

For Office Use Only:

File Number	_____	Application Fee	_____
Related File Number	_____	Conservation Authority Fee	_____
Pre-consultation Meeting	_____	Well & Septic Info Provided	_____
Application Submitted	_____	Planner	_____
Complete Application	_____	Public Notice Sign	_____

Check the type of planning application(s) you are submitting.

- Consent/Severance/Boundary Adjustment
- Surplus Farm Dwelling Severance and Zoning By-law Amendment
- Minor Variance
- Easement/Right-of-Way

Property Assessment Roll Number: _____**A. Applicant Information****Name of Owner** _____

It is the responsibility of the owner or applicant to notify the planner of any changes in ownership within 30 days of such a change.

Address _____

Town and Postal Code _____

Phone Number _____

Cell Number _____

Email _____

Name of Applicant _____

Address _____

Town and Postal Code _____

Phone Number _____

Cell Number _____

Email _____

Name of Agent _____

Address _____

Town and Postal Code _____

Phone Number _____

Cell Number _____

Email _____

Please specify to whom all communications should be sent. Unless otherwise directed, all correspondence and notices in respect of this application will be forwarded to the owner and agent noted above.

Owner

Agent

Applicant

Names and addresses of any holder of any mortgagees, charges or other encumbrances on the subject lands:

B. Location, Legal Description and Property Information

1. Legal Description (include Geographic Township, Concession Number, Lot Number, Block Number and Urban Area or Hamlet):

Municipal Civic Address: _____

Present Official Plan Designation(s): _____

Present Zoning: _____

2. Is there a special provision or site specific zone on the subject lands?

Yes No If yes, please specify:

3. Present use of the subject lands:

4. Please describe **all existing** buildings or structures on the subject lands and whether they are to be retained, demolished or removed. If retaining the buildings or structures, please describe the type of buildings or structures, and illustrate the setback, in metric units, from front, rear and side lot lines, ground floor area, gross floor area, lot coverage, number of storeys, width, length, and height on your attached sketch which must be included with your application:

5. If an addition to an existing building is being proposed, please explain what it will be used for (for example a bedroom, kitchen, or bathroom). If new fixtures are proposed, please describe.

6. Please describe **all proposed** buildings or structures/additions on the subject lands. Describe the type of buildings or structures/additions, and illustrate the setback, in metric units, from front, rear and side lot lines, ground floor area, gross floor area, lot coverage, number of storeys, width, length, and height on your attached sketch which must be included with your application:

7. Are any existing buildings on the subject lands designated under the *Ontario Heritage Act* as being architecturally and/or historically significant? Yes No
If yes, identify and provide details of the building:

8. If known, the length of time the existing uses have continued on the subject lands:

9. Existing use of abutting properties:

10. Are there any easements or restrictive covenants affecting the subject lands?

Yes No If yes, describe the easement or restrictive covenant and its effect:

C. Purpose of Development Application

Note: Please complete all that apply. **Failure to complete this section will result in an incomplete application.**

1. Site Information (Please refer to Zoning By-law to confirm permitted dimensions)

	Existing	Permitted	Provision	Proposed	Deficiency
Lot frontage					
Lot depth					
Lot width					
Lot area					
Lot coverage					
Front yard					
Rear yard					
Height					
Left Interior side yard					
Right Interior side yard					
Exterior side yard (corner lot)					
Parking Spaces (number)					
Aisle width					
Stall size					
Loading Spaces					
Other					

2. Please explain why it is not possible to comply with the provision(s) of the Zoning By-law:

3. **Consent/Severance/Boundary Adjustment:** Description of land intended to be severed in metric units:

Frontage: _____

Depth: _____

Width: _____

Lot Area: _____

Present Use: _____

Proposed Use: _____

Proposed final lot size (if boundary adjustment): _____

If a boundary adjustment, identify the assessment roll number and property owner of the lands to which the parcel will be added: _____

Description of land intended to be retained in metric units:

Frontage: _____

Depth: _____

Width: _____

Lot Area: _____

Present Use: _____

Proposed Use: _____

Buildings on retained land: _____

4. **Easement/Right-of-Way:** Description of proposed right-of-way/easement in metric units:

Frontage: _____

Depth: _____

Width: _____

Area: _____

Proposed Use: _____

5. Surplus Farm Dwelling Severances Only: List all properties in Norfolk County, which are owned and farmed by the applicant and involved in the farm operation

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (for example: corn, orchard, livestock) _____

Dwelling Present?: Yes No If yes, year dwelling built _____

Date of Land Purchase: _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (for example: corn, orchard, livestock) _____

Dwelling Present?: Yes No If yes, year dwelling built _____

Date of Land Purchase: _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (for example: corn, orchard, livestock) _____

Dwelling Present?: Yes No If yes, year dwelling built _____

Date of Land Purchase: _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (for example: corn, orchard, livestock) _____

Dwelling Present?: Yes No If yes, year dwelling built _____

Date of Land Purchase: _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (for example: corn, orchard, livestock) _____

Dwelling Present?: Yes No If yes, year dwelling built _____

Date of Land Purchase: _____

Note: If additional space is needed please attach a separate sheet.

D. All Applications: Previous Use of the Property

1. Has there been an industrial or commercial use on the subject lands or adjacent lands? Yes No Unknown

If yes, specify the uses (for example: gas station, or petroleum storage):

2. Is there reason to believe the subject lands may have been contaminated by former uses on the site or adjacent sites? Yes No Unknown

3. Provide the information you used to determine the answers to the above questions:

4. If you answered yes to any of the above questions in Section D, a previous use inventory showing all known former uses of the subject lands, or if appropriate, the adjacent lands, is needed. Is the previous use inventory attached? Yes No

E. All Applications: Provincial Policy

1. Is the requested amendment consistent with the provincial policy statements issued under subsection 3(1) of the *Planning Act, R.S.O. 1990, c. P. 13*? Yes No

If no, please explain:

2. It is owner's responsibility to be aware of and comply with all relevant federal or provincial legislation, municipal by-laws or other agency approvals, including the Endangered Species Act, 2007. Have the subject lands been screened to ensure that development or site alteration will not have any impact on the habitat for endangered or threatened species further to the provincial policy statement subsection 2.1.7? Yes No

If no, please explain:

3. Have the subject lands been screened to ensure that development or site alteration will not have any impact on source water protection? Yes No

If no, please explain:

Note: If in an area of source water Wellhead Protection Area (WHPA) A, B or C please attach relevant information and approved mitigation measures from the Risk Manager Official.

4. All Applications: Are any of the following uses or features on the subject lands or within 500 metres of the subject lands, unless otherwise specified? Please check boxes, if applicable.

Livestock facility or stockyard (submit MDS Calculation with application)

On the subject lands or within 500 meters – distance _____

Wooded area

On the subject lands or within 500 meters – distance _____

Municipal Landfill

On the subject lands or within 500 meters – distance _____

Sewage treatment plant or waste stabilization plant

On the subject lands or within 500 meters – distance _____

Provincially significant wetland (class 1, 2 or 3) or other environmental feature

On the subject lands or within 500 meters – distance _____

Floodplain

On the subject lands or within 500 meters – distance _____

Rehabilitated mine site

On the subject lands or within 500 meters – distance _____

Non-operating mine site within one kilometre

On the subject lands or within 500 meters – distance _____

Active mine site within one kilometre

On the subject lands or within 500 meters – distance _____

Industrial or commercial use (specify the use(s))

On the subject lands or within 500 meters – distance _____

Active railway line

On the subject lands or within 500 meters – distance _____

Seasonal wetness of lands

On the subject lands or within 500 meters – distance _____

Erosion

On the subject lands or within 500 meters – distance _____

Abandoned gas wells

On the subject lands or within 500 meters – distance _____

F. All Applications: Servicing and Access

1. Indicate what services are available or proposed:

Water Supply

Municipal piped water Communal wells
 Individual wells Other (describe below)

Sewage Treatment

Municipal sewers Communal system
 Septic tank and tile bed in good working order Other (describe below)

Storm Drainage

Storm sewers Open ditches
 Other (describe below)

2. Existing or proposed access to subject lands:

Municipal road Provincial highway
 Unopened road Other (describe below)

Name of road/street:

G. All Applications: Other Information

1. Does the application involve a local business? Yes No

If yes, how many people are employed on the subject lands?

2. Is there any other information that you think may be useful in the review of this application? If so, explain below or attach on a separate page.

I. Transfers, Easements and Postponement of Interest

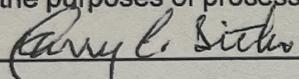
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that it is their solicitor's responsibility on behalf of the owner for the registration of postponements of any charges in favour of the County.

