



## Regular Council Meeting

<b>To:</b>	Mayor and Council
<b>Date:</b>	May 19, 2020
<b>From:</b>	Karen Ellis, Director of Planning
<b>Report Number:</b>	Planning 2020-08
<b>Subject:</b>	Growth Management Strategy Revised Final Report

### Recommendations:

1. That Council accept the recommendations contained in the Growth Management Strategy 2020 prepared by Watson & Associates Economists Ltd. dated May 11, 2020;
2. That Council adopt the Growth Management Strategy 2020 prepared by Watson & Associates Economists Ltd. dated May 11, 2020;
3. That Township Staff be directed to provide a copy of the Strategy to the Peterborough County Planning Department to help inform the on-going municipal comprehensive review of the Peterborough County and Township of Cavan Monaghan Official Plans;
4. That Township Staff be directed to provide a copy of the Strategy to the Peterborough and the Kawartha Economic Development Corporation (PKED) for information;
5. That the Growth Management Strategy 2020 be used to inform the development of the Water and Wastewater Master Servicing Plan; and
6. That the Growth Management Strategy 2020 be used to inform the development of a marketing strategy to promote the Township's employment lands.

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### Overview:

The Growth Management Strategy for the Township of Cavan Monaghan has been revised to address the Council comments and concerns expressed at the May 4, 2020 Council Meeting. A complete copy of the revised Strategy is provided as Attachment No. 1 to this Report.

This Report provides information to address the issues raised at the May 4, 2020 Council Meeting.

## Intent of Strategy

The Township of Cavan Monaghan Growth Management Strategy 2020 provides a comprehensive assessment of the Township's long-term population, housing, and employment growth potential within the context of the County-wide development trends and regional economic drivers for the years 2016 to 2041. The Strategy also provides an understanding about the supply of urban and rural lands to accommodate long-term demand and satisfy the Township's near term and longer-term employment and population growth objectives.

The Strategy is intended to form the foundation for the long-term vision for the Township with regard to growth and economic development. Updates to the Township's planning documents are required following the adoption of the Strategy. The formal planning process provides the structure and policy framework for developing and implementing Official Plan policies and zoning by-law regulations. Adoption of the Strategy will not take the place of the standard official plan and zoning by-law amendment processes.

## Urban Employment Areas

The Urban Employment Area in the Township of Cavan Monaghan is located in the Millbrook Settlement Area. The blue area shown on Schedule A-1 of the Official Plan shows the limits of the Urban Employment designation in Millbrook. A copy of Schedule A-1 is provided as Attachment No. 2 to this Report.

Section 10.1.3.1 (page 10-8) has been revised to provide clarity to the Urban Employment Areas recommendations. The recommendation now suggests that the Township encourage uses in the Area that require full municipal servicing and are compatible with surrounding uses. The planning process that will follow the adoption of the Strategy will provide an opportunity for a full discussion and consideration of a vision for the area including permitted employment uses and employment supportive uses (i.e. banks, restaurants, fitness facilities, daycares etc.) and design guidelines to address potential land use compatibility issues.

## Rural Employment Areas

Section 10.1.3.2 (page 10-9) has been amended to recognize that the agricultural sector is changing. The revised recommendation encourages the Township to recognize opportunities for agriculture-related industrial (i.e. vertical agriculture and hydroponics) and commercial uses on both agricultural and employment lands. The recommendation confirms that servicing and land use compatibility issues will need to be considered in the official plan and zoning by-law amendment processes.

## Provincially Significant Employment Zones (P.S.E.Z.s)

With a letter dated February 27, 2019, the Township requested that the Province consider an area in the North Monaghan Ward as a Provincially Significant Employment Zone (P.S.E.Z.). A map showing the lands included in that request are provided as Attachment No. 3 to this Report.

