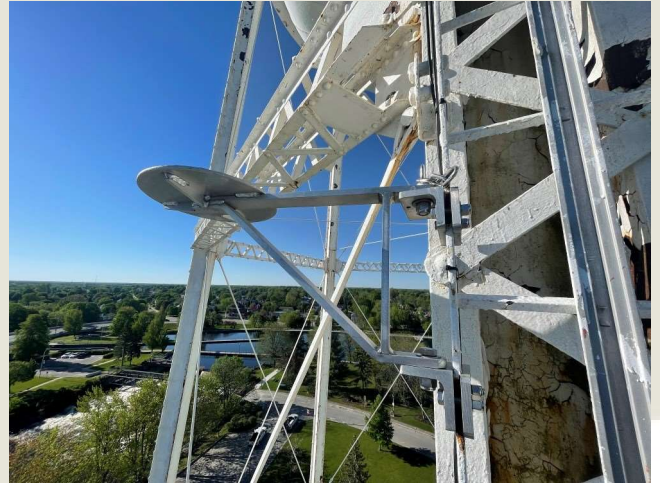
Item 9.6

34



Relocate antenna cables from ladder siderail to tower leg

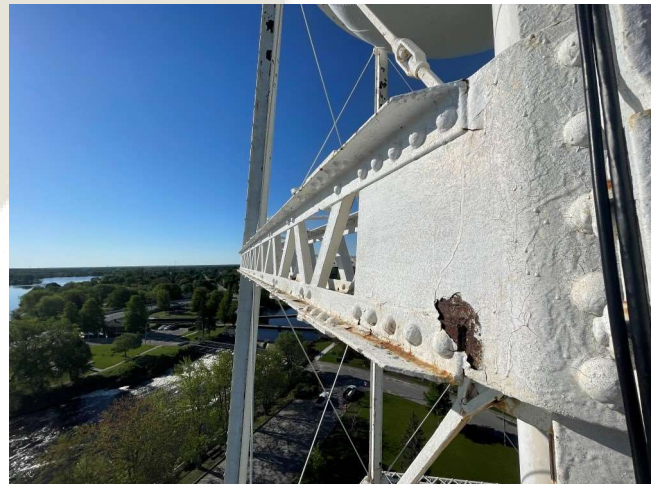
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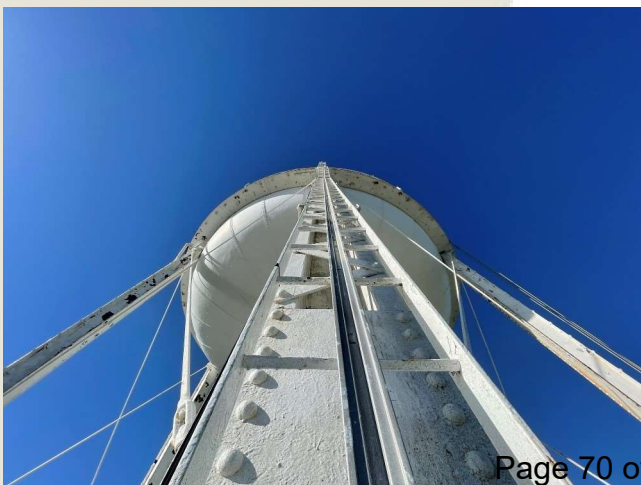
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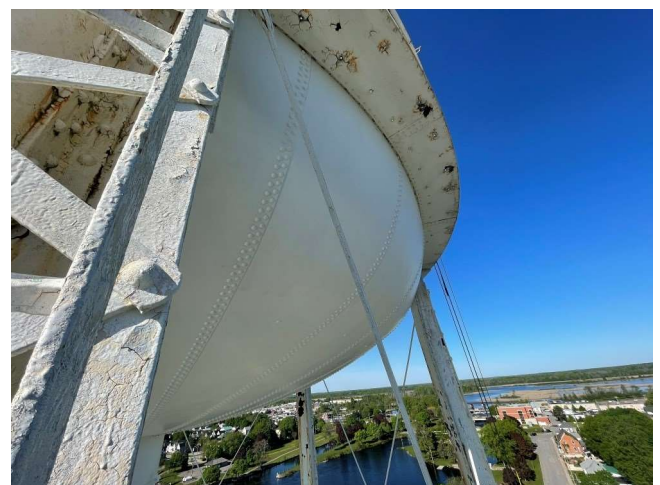
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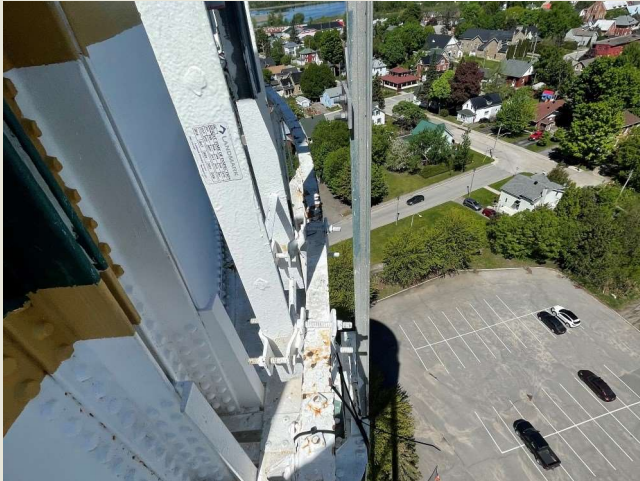
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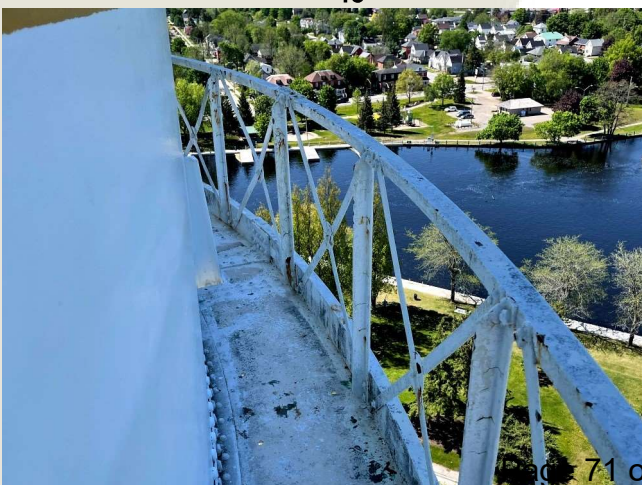
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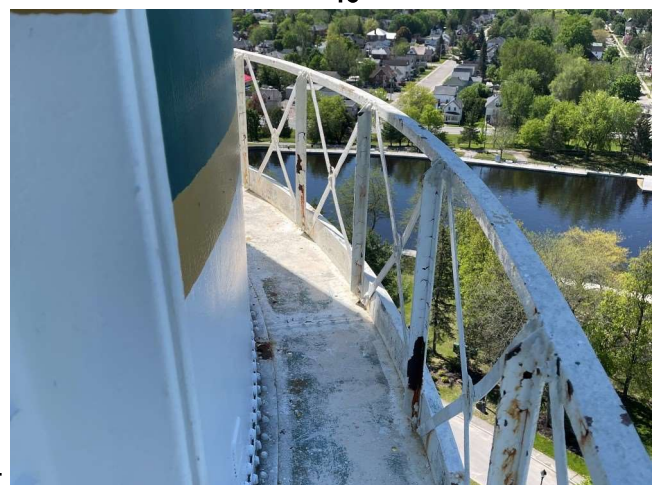
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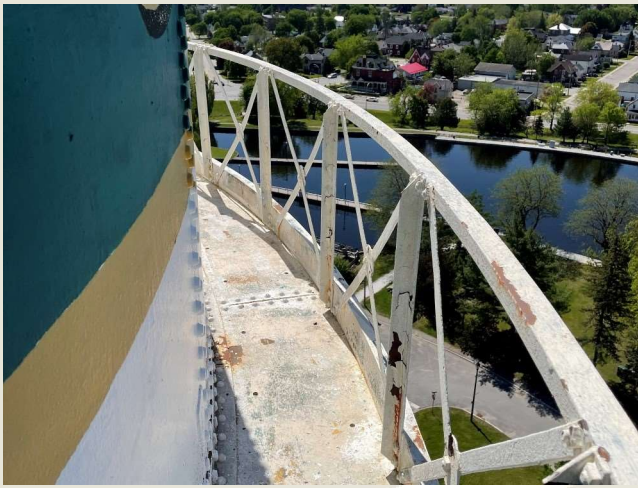
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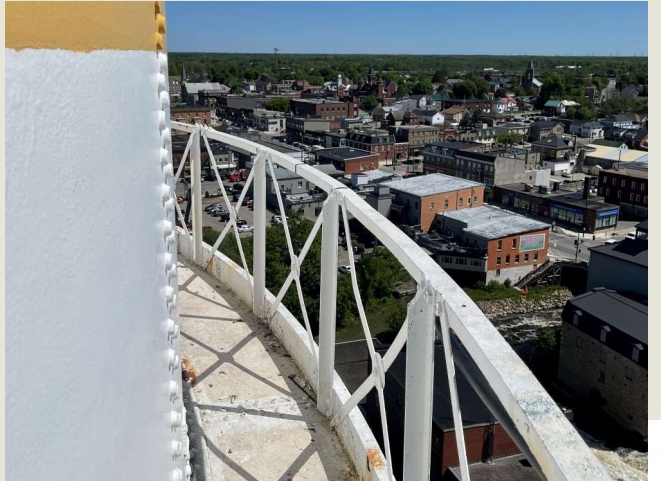
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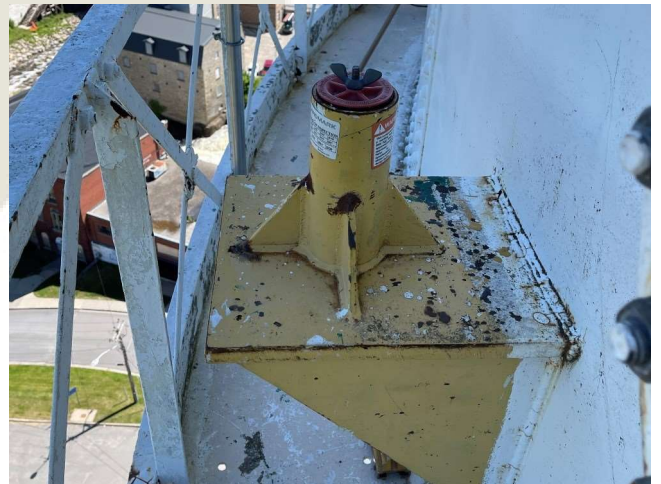


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Increase height of balcony handrail from 36" to 42"

53



54



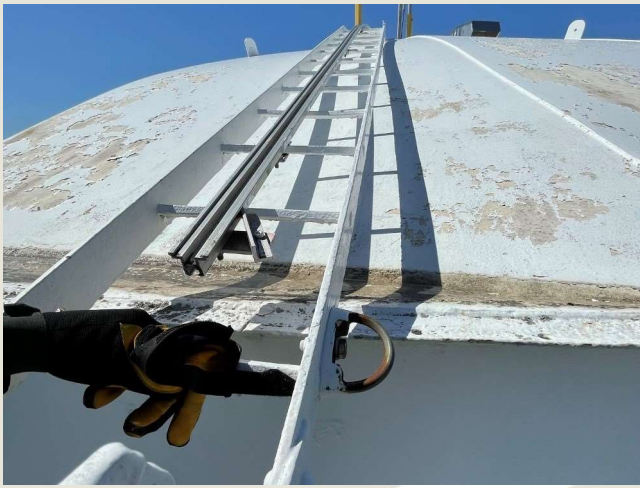
Replace ladder and fall arrest with compliant system

55

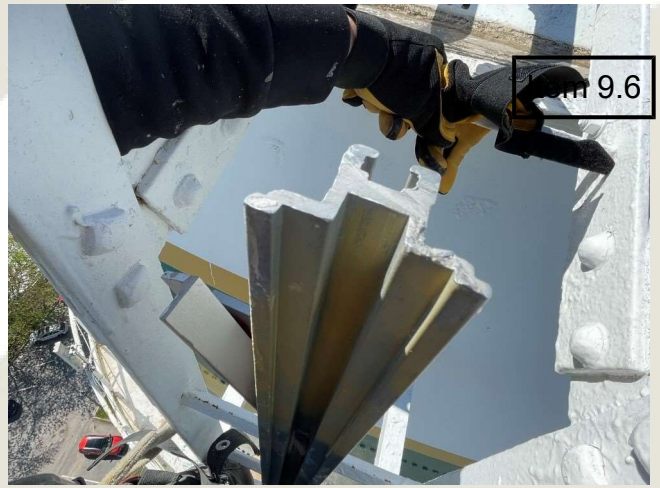


Supply and install new 16" wide galvanized ladder system & support brackets c/w new CSA approved fixed rail fall arrest system

56



57



58



Design, fabricate and install roof handrail system c/w 'D' rings on uprights

59



Install rescue port at roof hatch

60



Replace corroded 'D' rings with stainless steel

61



Replace corroded 'D' rings with stainless steel

62



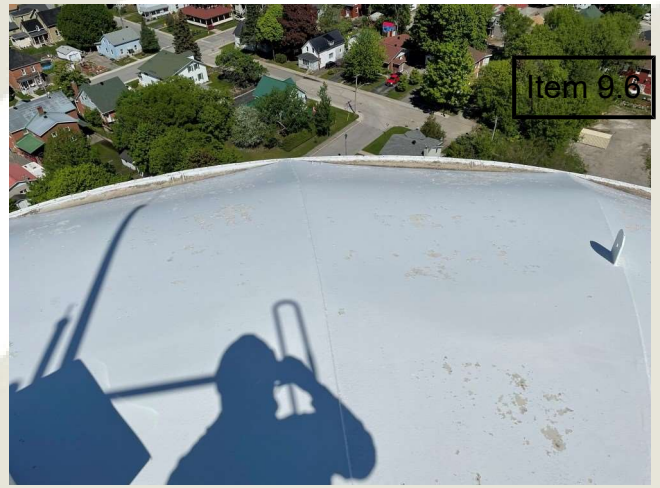
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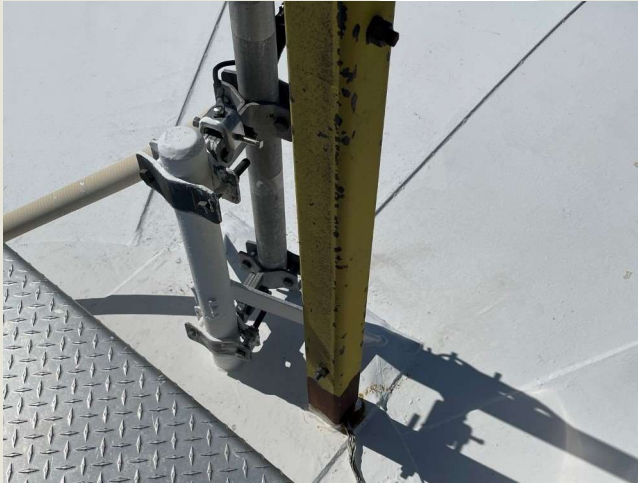