Permission to Enter Subject Lands

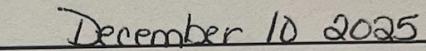
Permission is hereby granted to Norfolk County officers, employees or agents, to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Freedom of Information

For the purposes of the *Municipal Freedom of Information and Protection of Privacy Act*, I authorize and consent to the use by or the disclosure to any person or public body any information that is collected under the authority of the *Planning Act*, R.S.O. 1990, c. P. 13 for the purposes of processing this application.



Owner/Applicant/Agent Signature



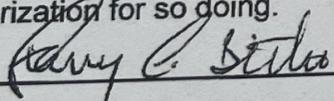
Date

J. Owner's Authorization

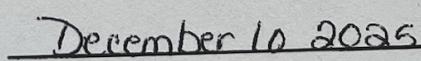
If the applicant/agent is not the registered owner of the lands that is the subject of this application, the owner must complete the authorization set out below.

I/We Carol Lary am/are the registered owner(s) of the lands that is the subject of this application.

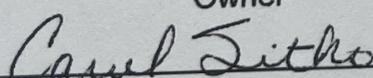
I/We authorize Kayla Deleye to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.



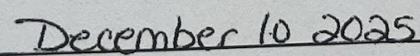
Owner



Date



Owner



Date

***Note: If property is owned by an Ontario Ltd. Corporation, Articles of Incorporation are required to be attached to the application.**

Norfolk
COUNTY

Revised April 2023
Committee of Adjustment Development Application
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K. Declaration

I, Kayla Deluise of Brant

solemnly declare that:

all of the above statements and the statements contained in all of the exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of The Canada Evidence Act.

Declared before me at:

In _____

This _____ day of _____

A.D., 20 _____

Randy C. Sircra
Owner/Applicant/Agent Signature

Kayla Deluise

A Commissioner, etc.

Norfolk

Revised April 2023
Committee of Adjustment Development Application
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Property Information	
Municipal Address	3425 HIGHWAY #24 NORTH - SIMCOE
Assessment Roll Number	
Date of Evaluation	AUGUST 14/2025

Evaluators Information				
Evaluators Name:	ED DOVE			
Company Name:	STEALTH ENVIRONMENTAL INC.			
Address:	1809 8 th CONCESSION ROAD - LANGTON, ON			
Phone:	519-426-7108			
Email	Ed.Dove@stealthenvironmental.ca			
BCIN #	38413 38259			
Purpose of Evaluation	<input type="checkbox"/> Consent <input type="checkbox"/> Zoning <input type="checkbox"/> Minor Variance <input type="checkbox"/> Site Plan <input type="checkbox"/> Building Permit Application <input type="checkbox"/> Other _____			
Building Information	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Agricultural			
Gross building area: (m ²):	1700 ft ²			
Number of bedrooms:	3			
Number of fixture units:	17.5			
Daily Design Flow: (Litres)	1,600 L/DAY			
Is the building currently occupied?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, how long?			
Site Evaluation				
Soil type, percolation time (T)	ESTIMATED			
Site slope	<input type="checkbox"/> Flat <input type="checkbox"/> Moderate <input type="checkbox"/> Steep			
Soil condition:	<input type="checkbox"/> Wet <input checked="" type="checkbox"/> Dry			
Surface discharge observed	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Odour detected:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Weather at time of evaluation:	SUNNY + CLEAR			
System Description				
<input type="checkbox"/> Class 1 - Privy <input type="checkbox"/> Class 2- Greywater <input type="checkbox"/> Class 3 - Cesspool <input checked="" type="checkbox"/> Class 4 - Leaching Bed) <input type="checkbox"/> Class 5 - Holding Tank				
Type of leaching bed. Class 4 -Leaching Bed only – Complete & attach Worksheet E				
<input checked="" type="checkbox"/> A. Absorption Trench	<input type="checkbox"/> B. Filter Bed	<input type="checkbox"/> C. Shallow Buried Trench		
<input type="checkbox"/> D. Advance Treatment System	<input type="checkbox"/> E. Type A Dispersal Bed	<input type="checkbox"/> F. Type B Dispersal Bed		
Existing Tank Size (litres):	3,600 L			
<input checked="" type="checkbox"/> Pre-cast Concrete	<input type="checkbox"/> Plastic	<input type="checkbox"/> Fibreglass		
<input type="checkbox"/> Wood	<input type="checkbox"/> Other (specify):	Pump: <input type="checkbox"/> Yes <input type="checkbox"/> No		
<input checked="" type="checkbox"/> In ground system	<input type="checkbox"/> Raised Bed system Height raised above original grade (metres)			
Setbacks (metres)		Tank	Distribution Pipe	
Distance to buildings & structures	6 FT		20 FT	
Distance to bodies of water	N/A		N/A	
Distance to nearest well	>50 FT		>50 FT	
Distance to proposed property lines	Front: <u>>50 FT</u> Rear: <u>>50 FT</u>	Left: <u>>100 FT</u> Right: <u>70 FT</u>	Front: <u>30 FT</u> Rear: <u>20 FT</u>	Left: <u>>80 FT</u> Right: <u>15 FT</u>

Worksheet A: Dwellings - Daily Design Flow Calculations (Q)

A) Residential Occupancy		(Q) Litres	Total
Number of Bedrooms	1 Bedroom	750	
	2 Bedrooms	1100	
	3 Bedrooms	1600	1600
	4 Bedrooms	2000	
	5 Bedrooms	2500	
		Subtotal (A)	1,600

B) Plus Additional Flow for:

Note:

Use the largest additional flow calculation to determine Daily Design Flow (Q). If none apply Subtotal (B) is zero.

		Quantity	(Q) Litres	Total
Either	Each bedroom over 5		500	
Or	Floor space for each 10m ² over 200m ² up to 400m ²		100	
	Floor space for each 10m ² over 400m ² up to 600m ²		75	
	Floor space for each 10m ² over 600m ²		50	
Or	Each Fixture Unit over 20 fixture Units (Total of Worksheet B - 20 = Quantity)		50	
		Subtotal (B)		
		Subtotal A+B=Daily Design Flow (Q)		1,600

Worksheet B: Dwellings Fixture Unit Count

Fixtures	Units	How Many?	Total
Bath group (toilet, sink, tub or shower) with flush tank	6.0	X 2	= 12
Bathtub only (with or without shower)	1.5	X	=
Shower stall	1.5	X	=
Wash basin / Lavatory (1.5 inch trap)	1.5	X	=
Water closet (toilet) tank operated	4.0	X	=
Bidet	1.0	X	=
Dishwasher	1.0	X 1	= 1
Floor Drain (3 inch trap)	3.0	X	=
Sink (with/without garbage grinder, domestic and other small type single, double or 2 single with a common trap)	1.5	X 1	= 1.5
Domestic washing machine	1.5	X 1	= 1.5
Combination sink and laundry tray single or double (installed on 1.5 inch trap)	1.5	X 1	= 1.5
Other:			
		Total Number of Fixture Units:	17.5

1. Refer to Ontario Building Code Division B Table 7.4.9.3 for a complete listing of fixture types and units.
2. Where the laundry waste is not more than 20% of the total daily design flow, it may discharge to the sewage system. OBC 8.1.3.1(2)
3. Sump pumps are not to be connected to the sewage system. Connection to sewage system may lead to a hydraulic failure of the system.

Worksheet C: Other occupancies types

Camp for the Housing of Workers	Number of Employees	(Q) Litres	Total
Note: building size, number of bedrooms and fixture count are not required for a Camp for the Housing of Workers		250	
Daily Design Flow (Q)			

Other Occupancy Daily Design Flow Calculation (Q)

To calculate the daily design flow for occupancies, please refer to Ontario Building Code Division B – Part 8 Table 8.2.1.3.B

Establishment	Operator Example: number of seats, per floor area, number of employees/students	Volume Litres	Total
Daily Design Flow (Q)			

Work Sheet D: Septic Tank Size

Minimum septic tank size permitted by the Ontario Building Code is 3600 litres.

Minimum holding tank size permitted by the Ontario Building Code is 9000 litres.