The subject lands are not recognized as a P.S.E.Z. in the new Growth Plan. However, Council expressed a desire to continue the pursuit of a P.S.E.Z. As such, the Strategy has been revised to include both a P.S.E.Z. and regionally significant employment area(s) as options for protecting employment areas (Section 10.1.4, pages 10-14 to 10-19).

#### Next Steps

1. Council acceptance of Strategy recommendations and adoption of Strategy;
2. Circulation of Strategy to partner agencies;
3. Continued participation in the development of a new Peterborough County Official Plan and associated Cavan Monaghan Township component using information contained within the Strategy;
4. Initiation of the local official plan and zoning by-law amendment processes required to implement the results of the rural employment lands review in accordance with Council motion R/18/03/19/03 as amended by Council Motions R/01/04/19/05 and R/04/05/20/05 (Attachment No. 5);
5. Review of the PKED Covid-19 Economic Recovery Plan and participation with the PKED in responding to business and economic challenges related to the Covid-19 pandemic;
6. Initiation of discussion regarding pursuit of a provincially significant employment zone and/or regionally significant employment area(s);
7. Development of the Water and Wastewater Master Servicing Plan;
8. Develop a new marketing strategy to promote the Township's employment lands;
9. Development of broad principles for evaluation of Employment Area conversions; and
10. Monitor the Township's Employment Areas land supply.

As indicated in Report Planning 2020-07 (provided as Attachment No. 4 to this Report) the list of next steps is comprehensive. Priority will be given to sharing information with our partners and initiating the local official plan and zoning by-law amendment processes. The Water and Wastewater Master Servicing Plan will proceed based on a schedule outlined in the accepted RFP. The development of a new marketing strategy, the development of the principles for the evaluation of Employment Areas conversions and monitoring the Employment Areas land supply are tasks anticipated for development in 2021.

#### **Financial Impact:**

The Financial Impacts were outlined in Report Planning 2020-07.

**Attachments:**

Attachment No. 1: Township of Cavan Monaghan Growth Management Strategy 2020,  
dated May 11, 2020