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Item 9.6

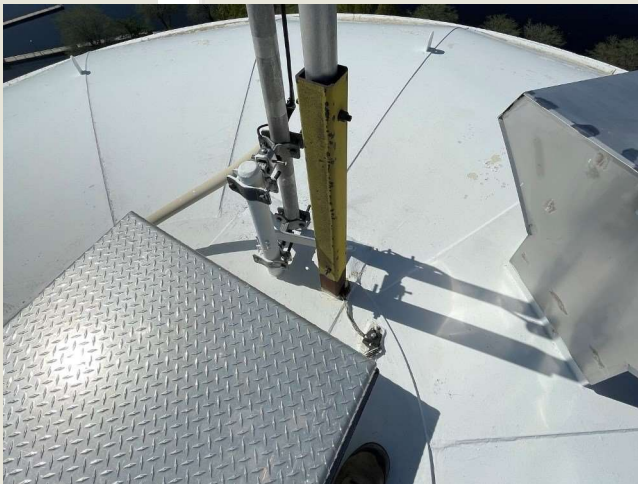
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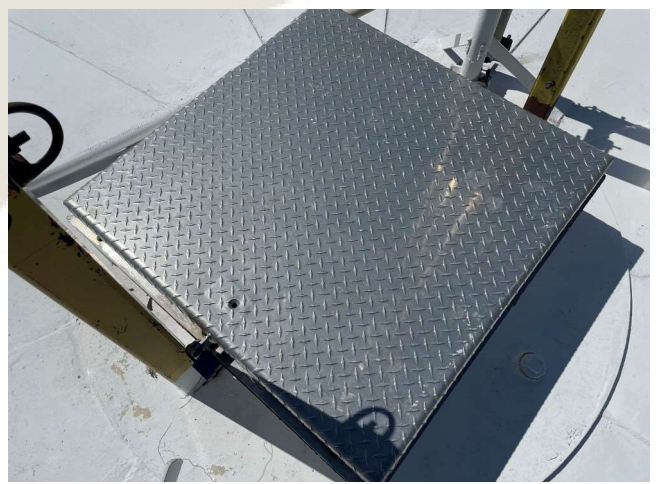
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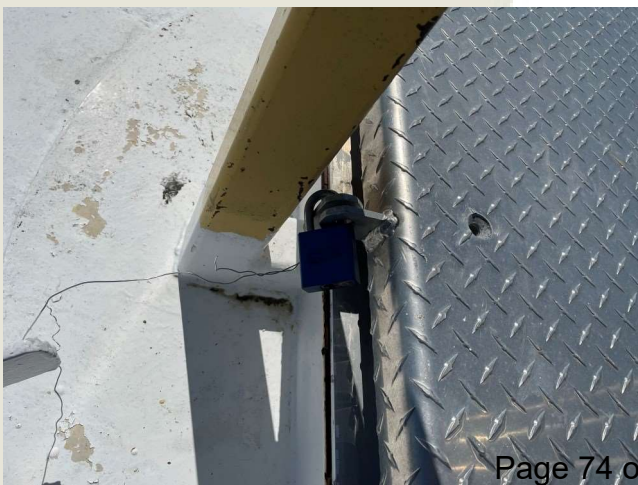
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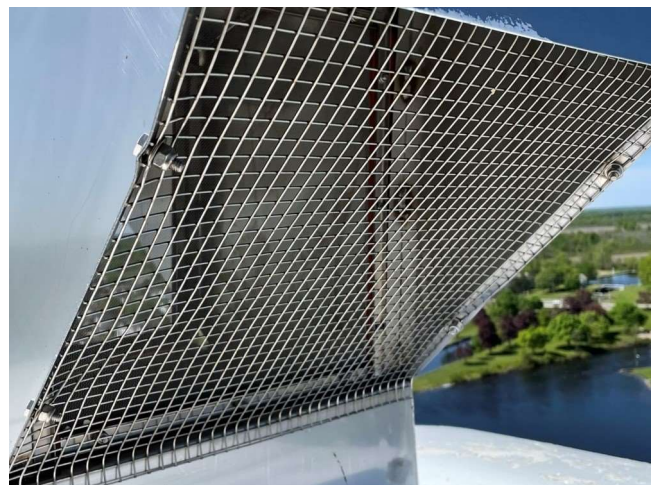
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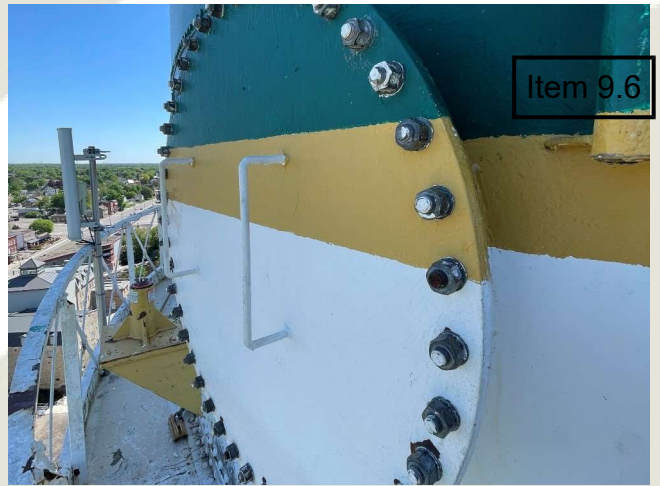
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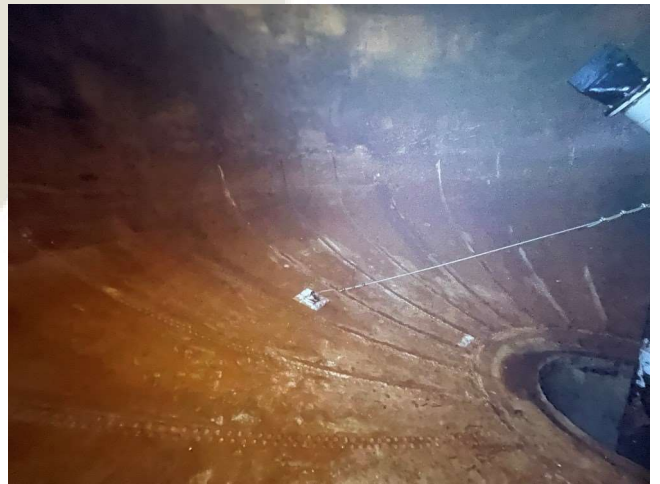
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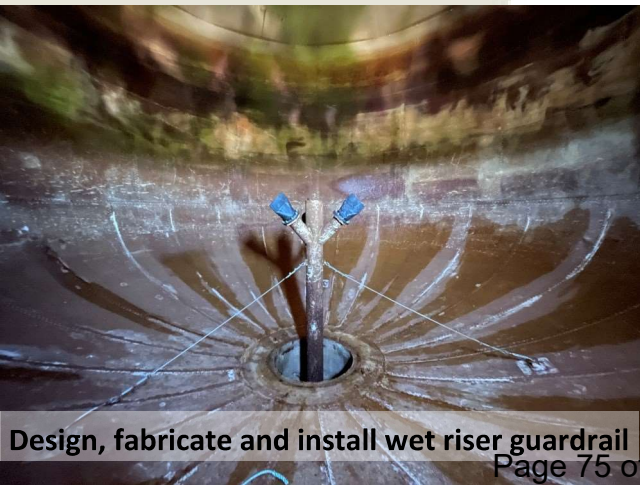
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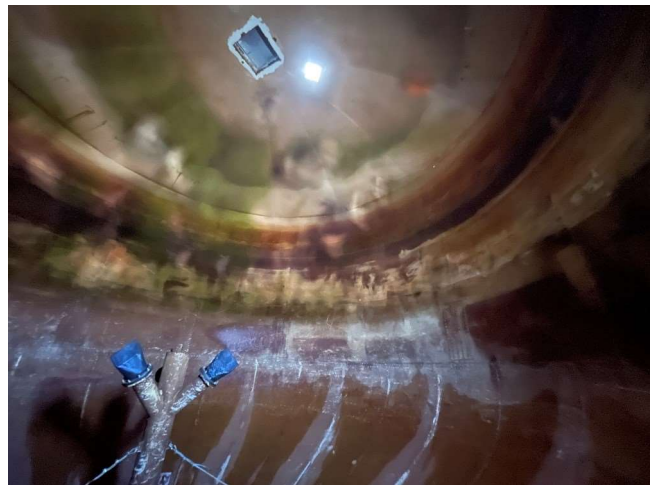
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80

Design, fabricate and install wet riser guardrail



81



82



83

September 22, 2022

**Corporation of the Town of Smiths Falls**

77 Beckwith St. N.  
Smiths Falls ON.  
K7A 416

**Attn: Jason Barlow**  
[jbarlow@smithsfalls.ca](mailto:jbarlow@smithsfalls.ca)

**Tel:** 613 283-4124

**Re: Job # LM22077**  
**Smiths Falls Multi-Leg - Water Storage Facility – Protective Coatings and Linings Report**

Mr. Barlow,

A comprehensive inspection was performed at the above-mentioned potable water storage facility on October 27<sup>th</sup>, 2021. Interior surfaces were disinfected in accordance with AWWA C652-19 Method #2.

This letter is a summary of our findings and recommendations for the above-noted water storage tank regarding the general condition of the structure.

## Exterior

This tank is painted with what appears to be an alkyd coating system, although the tank above the balcony was overcoated a number of years ago with an epoxy / urethane system for cosmetic reasons.

The coating system is in very poor condition, with severe weathering, alligator cracking and de-lamination on all structural members such as the anchorage bases, support legs and cross supports, balcony components, as well as on the tank body itself.

All of this paint has not prevented crevice corrosion from occurring between the riveted surfaces, which forces the steel plates to separate and then allows more moisture and subsequent corrosion to form. This corrosion also causes metal loss on the rivets themselves, which can lead to unexpected structural failures.

This is one of the main reasons why riveted construction methods are no longer used, as these structures have a finite lifespan limited to the effectiveness of coatings maintenance, and the faying surfaces between the steel plates cannot be surface prepared and re-painted to prevent further metal loss. Today's better engineering and construction practices eliminate any of these unreachable 'dead zones' between structural steel members which, along with regular maintenance, can afford a much longer lifespan.

It can be assumed, because of its age of nearly 100 years, that there would be some lead components in any of the finishes applied before the 1980's.

## Interior

The interior of this tank is lined with what appears to be a 100% solids epoxy which is in fair to poor condition. The rivetted construction of this tank provides many potential areas for corrosion to form as areas between the plates only require a pinhole for crevice corrosion to occur.

There are many corrosion cells below the water line, largely where Stress-Induced Plastic Deformation (SIPD) has caused the lining to thin out and then break over the edges formed by ionic displacement within the cold formed steel plates. Because of the cold forming used to create the double ellipsoidal shape of the bowl petals and the riser tube, there are large areas of SIPD, which appears as vertical and horizontal striations that might look to be painted-over corrosion pitting but isn't. The relaxing of the crystalline structure of the formed steel and the designed-in diaphragmatic movement of the tank bowl weakens the structure and increases the possibility of plate perforation and leaks, as have been prevalent in the last few years on this tank.

In addition to the effects of SIPD on the plates themselves, the normal flexing of these surfaces also puts shear strain on the plate rivets, which although not observable or measurable, can lead to catastrophic seam failure.

### Replacement Consideration:

The industry recognized lifecycle for an AWWA D100 (Multi-Legged) is 80-100 years. This *rivetted* tank, which was likely not built to any such strict standard, is 98 years old and is showing signs of structural deterioration and severe coating failure. Several leaks have occurred over the last few years and that is expected to continue.

It is not practical or economically feasible to repair an antiquated asset at a cost close to replacing it with a significantly better, state of the art-asset that is less expensive to maintain. Even after a complete refurbishment, this tank will still have areas of hidden corrosion, metal loss and age-related stress faults that cannot be addressed. These defects will affect its structural integrity and its estimated remaining lifespan could not be guaranteed.

This tank should be replaced as soon as possible with a new AWWA D107 Composite Elevated tank. Our sales team welcome the opportunity to discuss tank replacement options, budgetary pricing, and life cycle cost analysis

Should you have any questions or comments regarding the content of this report, please contact us at 905.319.7700.

### Landmark Municipal Services




**David Baker**  
**NACE Certified Coating Inspector – Level 2, CIP #329173**  
[dbaker@teamlmark.com](mailto:dbaker@teamlmark.com)  
**905-319-5462**

September 22, 2022  
(Original: December 18<sup>th</sup>, 2019)

**Corporation of the Town of Smiths Falls**

43 Abbott Street North  
Smith Falls, ON K7A 4T6

**Attn: Mr. Jason Barlow**  
[jbarlow@smithsfalls.ca](mailto:jbarlow@smithsfalls.ca)

**Tel:** 613.283.4124 ext. 5501

**Re: LMS Job #LM22077**  
**Clean, Inspection and Report (CIR)**  
**– Smiths Falls Multi-Legged Tank (ML)**  
**– Recommended Upgrades #Q19163 REV 1**

Mr. Barlow,

Landmark Municipal Services is pleased to provide budgetary pricing for the following repairs & upgrades at the above-mentioned potable water storage facility.

*Please note that HST is not included.*

**Siteworks**

- 1) Extend Overflow pipe away from tank foundation and walkway **\$ 3,800**

**Valve Chamber**

- 2) Surface prep and paint valves and pipes as required **\$ 3,200**  
3) Surface prep and paint underside of valve pit hatch **\$ 600**

**Exterior Balcony (Catwalk)**

- 4) Increase height of balcony handrail to 42" min. (Currently 36") **\$ 9,800**  
– Includes shop blast and prime of new material as well as field coatings

## Accessories

### 5) Ladder Upgrades:

Fixed access ladders are non-compliant to current standards whereas the rung lengths (inside to inside of side rails) are 13". The minimum required rung length by current standards is 16". In addition, rung diameters are 5/8" dia. (code requirement is 3/4" dia. minimum) and the existing fall arrest system is over-coated in many areas and should be replaced as this prevents the fall arrest trolley from freely gliding along the track.

Ladder to Catwalk upgrades: **\$ 95,000**

- Remove and dispose of existing ladder system
- Supply and Install (S&I) new 16" wide galvanized ladder system & support brackets
- S&I new aluminum fixed rail fall arrest system compliant to current CSA Standards c/w end stops
- Remove and replace 'D' rings with S.S.

Ladder to tank roof upgrades:

- Remove and dispose of existing ladder system
- S&I new 16" wide galvanized ladder system & support brackets
- S&I new aluminum fixed rail fall arrest system compliant to current CSA Standards c/w end stops
- Remove and replace 'D' rings with S.S.

Ladder on Tank Roof upgrades:

- Remove and dispose of existing ladder system
- S&I new 16" wide galvanized ladder system & support brackets
- S&I new aluminum fixed rail fall arrest system compliant to current CSA Standards c/w end stops
- Remove and replace 'D' rings with S.S.

6) Design, fabrication and installation of a complete roof handrail system: **\$ 22,500**

- Includes shop blast and prime of new materials as well as field coatings
- Top rail, mid rail and kickplate
- 'D' rings will be provided at each vertical post

7) Design, fabrication and installation of interior handrail system around wet riser **\$ 7,200**

- Includes shop blast and prime of new materials as well as field coatings
- Top rail, mid rail and kickplate

**Fall Arrest System**

- |   |                       |
|---|-----------------------|
| 8) Remove and replace fall arrest system on all ladders (3)   | <b>\$ Incl. in #5</b> |
| 9) Replace 'D' rings at the following locations: top of ladder to catwalk,<br>top of ladder on tank roof (typ. 2), dismount mast, bottom of vertical ladder | <b>\$ Incl. in #5</b> |

**Confined Space and Rescue**

- |   |                 |
|---|-----------------|
| 10) Rescue port base required at hatch to valve pit (or use tripod) | <b>\$ 3,500</b> |
| 11) Rescue port base required at top of ladder at catwalk           | <b>\$ 4,500</b> |
| 12) Rescue port base required at tank roof hatch                    | <b>\$ 3,500</b> |

*\*H.S.T. not included in above pricing*

*\*Quotation is confidential and shall not be distributed without Landmark's knowledge and written approval.*

Landmark inspections, reporting format and qualifications are in accordance with AWWA manual M42, chapters 8 and 9. All employees of Landmark Municipal Services have been trained and certified in Working At Heights, Fall Arrest and High Level Rescue, Confined Space Work and Rescue, WHMIS Worker Training, St. John Ambulance Safety Oriented First Aid and Cardiopulmonary Resuscitation. In addition, all activities conducted at heights by staff of LMS are fulfilled under strict guidelines based on involvement with the Ontario Ministry of Labour requirements outlined in the current Ontario Occupation Health & Safety Act, R.R.O. 1990, Regulation 851 amended to O.Reg. 629/05, and Section 26, O. Reg. 213/91



# Landmark Coatings

## Specialty Mobile Operations

Uncompromising commitment to safety. World class technical skill. Go-anywhere mobility. Landmark delivers factory applied quality to your site.



Developed and refined throughout 25 years of storage tank coatings and lining work, Landmark's specialty crews work wherever you need them...on projects that we design, fabricate and build, or on existing infrastructure requiring repair and recoating. The Society for Protective Coatings (SSPC) has recognized our technical skills and processes with their prestigious QP-1 certification, so you can rely on thoroughly tested multi-craft services on the most demanding jobs, with the added benefits of uncompromising safety and nationwide mobility.

**We work in a wide range of applications for the private sector, the military and municipal authorities:**

- Industrial facilities
- Terminals
- Petrochemical plants
- Water and wastewater
- Oil and gas exploration and production
- Aircraft fuelling facilities
- Lead abatement



**Safety**

Landmark's uncompromising commitment to safety protects people, property and the environment. We apply equally rigorous standards for all locations, require ongoing training and testing for all crews, and utilize site evaluations, Hazard Identification and Risk Assessments (HIRA) and root cause analysis to continually drive performance improvement. Landmark employs the best available safeguards for the job, such as advanced, self-contained respiratory equipment on many applications. And we stay at the forefront of best practices and efficient reporting with our membership in ISNetworld. Core values and comprehensive safety and health programs, along with SSPC C-3 accreditation for de-leading steel structures, safeguards against environmental impact.

**Skill**

Landmark's technical capabilities start with specification assistance, based on in-depth knowledge of industry suppliers and their latest products, and insights from our own operations. Our crews are fully equipped to perform surface preparation and coatings work on virtually any type of steel structure, utilizing a broad array of coatings including polyurethanes, 100% solids and fiberglass reinforced systems. Our crews perform all coatings work in accordance with the Landmark Quality Assurance Manual for Surface Preparation and Coating. They are trained to implement all of the required process controls and conduct workmanship inspections to meet or exceed all applicable standards and client expectations.



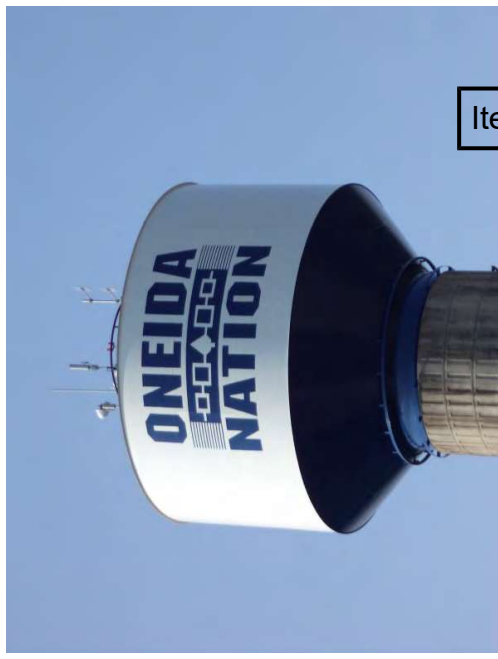
- Routine quality evaluations include but are not limited to:
- Measurement of environmental conditions
  - Verification of surface cleanliness prior to coating or lining
  - Wet and dry film thickness measurement
  - Holiday testing (low or high voltage, depending on lining thickness)

Daily logs track all inspection activity, and are available upon request.

Specialized equipment enables Landmark to manage dehumidification on work in enclosed spaces such as tank lining and recoating, and to protect the environment with blast media recycling and a full or partial containment on exterior surface preparation and coating. In addition, site specific plans for environmental monitoring, hazardous material management, and disposal of wastes are developed for all tank rehabilitations where existing coatings contain toxic metals. And for high-profile projects with community impact, Landmark has perfected the art of translating even the most intricate graphics to the public stage with precise reproduction. The utilization of dust collection systems ensures complete extraction of dusts for not only a cleaner surface prior to paint application, but as well as containment of dusts generated. This provides necessary air exchanges for confined space work.

**Mobility**

Landmark capabilities are completely mobile for deployment nationwide or beyond, without limitations. Specially outfitted trailers move containerized equipment to the project site, and then serve as mobile command centers for the crews. All required assets are at hand, coordinated with local supply lines as appropriate.





Item 9.6

You can count on Landmark Mobile Specialty Coatings to reliably protect your investment and extend the life of critical infrastructure. Contact us today to discuss the best solution and a quote on your next project.