Occupancy type	Daily Design Flow (Q)	Minimum tank size (L)
Residential Occupancy house, apartment, camp for housing of workers	1,600	X 2 = 3,200
All Other Occupancies		X 3 =
Holding Tank		X 7 =

3,600 L CONCRETE TANK INSTALLED

Worksheet E: Leaching Bed Calculations (Class 4)

Complete One of A, B, C, D, E, F		
<input checked="" type="checkbox"/> A. Absorption Trench		
Total length of distribution pipe	Conventional $(Q \times T) \div 200 =$ <u>ESTIMATED 250 FT</u> m Type I leaching chambers $(Q \times T) \div 200 =$ _____ m Type II leaching chambers $(Q \times T) \div 300 =$ _____ m Configured as: <u>5</u> runs of <u>50</u> m Total: <u>250 FT</u> m	
<input type="checkbox"/> B. Filter Bed		
Effective Area If $Q \leq 3000$ litres per day use $Q \div 75$ If $Q > 3000$ litres per day use $Q \div 50$ Level II-IV treatment units, use $Q \div 100$ Distribution Pipe Contact Area = $(Q \times T) \div 850$ Mantel (see Part 1)	Effective area: _____ $(Q \div$ _____ $(75, 50, \text{ or } 100) =$ _____ m ² Configured as: _____ m x _____ m Number of beds _____ Number of runs: _____ Spacing of runs: _____ m Contact Area : $(\text{_____ m}^2) (Q) \times (\text{_____ m}) \div 850 =$ _____ m ²	
<input type="checkbox"/> C. Shallow Buried Trench		
Percolation time (T) of soil in minutes:	Length of distribution pipe (metres)	$(L) =$ _____ $(Q \div$ _____ $(75, 50, 30) =$ _____ m Configured as: _____ runs of _____ m Total: _____ m
1 < T ≤ 20	Q + 75 metres	
20 < T ≤ 50	Q + 50 metres	
50 < T < 125	Q + 30 metres	
<input type="checkbox"/> D. Advance Treatment System Provide description of system.		
<input type="checkbox"/> E. Type A Dispersal Bed		
Stone Layer If $Q \leq 3000$ litres per day, use $Q \div 75$ If $Q > 3000$ litres per day, use $Q \div 50$ Sand Layer $1 < T \leq 15$ use $(Q \times T) \div 850$ $T > 15$ use $(Q \times T) \div 400$	Stone Layer = _____ $(Q \div$ _____ $(75 \text{ or } 50) =$ _____ m ² Sand Layer = $(\text{_____ m}^2) (Q) \times (\text{_____ m}) \div (850 \text{ or } 400) =$ _____ m ²	
<input type="checkbox"/> F. Type B Dispersal Bed		
Area = $(Q \times T) \div 400$ Linear Loading Rate (LLR) $T < 24$ minutes, use 50 L/min $If T \geq 24$ minutes, use 40 L/min	Area = $(\text{_____ m}^2) (Q) \times (\text{_____ m}) \div 400 =$ _____ m ² Pump chamber capacity = _____ L Length $(Q \div \text{LLR}) =$ _____ m Bed configuration = _____ m x _____ m = _____ m ² Number of Beds = _____	
Distribution Pipe	Configured as: _____ runs of _____ m Total: _____ m	

Worksheet F: Cross Sectional Drawings

Subsoil Investigation – Test pit

1. Soil sample to be taken at a depth of
2. Test pit to be a minimum 0.9m

Indicate level of rock and ground water level below original grade.

	Original grade
	0.5m
	1.0m
	1.5m

Soil and subgrade investigation.
Indicate soil types

Cross sectional drawings are required for all septic systems

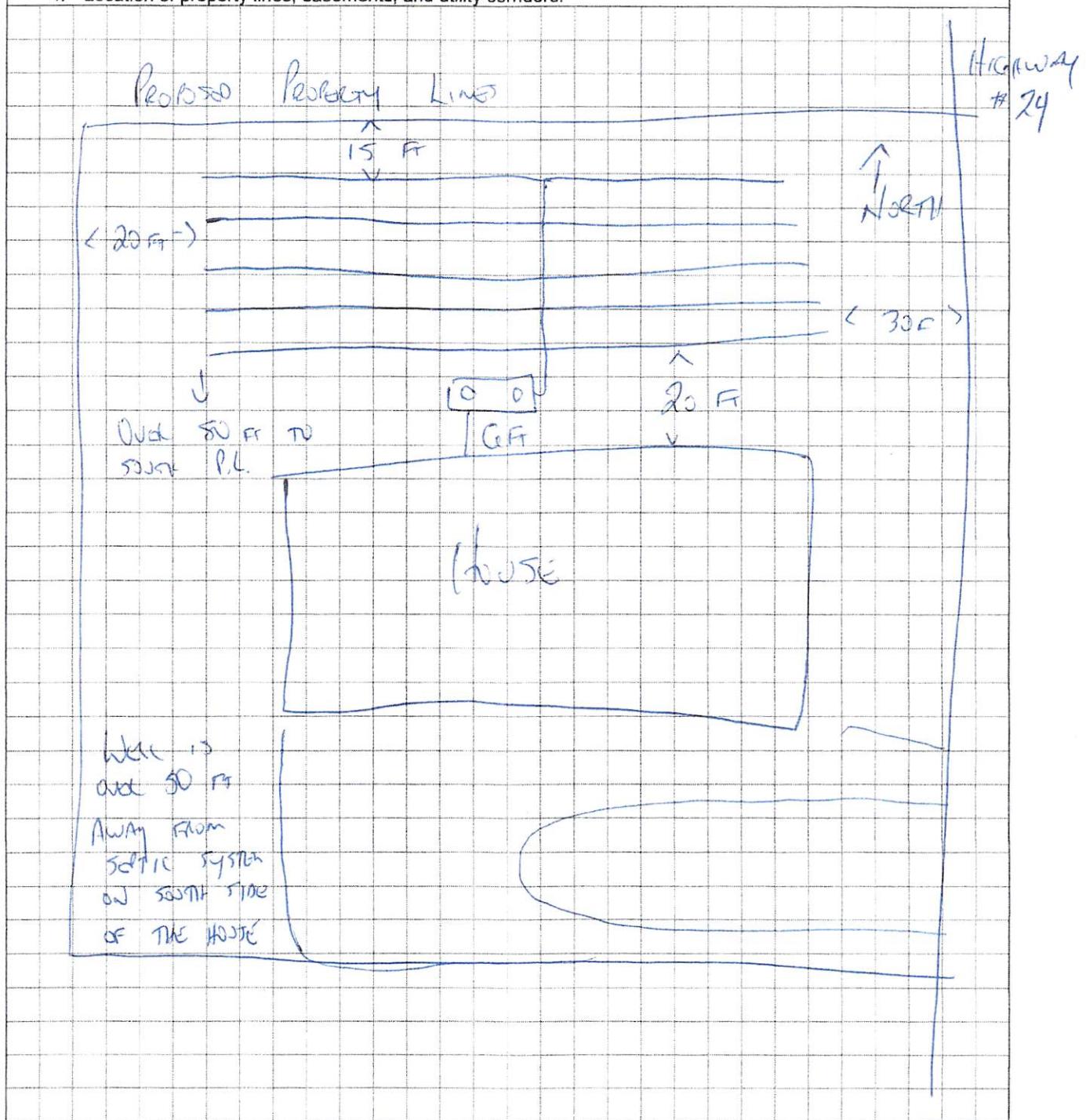
1. Location of existing grade.
2. Measurements to each component, distances to water table
3. Label each septic component.

NOT APPLICABLE TO
EXISTING ON-SITE SEWAGE
EVALUATIONS

Worksheet G: Septic Plot Plan

Please provide the following information on this work sheet:

1. Location of sewage system and its components (e.g. tank, leaching bed, pump chamber)
2. Location of all buildings, pools and wells on the property and neighbouring properties
3. Locate and show minimum clearances for treatment units and distribution piping of items. Ontario Building Code, Division B, Table 8.2.1.6.A. and 8.2.1.6.B.
4. Location of property lines, easements, and utility corridors.



Overall System Rating

- System working properly / no work required.
- System functioning / Maintenance required.
- System functioning / Minor repairs required
- System failure / Replacement required.

Additional Comments: *SEPTIC SYSTEM IS IN GOOD WORKING CONDITION AND IN A GOOD STATE OF REPAIR AT THE TIME OF EVALUATION*

Note: Any repair or replacement of an on-site sewage system requires a building permit.

Contact the [Norfolk County Building Department](#) at (519) 426-5870 ext. 6016 for more information.

Verification

Owner:

The owner is responsible for having a site evaluation conducted of the above mentioned property. Neither the evaluation nor the approval thereof shall exempt the owner(s) from complying with the Ontario Building Code or any other applicable law.

I, _____ (the owner of the subject property) hereby authorize the above mentioned evaluator to act on my behalf with respects to all matters pertaining to the existing onsite sewage system evaluation.