Attachment No. 2: Schedule A-1 to the Township Official Plan

Attachment No. 3: Map of P.S.E.Z. Request

Attachment No. 4: Report Planning 2020-07

Attachment No. 5: Motion R/04/05/20/05

Respectfully Submitted by,

Reviewed by,

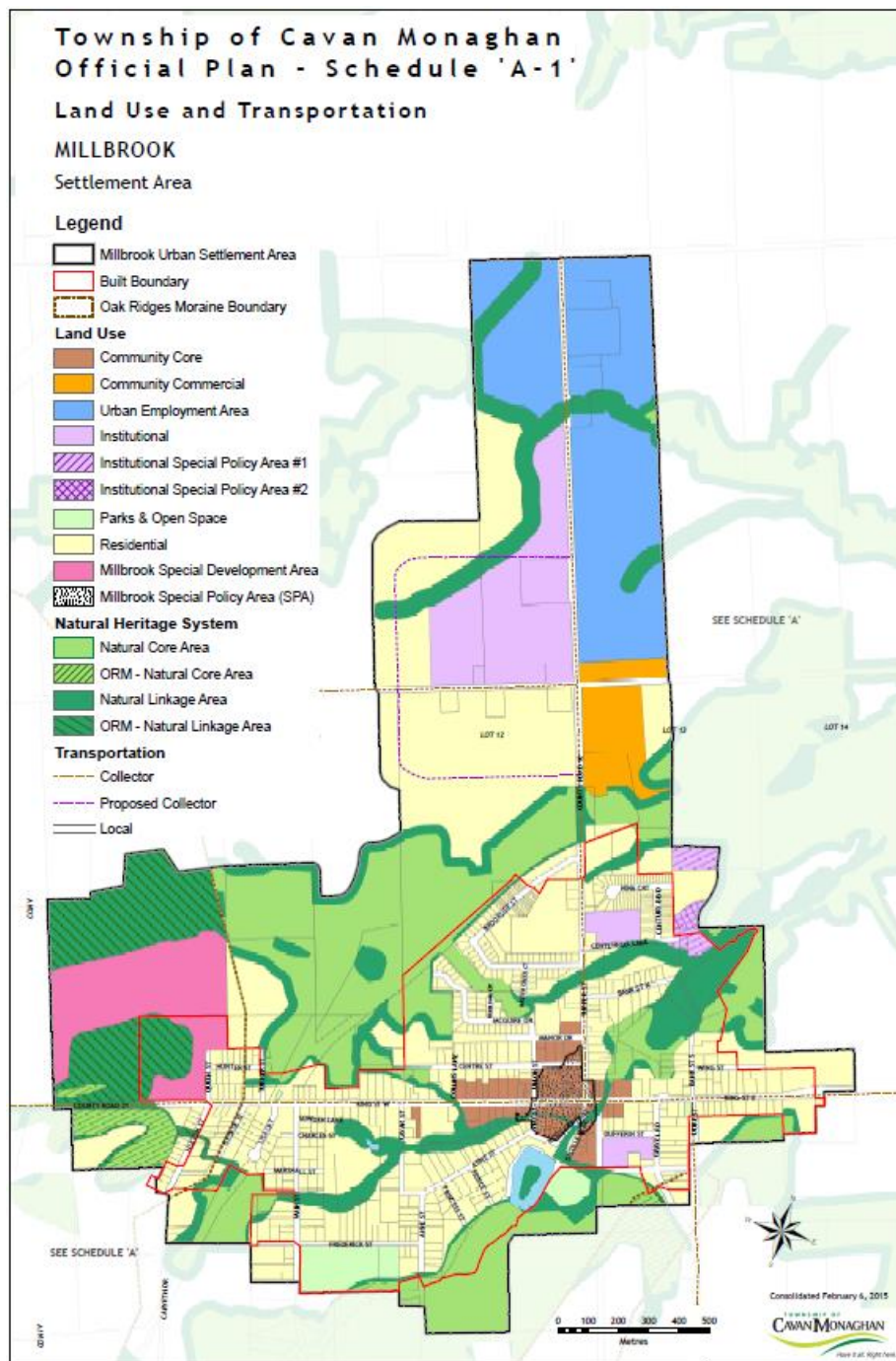
Karen Ellis, B.A.A.  
Director of Planning