Landmark Municipal Services ULC  
3091 Harrison Court  
Burlington, Ontario L7M 0W4  
Phone 905.319.7700 Fax 905.319.1373

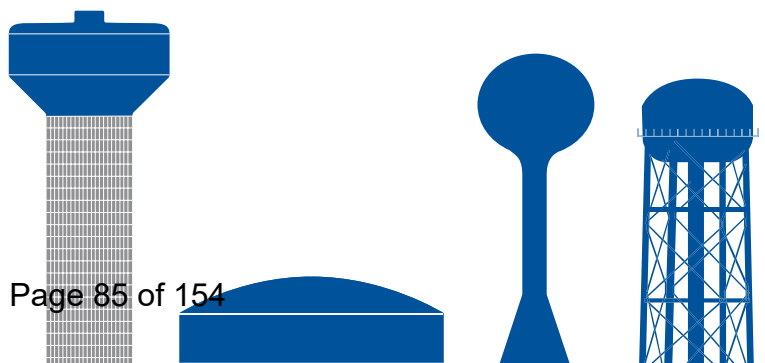
[www.teamlandmark.com](http://www.teamlandmark.com)

# Municipal Services

**Storage Tank Maintenance**  
**Extend Service Life**  
**Single Source Responsibility**



Expert Inspection, Maintenance And Repairs  
For All Types Of Water Storage Tanks



# Expert inspection, maintenance, and repairs for all types of water storage tanks

- Safe, efficient, issue-free operation of your water storage infrastructure
- Full compliance with all applicable regulations across Canada

Landmark Municipal Services (LMS) brings more than 30 years of insight and innovation in water storage to owners and operators of tanks and systems of all types. Our complete range of services and packages provide predictability, continuity and flexibility for this essential function of municipal governments.

## Inspections

Regular, scheduled inspections are critical for long-term efficiency. LMS conducts various types of inspections, all with comprehensive reports detailing repairs performed or recommended and upgrade requirements, with photo documentation and related cost estimates.

**CIR: Clean, Inspect & Report:** AWWA (American Water Works Association) recommends that water storage tanks be washed out and inspected on a minimum three-year cycle.

**SIR: Safety Inspection & Report:** A thorough interior and exterior review of structure and operations for compliance with applicable government regulations.

**ROV: Remotely Operated Vehicle:** ROV inspections eliminate the inconvenience and expense of taking your tank out of service. LMS provides real-time, in-water evaluations with a remotely operated vehicle.

LMS inspections provide a complete review of all critical factors:

- |                     |  |
|---------------------|--|
| • Site works        | • Metal conditions                     |
| • Foundations       | • Exterior coatings                    |
| • Support structure | • Interior linings                     |
| • Ladders/landings  | • Antenna and communications equipment |
| • Accessories       | • Safety and rescue equipment          |
| • Valves and piping |  |



## Safety Upgrades and Training

Item 9.6

LMS can provide safe access and rescue systems that meet or exceed the requirements of the Occupational Health & Safety Act for “vessel entry and rescue” as well as “fall arrest.”



## Tank Modifications

Skilled LMS professionals provide practical, proven and fully engineered modifications for all types of storage tanks, leveraging experience as one of the leading tank builders in North America. Our vertical integration adds design, fabrication and coatings expertise when needed, with single source management and responsibility.



## Coatings and Linings

LMS services include all surface preparation and recoating of all interior and exterior areas. Options range from spot preparation to total blast cleaning with full containment for environmental protection. All lining materials applied to interior surfaces are ANSI and NSF 61 approved.





### Inspections:

- Clean, Inspect & Report (CIR)
- Safety Inspection & Report (SIR)
- Remotely Operated Vehicle (ROV)

### Safety:

- Confined space
- Fall arrest
- Training

### Maintenance:

- Tank Asset Management Program (TAMP)
- Annual programs
- Coatings/linings

### Lightning Protection:

- Design
- Installation
- Inspection

### Antenna and Communications Systems

- Design
- Structural fabrication & installation
- Inspection

### Demolition

- Partial
- Total

### Modifications

- Engineering
- Tank hydrodynamic mixing systems
- Site works
- Balconies/handrails
- Manholes
- Hatches
- Venting and vacuum relief
- Welding and fabrication
- Electrical/instrumentation
- Heat trace
- Insulation and cladding
- Security systems

Landmark delivers consistent, high quality results.

Contact us today to discuss the best solution for your next project.





**Town of Smiths Falls  
Smiths Falls Multi-legged Tank  
Clean, Inspection and Report / Leak Repairs**

June 19<sup>th</sup>, 2024

**Town of Smiths Falls**  
**Public Works & Utilities**  
43 Abbott Street North  
Smiths Falls, ON K7A 1W4

**Attn:** Jason Barlow – Manager Water / Wastewater Treatment  
[jbarlow@smithsfalls.ca](mailto:jbarlow@smithsfalls.ca)

**Tel:** 613-283-4124 ext. 5501

**Re: Job # 40-24-0014**  
**Cleaning, Inspection and Report (CIR) & Leak Repairs - Smiths Falls Multi-Legged Tank**

Dear Jason,

A comprehensive inspection was performed at the above-mentioned process water storage facility on May 13<sup>th</sup>, 2024. The tank was drained before crew arrival to allow internal cleaning and inspection as well as active leak repairs of the wet riser.

Please find a comprehensive report enclosed as follows:

- 1) Multi-legged Tank Inspection Report Pages 1 – 5
- 2) Photographic Record of Report Pages 6 – 22  
*Photographs are numbered in accordance with the corresponding numbers throughout the report.*
- 3) Coatings and Linings / Structural Condition Assessment Observations and Recommendations
- 4) Summary of Recommendations – Quote #19163

Should you have any questions or comments regarding the content of this report, please contact us at 905-319-7700.

Yours sincerely,

**LANDMARK MUNICIPAL SERVICES**



**David Baker** - AMPP Certified Coating Inspector – Level 2, CIP #36124  
[dbaker@teamlandmark.com](mailto:dbaker@teamlandmark.com)  
905-319-5462

### Fall Arrest Update

Effective December 1<sup>st</sup>, 2016, the CSA Group updated its standards relating to fall arresters and rigid rail systems. The update has resulted in the previous standard, Z259.2.1-98 (2011) (the “2011 CSA Standard”), being separated into two new standards: (a) CSA-Z259.2.4-15 (R2020) – Fall Arresters and Vertical Rigid Rails; and (b) CAN/CSA-Z259.2.5-12(2016) – Fall Arresters and Vertical Lifelines.

The impetus for the changes to the 2011 CSA Standard was driven by an incident in which a worker was critically injured while using a rigid rail type of fall protection system in 2014 – a copy of this notice is included at the end of this report. The Ontario Ministry of Labour’s investigation into the matter revealed a weakness in the design of some Class Frontal-Fixed Rail Ladder Fall Protection Systems, which may not adequately protect workers who fall backwards or who squat and roll backwards into a fall while connected by a body harness to the trolley which slides along the vertical rail.

Particular to our review of the subject potable water storage facility is CSA-Z259.2.4-15 (R2020)– Fall Arresters and Vertical Rigid Rails (“2016 CSA Standard”). Generally, the revisions included in the 2016 Standard fall into 3 categories: (i) increased compatibility requirements between fall arresters, harnesses, and vertical rigid rail systems. These changes can primarily be found in sections 4.3.5, 4.4, and 4.5; (ii) the addition of 4 new mandatory testing requirements for rigid rail systems, which can be found in sections 5.3 through 6.4; and (iii) new marking requirements in sections 7.1, 7.2, and 7.3.

As per section 5.3.1, all new testing requirements must be met in order for the rigid rail system to be certified as compliant under the latest CSA Standard.

Landmark has followed up with the CSA Group in an attempt to determine the status of the existing FRL’s system compliance. In the case of fall arresters and vertical rigid rails, it appears that the current system has not been certified by the CSA Group with respect to the latest Standard.

Please refer to Quotation #19163 REV 2 for pricing to remove and replace the existing fall arrest system with Honeywell Safety Products – “Soll GlideLoc” which is compliant with the latest Standard.

This report has been prepared by Landmark Municipal Services for the Town of Smiths Falls in order to provide the facility owner with a detailed description of the following:

The present condition of interior and exterior coatings, any pitting and/or corrosion on the interior of the water retaining vessel, the apparent condition of exposed foundations and the status of and recommendations for upgrades on safety equipment and other facility appurtenances.

Landmark Municipal Services has not performed a design review, an ultrasonic, x-ray, or destructive and/or non-destructive testing unless stated in the report. Comments and recommendations are based on visual inspection only and represent Landmark's professional judgement in reference to industry standards and best practices. This report may be based on information provided to Landmark which has not been independently verified. Its accuracy is limited to the time period and circumstances in which it was made. It was prepared for the specific purposes described in the report.

Any estimates regarding construction costs represent Landmark's judgement in light of our experience. Since Landmark has no control over market conditions, we do not make any representations or guarantees whatsoever with respect to such estimates or their potential variance from actual construction costs or schedules. Landmark accepts no responsibility for any potential losses.

In the case of subsurface, environmental or geotechnical conditions, the report may be based on limited testing and on the assumption that such conditions are uniform and not variable either geographically or over time. Landmark makes no other representations or warranties whatsoever and accepts no responsibility for any events that may have occurred since the report was prepared.

3091 Harrison Court, Burlington ON L7M 0W4  
 Tel: (905) 319-7700 Fax: (905) 319-1373  
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**MULTI - LEGGED TANK INSPECTION REPORT**

<b>Landmark Contract No.</b> 40-24-0014	<b>Inspection Date</b> 13-May-24	<b>Last Known Inspection Date</b> 17-May-22
<b>Inspector</b> W. Clune	<b>Report Date</b> 19-Jun-24	<b>Inspected By</b> Landmark Municipal Services

**OWNER / CONTACT**

<b>Owner</b>	Town of Smiths Falls	<b>Contact</b>	<b>Jason Barlow</b>
<b>Project Location</b>	<b>Smiths Falls Multi-Legged Tank</b>	<b>Title</b>	Manager Water / Wastewater Treatment
<b>Address</b>	30 Old Mill Rd., Smiths Falls, ON	<b>Phone</b>	613-283-4124 Ext. 5501
		<b>Cell</b>	--
		<b>Email</b>	<a href="mailto:jbarlow@smithsfalls.ca">jbarlow@smithsfalls.ca</a>

**TANK DESCRIPTION**

<b>Engineer</b>	CBI / Horton	<b>Tank Capacity</b>	230,000 Imp. Gallons / 1045 m3
<b>Year Built</b>	1924	<b>Roof Type</b>	Self Supporting Welded Steel Dome
<b>Tank Type</b>	Multi-Legged (Riveted, Double Ellipsoidal)	<b>Tank Diameter</b>	57 ft. / 17.37 m
<b>Dwg's Available</b>	No	<b>Riser Diameter</b>	52 in. / 1.32 m
<b>Dwg's Reviewed</b>	No	<b>Grade to Bottom of Tank</b>	128 ft. / 39 m
<b>Coating System</b>	Epoxy / Urethane overcoat above catwalk	<b>Tank Height</b>	180 ft. / 54.86 m
<b>Lining System</b>	100% solids polyurethane	<b>HWL Elevation</b>	176 ft. / 53.64 m
<b>Age of Paint</b>	Unknown	<b>No. of Columns / Size</b>	6 / 15" Trellis Channel

**REPORT SUMMARY**

<b>Repairs Made During Inspection</b>	<b>Photo No.</b>	<b>Photo No.</b>
Inspection and repair of noticeable wet riser leaks	128-133	--
	--	--
	--	--

**Recommended Repairs**

<b>Siteworks</b>		<b>Accessories</b>	
Extend overflow away from foundation c/w spillway	22	Remove and replace all ladders	30, 70, 72
	--	Design, fabricate and install roof handrail	72, 78
	--	Design, fabricate and install wet riser guardrail	104

<b>Security</b>		<b>Fall Arrest System</b>	
Relocate antenna cables to tank leg	29, 38	Install new fall arrest system on new ladders	29, 70, 72
	--	Install Transfer 'D' rings on new roof handrail	78
	--		--

<b>Valve Chamber / Pit</b>		<b>Confined Space &amp; Rescue System</b>	
Surface prep and repaint valves and piping	9-20	Install rescue port base at valve pit or use tripod	6
	--	Install rescue port base at catwalk ladder	55
	--	Install rescue port base at roof access hatch	88

<b>Support Leg Foundations &amp; Anchorage</b>		<b>Exterior Balcony (Catwalk)</b>	
*See Separate Coatings and Linings Report	--	Extend balcony handrail to 42" (Currently 36")	54-68
	--		--
	--		--

<b>Support Structure</b>		<b>Coating &amp; Lining Condition</b>	
	--	*See Separate Coatings and Linings Report	--
	--		--
	--		--

Thank you for allowing Landmark Municipal Services to assist you in the maintenance of your elevated water storage facility.  
To maintain the integrity of your facility we recommend that you schedule your next:

<b>Safety Inspection and Report (SIR)</b>	<b>2025</b>	
<b>Clean, Inspect and Report (CIR)</b>	<b>2030</b>	
<b>Remote Inspection &amp; Report (RIR/ROV)</b>	<b>2027</b>	* 3 yrs. after CIR

Photo No.

**SITWORKS**

EXTERIOR VALVE PIT / BUILDING	Pit - Good	6-20
DRIVEWAY / WALKWAY	Grass - Good	1-4
OVERFLOW SPILLWAY	Fair - extend overflow away from foundation	20

**REPAIRS OR MAINTENANCE REQUIRED**

Extend overflow away from foundation c/w spillway

Photo No.

**SECURITY**

FENCE & GATES	Good	1-5
VERTICAL LADDER SECURITY	Good - Ladder gate present	27-29
HATCH LOCKS	Good	88

**REPAIRS OR MAINTENANCE REQUIRED**

Photo No.

**VALVE CHAMBER / PIT**

CONDITION OF VALVE CHAMBER / PIT	Good	6-20
CONDITION OF PIPING	*Fair	6-20
CONDITION OF VALVES	*Fair	6-20
VALVE PIT HATCH	*Size 24" x 24" Steel hatch	6-7
	*Condition *Fair	6-7
ARE THERE ANY INDICATIONS OF SETTLEMENT (EXTERIOR)?	No	--
IS THE CONCRETE IN THE PIT CRACKED, SPALLED OR LEAKING?	No	--
IS THERE ANY INDICATION OF PIPE MOVEMENT?	No	--

**REPAIRS OR MAINTENANCE REQUIRED**

\*See Separate Coatings and Linings Report

Photo No.

**SUPPORT LEG FOUNDATIONS**

HOW FAR DO THE FOUNDATIONS EXTEND OUT OF THE GROUND? (Support Legs)	0" - 48"	1-4
ARE THERE ANY INDICATIONS OF FOUNDATION SETTLEMENT?	No	--
IS CONCRETE OR GROUT CHIPPED OR CRACKED	Minor chipping	1-4
IS THE SOIL AT THE BASE SATURATED OR IS THERE PONDED WATER?	No	--
IS THERE ANY INDICATION OF UNDERGROUND PIPE LEAKAGE?	No	--
IS THE SOIL AT THE BASE SATURATED OR ERODED?	No	--
IS THE FOUNDATION UNDERMINED OR EXPOSED?	No	--

**REPAIRS OR MAINTENANCE REQUIRED**

Photo No.

**SUPPORT STRUCTURE**

STRUCTURAL CONDITION OF WET RISER?	*Poor - Corroded internally /Guardrail recommended	122-124
STRUCTURAL CONDITION OF SUPPORT LEGS?	*Poor	35-36
STRUCTURAL CONDITION OF STRUTS AND COLUMNS?	*Poor	32-33
STRUCTURAL CONDITION EXTERIOR TANK SURFACES	*Fair	44-49
STRUCTURAL CONDITION INTERIOR TANK SURFACES	*Poor	92-107

**REPAIRS OR MAINTENANCE REQUIRED**

\*See Separate Coatings and Linings Report

Wet riser guardrail recommended

Photo No.

**BALCONY / CATWALK**

CONDITION OF BALCONY FLOOR?	*Poor - Corroded	54-68
CONDITION OF BALCONY HANDRAIL?	*Poor - Only 36" tall	54-68
CONDITION OF SPLICES, SUPPORTS AND SHAFT CONNECTIONS?	*Poor - Corroded	54-68
DOES THE BALCONY FLOOR DRAIN?	Yes	54-68

**REPAIRS OR MAINTENANCE REQUIRED**

Extend balcony handrail to 42" (Currently 36")

\*See Separate Coatings and Linings Report

Photo No.

**ANCHORAGE**

ARE BASE PLATES DETERIORATED OR IN POOR CONDITION?	*Yes	1-4, 22
ARE ANCHORS, NUTS & BOLTS DETERIORATED OR IN POOR CONDITION?	No	--
ARE ANCHOR BOLT CHAIRS DETERIORATED OR IN POOR CONDITION?	*Yes	1-4, 22
ARE ANCHOR BOLTS TIGHT?	Yes	--

**REPAIRS OR MAINTENANCE REQUIRED**

\*See Separate Coatings and Linings Report

Photo No.

**ACCESSORIES**

<b>LADDERS</b>	* Ladder into valve pit	None	--
	* Ladder to catwalk	Poor - Only 13" wide (code is 16")	29-32
	* Ladder to roof	Poor - Only 13" wide (code is 16")	70-71
	* Ladder on roof	Poor - Only 13" wide (code is 16")	72, 78
	* Ladder into tank from roof	N/A	--
	* Ladder into tank from balcony	Poor - No side rails	103
<b>REST SEAT(S)</b>		Good - 2 pcs	34, 42
<b>ROOF HATCH</b>	* Size	36" x 36" Aluminum hatch	88-91
	* Condition	Good	88-91
<b>VENT</b>	* Type	16" S.S. Frostproof vent / vacuum relief unit	86-87
	* Condition	Good	86-87
<b>VACUUM RELIEF</b>	* Type	16" S.S. Frostproof vent / vacuum relief unit	86-87
	* Condition	Good	86-87
<b>PAINT RAIL / ROOF COUPLINGS</b>		None	--
<b>ROOF HANDRAIL</b>		None - Recommended	72, 78
<b>WET RISER GUARDRAIL</b>		None - Recommended	104
<b>WET RISER ACCESS FROM GROUND</b>		30" Bolted manway	109-111
<b>TANK ACCESS FROM CATWALK</b>		36" Bolted manway	58
<b>OVERFLOW PIPE (3" dia.)</b>		Fair - Extend away from foundation	22
<b>CATHODIC PROTECTION</b>		None	--
<b>AIRCRAFT WARNING LIGHTS</b>		None	--
<b>ANTENNAE</b>	* Anchorage / Mounting	Good	39,62,66,84
	* Cable Routing	Poor- Cables attached to ladder side rails	29, 38
	* Surveys / Warning Signage as per Safety Code 6: Health Canada	None	--
<b>LIGHTNING PROTECTION</b>		Good	85
<b>TANK GROUNDING</b>		Good	--
<b>MIXING SYSTEM</b>		*Yes - Hydrodynamic system	104, 115

**REPAIRS OR MAINTENANCE REQUIRED**

- Remove and replace all ladders
- Design, fabricate and install roof handrail
- Design, fabricate and install wet riser handrail
- Extend overflow pipe to driveway / spillway
- Relocate antenna cables to tank leg
- \*See Separate Coatings and Linings Report

Photo No.