Owners Signature:

Date:

Evaluator:

I, Ed Done declare that this site evaluation is accurate as of the date of inspection. No determination of future performance can be made due to unknown conditions, future water usage over the life of the system, abuse of the system and/or inadequate maintenance, all of which can affect the life of the system. This evaluation does not grant or imply any guarantee or warranty of the future performance of the sewage system. The undersigned takes no responsibility for the accuracy of existing or proposed property lines, whether measured or implied.

Evaluator Signature:

Date: Aug 5 2025



Building Department Review

Comments:

Building Inspectors Name:

Building Inspector Signature:

Date:

Planning Justification Report

Surplus farm dwelling consent application

3425 Hwy 24

Monday December 8, 2025



Planning Justification Report for 3425 Hwy 24, Norfolk County

1.0 INTRODUCTION

Kayla DeLeye Development Planning ("Agent") has been retained by 1000613829 Ontario Inc. ("owner") to assist in obtaining a surplus farm dwelling consent application for 3425 Hwy 24, Norfolk County, legally described as Township of Windham Concession 7 Part lot 1 Part lot 2 and PLAN 56B LOT 8 Part lot 9. The consent application is required as the existing dwelling is surplus to the owner's needs, and they wish to sever it from their farm as a surplus farm dwelling severance.

This report aims to provide details and justification regarding the surplus farm dwelling severance and provide an overview of the planning merits associated with this planning application.

2.0 SUBJECT LANDS DESCRIPTION

The subject lands (known as Roll # 49101305000) are approximately 42.1 hectares (104.13 acres) and have frontage along Hwy 24 and Windham Road 7 in the geographic township of Windham, approximately 2.6 kms west of Waterford. The subject lands contain two (2) single detached dwellings and several small agricultural out-buildings. Most of the lands surrounding the subject property are in agricultural production. The subject lands are classified as prime agricultural lands and are comprised of Class 2 soils. See the property location shown on Map 1 below.

Map 1: Location of Subject Lands



One of the dwellings addressed at 3425 Hwy 24 is proposed to be severed through a farm dwelling severance. The proposed new rural residential lot would measure 54.89 metres (180.1 ft) by 33.91 metres (111.25 ft) and have an area of 2136.5 square metres (0.53 acres). The proposed lot would have a total lot coverage of 9.6%.

The proposed severed lands would be sized appropriately to accommodate a septic tank and septic tile bed. There is also enough space to accommodate a private well for water supply. There is a sand-point well in the basement of the dwelling.

The dwelling is serviced by an existing driveway which would remain unchanged. Map 2 below outlines the proposed surplus farm dwelling severance.

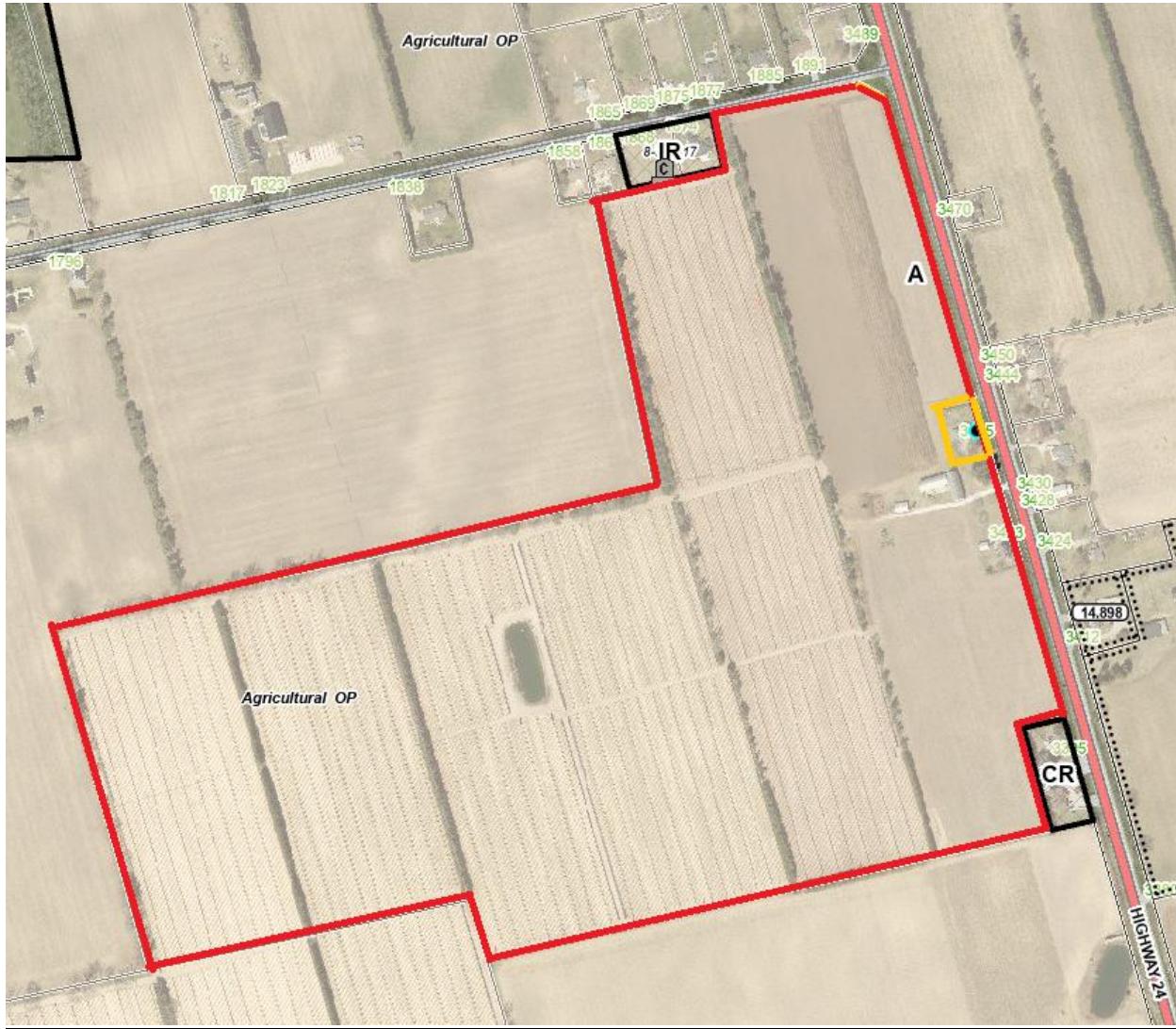
Map 2: Proposed Severed Lands



Official Plan Designation & Zoning By-law Provisions

The subject lands are designated Agricultural in the Norfolk County Official Plan (NCOP) and zoned Agricultural (A) in the Norfolk County Zoning By-law 1-Z-2014 (NCZB) as shown below in Map 3 below.

Map 3: Farm Parcel with Official Plan Designation and Zoning



3.0 PROPOSED DEVELOPMENT

The owners are proposing a surplus farm dwelling severance.

Map 4 & 5: Survey Sketch of the Proposed Severed Lands

SKETCH SHOWING
PROPOSED SEVERANCE
PREPARED FOR
1000613829 ONTARIO INC.
OF PART OF
LOT 1, CONCESSION 7
GEOGRAPHIC TOWNSHIP OF WINDHAM
NORFOLK COUNTY

A horizontal scale bar with markings at 7.5, 0, and 30. The bar is divided into three equal segments by vertical tick marks. The first segment is labeled '7.5', the second is '0', and the third is '30'. The word 'METRES' is written in capital letters to the right of the scale bar.