Yvette Hurley  
Chief Administrative Officer

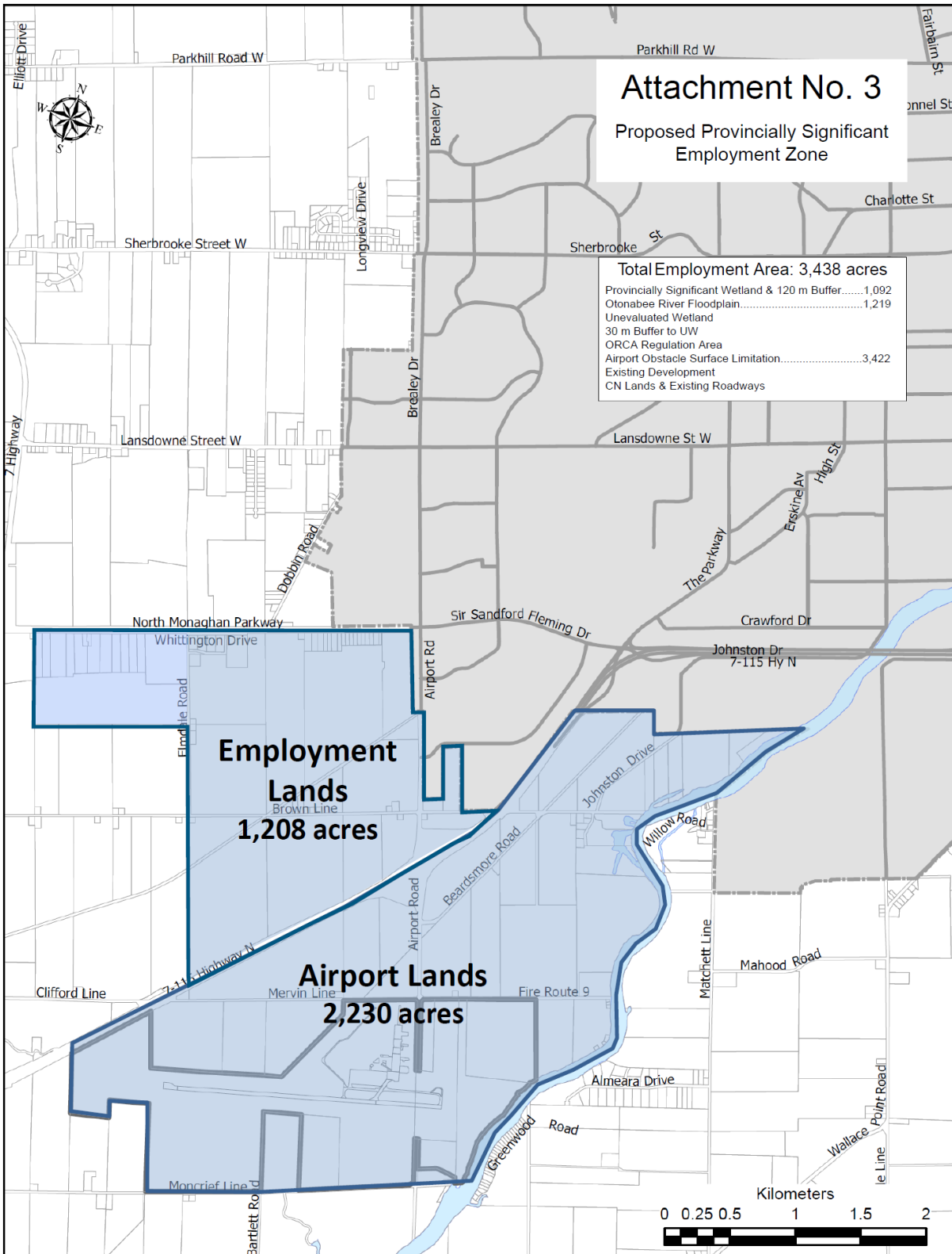
**Attachment No. 1: Township of Cavan Monaghan Growth Management  
Strategy, 2020, May 11, 2020**

See Attached Report

## Attachment No. 2: Schedule A-1 to the Township Official Plan



## Attachment No. 3: Map of P.S.E.Z. Request



## Attachment No. 4: Report Planning 2020-07



### Regular Council Meeting

<b>To:</b>	Mayor and Council
<b>Date:</b>	May 4, 2020
<b>From:</b>	Karen Ellis, Director of Planning
<b>Report Number:</b>	Planning 2020-07
<b>Subject:</b>	Growth Management Strategy Final Report

#### Recommendations:

1. That Council accept the recommendations contained in the Growth Management Strategy 2019 prepared by Watson & Associates Economists Ltd. dated April 27, 2020;
2. That Council adopt the Growth Management Strategy 2020 prepared by Watson & Associates Economists Ltd. dated April 27, 2020;
3. That Township Staff be directed to provide a copy of the Strategy to the Peterborough County Planning Department to help inform the on-going municipal comprehensive review of the Peterborough County and Township of Cavan Monaghan Official Plans; and
4. That Township Staff be directed to provide a copy of the Strategy to the Peterborough and the Kawarthas Economic Development Corporation (PKED) for information and to inform discussions regarding the establishment of regionally significant employment areas;
5. That Township Staff be directed to begin the local official plan and zoning by-law amendment processes required to implement the results of the rural employment lands review in accordance with Council motion R/18/03/19/03 as amended by Council Motion R/01/04/19/05;
6. That Growth Management Strategy 2020 be used to inform the development of the Water and Wastewater Master Servicing Plan;
7. That the Growth Management Strategy 2020 be used to inform the development of a marketing strategy to promote the Township's employment lands;
8. That Township Staff review the PKED Covid-19 Economic Recovery Plan and participate with the PKED in responding to business and economic challenges related to the Covid-19 pandemic;
9. That Township Staff develop broad principles for the evaluation of Employment Area conversions; and