FALL ARREST SYSTEM			
LOCATION	SYSTEM TYPE	COMMENTS	
* TO VALVE PIT	N/A	--	--
* TO CATWALK	Aluminum TS rail	Install new CSA certified fall arrest system	29
* TO ROOF	Aluminum TS rail	Install new CSA certified fall arrest system	70-71
* ON ROOF	Aluminum TS rail	Install 'D' Rings on new roof handrail	72
* TO TANK INTERIOR	N/A	--	--

**REPAIRS / UPGRADES OR MAINTENANCE REQUIRED**

Install new fall arrest system on new ladders

Photo No.

TRANSFER STATION 'D' RINGS			
LOCATION	YES / NO	CONDITION	
* AT VALVE PIT	N/A	--	--
* AT BOTTOM OF VERTICAL LADDER	Yes	Fair - Replace with S.S.	25
* AT TOP OF LADDER TO BALCONY	Yes	Fair - Replace with S.S.	53
* AT TOP OF LADDER TO ROOF	Yes	Poor - Replace with S.S.	72
* AT ROOF HATCH	Yes - Dismount post	Poor - Replace with S.S.	88-89
* AT CENTRE OF TANK ROOF	Same as above	--	--

**REPAIRS OR MAINTENANCE REQUIRED**

Install 8 pcs S.S. 'D' rings on new ladder and on roof handrail

Photo No.

RESCUE PORT BASES			
LOCATION	YES / NO	CONDITION	
* AT VALVE PIT	N/A	Required / Use tripod	--
* AT TOP OF LADDER (CATWALK)	No	Required	55
* AT SHELL MANWAY	Yes	*Fair	57
* AT ROOF HATCH	No	Required	88
* AT CENTRE OF TANK ROOF	N/A	--	--

**REPAIRS OR MAINTENANCE REQUIRED**

Install rescue port base at valve pit or use tripod

Install rescue port base at catwalk ladder

Install rescue port base at roof hatch



1



Item 9.6

2



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Item 9.6

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Item 9.6

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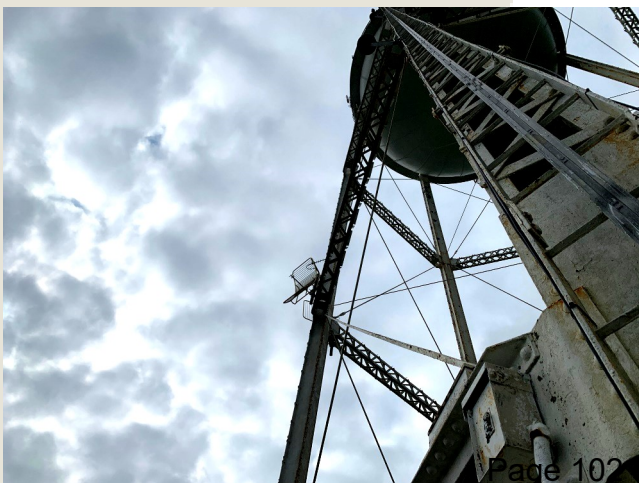
Move antenna cables to tank leg

29



Replace non-compliant ladder c/w new fall arrest system and 'D' rings

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Item 9.6

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Refer to Protective Coatings & Linings Report for recommendations

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37



Move antenna cables to tank leg

38



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*Refer to Protective Coatings & Linings Report for recommendations*

45



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Item 9.6

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Extend Balcony handrail to 42"

54



Install rescue port base at catwalk ladder

55



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Item 9.6

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Item 9.6

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Refer to Protective Coatings & Linings Report for recommendations

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Replace non-compliant ladder c/w new fall arrest system and 'D' rings

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Replace non-compliant ladder c/w new fall arrest system and 'D' rings

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Item 9.6

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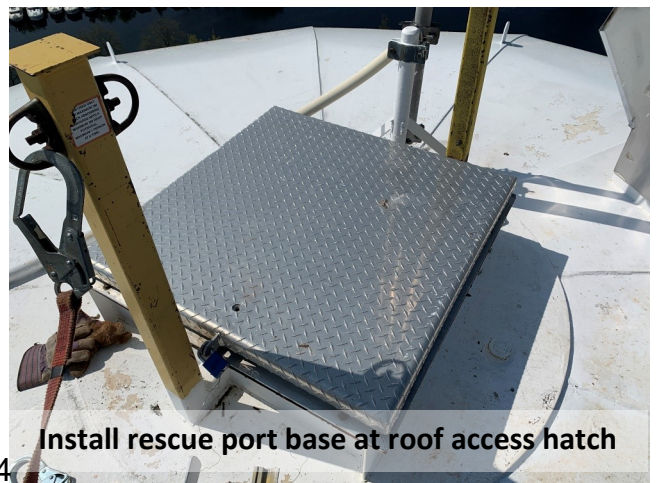
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Install rescue port base at roof access hatch

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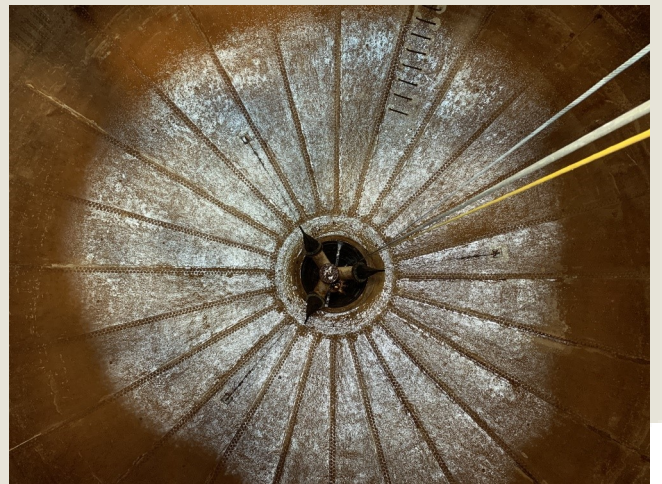


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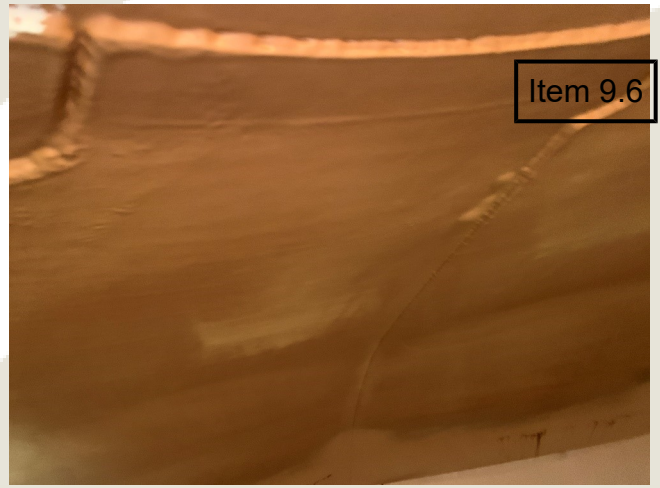
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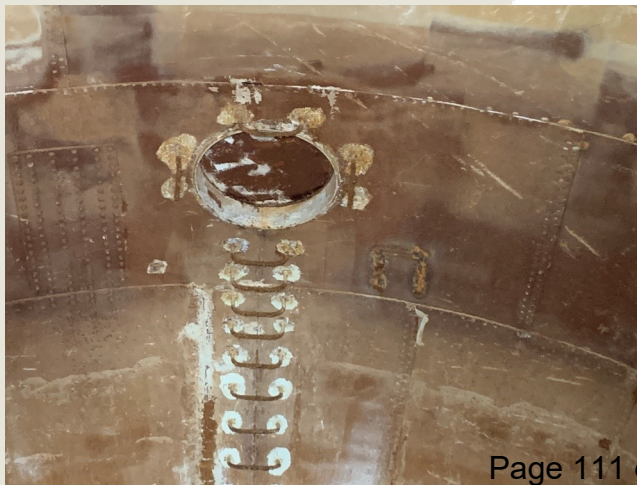
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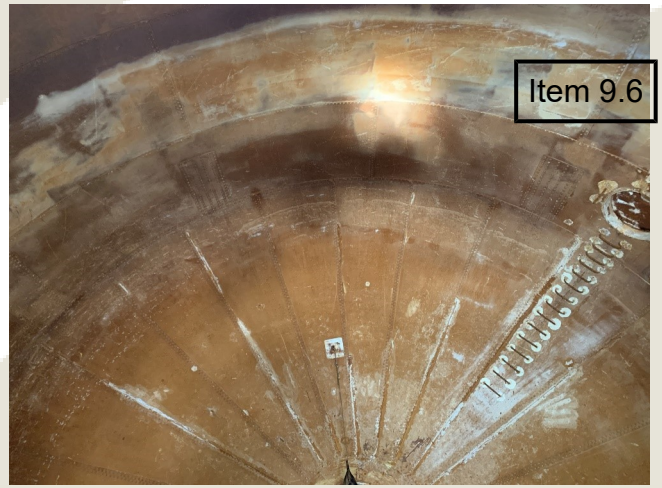


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Refer to Protective Coatings & Linings Report  
for recommendations



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Item 9.6

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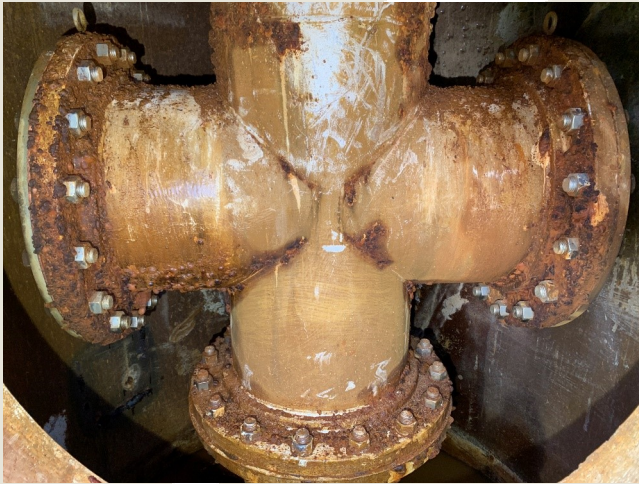


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Item 9.6

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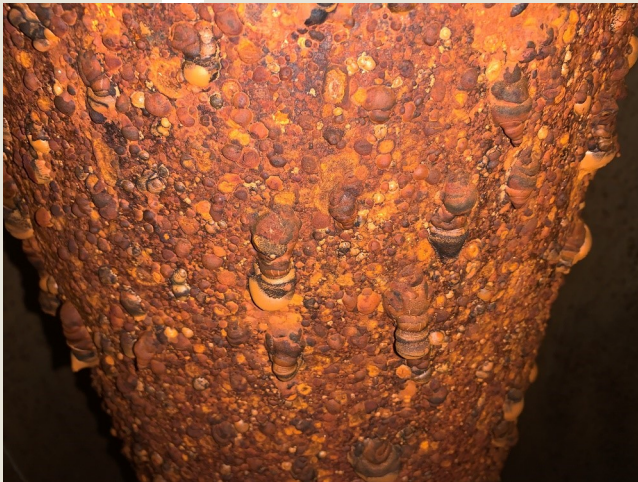


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*Refer to Protective Coatings & Linings Report for recommendations*

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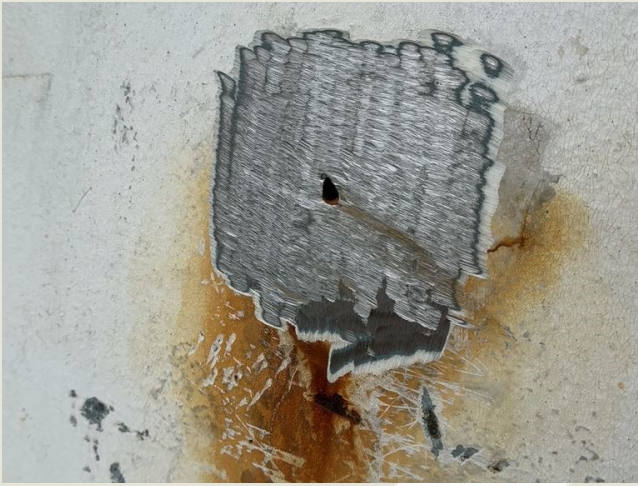


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**Leak Repairs Completed**

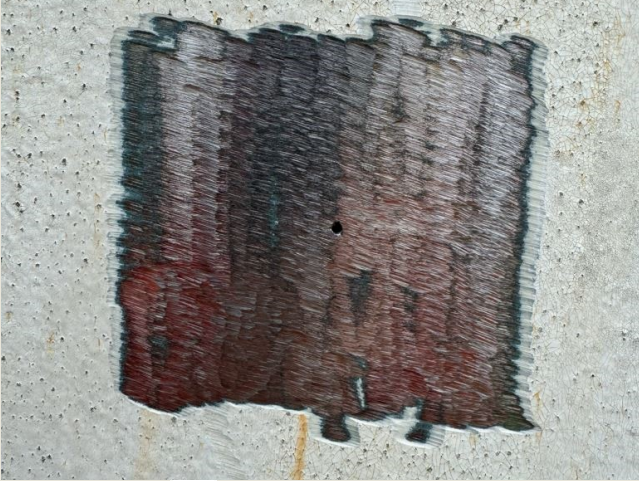
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June 19<sup>th</sup>, 2024

**Town of Smiths Falls**  
**Public Works & Utilities**  
43 Abbott Street North  
Smiths Falls, ON K7A 1W4

**Attn:** Jason Barlow – Manager Water / Wastewater Treatment  
[jbarlow@smithsfalls.ca](mailto:jbarlow@smithsfalls.ca)

**Tel:** 613-283-4124 ext. 5501

**Re: Job # 40-24-0014**  
**Cleaning, Inspection and Report (CIR) - Smiths Falls Multi-Legged Tank**  
**Protective Coatings and Linings Report**

Dear Jason,

A comprehensive inspection was performed at the above-mentioned potable water storage facility on May 13<sup>th</sup>, 2024. Interior surfaces were disinfected in accordance with AWWA C652-19 Method #2.

This letter is a summary of our findings and recommendations for the above-noted water storage tank regarding the general condition of the structure.

## Exterior

This tank is painted with what appears to be an alkyd coating system, although the tank above the balcony was overcoated a number of years ago with an epoxy / urethane system.

The coating system is in very poor condition, with severe weathering, alligator cracking and de-lamination on all structural members such as the anchorage bases, support legs and cross supports, balcony components, as well as on the tank body itself.

All of this paint has not prevented crevice corrosion from occurring between the riveted surfaces, which forces the steel plates to separate and then allows more moisture and subsequent corrosion to form. This corrosion also causes metal loss on the rivets themselves, which can lead to unexpected structural failures.

This is one of the main reasons why riveted construction methods are no longer used, as these structures have a finite lifespan limited to the effectiveness of coatings maintenance, and the faying surfaces between the steel plates cannot be surface prepared and re-painted to prevent further metal loss. Today's engineering and construction practices eliminate any of these unreachable 'dead areas' between structural steel members which, along with regular maintenance, can afford a much longer lifespan.

It can be assumed, because of its age of nearly 100 years, that there would be lead components in any of the finishes applied before the late 1980's.

The piping and valves in the below-grade valve pit are moderately corroded as is the valve pit hatch rim. The pit appears to flood occasionally and is stained with dirt and rust.

## Interior

The interior of this tank is lined with what appears to be a 100% solids polyurethane type of system which is in fair to poor condition. The rivetted construction of this tank provides many potential areas for corrosion to form as areas between the plates only require a pinhole for crevice corrosion to occur.

There are many corrosion cells below the water line, largely where Stress-Induced Plastic Deformation (SIPD) has caused the lining to thin out and then break over the edges formed by ionic displacement within the cold formed steel plates. Because of the cold forming used to create the double ellipsoidal shape of the bowl petals and the riser tube, there are large areas of SIPD, which appears as vertical and horizontal striations that appear to be painted-over corrosion pitting but are not. The relaxing of the crystalline structure of the formed steel and the designed-in diaphragmatic movement of the tank bowl weakens the structure and increases the possibility of plate perforation and leaks, as have been prevalent in the last number of years on this tank. In addition to the effects of SIPD on the plates themselves, the normal flexing of these surfaces also puts shear strain on the plate rivets, which although not observable or measurable, can lead to catastrophic seam failure.

### Next Steps:

The industry recognized lifecycle for an AWWA D100 (Welded Multi-Legged) is 80-100 years. This *riveted* tank, which was likely not built to any such strict standard, is 100 years old and continues to show signs of structural deterioration and severe coating failure. Several leaks have occurred over the last number of years and that is expected to continue as corrosion cells proliferate, especially on the wet riser interior. Additionally, the tank is undersized and does not provide sufficient fire flow or system capacity to serve the area.

It is not practical or economically feasible to repair an antiquated asset at a cost close to replacing it with a significantly better, larger capacity, state of the art-asset that is less expensive to maintain. Even after a complete refurbishment, this tank will still have areas of hidden corrosion, metal loss and age-related stress faults that cannot be addressed. These defects will affect its structural integrity and its estimated remaining lifespan could not be guaranteed. Rehabilitation could be considered cost prohibitive, as the refurbishment costs would be >\$2.0M.

This tank should be de-commissioned and replaced as soon as possible with a new AWWA D107 Composite Elevated tank. Construction is set to commence on the new tank in June /24, with anticipated completion and commissioning in the fall of '25. Until this time, we recommend inspecting the tank every 3-4 months (exterior visual inspection, interior ROV). The next inspection should take place prior to the Winter Season (September or October, 2024). Once the new Elevated Tank is in place, the older one should be demolished.