SCALE: 1 : 750

SCALE: 1 : 750
#3425 HIGHWAY 34

#3425 HIGHWAY 24
WATERFORD
PN 50179 - 0238 (T)

PN 50179 - 0238 (T)

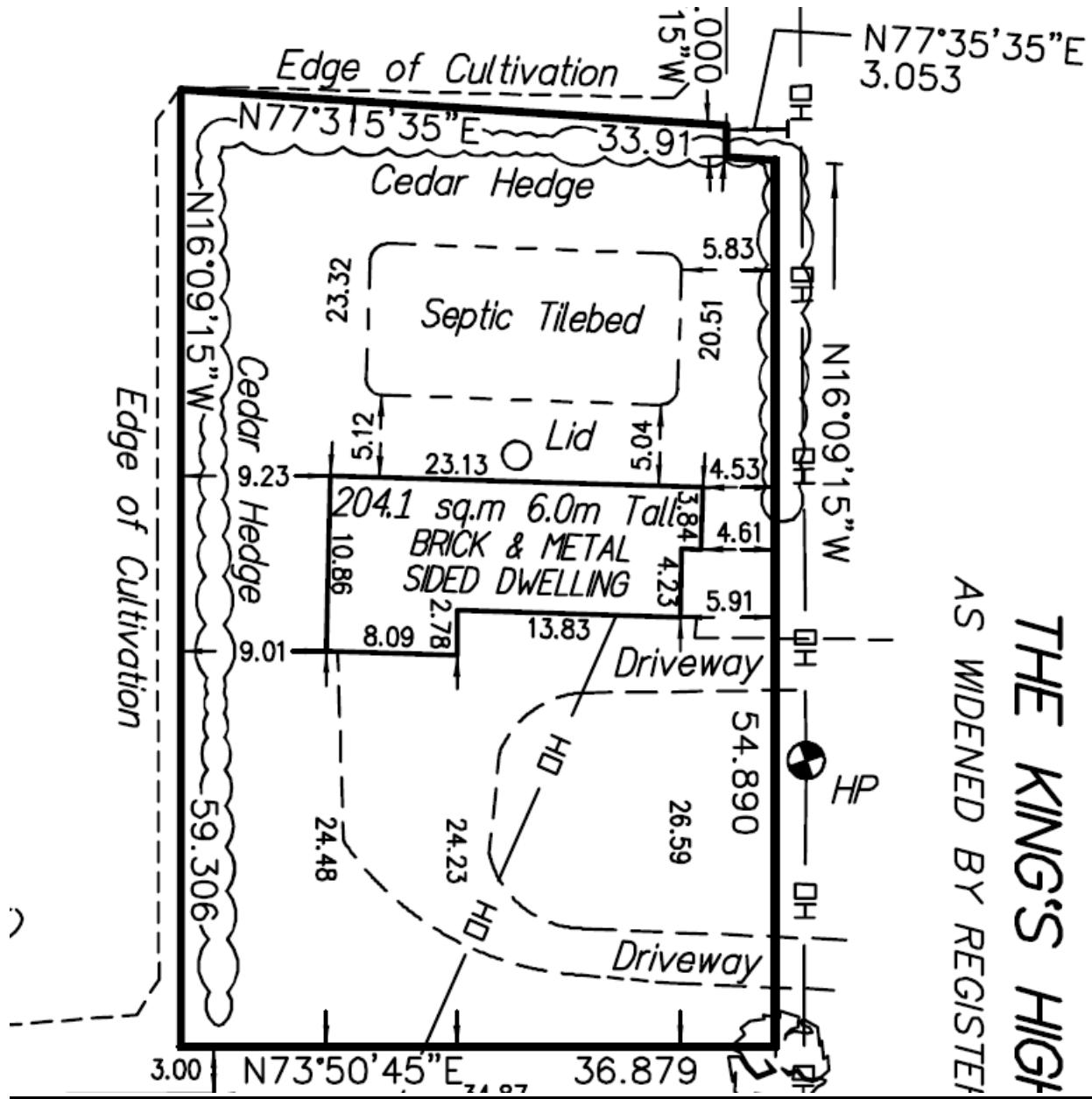
E: SAND POINT IN BASE

• [View Details](#)

NOTE: SAND POINT IN BASEMENT

PN 50179 - 0238 (LT)

THE KING'S HIGH AS WIDENED BY REGISTER



The subject lands consist of an area of 2136.5 square metres (0.53 acres). The proposed lot would have a total lot coverage of 9.6%. The retained farm parcel would maintain an area greater than 40 hectares.

4.0 LAND USE PLANNING POLICY FRAMEWORK & ANALYSIS

The surplus farm dwelling severance is reviewed under several policy and regulatory documents including:

- 1 – Provincial Planning Statement, 2024;
- 2 – Norfolk County Official Plan; and

3 – Norfolk County Zoning By-law 1-Z-2014.

A detailed land use planning policy framework and analysis is included below.

4.1 PROVINCIAL PLANNING STATEMENT, 2024 FRAMEWORK & ANALYSIS

The Provincial Planning Statement (PPS) is a consolidated statement of the government's interests and policies on land use planning in Ontario. It provides provincial policy direction for appropriate development and includes key land use planning issues that affect communities, such as building strong and healthy communities, the wise use and management of resources, and the protection of public health and safety. The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The PPS is issued under section 3 of the Planning Act, and according to the Act, all decisions affecting planning matters shall be consistent with the PPS. Municipalities are the primary decision-makers for local communities. They implement provincial policies through municipal official plans, zoning by-laws and planning-related decisions.

As per section 4.3.1 of the PPS, prime agricultural areas shall be protected for long-term use for agriculture. Prime agricultural areas are areas where prime agricultural lands predominate and includes Canada Land Inventory Class 1, 2, and 3 lands, and any associated Class 4 through 7 lands within the prime agricultural area.

As per section 4.3.2 of the PPS, in prime agricultural areas, agricultural uses (including farm buildings and a residence) are permitted. Furthermore, all types, sizes and intensities of agricultural uses and normal farm practices shall be promoted and protected, and the creation of new lots shall comply with the minimum distance separation (MDS) formula.

The subject lands are considered prime agricultural lands in the PPS. "Prime agricultural lands" are defined in the PPS as "specialty crop areas and/or Canada Land Inventory Class 1, 2, and 3 lands, as amended from time to time, in this order of priority for protection." The lands are also part of a "prime agricultural area", which is defined as "areas where prime agricultural lands predominate. This includes areas of prime agricultural lands and associated Canada Land Inventory Class 4 through 7 lands, and additional areas where there is a local concentration of farms which exhibit characteristics of ongoing agriculture. Prime agricultural areas may be identified by a planning authority based on provincial guidance or informed by mapping obtained from the Ontario Ministry of Agriculture, Food and Agribusiness and the Ontario Ministry of Rural Affairs or any successor to those ministries."

Policy 4.3.3.1 of the PPS states, "Lot creation in prime agricultural areas is discouraged and may only be permitted for:

- a) agricultural uses, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;
- b) agriculture-related uses, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services;
- c) **one new residential lot per farm consolidation for a residence surplus to an agricultural operation, provided that:**
 - 1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and
 - 2. the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new dwellings or additional residential units are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches that achieve the same objective; and
- d) infrastructure, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.”

The owner has applied for a surplus farm dwelling severance in accordance with Policy 4.3.3.1. c).

The proposed new lot will be limited to a minimum lot size (2136.5 square metres (0.53 acres) to accommodate the use and appropriate private sewage (septic system) and water services (private well).

The 2024 PPS permits the severance of one (1) new residential lot per farm consolidation. The subject lands contain two (2) single detached dwellings. Once the proposed farm dwelling severance is complete, there will remain one (1) single detached dwelling on the retained farm, which will not be permitted to be severed in the future. No additional rezoning applications are required to prohibit a single detached use on the retained farm to continue to permit the existing second dwelling.

The proposed farm dwelling severance is proposing the severance of a dwelling that is surplus to the owner's needs. The owner owns a second farm within Norfolk County (Roll# 491-013-08000), also registered to 1000613829 Ontario Inc., that the retained farm will consolidate to. A certificate of ownership along with the articles of incorporation have been included in the submission of this application.

It is my professional opinion that the proposed surplus farm dwelling severance is consistent with policy 4.3.3.1 c of the PPS.

4.2 NORFOLK COUNTY OFFICIAL PLAN FRAMEWORK & ANALYSIS

The Norfolk County Official Plan (NCOP) is the local municipal planning policy which describes how land in Norfolk County should be used. It is prepared with input from the community and helps manage growth and development within the County until 2036. The

NCOP provides a policy framework to guide economic, environmental and social decisions that have implications for the use of land.

The purpose of the NCOP is to provide an overall policy framework establishing clear development principles and policies including land use designations to:

- promote orderly growth and development;
- provide guidance to Council;
- ensure the financial sustainability of the County;
- establish goals and objectives to provide appropriate services;
- respond to population and economic change;
- implement monitoring, review and updates to policy as per new provincial interests; and
- assist in co-ordinating and integrating planning activities with cross-jurisdictional implications including:
 - ecosystem,
 - shoreline and watershed planning;
 - natural heritage planning;
 - management of resources;
 - transportation and infrastructure planning;
 - regional economic development;
 - cultural heritage planning,
 - air and water quality monitoring; and
 - waste management.

All the subject lands are designated “Agricultural” in the NCOP. Section 7.2 of the OP dictates the policies of the Agricultural designation. The retained farm lands will continue to be used for agricultural purposes including the farming of crops.

Section 7.2.3 of the Norfolk County Official Plan contains policies around agricultural lot creation and lot adjustment.