10. That Township Staff monitor the Township's Employment Areas land supply.

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**Overview:**

On July 2, 2019 Council authorized Staff (Report Planning 2019-32) to retain the professional consulting services of Watson & Associates Economists Ltd. for the preparation of an employment lands strategy. On November 4, 2019, Council further authorized Staff (Report Planning 2019-45) to extend the professional consulting services of Watson & Associates Economists Ltd. (Report Planning 2019-32) to expand the scope of work.

The Growth Management Strategy provides a comprehensive assessment of the Township's long-term population, housing, and employment growth potential within the context of the County-wide development trends and regional economic drivers for the years 2016 to 2041. The Strategy also provides an understanding about the supply of urban and rural lands to accommodate long-term demand and satisfy the Township's near term and longer-term employment and population growth objectives. The Strategy addresses the requirements of the Request for Proposal and the expanded scope of work agreed to in November 2019.

A copy of the Report is provided as Attachment No. 1 to this Report.

**Strategy Highlights**

- From 2016 to 2041, the Township's population base is expected to age significantly. The aging population and declining population growth resulting from natural increase (i.e. births less deaths) is anticipated to place downward pressure on the rate of population and labour force growth within the Township. The Township will increasingly become reliant on net migration as a source of population growth.
- Housing growth in the Millbrook Settlement Area is expected to remain strong over the next 5 to 10 years and the long-term housing outlook for the Township is positive. A modest increase in medium and high density forms of housing is anticipated.
- Between 2016 and 2041, the Township is forecast to add approximately 6,300 people and approximately 1,600 jobs to Millbrook. Cavan Monaghan Township's employment is forecast to grow at an average annual rate of approximately 3%.
- Between 2016 and 2041, forecast housing development is expected to average 120 units annually compared to an historical average of 24 units annually over the past 15 years.
- Land based commercial, industrial and institutional employment sectors are anticipated to account for about 72% of employment growth from 2016 to 2041.



- The primary sector (i.e. agriculture and other resource-based employment) is not anticipated to experience employment growth over the forecast period.
- The Peterborough Airport serves as a key driver to many of the surrounding businesses and overall economic activity in the region. The Airport is expected to continue to positively impact the employment growth potential of the Township.
- The total labour force base in the Township of Cavan Monaghan increased at a rate of 0.3% from 2001 to 2016. While the Township's economic base is relatively small, it is diverse, spanning a range of employment sectors from professional, scientific and technical services to transportation and warehousing. The largest sector is wholesale trade (13% of total employment base).
- There is no evident need for additional rural employment lands but an assessment of the developability and marketability of the existing designated lands is recommended. The assessment of rural employment lands needs to undergo detailed review to refine these areas. The review must be completed in accordance with requirements of the 2020 Provincial Policy Statement (PPS), the Growth Plan 2019 and the Peterborough County Official Plan. The total area of rural employment lands must remain the same.
- For the Township of Cavan Monaghan economic base to grow, effort is required to continue to retain and attract new skilled working residents to the Township. The Township can influence its readiness towards an ever-evolving knowledge-based economy through on-going leadership and investment.
- If the Township is to offer an adequate supply of vacant employment land over the short and long term planning periods, it needs to provide a full range of sites on the market, particularly larger developable sites (i.e. greater than 5 hectares) that are serviced or serviceable, can accommodate medium to large-scale businesses and future expansion potential, have access and visibility to highway infrastructure, and have limited development constraints.
- Quality of life is a key factor influencing the residential location decisions of individuals and their families. It is also a factor considered by companies in relocation decisions.