Yours sincerely,  
**LANDMARK MUNICIPAL SERVICES**



**David Baker** - AMPP Certified Coating Inspector – Level 2, CIP #36124  
[dbaker@teamlandmark.com](mailto:dbaker@teamlandmark.com)  
905-319-5462

June 19<sup>th</sup>, 2024

(Revised: September 22<sup>nd</sup>, 2022)

(Original: December 18<sup>th</sup>, 2019)

**Town of Smiths Falls**

**Public Works & Utilities**

43 Abbott Street North

Smiths Falls, ON K7A 1W4

**Attn:** Jason Barlow – Manager Water / Wastewater Treatment  
[jbarlow@smithsfalls.ca](mailto:jbarlow@smithsfalls.ca)

**Tel:** 613-283-4124 ext. 5501

**Re: Job # 40-24-0014**  
**Cleaning, Inspection and Report (CIR) - Smiths Falls Multi-Legged Tank**  
**Recommended Upgrades – Quote #19163 REV 2**

Dear Jason,

Landmark Municipal Services is pleased to provide budgetary pricing for the following repairs & upgrades at the above-mentioned potable water storage facility.

*Please note that HST is not included.*

**Siteworks**

- |  |                 |
|--|-----------------|
| 1) Extend Overflow pipe away from footing c/w spillway | <b>\$ 2,500</b> |
|--|-----------------|

**Valve Pit / Chamber**

- |   |                 |
|---|-----------------|
| 2) Clean pit, Surface prep and paint valves and pipes as required   | <b>\$ 7,500</b> |
| 3) Re-paint valve pit hatch cover                                   | <b>\$ 600</b>   |
| 4) Install fixed access ladder system for safe entry into valve pit | <b>\$ 3,000</b> |

**Exterior Balcony (Catwalk)**

- |   |                  |
|---|------------------|
| 5) Increase height of balcony handrail to 42" min. (Currently 36")        | <b>\$ 18,600</b> |
| – Includes shop blast and prime of new material as well as field coatings |                  |
| – Includes reinforcement of existing vertical posts                       |                  |

**Accessories**

- 6) Ladder & Fall Arrest System Upgrades:

Fixed access ladders are non-compliant to current standards whereas the rung lengths (inside to inside of side rails) are 13". The minimum required rung length by current

standards is 16". In addition, rung diameters are 5/8" dia. (code requirement is 3/4" dia. minimum) and the existing fall arrest system is over-coated in many areas and should be replaced as this prevents the fall arrest trolley from freely gliding along the track.

Ladder to Catwalk upgrades: **\$ 102,500**

- Remove and dispose of existing ladder system
- Supply and Install (S&I) new 16" wide galvanized ladder system & support brackets
- S&I new aluminum fixed rail fall arrest system compliant to current CSA Standards c/w end stops (Honeywell Soll GlideLoc)
- Remove and replace 'D' rings with S.S.

Ladder to tank roof upgrades:

- Remove and dispose of existing ladder system
- S&I new 16" wide galvanized ladder system & support brackets
- S&I new aluminum fixed rail fall arrest system compliant to current CSA Standards c/w end stops (Honeywell Soll GlideLoc)
- Remove and replace 'D' rings with S.S.

Ladder on Tank Roof upgrades:

- Remove and dispose of existing ladder system
- S&I new 16" wide galvanized ladder system & support brackets
- S&I new aluminum fixed rail fall arrest system compliant to current CSA Standards c/w end stops (Honeywell Soll GlideLoc)
- Remove and replace 'D' rings with S.S.

7) Design, fabrication and installation of a complete roof handrail system: **\$ 25,000**

- Includes shop blast and prime of new materials as well as field coatings
- Top rail, mid rail and kickplate
- 'D' rings will be provided at each vertical post

8) Design, fabrication and installation of interior handrail system around wet riser **\$ 7,200**

- Includes shop blast and prime of new materials as well as field coatings
- Top rail, mid rail and kickplate

### **Confined Space and Rescue**

9) Rescue port base required at hatch to valve pit (or use tripod) **\$ 3,500**

10) Rescue port base required at top of ladder at catwalk **\$ 4,500**

11) Rescue port base required at tank roof hatch **\$ 3,500**

### **Periodic Inspection**

12) To provide remote inspection and report (ROV) **\$ 2,500**

### **Structural Rehabilitation, Coatings and Linings**

13) Scaffold and Hoarding **\$ 600,000**

- 14) Lead abatement, full removal and replacement of existing coatings and linings \$ 1,200,000
- 15) **Budget Allowance for Structural Repairs and Rehabilitation** \$ 200,000
- 16) Geotechnical Investigation and potential foundation upgrades \$ 100–250,000

*\*Quotation is confidential and shall not be distributed or included in any public tender documentation without Landmark’s knowledge and written approval.*



# Landmark Coatings

## Specialty Mobile Operations

Uncompromising commitment to safety. World class technical skill. Go-anywhere mobility. Landmark delivers factory applied quality to your site.



 **LANDMARK**  
Elevating Expectations

Developed and refined throughout 25 years of storage tank coatings and lining work, Landmark's specialty crews work wherever you need them...on projects that we design, fabricate and build, or on existing infrastructure requiring repair and recoating. The Society for Protective Coatings (SSPC) has recognized our technical skills and processes with their prestigious QP-1 certification, so you can rely on thoroughly tested multi-craft services on the most demanding jobs, with the added benefits of uncompromising safety and nationwide mobility.

**We work in a wide range of applications for the private sector, the military and municipal authorities:**

- Industrial facilities
- Oil and gas exploration and production
- Terminals
- Aircraft fueling facilities
- Petrochemical plants
- Lead abatement
- Water and wastewater



Landmark's uncompromising commitment to safety protects people, property and the environment. We apply equally rigorous standards for all locations, require ongoing training and testing for all crews, and utilize site evaluations, Hazard Identification and Risk Assessments (HIRA) and root cause analysis to continually drive performance improvement. Landmark employs the best available safeguards for the job, such as advanced, self-contained respiratory equipment on many applications. And we stay at the forefront of best practices and efficient reporting with our membership in ISNetworld. Core values and comprehensive safety and health programs, along with SSPC C-3 accreditation for de-leading steel structures, safeguards against environmental impact.

**Skill**

Landmark's technical capabilities start with specification assistance, based on in-depth knowledge of industry suppliers and their latest products, and insights from our own operations. Our crews are fully equipped to perform surface preparation and coatings work on virtually any type of steel structure, utilizing a broad array of coatings including polyurethanes, 100% solids and fiberglass reinforced systems. Our crews perform all coatings work in accordance with the Landmark Quality Assurance Manual for Surface Preparation and Coating. They are trained to implement all of the required process controls and conduct workmanship inspections to meet or exceed all applicable standards and client expectations.



Routine quality evaluations include but are not limited to:

**Item 9.6**

- Measurement of environmental conditions
- Verification of surface cleanliness prior to coating or lining
- Wet and dry film thickness measurement
- Holiday testing (low or high voltage, depending on lining thickness)

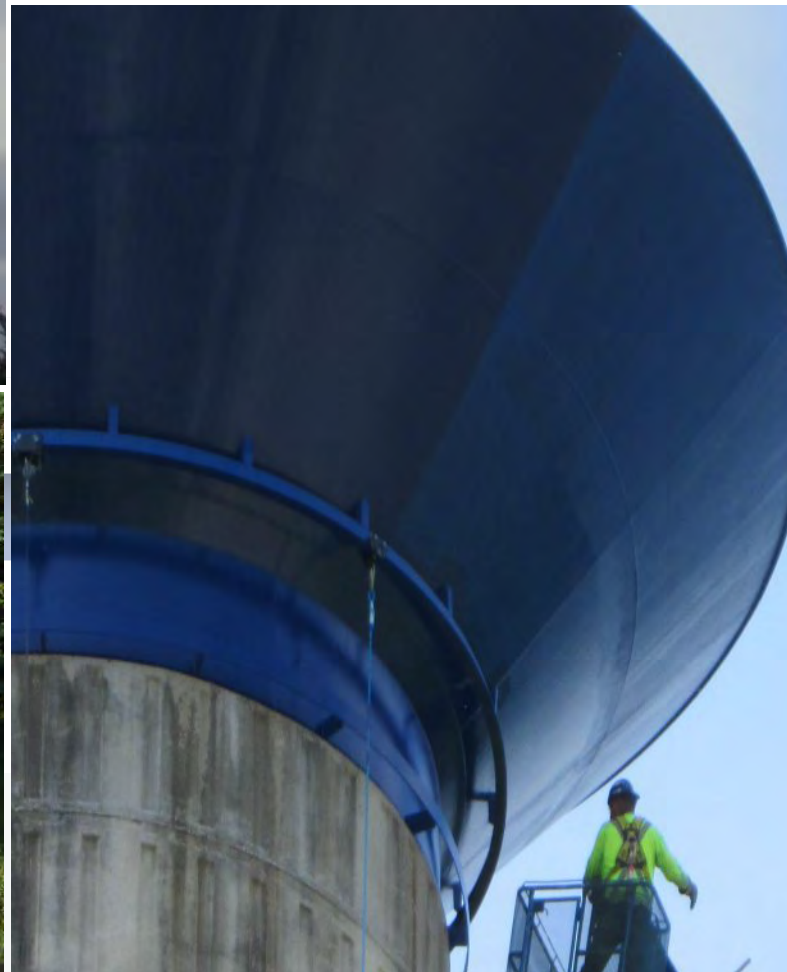
*Daily logs track all inspection activity, and are available upon request.*

Specialized equipment enables Landmark to manage dehumidification on work in enclosed spaces such as tank lining and recoating, and to protect the environment with blast media recycling and a full or partial containment on exterior surface preparation and coating. In addition, site specific plans for environmental monitoring, hazardous material management, and disposal of wastes are developed for all tank rehabilitations where existing coatings contain toxic metals. And for high-profile projects with community impact, Landmark has perfected the art of translating even the most intricate graphics to the public stage with precise reproduction. The utilization of dust collection systems ensures complete extraction of dusts for not only a cleaner surface prior to paint application, but as well as containment of dusts generated. This provides necessary air exchanges for confined space work.

**Mobility**

Landmark capabilities are completely mobile for deployment nationwide or beyond, without limitations. Specially outfitted trailers move containerized equipment to the project site, and then serve as mobile command centers for the crews. All required assets are at hand, coordinated with local supply lines as appropriate.





You can count on Landmark Mobile Specialty Coatings to reliably protect your investment and extend the life of critical infrastructure. Contact us today to discuss the best solution and a quote on your next project.



Landmark Municipal Services ULC  
3091 Harrison Court  
Burlington, Ontario L7M 0W4  
Phone 905.319.7700 Fax 905.319.1373

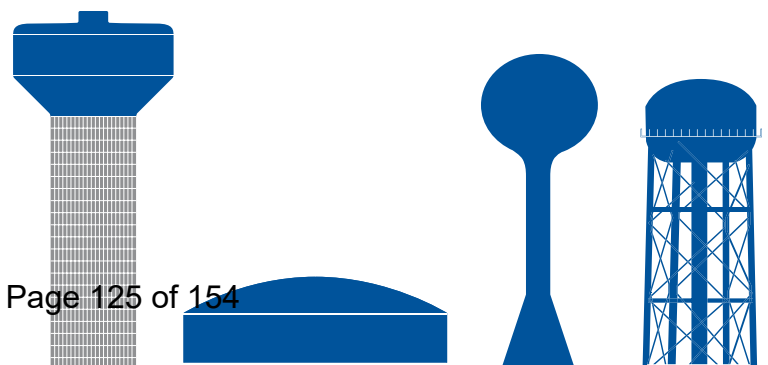
[www.teamlandmark.com](http://www.teamlandmark.com)

# Municipal Services

**Storage Tank Maintenance**  
**Extend Service Life**  
**Single Source Responsibility**



Expert Inspection, Maintenance And Repairs  
For All Types Of Water Storage Tanks



# Expert inspection, maintenance, and repairs for all types of water storage tanks

- Safe, efficient, issue-free operation of your water storage infrastructure
- Full compliance with all applicable regulations across Canada

Landmark Municipal Services (LMS) brings more than 30 years of insight and innovation in water storage to owners and operators of tanks and systems of all types. Our complete range of services and packages provide predictability, continuity and flexibility for this essential function of municipal governments.

## Inspections

Regular, scheduled inspections are critical for long-term efficiency. LMS conducts various types of inspections, all with comprehensive reports detailing repairs performed or recommended and upgrade requirements, with photo documentation and related cost estimates.

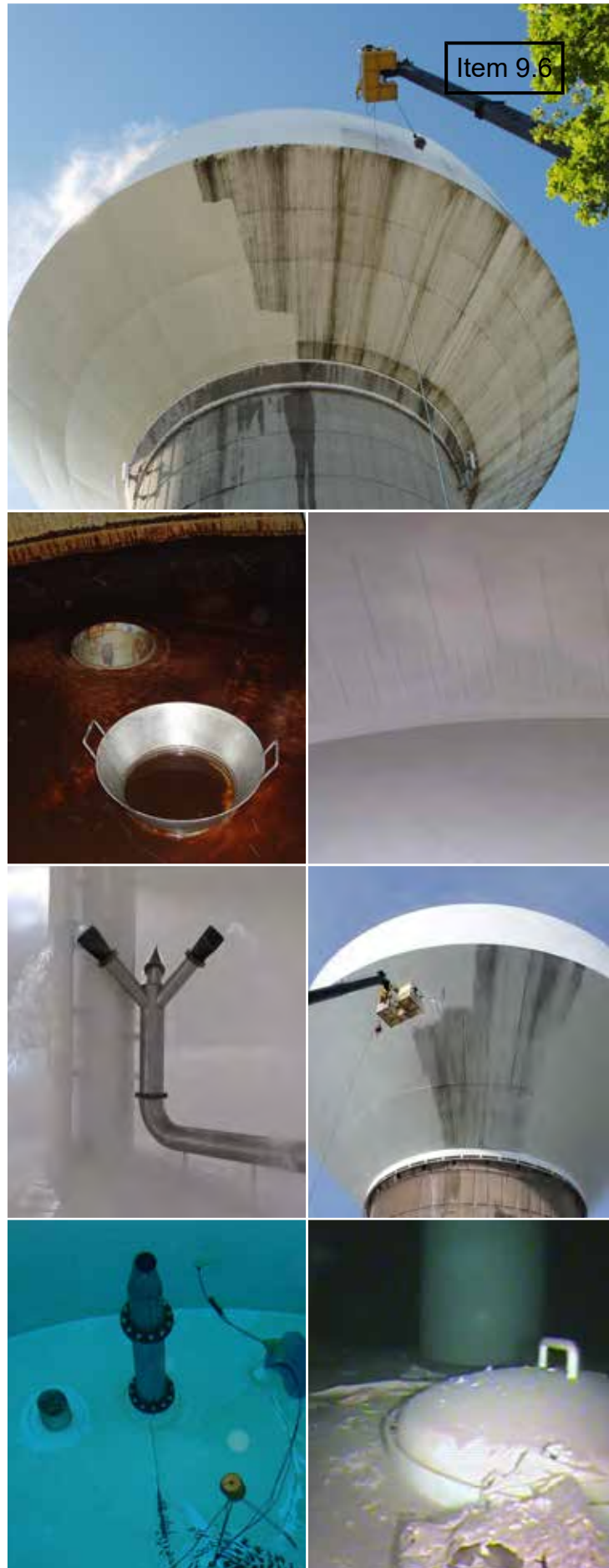
**CIR: Clean, Inspect & Report:** AWWA (American Water Works Association) recommends that water storage tanks be washed out and inspected on a minimum three-year cycle.

**SIR: Safety Inspection & Report:** A thorough interior and exterior review of structure and operations for compliance with applicable government regulations.

**ROV: Remotely Operated Vehicle:** ROV inspections eliminate the inconvenience and expense of taking your tank out of service. LMS provides real-time, in-water evaluations with a remotely operated vehicle.

LMS inspections provide a complete review of all critical factors:

- |                     |  |
|---------------------|--|
| • Site works        | • Metal conditions                     |
| • Foundations       | • Exterior coatings                    |
| • Support structure | • Interior linings                     |
| • Ladders/landings  | • Antenna and communications equipment |
| • Accessories       | • Safety and rescue equipment          |
| • Valves and piping |  |



## Safety Upgrades and Training

LMS can provide safe access and rescue systems that meet or exceed the requirements of the Occupational Health & Safety Act for “vessel entry and rescue” as well as “fall arrest.”



## Tank Modifications

Skilled LMS professionals provide practical, proven and fully engineered modifications for all types of storage tanks, leveraging experience as one of the leading tank builders in North America. Our vertical integration adds design, fabrication and coatings expertise when needed, with single source management and responsibility.



## Coatings and Linings

LMS services include all surface preparation and recoating of all interior and exterior areas. Options range from spot preparation to total blast cleaning with full containment for environmental protection. All lining materials applied to interior surfaces are ANSI and NSF 61 approved.





### Inspections:

- Clean, Inspect & Report (CIR)
- Safety Inspection & Report (SIR)
- Remotely Operated Vehicle (ROV)

### Safety:

- Confined space
- Fall arrest
- Training

### Maintenance:

- Tank Asset Management Program (TAMP)
- Annual programs
- Coatings/linings

### Lightning Protection:

- Design
- Installation
- Inspection

### Antenna and Communications Systems

- Design
- Structural fabrication & installation
- Inspection

### Demolition

- Partial
- Total

### Modifications

- Engineering
- Tank hydrodynamic mixing systems
- Site works
- Balconies/handrails
- Manholes
- Hatches
- Venting and vacuum relief
- Welding and fabrication
- Electrical/instrumentation
- Heat trace
- Insulation and cladding
- Security systems

Landmark delivers consistent, high quality results.

Contact us today to discuss the best solution for your next project.



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Burlington, ON L7M 0W4 • 905.319.7700 Phone  
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### Report # 2026-058

To: Mayor and Council  
 From: Karl Grenke, Manager of Development Services  
 Date: April 23, 2026  
 Committee of the Whole Date: April 27, 2023  
 Title: Bill 98- Building Homes and Improving Transportation Infrastructure Act

- For Direction
- For Information
- For Adoption
- Attachments

**Recommendation:**

**THAT Council receives Report #2026-058, titled “Bill 98 – Building Homes and Improving Transportation Infrastructure Act” for information and directs staff to provide comments to the Ministry through the applicable Environmental Registry of Ontario posting.**

**Purpose:** To advise Council of proposed changes to the Planning Act and other legislation and provide staff’s assessment of the pertinent changes. This report can guide the preparation of a formal submission to the Province through their consultation portal.