Consent to sever land may be considered for the following purposes:

a) Consent to sever land may be considered for the following purposes:

- i) the assembly or disassembly of agricultural lots for agriculture uses including agriculturally related boundary adjustments which do not result in the creation of a new lot, subject to the policies of Section 7.2.4 (Agricultural Designation - Agricultural Lot Size Policies);
- ii) agriculture-related commercial and industrial uses in accordance with the policies of Section 7.2.2(Agricultural Designation – Land Use Policies);
- iii) agriculture-related commercial, institutional and industrial uses existing prior to August 24, 1978, provided the retained parcel of land is not considered a vacant lot, and subject to the policies of this Plan;

iv) infrastructure and utilities, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way;

v) a currently habitable farm dwelling surplus to a farming operation as a result of the consolidation of farm properties located within Norfolk County and adjacent municipalities, subject to the policies of Sections 7.2.3(b) and (c);

vi) technical reasons including minor boundary adjustments, corrections of deeds, quit claims, easements or rights-of-way, or other purposes that do not create an additional separate lot, and which do not change the lot configuration such that a non-agricultural lot is created which would not be in conformity with the policies of this Plan.

A full analysis of Section 7.2.3 b), and c) are provided in the following chart:

Policy	Conformity?	Explanation
7.2.3. b) As a condition of the approval of a consent granted under Section 7.2.3 a) v), the County shall ensure that the land is zoned in the Zoning By-law such that no new residential dwelling shall be permitted on the retained agricultural lot. No consent shall be granted unless it is demonstrated that the severed lot will not adversely affect the operation or viability of the farm operation on the retained lot or any adjacent land.	Yes	<p>The subject lands contain two (2) single detached dwellings. Once the proposed farm dwelling severance is complete, there will remain one (1) single detached dwelling on the retained farm, which will not be permitted to be severed in the future. No additional rezoning applications are required to prohibit a single detached use on the retained farm to continue to permit the existing second dwelling.</p> <p>The proposed severed lot is arranged in a manner to have minimal effect on the retained farm parcel. There is a hedge row that will help to delineate the severed lot from the farm.</p>
c) Further to Sections 7.2.3(b), a consent to sever a currently habitable dwelling shall be subject to the following criteria:		
i) the habitable dwelling shall be at least 10 years old at the date of application for a severance;	Yes.	The existing surplus farm dwelling was constructed 20+ years ago.
ii) the severed lot shall be of an appropriate size for the intended residential use,	Yes	The proposed new lot will be limited to a minimum lot size (2136.5 square metres (0.53 acres) to accommodate

which shall be determined in the Zoning By-law, and shall minimize the amount of agricultural land removed from active production;			the use and appropriate private sewage (septic system) and water services (private well).
iii) the severed lot shall be serviced by approved water supply and wastewater treatment facilities to be situated on the lot to be created;		Yes	The surplus farm dwelling is serviced by an appropriate private sewage (septic system) and water services (private well).
iv) subject to the appropriate policies of this Plan, the severed lot shall be an appropriate distance from existing pits and quarries, waste disposal sites, and other potential land use conflicts;		Yes	The proposed new lot is approximately 2.4 kms from the nearest existing quarry.
v) both the severed and retained lots shall be situated with frontage and safe and direct separate access onto a permanently maintained public road. Preference shall be given to locations on roads other than Provincial Highways or arterial roads;		Yes	The proposed new lot will have access onto Hwy 24. The retained farm will continue to have access onto Hwy 24.
vi) potential impacts of the consent on cultural heritage resources shall be assessed and mitigated where necessary;		Yes	No impacts are created to any cultural heritage resources as a result of the proposed surplus farm dwelling severance.
vii) the severed lot shall comply with the minimum distance separation formulae;		Yes	There are no livestock operations within 500+ metres of the proposed surplus farm dwelling severance. No MDS issues are created through the creation of the new lot.
viii) the severed lot shall not be permitted within Provincially Significant Features. Consents adjacent to Provincially Significant Features, or within or adjacent to Natural Heritage Features, shall be supported by an EIS,		Yes	There are no Provincially Significant Features within 900+ metres of the proposed severance. No EIS is required.

prepared in accordance with the policies of Section 9.7.1 (Environmental Impact Study).			
ix) Severances to separate Accessory Residential Dwellings from the farm property will not be permitted. [3-OP-2020, Amendment 124]	Yes	No ARUs are proposed to be severed as part of this consent application.	

The proposed surplus farm dwelling severance is in conformity to the Norfolk County Official Plan.

4.3 NORFOLK COUNTY ZONING BY-LAW, 1-Z-2014 FRAMEWORK & ANALYSIS

The Norfolk County Zoning By-law 1-Z-2014 (NCZB) is a regulatory document that controls the land in Norfolk County in terms of compatibility, character and appearance, and implements the NCOP. The NCZB identifies that no land, building or structures shall be used, erected, altered or occupied except in conformity with the provisions of the NCZB.

The current zoning of the subject lands is Agricultural (A) in the NCZB.

The following provisions apply to the Agricultural (A) Zone:

Provision	Requirement	Provided	Comment
Minimum lot area	40 ha (98.84 ac)	(Retained): 41.94 hectares (103.64 acres), (Severed) 0.2136 hectares (0.53 acres)	Complies
Minimum lot frontage	30 m (98.4 ft)	Retained: 30+ m Severed: 54.89 m	Complies
Minimum front yard	13 m (42.65 ft)	4.53 m (existing)	Complies (legal non-complying)
Minimum exterior side yard	13 m (42.65 ft)	N/A	Complies
Minimum interior side yard	3 m (9.84 ft)	23.32 m	Complies
Minimum rear yard	9 m (29.53 ft)	9 m (XX ft)	Complies
Minimum separation between a farm processing facility and a dwelling on an adjacent lot	30 m (98.4 ft)	n/a	n/a

Maximum building height	11 m (36.10 ft)	6 m	Complies
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The subject application complies with the Norfolk County Zoning By-Law.

5. CONCLUSION

It is my professional opinion that this planning application for a surplus farm dwelling severance represents good planning and should be approved as the planning justification has confirmed:

1. Consistency with the *Provincial Planning Statement*;
2. Conformity to the *Norfolk County Official Plan*;
3. Conformity to the *Norfolk County Zoning By-law*;

The agent looks forward to the expeditious processing of the subject application. Please do not hesitate to contact the undersigned should you have any questions related to this application.

Prepared and submitted by:

Kayla DeLeye, B.A MA, Ec.D, MCIP, RPP



Articles of Incorporation

Business Corporations Act

1. Corporation Name

1000613829 ONTARIO INC.

2. Registered Office Address

1723 Old Highway 24, Waterford, Ontario, Canada, N0E 1Y0

3. Number of Directors

Minimum/Maximum

Min 1 / Max 10

4. The first director(s) is/are:

Full Name

CAROL SITKO

Resident Canadian

Yes

Address for Service

1723 Old Highway 24, Waterford, Ontario, Canada, N0E 1Y0

Full Name

LEON SITKO

Resident Canadian

Yes

Address for Service

1723 Old Highway 24, Waterford, Ontario, Canada, N0E 1Y0

5. Restrictions, if any, on business the corporation may carry on or on powers the corporation may exercise. If none, enter "None":

Not applicable

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6. The classes and any maximum number of shares that the corporation is authorized to issue:

1. An unlimited number of each of the following classes of common shares: A and B;
2. An unlimited number of each of the following classes of non-cumulative, redeemable, retractable Special Shares: A and B;

7. Rights, privileges, restrictions and conditions (if any) attaching to each class of shares and directors' authority with respect to any class of shares which may be issued in series. If there is only one class of shares, enter "Not Applicable":

A. COMMON SHARES

1. The following terms shall have the following meanings for the purposes of these articles as they relate to Common Shares:
 - a. Voting Common Shares shall mean Classes A Common Shares;
 - b. Non-Voting Common Shares shall mean Class B Common Shares;
 - c. Common Share shall mean one share, of any class of Voting Common Shares or Non-Voting Common Shares, as applicable in the context.
2. Subject to the rights of any other shares of the Corporation which are expressed to rank prior to the Common Shares, the Common Shares shall respectively carry and be subject to the following rights, privileges, restrictions and conditions, namely:
 - a. The holders of any Voting Common Shares shall be entitled to one (1) vote in respect of each such Voting Common Share held at all meetings of the shareholders of the Corporation;
 - b. Subject to the right to vote at a meeting of the holders of their specific class of Non-Voting Common Shares, the Non-Voting Common Shares not be entitled as such to receive notice of or to attend any meeting of the shareholders of the Corporation, and shall not be entitled to vote at any such meeting;
 - c. In the event of the liquidation, dissolution or winding up of the Corporation or other distribution of assets of the Corporation (save and except payment of dividends which shall be in the discretion of the Directors as set out in paragraph 3 below) among shareholders, the holders of any Common Shares shall rank equally in the distribution of all or any part of the property and assets of the Corporation but only after the Special Shares, which property and assets remaining after distributions Special Shares in accordance with the terms of these articles, shall be distributed to the holders of all the Common Shares on a pro rata basis to the total number of Common Shares issued and outstanding on the date of such distribution;
3. The holders of each class of Common Shares, need not rank equally or be treated equally in the declaration or payment of dividends and the Directors shall have full and absolute discretion to declare and pay dividends:
 - a. to the holders of one or more classes of Common Shares, to the exclusion any other class or classes of Common Shares; or
 - b. of differing amounts per share to the holders of one or more classes of Common Shares, provided that within each class of Common Shares, the amount per share of dividend shall be equal for each shareholder within that specific class.