From the highlights noted above, it is clear that the future holds many opportunities and challenges for the Township of Cavan Monaghan. Moving forward, the Township must recognize that while market demand is important, the demand must be broadly considered within the context of provincial interests like:

- ensuring the efficient use of land, resources and infrastructure;
- providing a clean and healthy environment for current and future generations;
- and
- diversifying an economic base and supporting job creation.

Compliance with and conformity to the 2020 PPS and the 2019 Provincial Growth Plan are required.

#### Next Steps

1. Council acceptance of Strategy recommendations and adoption of Strategy;
2. Circulation of Strategy to partner agencies;
3. Continued participation in the development of a new Peterborough County Official Plan and associated Cavan Monaghan Township component using information contained within the Strategy;
4. Initiation of the local official plan and zoning by-law amendment processes required to implement the results of the rural employment lands review in accordance with Council motion R/18/03/19/03 as amended by Council Motion R/01/04/19/05;
5. Review of the PKED Covid-19 Economic Recovery Plan and participation with the PKED in responding to business and economic challenges related to the Covid-19 pandemic;
6. Exploration of the designation of regionally significant employment lands with Peterborough County and the Peterborough and the Kawartha Economic Development Corporation;
7. Development of the Water and Wastewater Master Servicing Plan;
8. Develop a new marketing strategy to promote the Township's employment lands;
9. Development of broad principles for evaluation Employment Area conversions; and
10. Monitor the Township's Employment Areas land supply.

The list of next steps is comprehensive. Priority will be given to sharing information with our partners and initiating the local official plan and zoning by-law amendment processes. The Water and Wastewater Master Servicing Plan will proceed based on a schedule outlined in the accepted RFP. The development of a new marketing strategy, the development of the principles for the evaluation of Employment Areas conversions and monitoring the Employment Areas land supply are tasks anticipated for development in 2021.

#### **Financial Impact:**

None at this time for the Planning Department portions of the program. G/L accounts 01-4920-4100 (Contracted Services), 01-4920-3730 (Advertising) and 01-4920-3740 (Printing/Design and Layout Services) together with Official Plan Reserve 2630 contain funds to begin the local planning processes necessary to implement the results of the rural employment lands review in accordance with Council Motion R/18/03/19/03 as amended by Council Motion R/01/04/19/05 (Attachment No. 2).

With the adoption of Council Motion R/06/04/20/05 (Attachment No. 3) Council directed Staff to issue a Request for Proposal (RFP) for engineering services to complete a Water and Wastewater Master Servicing Plan that is compliant with Phases 1 and 2 of the Municipal Class Environmental Assessment (MECA) process and all of applicable regulations or legislation. Water and Wastewater Department Staff are to report back to Council on the RFP process.

Budget implications for the development of a new marketing strategy may be addressed by Economic Development Staff in the 2021 budget deliberations.

**Attachments:**

Attachment No. 1: Township of Cavan Monaghan Growth Management Strategy 2020, dated April 27, 2020

Attachment No. 2: Council Motion R/18/03/19/03 as amended by Council Motion R/01/04/19/05

Attachment No. 3: Council Motion R/06/04/20/05

Respectfully Submitted by,

Reviewed by,

Karen Ellis, B.A.A.  
Director of Planning

Yvette Hurley  
Chief Administrative Officer

**Attachment No. 1: Township of Cavan Monaghan Growth Management Strategy, 2019, April 27 2020**

See Attached Report

**Attachment No. 2: Council Motion R/01/04/19/05**

R/01/04/19/05

Moved by: Graham

Seconded by: Belch

That Council amend the following motion previously adopted at the meeting held March 18, 2019 as follows:

R/18/03/19/03

Moved by: Graham

Seconded by: Belch

That, following the response from the comments made to the Province regarding the growth plan on February 28<sup>th</sup>, Staff be directed to initiate an OPA along with a

ZBA to support the amendment and include consideration for recreational uses within the industrial/ commercial designations as identified in the OP and corresponding Zoning.