**Background:** On March 30, 2026, the Province introduced Bill 98, Building Homes and Improving Transportation Infrastructure Act, which contains changes to several statutes, including the Planning Act and Development Charges Act. While many changes focused on the administration and approvals process surrounding transit in large urban centres, broader planning process changes are also included.

Bill 98 follows up on and implements some of the reforms introduced in 2025 through Bill 17 (Protect Ontario by Building Faster and Smarter Act) and Bill 60 (Fighting Delays, Building Faster Act). All of these are linked to the Province’s target of seeing the construction of 1.5 million new homes by 2031. The Province’s briefing presentation identified the following objectives in the legislation:

- *Enable the government to make public transit more convenient, consistent and connected for customers by simplifying fares, improving transit across municipal borders and enhancing specialized transit service across the Greater Toronto and Hamilton Area (GTHA) through future regulations;*
- *Make it easier to obtain technical and engineering reviews from municipalities for provincial transit projects, allowing transit projects to proceed faster;*
- *Reduce barriers to homebuilding and increase economic efficiency by creating a simplified and standardized format for official plans and clarifying and streamlining site plan rules;*
- *Reinforce the government’s clear commitment to public ownership with the Public Utility model, while helping Peel transition to this model;*

- *Increase public transparency by consulting on the disclosure of development charges and other hidden costs directly in agreements of purchase and sale.*

In some instances, the Bill proposes new Regulation-making powers to the Ministry on certain matters, which means that the impacts of the Bill cannot be fully assessed until those powers are used.

The proposed amendments are posted on the Regulatory Registry of Ontario and open for public comment until May 14, 2026.

**Analysis and Options:** Council is invited to provide feedback on any or all of the proposed changes brought forward through Bill 98. This report summarizes key changes and provides staff remarks on key themes, focussing on those which directly impact the Town of Smiths Falls. If so directed by Council, staff can formalize these comments in a formal submission to the province in advance of the deadline.

## 1. Proposed Changes to Planning Act

### Standardized Official Plans

The Province has introduced a draft table of contents and standard structure for lower tier and single tier official plans, which would come into force on January 1, 2029 and would apply to new or comprehensively updated official plans following that date.

A new Schedule I of the Planning Act requires that official plans include 10 standard chapters with standardized subsections:

- Introduction and How to Use this Plan
- Strategic Planning Framework
- Indigenous Engagement
- Settlement Area Structure and Growth Needs and Management
- Residential and Mixed Uses
- Economy and Employment Areas
- Rural Areas and Agricultural System
- Infrastructure, Facilities and Community Services
- Local Landscape and Resource Management
- Implementation and Interpretation
- Schedules (Maps);
  - A1 Settlement Boundaries, Urban/Rural Structure and Provincial Plans
  - A2 Strategic Growth Areas and Intensification Areas
  - A3 Land Use Designations
  - B1 Transportation and Corridors
  - B2 Infrastructure
  - B3 Public Service Facilities, Parks and Open Space
  - C1 Natural Environment
  - C2 Water Resources
  - C3 Resource Potential
  - C4 Natural and Human-made Hazards

Bill 98 also proposes a standardized set of 12 land use designations, which would be the only land use designations that can be used, and a range of uses that must be authorized within these designations. Additional uses can potentially be prescribed by the Minister.

- **Neighbourhoods**, permitting residential uses, small-scale commercial uses, institutional uses (including cemeteries), and other uses as prescribed.
- **Mixed-Use Areas**, permitting residential uses, commercial uses, institutional uses (including cemeteries), industrial, manufacturing and small-scale warehousing uses that could be located adjacent to sensitive land uses without adverse effects, and other uses as prescribed.
- **Mixed-Use Commercial Areas**, permitting industrial, manufacturing and small-scale warehousing uses and other uses as prescribed. Commercial and institutional uses are permitted only if they are not sensitive land uses.
- **Employment Areas**, permitting the uses permitted in areas of employment, as defined in the *Planning Act*.
- **Major Facilities**, permitting manufacturing uses, industrial uses, infrastructure uses, and other uses as prescribed.
- **Parks and Open Spaces**, permitting recreational uses, cemetery uses, and other uses as prescribed.
- **Natural Environment and Water Resource Areas**, permitting conservation uses and other uses as prescribed.
- **Resource Areas**, permitting resource extraction uses.
- **Rural Lands**, permitting residential uses, small-scale commercial uses, small-scale industrial uses, agricultural and agriculture-related uses, on-farm diversified uses, resource management uses, resource-based recreational uses, cemetery uses, and other uses as prescribed.
- **Prime Agricultural Areas**, permitting agricultural and agriculture-related uses, on-farm diversified uses and other uses as prescribed.
- **Specialty Crop Areas**, permitting agricultural and agriculture-related uses, on-farm diversified uses and other uses as prescribed.
- **Shoreline Areas**, permitting marina uses, recreational uses, residential uses, and other uses as prescribed.

The overall intent behind this standardization is to make official plans shorter, clearer, more consistent between municipalities and ultimately more permissive. While official plans must carry forward the policies and content of the Provincial Planning Statement (PPS), municipalities currently have a lot of flexibility in terms of how they do that. In practice, the Town’s Official Plan already includes policies, land use designations and administrative provisions that address most of the above, although it may be organized differently.

Staff Comment: Standardization is supported in principle, however there needs to be an allowance for some degree of community specific differentiation and autonomy as urban and rural contexts vary throughout the province. For example, the draft Official Plan introduces “Downtown Fringe” and “Downtown Waterfront” designations to address locally specific economic and housing needs. Our opinion is that these approaches are PPS compliant, and can probably fit within a new “mixed use areas” designation, however the practical implication of this change will only become apparent through the future Ministerial approval process of the next official plan.

Additionally, it appears that “hazard lands”, including floodplains, unstable slopes and other constrained areas such as intake protection zones are not included within the above. While these may be intended to be incorporated within the “Natural Environment and Water Resources Area”, it should be made clear how these necessary considerations are accommodated. Subject to this, and for the sake of organizational expediency, it would be

helpful if the mandatory contents be framed as an “upset limit” that allows municipalities to include less. For example, it is unlikely that “Resource Areas” or “Specialty Crop Areas” would be designations that are applicable within the Town’s municipal boundary. Item 9.7

While the Town’s new Official Plan will not be subject to Bill 98, planning staff and Dillon consultants will meet in the coming week to assess opportunities for section realignment or reorganization in order to facilitate the eventual transition to the new framework, while avoiding any delays in completing the current project.

### Streamlining Complete Application Requirements

The province is proposing a regulation under the Planning Act that would create a standardized list of the only information and material municipalities may require for a planning application to be deemed complete. The list is divided into Core Studies (always eligible to be required) and Contingent Studies (only allowed when specific on-site or contextual conditions exist).

Core studies, which the municipality would be able to ask for to support any application (although not all would necessarily apply each time) are:

- Environmental impact statements;
- Environmental site assessments;
- Functional servicing reports;
- Hydrogeological reports;
- Geotechnical reports;
- Planning justification reports; and
- Transportation impact studies.

Contingent studies include a range of technical studies, most of which are already identified in the Town’s Official Plan that assess context specific technical items:

- Aeronautical report;
- Aggregate/Minerals/Petroleum Resource Impact Assessment;
- Agricultural Impact Assessment;
- Air Quality/Odour Study;
- Arborist Report
- Archeological Assessment;
- Contaminant Management Plan;
- Cultural Heritage Impact Assessment
- Economic Viability Assessment;
- Electromagnetic Field Management Plan;
- Financial Impact Analysis;
- Human-made Hazard Impact Study/Assessment
- Lakeshore Capacity Assessment/Water Quality Impact Assessment;
- Minimum Distance Separation Formulae Assessment;
- Natural Hazard Impact Study/Assessment;
- Noise/Vibration Study;
- Rail Safety and Risk Mitigation Report;
- Servicing Options Report;
- Wildland Fire Assessment;
- Wind Study

Of note, urban design rationales or similar documents are not included. The Provinces' goal is to reduce variation across municipalities, increase predictability for applicants, and support faster planning approvals. Item 9.7

If approved, changes to the “complete application” provisions of the draft Official Plan would likely need to be made.

These changes build upon amendments made through Bill 17 that proposed to narrow the municipal ability to request supporting studies. Previously, the Act and its implementing Regulations were also amended to require that municipalities accept studies from professional engineers when determining a complete application. This acceptance will “start the clock” on review. Municipalities can still review and request changes, however be subject to timelines. The Province is considering adding new professions to this list. Staff do not have concerns with the addition of new professions, however would emphasize that the regulation should clarify that prescribed professionals can only submit reports under their prescribed area of expertise.

**Staff Comments:** The Department’s current practice is to consider most of the above noted studies to be “contingent” already and only request them when required by policy or site context. One notable omission from the “contingent” list is a lighting/photometrics plan, which is usually a site plan submission requirement when a new parking area is proposed. A lighting plan would confirm Council’s intent for dark skies compliant development, and also minimize lighting impacts on neighbouring residents. Removal of this requirement, if confirmed, would hinder the Town’s ability to implement compatibility.

In staff’s experience, the scope of many of these studies rather than their presence or absence is what drives the concern that project and development requirements vary across communities. Staff would strongly encourage the Province to consult with professional organizations and municipalities to develop Terms of Reference for these studies. Standardized Terms of Reference would establish consistent and predictable study requirements, and also support the work of smaller development departments that do not have the in-house technical staff or expertise to do this work.

### Minimum Lot Sizes

Bill 98 proposes an amendment to Section 34 of the Planning Act to authorize the Ministry to establish a minimum residential lot size for serviced urban lands and also proposes a regulation establishing that lot size at 175 square metres (1,884 square feet). This would supersede existing zoning requirements. Municipalities would be further prohibited from adopting overly restrictive frontage or depth requirements as a means to circumvent the lot size requirement.

The Province indicates that this change is intended to increase housing options and expand access to homeownership. The Town’s Zoning By-law currently has a minimum lot size of 420 m<sup>2</sup> (4,520 ft<sup>2</sup>) for most single detached dwellings, with smaller requirements for interior townhouse lots (150 m<sup>2</sup> / 1,614 ft<sup>2</sup>) and larger lot size requirements for duplexes, triplexes and larger developments. If this comes into effect, the Town would need to amend many performance standards, including potentially driveway width, lot coverage, landscaped open space and setback requirements to cohesively incorporate these changes.

**Staff Comment:** Staff are supportive of the principle of more compact housing forms and increased density in serviced areas as a responsible and efficient planning approach. This principle is guiding the introduction of more intensification-friendly policies in the draft Official Plan. Unfortunately the legislation as drafted is not clear whether it is intended to apply only

for single detached dwellings or for other housing types, which may have their own unique considerations and which may practically require more land. Further, a universal standard can complicate unique local challenges, including stormwater management, drainage and parking. The practical impact of this would be that more proof-of-concept work, including potential design and site planning would likely be required prior to a severance being approved. Depending on the location and the housing form, snow storage and landscaping may be significantly constrained on a lot this size.

Restriction of Green and Enhanced Development Standards

Bill 98 proposes amendments to limit municipal authority to require “enhanced development standards”<sup>1</sup> and other sustainable site design requirements at various stages of planning approval:

- Proposal to specifically exclude enhanced development standards as a condition of land division (ie. Severance) approvals, unless specifically required for health, safety, accessibility or protection of adjoining lands.
- Clarify that zoning cannot be used to require sustainable elements;
- Remove “sustainable design” as a submission requirement in site plan approval, and specifically exclude “standards for the protection or conservation of the environment” from the scope of site plan approval. Design requirements would be limited to those in place for reasons of health, safety, accessibility or protection of adjoining lands.

This carries forward previous provincial direction that limits municipalities’ ability to implement mandatory green development standards. Through these changes, the Province intends to eliminate inconsistent local design requirements, reduce development costs, and shift enhanced design elements to a voluntary rather than mandatory framework.

Staff Comments: The draft legislation, as we understand it, does not appear to be very clear on what is considered to be a sustainable tool. The Town does not routinely enforce mandatory enhanced development standards as a severance condition (unless to respond to a unique and specific circumstance), however matters such as landscaping, stormwater management and other site design provisions are commonly negotiated in a site plan approval. Some such provisions are implemented as conditions of environmental impact study approvals, which are required under PPS and Official Plan policies, so their future enforceability is uncertain. Many such site design provisions do bring forward environmental and sustainability benefits, however they also bring forward health benefits (tree canopy) and protect adjoining lands (low impact development, landscaping, etc). It appears that if there is a corollary benefit to “green” improvements, then the Municipality can likely continue to require the design. This emphasizes the broader public benefit in supporting thoughtful and high quality site design. In terms of zoning, Bill 98 would likely effectively invalidate the electric vehicle parking requirements set out in the 2022 Zoning By-law.

Standardizing Parkland Requirements

The province is proposing regulatory changes to implement outstanding parkland dedication provisions previously adopted under Bill 23, but not yet in force. The proposed regulation intends to standardize parkland dedication requirements and also expand the types of land that may be used to satisfy parkland dedication requirements, including encumbered lands and Privately Owned Publicly Accessible Spaces (POPS). These are subject to prescribed criteria that would exclude contaminated lands, hazard lands and lands in and adjacent

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<sup>1</sup> The Province identifies these to include permeable surfaces, landscaping requirements, infiltration, etc.

natural features, so long as the park would not compromise those features. The lands would need to be accessible, visible and of a size and shape capable of being used as a park. Item 9.7  
Owner/developer-initiated parkland conveyances may be accepted or refused by the municipality; and where refused, such refusals can be appealed to the Ontario Land Tribunal.

**Staff Comment:** The Town's existing and draft Official Plan include parkland requirements that are similar in intent to the criteria identified above, with the exception of the new allowance for POPS. As a best practice, when the need for parkland is identified in a subdivision approval, the location is selected based on a collaborative process, however the risk with a developer-initiated process and somewhat broad regulatory terms is that the municipality may be compelled on appeal to accept parkland that otherwise may not meet the broader community interest. In such a case, Council may wish to consider taking cash-in-lieu.

### Other Consultations

The Province is also consulting on potentially further reaching changes to the Planning Act, including:

- Clear and consistent frameworks for identifying and administering secondary plans and area specific policies within the broader official plan framework.
- Potential wholesale reform of the site plan process altogether, including assessing its potential elimination, limits on the number of circulations, limits on scoping application review, different streams of approvals and moving to an arbitration process as an alternative to an OLT appeal.

At this point there are no specific proposals presented. Council will be apprised if these consultations result in future planning process changes.

## **2. Building Code Act**

Bill 98 proposes an amendment to the Ontario Building Code Act to clarify that municipal by-laws cannot prescribe construction standards aimed at environmental protection or conservation. The Chief Building Official advises that this would not affect any current municipal by-laws. It will prohibit, for example, the potential implementation of green building standards.

The Province has previously announced the upcoming formation of an independent advisory group to undertake a comprehensive section-by-section review of the Ontario Building Code to modernize and streamline requirements. This review is at its early stages.

## **3. Development Charges**

Bill 98 proposes one substantive amendment to the Development Charges Act, which would exclude "not-for-profit" retirement homes from development charges. This builds upon earlier changes that previously excluded long-term care homes and affordable housing from development charges.

The same day Bill 98 was released, the Canada-Ontario Partnership to Build was announced, which comprises an \$8.8 billion infrastructure program, split between the Province and Federal government, that would pay for the cost of developing housing related infrastructure. The premise of the program is that participating municipalities would in turn reduce their development charges by up to 50%, thereby reducing the overall cost of a housing development. At this time it is understood that this funding would be prioritized to

a yet-unidentified list of municipalities that have high development charges and significant expectations for growth. Program parameters have not yet been determined, including the timing of access and funding, and how (or whether) the reductions can be passed to home buyers. Council will be apprised if this program ends up presenting an opportunity for the Town of Smiths Falls.

Summary

The changes brought forward continue a broad shift towards standardization, streamlining and increased provincial oversight on the development approvals process. The changes respond to many concerns that have been conveyed from industry across the province. An initial assessment reveals a number of positive changes that can simplify development, however some require additional consideration as it relates to unanticipated impacts on the community.

While staff acknowledge the intent behind these changes, as a general statement we note that the pace and scope of changes to the approvals process has been rapid and consistent. With significant legislative or process changes occurring a few times each year, there has been little opportunity to reflect on how each individual change has impacted the system as a whole, and whether it has had the desired impact. Additionally, staff, elected officials and our partners in the development community have had to catch up and routinely relearn legislative and regulatory frameworks, which has resulted in unintended challenges in the approvals process. Should Council wish to provide comment to the Province on Bill 98, staff respectfully suggest that the comment includes a request that the Province pauses future changes to the planning framework to allow municipalities to adapt their plans and processes to implement changes made to date, as well as assess their impacts.

**Budget/Financial Implications:** The proposed changes to the Planning Act and other legislation would likely have minimal direct financial implication.