B. SPECIAL SHARES

1. The following terms shall have the following meanings for the purposes of these articles as they relate to Special Shares:
 - a. Special Shares shall mean Classes A and B Special Shares;
 - b. Special Share shall mean one share, being either a Class A or B Special Share as applicable in the context;
 - c. Voting Special Shares shall mean Class A Special Shares;
 - d. Non-Voting Special Shares shall mean Class B Special Shares;
 - e. Redemption Amount for the purposes of the Class A and B Special Shares shall mean \$1.00 per share;
 - f. Retraction Date shall mean the date any holder of Special Shares wishes to have the Corporation redeem such Special Shares.
2. Subject to the rights of any other shares of the Corporation which are expressed to rank prior to the Special Shares, the Special Shares shall respectively carry and be subject to the following rights, privileges, restrictions and conditions, namely:
 - a. The holders of any Voting Special Shares shall be entitled to one (1) vote in respect of each such Voting Special Share held at all meetings of the shareholders of the Corporation;

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b. The holders of any of the classes of Non-Voting Special Shares, subject to the right to vote at a meeting of the holders of their specific class of Special Shares, not be entitled as such to receive notice of or to attend any meeting of the shareholders of the Corporation, and shall not be entitled to vote at any such meeting;

c. The Special Shares shall rank, in the event of return of capital (save and except dividends which shall be at the discretion of the Directors as set in paragraph c below), in priority to the Common Shares of the Corporation. In the event of the event of the liquidation, dissolution or winding up of the Corporation, whether voluntary or involuntary, the holders of the Special Shares shall be entitled to receive, before any distribution of any part of the assets of the Corporation among the holders of the Common Shares, the Redemption Amount plus any declared but unpaid dividends. Subject to the foregoing and save and except for the payment of dividends which shall always be in the discretion of the Directors, the Special Shares shall rank equally, regardless of the class of Special Shares in any distribution of all or any part of the property and assets of the Corporation amongst the Special Shares, which property and assets shall be distributed to the holders of all the Special Shares on a pro rata basis to the total number of Special Shares issued and outstanding on the date of such distribution;

d. Any reductions to the stated capital of the Special Shares will reduce the Redemption Amount by the equivalent amount;

e. The holders of each class of Special Shares, need not rank equally or be treated equally in the declaration or payment of dividends on any Special Shares and the Directors shall have full and absolute discretion to declare and pay dividends:

1. to the holders of one or more classes of Special Shares, to the exclusion any other class or classes of Special Shares;
2. of differing amounts per share to the holders of one or more classes of Special Shares, provided that within each class of Special Shares, the amount per share of dividend shall be equal for each shareholder within that specific class;

f. The Corporation may redeem the whole or any part of any Special Shares on payment for each Special Share the Redemption Amount, plus any declared but unpaid dividends thereon. In case a partial redemption of any specific class or classes of Special Shares, the said Special Shares so to be redeemed shall be selected by lot in such manner as the directors in their discretion shall decide or, if the directors so determine, may be redeemed pro rata, disregarding fraction, and the directors may make such adjustments as may be necessary to avoid the redemption of fractional parts of Special Shares. Such redemption to be on at least 30 days' notice in writing by mailing such notice to the registered holders of the said Special Shares to be redeemed, specifying the date and place or places of redemption; if notice of any such redemption be given by the corporation in the manner aforesaid and an amount sufficient to redeem the shares be deposited with any trust company or chartered bank in Canada, specified in the notice, on or before the date fixed for redemption, dividends on the Special Shares to be redeemed shall cease after the date so fixed for redemption and the holders thereof shall thereafter have no rights against the Corporation in respect thereof except, upon the surrender of Certificates for such shares, to receive payment therefore out of the monies so deposited;

g. The holders of any Special Shares shall have the right, at their option, at any time and from time to time to compel the Corporation to redeem the whole or any part of any Special Shares held for the Redemption Amount plus any declared but unpaid dividends thereon, provided that 90 days' notice of such request has been received by the Corporation. In the event the holder of any Special Share exercises the within option, the said holder shall tender to the Corporation, at its registered office, a share certificate or certificates representing the Special Shares which the registered holder desires to have the Corporation redeem together with a request in writing specifying:

1. that the registered holder desires to have the Special Shares represented by such certificate(s) redeemed by the Corporation; and
2. the Retraction Date.

Upon receipt of the share certificate(s) representing the Special Shares which the registered holder desires to have the Corporation redeem together with such a request, the Corporation shall, 10 days after the Retraction Date or on such earlier date as the Corporation and the registered holder agree, redeem such Special Shares by paying to such registered holder the Redemption Amount plus any declared but unpaid dividends thereon. Such payment shall be made by cheque payable at par at any branch of the Corporation's bankers for the time being in Canada. The said Special Shares shall be redeemable on the Retraction Date or on such earlier date as the Corporation and the registered holder agree and from and after the Retraction Date or on such earlier date as the Corporation and the registered holder agree such shares shall cease to be entitled to dividends and the holders thereof shall not be entitled to exercise any of the rights of holders of Special Shares in respect thereof unless payment of the Redemption Amount plus any declared but unpaid dividends thereon is not made when due, in which event the rights of the holders of the Special Shares shall remain unaffected until the Redemption Amount plus any declared but unpaid dividends thereon has been paid in full.

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h. Notwithstanding the foregoing, no distribution shall be made to the holders of any of the Special Shares of the Corporation if such distribution would result in the Corporation having insufficient net assets to redeem the Special Shares. For the purpose of this clause,

1. "net assets" of the Corporation means the amount for which the assets of the Corporation could be realized in cash at that time less the liabilities of the Corporation at that time; and

2. "distribution" means any declaration, payment or distribution to or to the account of any holders of Special Shares of the Corporation, now or hereafter outstanding by way of:

a. dividends in cash or specie, except dividends payable in shares of any class of share of the Corporation; or

b. purchase, redemption or other retirement of any outstanding shares except when such purchase, redemption or other retirement is paid for out of the proceeds of a fresh issue of shares made for that purpose.

i. The foregoing provisions of this paragraph may be repealed, altered, modified or amended by Articles of Amendment, but only with the approval of the holders of the class or classes of Special Shares affected by the said modifications or amendments, given as hereinafter specified in addition to any other approval required by the Business Corporations Act, 1990 (Ontario) as the same may from time to time be in force or any successor corporations statute of the Province of Ontario (the "Act"); and

j. The approval of the holders of the class or classes of Special Shares affected as to any and all matters referred to herein may be given by Special resolution sanctioned at a meeting of the said holders of the Special Shares duly called and held upon at least ten (10) days' notice at which the holders of at least a majority of the outstanding Special Shares affected are present or represented by proxy and carried by the affirmative votes of the holders of not less than two-thirds of the said Special Shares represented and voted at such meeting cast on a poll. On every poll taken at every such meeting every holder of Special Shares represented shall be entitled to one (1) vote in respect of each Special Share held.

k. The Special Shares shall rank, in the event of return of capital (save and except dividends which shall be at the discretion of the Directors as set in paragraph c below), in priority to the Common Shares of the Corporation. In the event of the event of the liquidation, dissolution or winding up of the Corporation, whether voluntary or involuntary, the holders of the Special Shares shall be entitled to receive, before any distribution of any part of the assets of the Corporation among the holders of the Common Shares, the Redemption Amount plus any declared but unpaid dividends. Subject to the foregoing and save and except for the payment of dividends which shall always be in the discretion of the Directors, the Special Shares shall rank equally, regardless of the class of Special Shares in any distribution of all or any part of the property and assets of the Corporation amongst the Special Shares, which property and assets shall be distributed to the holders of all the Special Shares on a pro rata basis to the total number of Special Shares issued and outstanding on the date of such distribution;

C. STOCK DIVIDENDS

The Board of Directors may (but need not) at any time or from time to time, determine, with respect to any cash dividend declared payable on any class of Shares that the holders of such shares, or the holders of such shares whose addresses, on the records of the Corporation, are in Canada and/or in specified jurisdictions outside Canada, shall receive such dividend in the form of a stock dividend payable in shares having a value, as determined by the Board of Directors, that is substantially equivalent, as of a date determined by the Board of Directors, to the amount of such cash dividend, provided that the Corporation may pay cash in lieu of any fractional interest in a share that may occur on such stock dividend.