To be amended in the March 18, 2019 Regular Council Minutes as follows:

R/18/03/19/03

Moved by: Graham

Seconded by: Belch

That following Provincial changes to the Growth Plan for the Greater Golden Horseshoe and the completion of the Township's Employment Lands Strategy, Staff be directed to initiate an OPA and a ZBA to consider changes to employment lands within the Township including opportunities to permit recreational uses on lands designated and zoned for employment uses.

**Carried**

R/01/04/19/06

Moved by: Graham

Seconded by: Moore

That Council approve the minutes of the meeting held March 18, 2019 as amended.

**Carried**

**Attachment No. 3: Council Motion R/06/04/20/05**

R/06/04/20/05

Moved by: Moore

Seconded by: Belch

That Council receive the Water and Wastewater Capacity and Allocation Assessment for Millbrook as information; and

That Council approve the updated Municipal Water and Wastewater Reserve Capacity Allocation Policy; and

That the Staff be directed to continue to obtain relevant data about the new developments, including measuring water and sewer flows, number of dwellings constructed and occupied, and dwelling population. This information is important for determining the per capita flows for water and wastewater for comparison to the modified D-5-1 efficiency assumptions; and

That Staff be directed to continue through the Township's Consultant - Cambium Inc. - to monitor sewer flows, and determine the impact of inflow and infiltration reduction programs; and

That Staff proceed to introduce programs/processes to implement additional approaches to address peak flows. These could include, but are not limited to private downspout and sump pump disconnection program, constructing a wastewater storage tank, or optimizing/re-rating the wastewater plant to assist in addressing the peak wastewater servicing limitation; and

That Township Staff be directed to provide Council with an annual uncommitted reserve capacity report annually; and That Staff be directed to review annually, and update if necessary, its Wastewater and Water Reserve Capacity Allocation Policy to ensure it meets current objectives and is appropriate for the current rate of development in Millbrook; and

That Staff be directed to issue a Request for Proposals (RFP) for engineering services to complete a Water and Wastewater Master Servicing Plan that is compliant with Phases 1 and 2 of the Municipal Class Environmental Assessment (MECA) process and all other applicable regulations or legislation; and

That Staff bring back a report to Council as can be scheduled outlining strategies to achieve a reserve capacity of 1,625 ERU or more as part of Staff's report on the sewer flow monitoring; and

That Council approve the update to the User Fees and Charges By-law No. 2020-20 for the fee addition for Allocation requests of 1-5 units ERU and for 5 units ERU or greater, under the Planning Department Services section Planning Fees.

<b>Recorded</b>	<b>For</b>	<b>Against</b>	
Belch	X		
Moore	X		
Huntley	X		
Graham	X		
McFadden	X		
<b>Results</b>	<b>5</b>	<b>0</b>	<b>Carried</b>

**Attachment No. 5: Motion R/04/05/20/05**

R/04/05/20/05

Moved by: Moore

Seconded by: Huntley

That Township Staff be directed to begin the local official plan and zoning by-law amendment processes required to implement the results of the rural employment lands review in accordance with Council motion R/18/03/19/03 as amended by Council Motion R/01/04/19/05, to be completed by year end 2020;

That Township Staff review the PKED Covid-19 Economic Recovery Plan and participate with the PKED in responding to business and economic challenges related to the Covid-19 pandemic;

That Township Staff develop broad principles for the evaluation of Employment Area conversions;

That Township Staff monitor the Township's Employment Areas land supply; and

That Township Staff bring this report back to the next Regular Council Meeting.

<b>Recorded</b>	<b>For</b>	<b>Against</b>	
Huntley	X		
Graham	X		
Moore	X		
Belch	X		
McFadden	X		
<b>Results</b>	<b>5</b>	<b>0</b>	<b>Carried</b>