**Link to Strategic Plan:** N/A

**Existing Policy:** *Ontario Planning Act, Building Code Act, Development Charges Act, Provincial Planning Statement*

**Consultations:** Chief Building Official; Treasurer/Director of Corporate Services; Lanark County Planners group; Dillon Consultants

**Attachments:** N/A

**Notes/Action (space for Council Member’s notes):**

Respectfully Submitted:  
*Original Copy Signed*  
Karl Grenke RPP, MCIP  
Manager of Development Services

Approved for agenda by CAO:  
*Original Copy Signed*  
Malcolm Morris, CMO  
Chief Administrative Officer

**DRAFT #1 April 20, 2026**

WHEREAS the Town of Smiths Falls under Section 10 of the Police Services Act must provide policing services to our residents;

WHEREAS the Police Services Act permits municipalities to deliver police services in several different ways;

WHEREAS the Town is facing unprecedented inflationary cost increases to its overall capital and operational expenditures;

WHEREAS the Police Services budget represents the single largest cost across the various municipal departments;

WHEREAS the cost per capita for delivering Ontario Provincial Police Services to over 320 Ontario municipalities is estimated to be \$362 (2025);

WHEREAS the cost per capita to deliver the Smiths Falls Police Service is estimated to be \$675 (2026);

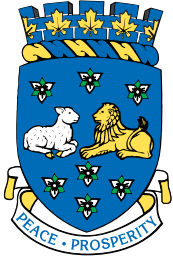
WHEREAS the residents of Smiths Falls expressed concern with policing costs during previous and current budget surveys;

WHEREAS there will be a municipal election in October 2026 and it is anticipated that local policing costs will be a subject for debate during the election;

NOW THEREFORE BE IT RESOLVED that the Council of The Town of Smiths Falls direct staff to provide a written report to Council detailing the process the Town would follow to carry out a review of different policing options;

AND THAT staff provide Council with the current provincial context for engaging the OPP in costing police services in the Town of Smiths Falls:

AND THAT the staff report be delivered to Council by the end of June 2026;



April 2, 2026

**Hon. Sean Fraser**

Minister of Justice and Attorney General of Canada  
Legislative Building  
284 Wellington Street  
Ottawa, Ontario K1A 0H8

Dear Minister Fraser:

**Re: Notice of Motion, Councillor C. James re: Community Safety and Well-Being Plan**

Please be advised that the Council of the Regional Municipality of Waterloo at their regular meeting held on March 25, 2026, approved the following motion:

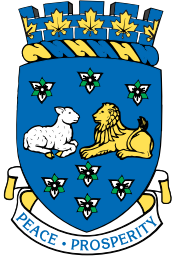
**Whereas the Region of Waterloo's Community Safety and Well-Being Plan, developed under the requirements of the Community Safety and Policing Act, identifies systemic racism, hate, and discrimination as critical risk factors impacting community safety, belonging, and well-being;**

**And whereas the display of a noose is widely recognized as a symbol of racial terror, violence, and intimidation, particularly against Black communities, rooted in the history of anti-Black racism;**

**And whereas symbols of hate, when displayed publicly, contribute to fear, trauma, and exclusion, and undermine the Region's commitments to equity, inclusion, and proactive prevention within its Community Safety and Well-Being Plan;**

**And whereas the Government of Canada has introduced Bill C-9 to strengthen tools to address hate-motivated offences, including provisions related to the public display of certain hate symbols;**

**And whereas the current draft of Bill C-9 does not explicitly include the noose as a prohibited symbol, despite its well-**



OFFICE OF THE REGIONAL CLERK

150 Frederick Street, 2nd Floor  
Kitchener ON N2G 4J3 Canada  
Telephone: 519-575-4400  
TTY: 519-575-4608  
Fax: 519-575-4481  
[www.regionofwaterloo.ca](http://www.regionofwaterloo.ca)

**documented use as an instrument of racial intimidation and its direct relevance to community safety and well-being outcomes;**

**And whereas addressing hate symbols through federal legislation complements municipal efforts by strengthening upstream prevention, reducing harm, and supporting safer, more inclusive communities;**

**Therefore be it resolved that:**

- 1. The Regional Municipality of Waterloo formally request that the Government of Canada amend Bill C-9 to explicitly include the noose as a prohibited hate symbol within the legislation;**
- 2. This motion be circulated to all Ontario municipalities, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for endorsement and support as a measure that strengthens community safety and well-being across jurisdictions.**

Please accept this letter for information purposes only. If you have any questions, please contact Councillor C. James, [CJames@regionofwaterloo.ca](mailto:CJames@regionofwaterloo.ca).

Regards,

Michael Oliveri  
Legislative Services Specialist  
Region of Waterloo

cc: All Ontario Municipalities, the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO)



4800 SOUTH SERVICE RD.,  
BEAMSVILLE, ON L3J 1L3

905-563-2799

March 25, 2026

SENT VIA EMAIL: [graham.mcgregor@pc.ola.org](mailto:graham.mcgregor@pc.ola.org)

Hon. Graham McGregor  
Minister of Citizenship and Multiculturalism  
10215 Kennedy Rd. N  
Brampton, ON L6Z 0C5

**RE: Town of Lincoln Resolution – Request to the Province of Ontario to Extend the Deadline for Notices of Intention to Designate Listed Heritage Properties**

Please be advised that Council of the Corporation of the Town of Lincoln at its Committee of the Whole Meeting held on March 23, 2026, passed the following resolution:

Resolution Number: PED-2026-22  
Moved by: Councillor Lynn Timmers

**WHEREAS** amendments to the Ontario Heritage Act under the More Homes Built Faster Act, 2022 introduced timelines requiring municipalities to issue Notices of Intention to Designate for properties listed on municipal heritage registers as of December 31, 2022, originally requiring action by January 1, 2025; and

**WHEREAS** the Province subsequently amended the legislation through the Homeowner Protection Act, 2024 to extend the deadline to January 1, 2027 in response to concerns raised by municipalities and heritage stakeholders; and

**WHEREAS** municipalities require sufficient time and resources to undertake research, documentation, consultation, and evaluation to determine whether listed properties warrant designation under the Ontario Heritage Act; and

**WHEREAS** the removal of listed properties from municipal heritage registers if the prescribed timelines are not met may place cultural heritage resources at increased risk of demolition or irreversible alteration before municipalities have the opportunity to properly evaluate their cultural heritage value or interest; and

**WHEREAS** many municipalities, including the Town of Lincoln, do not have dedicated heritage planning staff and must rely on volunteer Heritage Advisory Committee members or external heritage consultants to undertake property evaluations, which can result in additional financial and administrative pressures; and

**WHEREAS** municipalities across Ontario are facing significant workloads associated with evaluating listed properties; and

**WHEREAS** the Town of Lincoln Heritage Advisory Committee, at its meeting of March 12, 2026, recommended that Council advocate to the Province of Ontario for a further extension to the current deadline;

**NOW THEREFORE BE IT RESOLVED THAT:**

1. The Council of the Town of Lincoln endorse the recommendation of its Heritage Advisory Committee and respectfully request that the Province of Ontario further amend the Ontario Heritage Act to extend the January 1, 2027 deadline for issuing Notices of Intention to Designate for properties listed on municipal heritage registers as of December 31, 2022; and
2. The Province consider extending the deadline to January 1, 2030, or another reasonable timeframe that would provide municipalities with adequate time to complete heritage evaluations and make informed designation decisions; and
3. This resolution be circulated to the Minister of Citizenship and Multiculturalism, the Minister of Municipal Affairs and Housing, the local Member of Provincial Parliament, the Association of Municipalities of Ontario, the Ontario Municipal Heritage Committee Association, and all Ontario municipalities for their information and consideration.

**CARRIED**

If you require any additional information, please do not hesitate to contact the undersigned.

Regards,



Julie Kirkelos  
Town Clerk

[jkirkelos@lincoln.ca](mailto:jkirkelos@lincoln.ca)

JK/dp

- c.c. Minister of Municipal Affairs and Housing
- Niagara West Member of Provincial Parliament
- Association of Municipalities of Ontario (AMO)
- Community Heritage Ontario
- All Ontario Municipalities
- Manager of Planning and Development
- Chair of the Heritage Advisory Committee



## Over 21,000 properties to be removed from Registers

**By Regan Hutcheson, CHO director and chair, Policy and Liaison Committee**

Community Heritage Ontario (CHO) and the Architectural Conservancy of Ontario recently sponsored a survey of Ontario municipalities to discover the status of listed properties, Part IV designations, creation of heritage conservation districts and what strategies or plans may be under consideration for de-listed properties as of January 1, 2027.

Forty-three municipalities responded, representing over 9.5

million residents, with a good cross-section of both larger and smaller communities.

What we found based on the responses between January 2023 and March 2026:

- Listed properties declined by **3,571** (26,502 to 22,931)
- Part IV (individual) designations increased by **1,025** (5,429 to 6,454)
- Properties in heritage conservation districts increased by **2,890** (19,480 to 22,370)

(continued on page 2)



This property will be removed from the Register on January 1, 2027, when time runs out for many municipalities. (Photo credit: Nancy Matthews)

## Would your municipality want an extended deadline?

**By Nancy Matthews, CHO vice chair, and chair, Communications**

The Community Heritage Ontario (CHO) Board of Directors has voted to support all municipal requests that the province further extend the January 2027 deadline for issuing *Notices of Intention to Designate* to January 1, 2030, or another reasonable timeframe that would provide municipalities with adequate time to complete heritage evaluations and make informed designation decisions.

The many concerns raised by municipalities and heritage stakeholders that convinced the province to extend the original 2025 deadline to 2027 have not yet been resolved:

Municipalities require sufficient time and resources to undertake research, documentation, consultation, and evaluation to determine whether listed properties warrant designation under the Ontario Heritage Act.

(continued on page 3)

## Rub elbows with the professionals June 18-20 in Hamilton



The 2026 Ontario Heritage Conference is the must-attend event that offers educational, inspirational, and networking opportunities to everyone involved in heritage conservation as professionals or as volunteers. Programming generally showcases broad spectrum issues within the

context and realities of the local host municipality, the City of Hamilton.

The conference is presented under the auspices of Community Heritage Ontario (CHO), Architectural Conservancy of Ontario (ACO) and the Ontario Association of Heritage Professionals (OAHP). Go to pg 5.

# Over 21,000 properties to be removed from Registers

Item 12.2

(continued from page 1)

## Designation programs

Some municipalities undertook extensive designation programs over the three-year period (i.e. Kingston, Oakville and Markham) while others did very little to address their current register for a variety of reasons including a lack of staff to undertake research, the absence of financial resources or having a council which would not designate without the owner's consent. Also of interest is that several municipalities put their effort into creating new heritage conservation districts which could address many listed properties within one project.

## Prioritized listed properties

Most municipalities undertook some form of review and prioritization of listed properties based on those perceived to be most significant, the threat of redevelopment or considered to be at-risk.

**When asked how many properties were expected to be removed from their local heritage register as of January 1, 2027, the total number was 21,434.**

Not surprisingly, the highest expected losses of cultural heritage resources will be from some of the province's largest centres: Toronto (3,225), Ottawa (3,000), Hamilton (2,257), London (2,170) and Mississauga (1,658).

Regarding potential strategies or plans to address listed properties that will be removed from their heritage register, several municipalities plan to retain these properties in some format. **Some propose the creation of a separate inventory document** while others are exploring retaining them as "properties of heritage interest" or "formerly listed properties" on their application review/permitting systems or on their existing register acknowledging they will have no protection under the OHA. **It was noted that this new classification of these formerly listed properties would allow for monitoring of any proposed impacts** to these resources (alterations, demolition) and potential negotiation with the applicant, consideration for future targeted designations, education and recognition purposes and for possible re-listing after five years. Notwithstanding the change in status under the OHA, many municipalities indicated they will continue to advance their research and designation programs after January 1, 2027.

Some municipalities have introduced or are considering changes to Official Plan policies to capture formerly listed properties as a component of development application submission requirements. Only one of the responding municipalities indicated that they were requesting an extension to the legislative deadline.

## CHOnews

**CHOnews is published quarterly by Community Heritage Ontario.**

Community Heritage Ontario  
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Scarborough ON M1C 1K9  
416.282.2710

[info@communityheritageontario.ca](mailto:info@communityheritageontario.ca)  
[www.communityheritageontario.ca](http://www.communityheritageontario.ca)

### Share your story with readers!

Subscribers and Municipal heritage Committees are encouraged to submit articles (Microsoft Word) and images (JPG) with high quality resolution (300 dpi). Articles are published in the language received.

You may submit stories to Nancy Matthews:

[newsletter@communityheritageontario.ca](mailto:newsletter@communityheritageontario.ca)

Articles must be received before these dates: January 10, March 30, June 30, and September 30. Late submissions will be saved for the next issue. Editor: Nellie Evans

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### A thank you to our supporter

The financial support of the Ontario Ministry of Citizenship and Multiculturalism is gratefully acknowledged.

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 [Twitter.com/CHOntario](https://twitter.com/CHOntario)

# Would your municipality want an extended deadline?

(continued from page 1)

The removal of listed properties from municipal heritage registers if the prescribed timelines are not met may place cultural heritage resources at increased risk of demolition or irreversible alteration before municipalities can properly evaluate their cultural heritage value or interest.


Many municipalities, particularly those in rural areas with lower populations, do not have dedicated heritage planning staff and must rely on volunteer Heritage Advisory Committee members or external heritage consultants to undertake property evaluations, which can result in additional financial and administrative pressures. Municipalities across Ontario are facing significant workloads and financial burdens associated with evaluating listed properties.

**The municipal election on October 26, 2026, will limit council's ability to be active in making decisions or passing bylaws. In many municipalities, council will not even meet after September 1<sup>st</sup> - effectively moving the present deadline backwards.**

Based on the above reasons, the Council of the Town of Lincoln recently endorsed the recommendation of its Heritage Advisory Committee and on March 25<sup>th</sup> circulated their formal resolution to the Minister of Citizenship and Multiculturalism, the Minister of Municipal Affairs and Housing, the local Member of Provincial Parliament, the Association of Municipalities of Ontario, Community Heritage Ontario, and all Ontario municipalities for their information and consideration. Town of Lincoln has graciously agreed that all municipalities are welcome to use their document as a template (shown at right); or send your own letter to the ministry with reasons relevant to your municipality. (All clerks will have received a copy of the resolution.)

**Author Nancy Matthews is chair of Heritage Grey Highlands, a small rural municipality that requires owner permission, has no dedicated heritage staff and no budget for consultants. Of 22 listed properties, four have been designated. Seeking a deadline extension is the 1<sup>st</sup> item on our upcoming meeting agenda.**

Item 12.2

  
4800 SOUTH SERVICE RD.,  
BEAMSVILLE, ON L3J 1L3  
905-563-2799  
March 25, 2026

SENT VIA EMAIL: [graham.mcgregor@pc.ola.org](mailto:graham.mcgregor@pc.ola.org)

Hon. Graham McGregor  
Minister of Citizenship and Multiculturalism  
10215 Kennedy Rd. N  
Brampton, ON L6Z 0C5

RE: Town of Lincoln Resolution – Request to the Province of Ontario to Extend the Deadline for Notices of Intention to Designate Listed Heritage Properties

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CARRIED

If you require any additional information, please do not hesitate to contact the undersigned.

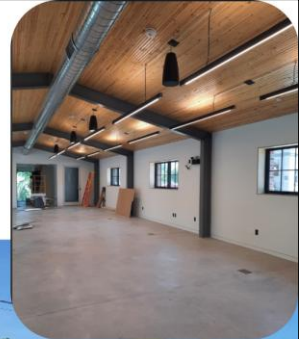
Regards,  
  
Julie Kirkelos  
Town Clerk

## Share repurposed industrial building before/after photos

We are creating a cross-province slide show for the upcoming conference. Please send YOUR pictures (before & after?) and maybe a brief description (or just send a powerpoint slide) to

[Nancymatthews@communityheritageontario.ca](mailto:Nancymatthews@communityheritageontario.ca)

*BAILEY BROOM FACTORY  
1909-1930s KINGSTON  
typical of small industrial enterprises  
late 1800s – early 1900's.  
Now a café & local event venue called  
The Broom Factory*



The former Bailey Broom Factory in Kingston (right) is now a café and event venue.

## what to do with the YMCA ?



### Peterborough

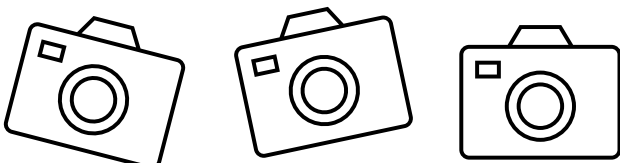
**Historical Society George A. Cox Award 2022:**  
Atria Development Corporation for the sympathetic redesign and expansion of the former YMCA building for residential apartments in downtown Peterborough.

A former YMCA in Peterborough was repurposed and expanded into apartments.

## Be a conference reporter!

Camera's up! Share your aha moments from the 2026 conference with your peers in the CHO newsletter. Details and deadlines inside.

We are better together!



## Notice of Annual General Meeting Community Heritage Ontario



**June 19, 2026**  
Liuna Station,  
360 James St N,  
Hamilton  
Begins at 5:00 pm  
Ends at 6:00 pm

## Hamilton's theme is Forged in Steel, Steeped in History

The 2026 Ontario Heritage Conference in Hamilton embraces the theme "Forged in Steel, Steeped in History," highlighting the city's industrial legacy and its evolving identity. The theme explores the adaptive reuse of industrial buildings and landscapes. It showcases how former factories, mills, and infrastructure can be transformed into vibrant, functional spaces while preserving their historical character. It also emphasizes sustainability, cultural continuity, and innovative design, and demonstrates how communities can honor their industrial past while shaping a resilient and meaningful future. Vendor Marketplace at Liuna Station opens at 8:00 am and closes at 6:00 pm.

### The Local Organizing Committee invites you to join us in Hamilton!

This is an annual conference involving education and networking for the heritage community: municipal committee volunteers, architects, planners, council and staff liaisons.

**Registration is open. Full conference early bird rate ends on April 30.**

**Full conference \$290 (early bird rate); \$390 (after early bird)**  
Student rate \$200 (full conference only) **Friday only \$220 Saturday only \$180**  
Add HST + 3.5 percent processing fee to the rates above.

View and choose sessions at <https://www.hbsarchitects.ca/event-details-registration/ontario-heritage-conference-hamilton-2026>

Get your tickets at <https://cvent.me/Nyg8XR?RefId=OHC+2026>

**Final registration deadline is June 1.**

## Let's share our stories

CHOnews readers across the province would love to know how your project is going.

Do you have any insights to share? Are you dealing with a threat to heritage property?

Interested in sharing insights from the Ontario Heritage Conference?

Our summer issue deadline is June 30.

Do you have any new initiatives planned this fall?

Share your stories and photographs by Sept 30.

Submit stories (Word) and photographs (JPG)

with credits to Nancy Matthews at

[newsletter@communityheritageontario.ca](mailto:newsletter@communityheritageontario.ca)



### STUDENT SUBSIDY PROGRAM

To encourage an interest in heritage, CHO/PCO is willing to subsidize students who wish to attend the annual Ontario Heritage Conference



[www.communityheritageontario.ca/conference/nancymatthews@communityheritageontario.ca](http://www.communityheritageontario.ca/conference/nancymatthews@communityheritageontario.ca)

**CHO AGM is June 19 @ 5 pm**

## **THURSDAY JUNE 18, 2026**

- 2:00 pm – 8:00 pm - Early Registration – location(s) to be announced
- 6:30 pm – 8:30 pm - Public Event (Magnolia Hall)
- 8:30 pm – 11:30 pm - Conference Meet & Greet (WSP)

## **FRIDAY JUNE 19, 2026 (Liuna Station)**

- 8:00 am - 9:00 am - Registration, Networking, Breakfast
  - 9:00 am - 10:30 am - Conference Opening  
Welcome from Conference Host Committee, greetings, plus  
Land Acknowledgement, keynote speakers' panel
  - 10:30 am - 11:00 am - Break
  - 11:00 am - 12:30 pm - Sessions or Tours #1
  - 12:30 pm - 1:30 pm - Lunch
  - 1:30 pm - 3:00 pm - Sessions or Tours #2
  - 3:00 pm - 3:30 pm - Break
  - 3:30 pm – 5:00 pm - Sessions or Tours #3
  - 5:00 pm - 5:30 pm - Break
  - 5:00 pm – 6:00 pm - AGM (for CHO members)
  - 6:30 pm - 9:30 pm - Gala Dinner (with presentations)
- The marketplace will be open from 8:00 am - 6:00 pm.

## **SATURDAY JUNE 20, 2026 (Sherman Avenue North)**

- 9:00 am – 10:30 am - Insurance Panel (sponsored by CHO)
- 10:30 am – 11:00 am - Break
- 11:00 am – 2:00 pm - Studio Tours, Workshops, plus  
Demonstrations, Tours at Cotton Factory
- 12:00pm – 1:30pm - Lunch provided at Cotton Factory
- 2:00 pm – 5:00 pm - Walking Tours, Bus Tours, Museums



Hamilton's picturesque Bayfront Pier. (Photo credit: Tourism Hamilton)

## Thursday's public event:

### Imagine future of abandoned industrial Stelco lands

**Magnolia Hall, 6:30 to 8:30 pm – (Panel) Reimagining Hamilton's Waterfront: Adaptive Reuse, Remediation and Commemoration of our Industrial Heritage**

Presented by the Hamilton Burlington Society of Architects, a moderated speakers panel will explore the topic: "Reimagining Hamilton's Waterfront: Adaptive Reuse, Remediation and Commemoration of our Industrial Heritage". This will include a look at Hamilton's abandoned Stelco lands and the future potential to re-activate and re-purpose these industrial spaces.

Following this presentation, there will be opportunities for tours and a private meet & greet for conference attendees, hosted by WSP at their restored office space in the Empire Times Building.

## Friday's keynote topic:

### Importance, potential & challenge of reusing spaces

**Liuna Station 9:00 to 10:30 am – Welcome Keynote: Adaptive Reuse**

A panel will discuss the importance of historic industrial spaces, their potential for adaptive reuse and the design challenges faced along the way. Speakers will explore the Niagara Parks Power Station conversion to a hands-on museum and the adaptation of Hamilton's Cotton Factory into workshops, galleries, office space for creative professionals and studios for artists. Panelists will be Paul Sapounzi, Parter-In-Charge, +VG Architects-The Ventin Group Ltd. and Rob Zeidler, Owner, The Cotton Factory. Moderator is Michael McClelland, winner of the [2025 Special Achievement Award](#) by Heritage Toronto.



Paul Sapounzi



Rob Zeidler



Michael McClelland

**Walking tour times on Friday are: 11:00 am-12:30 pm / 1:30-3:00 pm / 3:30-5:00 pm**

- Historic James Street North and the Copley Project
- Central Neighbourhood: Adaptive Reuse of Industrial Properties
- Industrial North-End Waterfront Trail and Workers Arts & Heritage Centre (WAHC)

## Liuna Station Banquet & Conference Centre

(below) at 360 James St. N. was built between 1929 and 1931 by the Canadian National Railway.

Designated as a National Historic Site under Heritage Railway Stations Protection Act and Part IV of the Ontario Heritage Act. (Photo credit Tourism Hamilton)



**The Copley Project** (above) - Tour this prime example of adaptive reuse as it progresses at 56 York Boulevard. This landmark Renaissance Revival building will soon reopen featuring residential units, mixed use spaces and boutique hotel. (Photo credit Lintack Architects Ltd.) **Mobility limited! No elevator.**

## **SESSIONS & TOURS - FRIDAY JUNE 19**

**Liuna Station - 11:00 am - 12:30 pm**

### **❑ Preventing Demolition by Neglect**

Demolition by neglect can be expected to increase as building owners continue to struggle with a failing real estate market. To prevent neglect, municipalities must navigate the complex relationship between the Municipal Act, the Heritage Act and the Building Code. This session will explore some of the tools and tactics in the context of the City of Hamilton and Town of Oakville, and their effectiveness.

### **❑ Conservation of Heritage Resources through Circularity: Strategies for Rehabilitation and Salvage**

"The greenest building is...one that is already built," a phrase coined by architect Carl Elephante captures the spirit of this session. Architects, buildings scientists, deconstruction experts and heritage masonry specialists discuss how participating in the circular economy through the conservation of existing buildings and the reuse of historic building materials can reduce our carbon footprint. The construction and demolition industries are linear economies, using resources to make products that ultimately end up in

the landfill, whereas the circular economy aims to eliminate waste, circulate salvaged products and materials and regenerate nature.

### **❑ From Union to Hamilton, case studies of industrial heritage projects in the GTHA**

Industrial heritage sites across Ontario present complex challenges where aging historic structures and landscapes must adapt to contemporary infrastructure and development demands. These sites include a wide spectrum of cultural heritage resources including built heritage properties, cultural heritage landscapes, and archaeological sites, each carrying distinct historical, architectural, and community values. WSP demonstrates how heritage conservation and infrastructure development can not only coexist, but how appropriate heritage conservation can add value to infrastructure development.

**1:30 pm - 3:00 pm**

### **❑ Designating Industrial Buildings**

Designating an industrial building can be a very different sort of proposition than designating a house, school or church. Join our presenters as they explore challenges, successes and insights.

(continued on page 9)

## **SESSIONS & TOURS - FRIDAY JUNE 19**

(continued from page 8)

### **Liuna Station - 1:30 pm - 3:00 pm**

#### **❑ Success Stories in Industrial Adaptive Reuse**

Discover how visionary projects are transforming old industrial spaces into vibrant hubs of innovation, culture, and sustainability. This panel brings together experts to share inspiring success stories of adaptive reuse in industrial settings. Explore how these projects preserve heritage, reduce environmental impact, and revitalize communities with creative repurposing.

#### **❑ Preserving Our Cultural Heritage Landscapes**

Hamilton's Monument Trees offer an entry point into understanding the city's natural heritage and broader issues of climate change, revealing how each significant tree acts as a sign or marker of layered ecological, cultural, and urban design history. Drawing on our studio's ongoing research, this work shows how field documentation, ecological study, and community engagement shape our approach.

### **3:30 pm – 5:00 pm**

#### **❑ Conservation of Heritage Resources through Circularity: Policy and Process**

This session focuses on how existing heritage policies and municipal processes can be leveraged to advance circularity in practice. Examine how documentation, conservation, and demolition review frameworks already provide a foundation for circular approaches — and how they can be strengthened to support full building reuse, adaptive retention, and structured material recovery. It's a practical progression by:

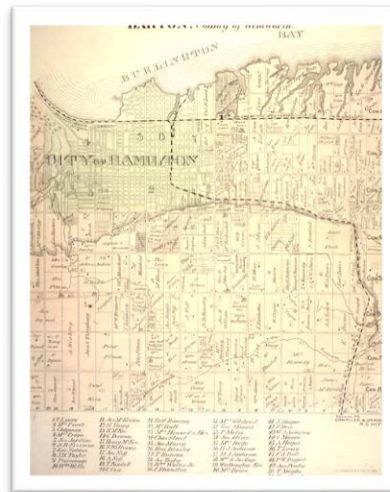
1. Aligning circularity with existing heritage policy tools,
2. Prioritizing full building reuse and retention strategies,
3. Introducing Salvage Feasibility Assessments to inform demolition and capital planning decisions,
4. Moving from building-level conservation to material-level reuse through clearer reporting and process integration.

A moderated panel with representatives from the cities

of Brampton and Hamilton will share how documentation requirements, salvage reporting, and circular economy objectives are being integrated into municipal policy and approvals workflows. The panel will explore how heritage professionals can move from policy alignment to practical implementation, and how structured reuse processes can support goals.

#### **❑ From Traditional Knowledge to Contemporary Craft**

To illustrate examples of how learning traditional knowledge informs the practice of craft skills based on a respect and understanding of traditional materials, methods and applications for conservation initiatives.



This map of Hamilton is from the 1881 Atlas of Wentworth County (Photo by Nancy Matthews)

#### **❑ Finding Historical Facts with Digital Research**

How to access digital versions of important heritage resources including the 1880 County Atlas series, Ontario Fire Insurance Maps and Historical Census data. "Hands on" demonstrations of how to access basic information available on each site, then how to use what you have learned along with what you already know to uncover further historic details – not unlike solving a mystery.

### **5:00 pm – 6:00 pm**

#### **❑ Community Heritage Ontario – AGM**

Members of the CHO are invited to attend the Annual General Meeting to approve financial reports and elect directors to the CHO board.

**6:00pm – 9:30 pm - Gala Event & Dinner** at Liuna Station – Grand Ballroom

# Ontario Heritage Conference

Item 12.2

**Playhouse Cinema** (below) 177 Sherman Ave North was constructed in 1914. It was once Hamilton's premier Italian Cinema and was home to Theatre and to a local youth program until it was restored by the Tutt Family. This property is once again an independently owned and operated, single screen cinema with beautiful Art Deco details. Listed on the City's Inventory. (Photo credit: A. Robinson)



**Cotton Factory** (above) 270 Sherman Ave North is an historic 1900 industrial complex: a repurposed textile mill that is Hamilton's largest creative hub. Explore the building. Access the second and third floors by stairs and freight elevator. This site may not be fully accessible should the elevator have unforeseen mechanical issues. (Credit Alissa Robinson)

## **SESSIONS & TOURS - SATURDAY JUNE 20**

**Playhouse Cinema - 9:00 am – 10:30 am**

**Plenary Session: Heritage Insurance – Myths vs. Realities**

The availability & affordability of insurance for designated heritage property has become so problematic that owners are requesting removal of designations. A panel will highlight positive actions by owners and municipal heritage planners that could help with understanding and a more positive attitude.

**Cotton Factory - 11:00 am – 2:00 pm**

**Open Studio Tours & Traditional Trades Fair**

Students from the Willowbank heritage conservation Diploma program and specialized tradespeople will be doing demonstrations and opening their studios.

**11:00 am - Workshop: Monument Trees**

This workshop will engage participants in hands-on identification of native tree species using leaves and seeds, building practical ecological literacy.

**12:00 pm – 1:30 pm - Lunch provided**

**11:15 am / 12:15 pm / 1:15 pm Guided Tours**

**Self-Guided Tours & Experiences - 2:00 pm – 5:00 pm** - More information to be provided.

**BUS TOUR (3 hours) Cost \$40 per person 2:00 pm - 5:00 pm– Industrial Heritage: Tour of Hamilton's Waterfront, the 1859 Hamilton Waterworks** Departing from the Cotton Factory

This bus tour will explore the importance of industry around Hamilton Harbour. The tour will include a guided driving tour of Port Authority lands with stops at both the 1859 Hamilton Waterworks (Museum of Steam & Technology National Historic Site) as well as the designated Beach Canal Lighthouse and Lighthouse Keeper's Cottage (under active restoration).

The 1859 Hamilton Waterworks National Historic Site stands as a locally designed and built landmark, incorporating cutting-edge mid-century engineering. The Light Station bridges the harbour's diverse commercial, industrial, residential, and recreational functions, though it currently reflects the complex challenges of lighthouse preservation and creating new public access heritage sites. The Cottage reflects public works construction and a working-class residence.

## Call for interest in hosting a future heritage conference

Community Heritage Ontario (CHO) is accepting bids for future Ontario Heritage Conferences. Municipalities find that hosting is beneficial to local tourism and increases visibility. If your municipality would like an opportunity to host, contact CHO. Check out the RFP info sheet which can be found at [www.communityheritageontario.ca/conference/](http://www.communityheritageontario.ca/conference/)

### Your interest in joining board due by May 15<sup>th</sup>

Community Heritage Ontario (CHO) is looking for municipal heritage committee (MHC) members and other individuals who would like to provide their knowledge and experience by serving on our Board of Directors. We need to have representation from all parts of the province by those who have served on MHC, past or present, and a willingness to offer their assistance to the Board. CHO encourages members who have other skills such as financial, administration, networking, IT, that would assist the board with tasks. Knowledge of the *Ontario Heritage Act* (OHA) is not necessarily required. There is a small budget for approved expenses. The Board holds meetings on Zoom on a Sunday, starting around noon. Meetings are held four times in the year – March, June, September and November. Decisions about directors

are made at the Annual General Meeting on June 19 at 5 pm at the Ontario Heritage Conference.

Send a brief letter of interest to:

Nominating Committee, Community Heritage Ontario,  
6282 Kingston Road, Scarborough ON M1C 1K9  
[info@communityheritageontario.ca](mailto:info@communityheritageontario.ca)

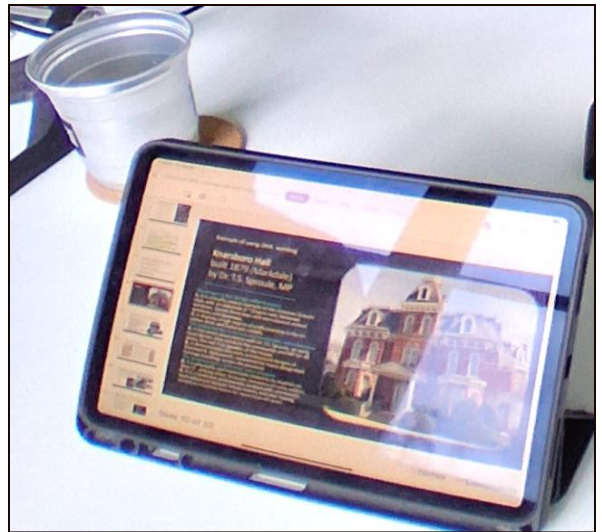


Image of a tablet. (Photo credit: Nellie Evans)

**Job Opening - Become CHO's treasurer** - CHO is looking for someone with accounting background to become our treasurer. Commitment: part-time to pay invoices, write financial reports, grant applications, and attend four meetings a year. Most meetings are held electronically. Submit resume to: [info@communityheritageontario.ca](mailto:info@communityheritageontario.ca)

## Renew your Community Heritage Ontario membership

### 1. Check your membership status

Has your municipal treasurer submitted your membership dues for 2026?

Municipal and individual members enjoy access to advice from experts and volunteers who contribute to this newsletter and to our premiere event – the Ontario Heritage Conference.

### 2. Send your committee contact information and dues

Have you updated your list to ensure every committee member receives an electronic copy of CHOnews?

Municipal memberships are \$75. Individual memberships are \$35.

Identify your municipality / yourself in the payment. Payment options are cheque or e-transfers, which are accepted by [treasurer@communityheritageontario.ca](mailto:treasurer@communityheritageontario.ca)

# What does it take to host the provincial conference?

Item 12.2

## 1. Send a proposal.

Read CHO's RFP info. Propose theme, venues, timing. **Create a local organizing committee (LOC):** Partner with your MHC, CHO, ACO, OAHP. We're part of your network - we have lots of advice and experience to share with you.



## 2. Start planning.

Your conference can be fun and informative. It can have other events too. **Think outside the box!** Ask OAHP (Ontario Association of Heritage Professionals) about issues affecting the industry. Draft a budget. Sign an agreement (MOU) with the co-sponsors CHO, ACO and OAHP.

## 3. Market your area. Promote heritage!

Ontario Heritage Conference 2022  
June 16-18  
Brockville and the Surrounding Region  
*The Light at the end of the Tunnel*

**The Light at the End of the Tunnel - themes:**  
How Heritage Preservation needs to move forward post-pandemic  
How the heritage narrative needs to re-address White Colonial History  
Ways heritage could be more inclusive of Indigenous & BIPOC cultures  
Conference follow-up to HGH, MHAC & MGH by Nancy Matthews

**Past partnerships:**  
Single – Guelph (2007)  
Joint – Stratford and St. Marys (2016)  
**Size does not matter.** In 2019, Goderich and Bluewater, combined population about 16,000.  
**We will go just about anywhere.**  
We've gone north to the Soo, south to Windsor, east to Cornwall and west as far as Lake Huron.  
Hamilton hosted the first OHC in 2004. Welcome back!



### CHO/PCO MISSION STATEMENT

To encourage the development of municipally appointed heritage advisory committees; and, to further the identification, preservation, interpretation and wise use of community heritage locally, provincially and nationally. CHO/PCO board of directors' meetings are open to any municipal heritage committee member. Meetings will be held virtually until further notice. If you wish to attend, please send a request to [info@communityheritageontario.ca](mailto:info@communityheritageontario.ca)

## Community Heritage Ontario Board of Directors 2025/26

MATTHEW GREGOR of Scarborough, Board Chair. Committees: policy & liaison, awards  
647.204.7719  
[matthewgregor@communityheritageontario.ca](mailto:matthewgregor@communityheritageontario.ca)

NANCY MATTHEWS of Grey Highlands, Vice-Chair. Committees: conference & communications (Chair), membership  
519.924.3165  
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HALE MAHON of Springwater Township, Vice-Chair. Committees: finance (Chair), policy & liaison  
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REGAN HUTCHESON of Markham, Director. Committees: education (Chair), policy & liaison  
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TERRY FEGARTY of Tay Township, Director. Committees: finance  
705.538.1585  
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JESSICA STARECKY of Grey Highlands, Director. Committees: conference, communications, membership  
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PAMELA VEGA of Richmond Hill, Director. Committees: awards (Chair); education, policy & liaison  
416.788.5147  
[pamelavega@communityheritageontario.ca](mailto:pamelavega@communityheritageontario.ca)

JAMES BOUNTROGIANNIS of Oshawa, Director  
905.718.7355  
[jamesbountrogiannis@communityheritageontario.ca](mailto:jamesbountrogiannis@communityheritageontario.ca)

Staff and Contracted Positions:  
RICK SCHOFIELD of Scarborough, Corporate Secretary. Committees: membership, archives  
416.282.2710  
[schofield@communityheritageontario.ca](mailto:schofield@communityheritageontario.ca)

### Treasurer – position available

NELLIE EVANS, Newsletter Editor  
[newsletter@communityheritageontario.ca](mailto:newsletter@communityheritageontario.ca)