8. The issue, transfer or ownership of shares is/is not restricted and the restrictions (if any) are as follows. If none, enter "None":

SUBJECT TO ANY UNANIMOUS SHAREHOLDERS AGREEMENT WHICH SHALL OVERRIDE THE FOLLOWING PROVISIONS:

The right to transfer shares of the Corporation shall be restricted in that no shares shall be transferred without either:

(a) the previous consent of the directors of the Corporation expressed by a resolution passed at a meeting of the directors or by an instrument or instruments in writing signed by a majority of the directors; or

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(b) the previous consent of the holders of at least 51% of the shares for the time being outstanding entitled to vote expressed by resolution passed at a meeting of the shareholders or by an instrument or instruments in writing signed by such shareholders.

9. Other provisions, if any. Enter other provisions, or if no other provisions enter "None":

1. that the board of directors may from time to time, in such amounts and on such terms as it deems expedient;

- (a) borrow money on the credit of the Corporation;
- (b) issue, reissue, sell or pledge debt obligation (including bonds, debentures, note or other similar obligations, secured or unsecured) of the Corporation;
- (c) to the extent permitted by law, give a guarantee on behalf of the Corporation to secure performance of any present or future indebtedness, liability or obligation of any person; or Corporation; and
- (d) charge, mortgage, hypothecate, pledge or otherwise create a security interest in all or any of the currently owned or subsequently acquired real or personal, movable or immovable, property of the Corporation, including book debts, rights, powers, franchises and undertakings, to secure any debt or liability of the Corporation.

The board of directors may from time to time delegate to such one or more of the directors and officers of the Corporation as may be designated by the board all or any of the powers conferred on the board above to such extent and in such manner as the board shall determine at the time of each such delegation;

2. that the number of shareholders of the Corporation, exclusive of persons who are in the employment of the Corporation and exclusive of persons who, having been formerly in the employment of the Corporation, were, while in that employment, and have continued after the termination of that employment to be shareholders of the Corporation is limited to not more than fifty (50), two (2) or more persons who are the joint registered owners of one (1) or more shares being counted as one (1) shareholder;

3. That the Corporation may pay commission or allow discounts to persons in consideration of their subscribing or agreeing to subscribe whether absolutely or conditionally, for shares in the Corporation, or procuring or agreeing to procure subscriptions, whether absolute or conditional, for such shares, but no such commission or discount shall exceed twenty-five per cent (25%) of the amount of the subscription; and

4. that any invitation to the public to subscribe for any shares or securities of the Corporation is hereby prohibited.

5. The Corporation may purchase any of its issued Common Shares.

6. It shall not be necessary for a majority of the board of directors of the Corporation to constitute a quorum, but a quorum shall be two-fifths (2/5) of the board of directors or one (1) director whichever is the greater.

10. The name(s) and address(es) of incorporator(s) are:

Full Name

CAROL SITKO

Address for Service

1723 Old Highway 24, Waterford, Ontario, Canada, N0E 1Y0

Full Name

LEON SITKO

Address for Service

1723 Old Highway 24, Waterford, Ontario, Canada, N0E 1Y0

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The articles have been properly executed by the required person(s).

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Certificate of Incorporation

Certificat de constitution

Business Corporations Act

Loi sur les sociétés par actions

1000613829 ONTARIO INC.

Corporation Name / Dénomination sociale

1000613829

Ontario Corporation Number / Numéro de société de l'Ontario

This is to certify that these articles are effective on

La présente vise à attester que ces statuts entreront en vigueur le

August 02, 2023 / 02 août 2023

V. Quintarilla W.

Director / Directeur

Business Corporations Act / Loi sur les sociétés par actions

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Director/Registrar



Le certificat de constitution n'est pas complet s'il ne contient pas les statuts constitutifs.

Copie certifiée conforme du dossier du ministère des Services au public et aux entreprises.

V. Quintarilla W.

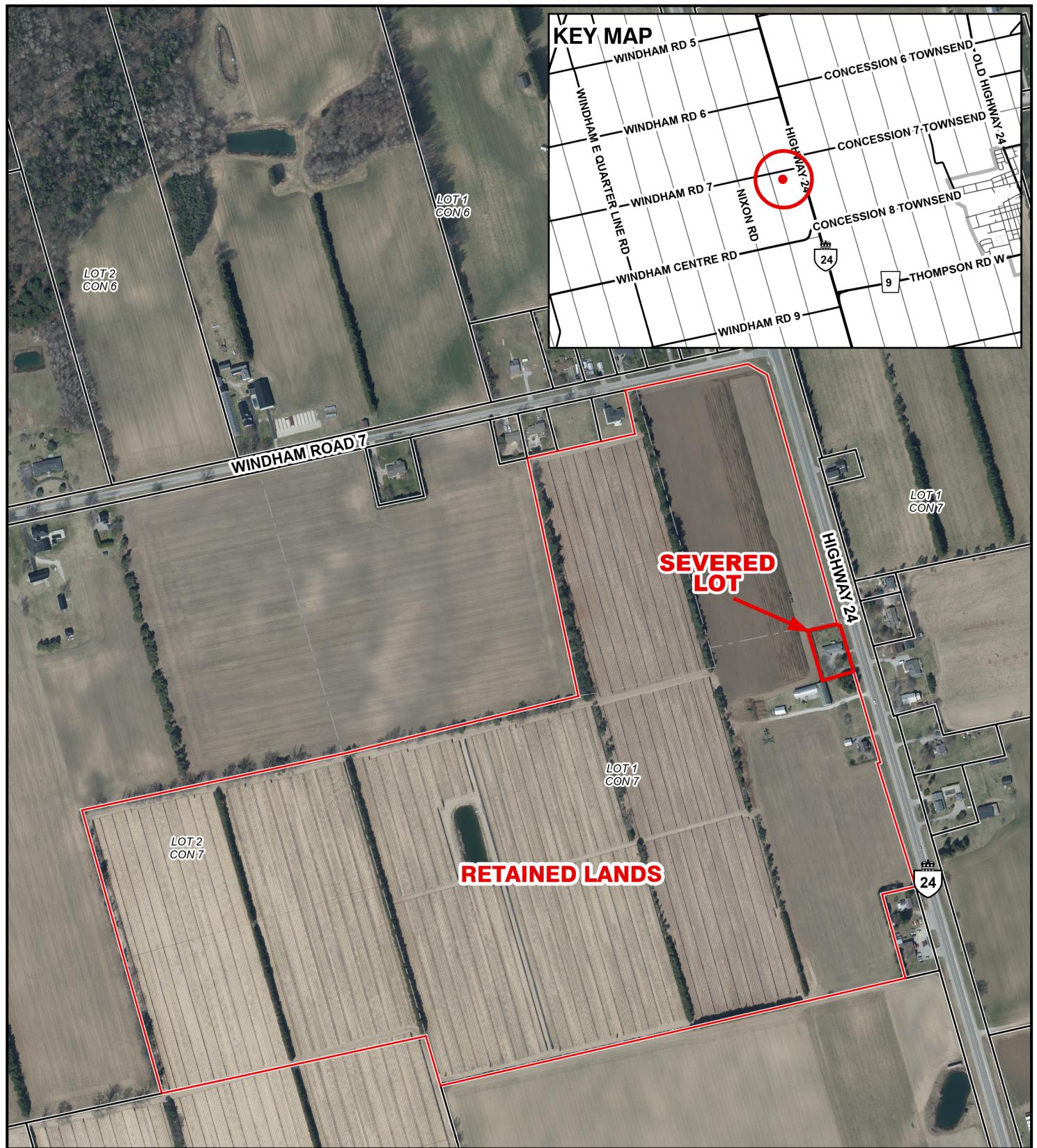
Directeur ou registrateur

MAP A

BNPL2025379

CONTEXT MAP

Geographic Township of WINDHAM

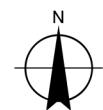


Legend

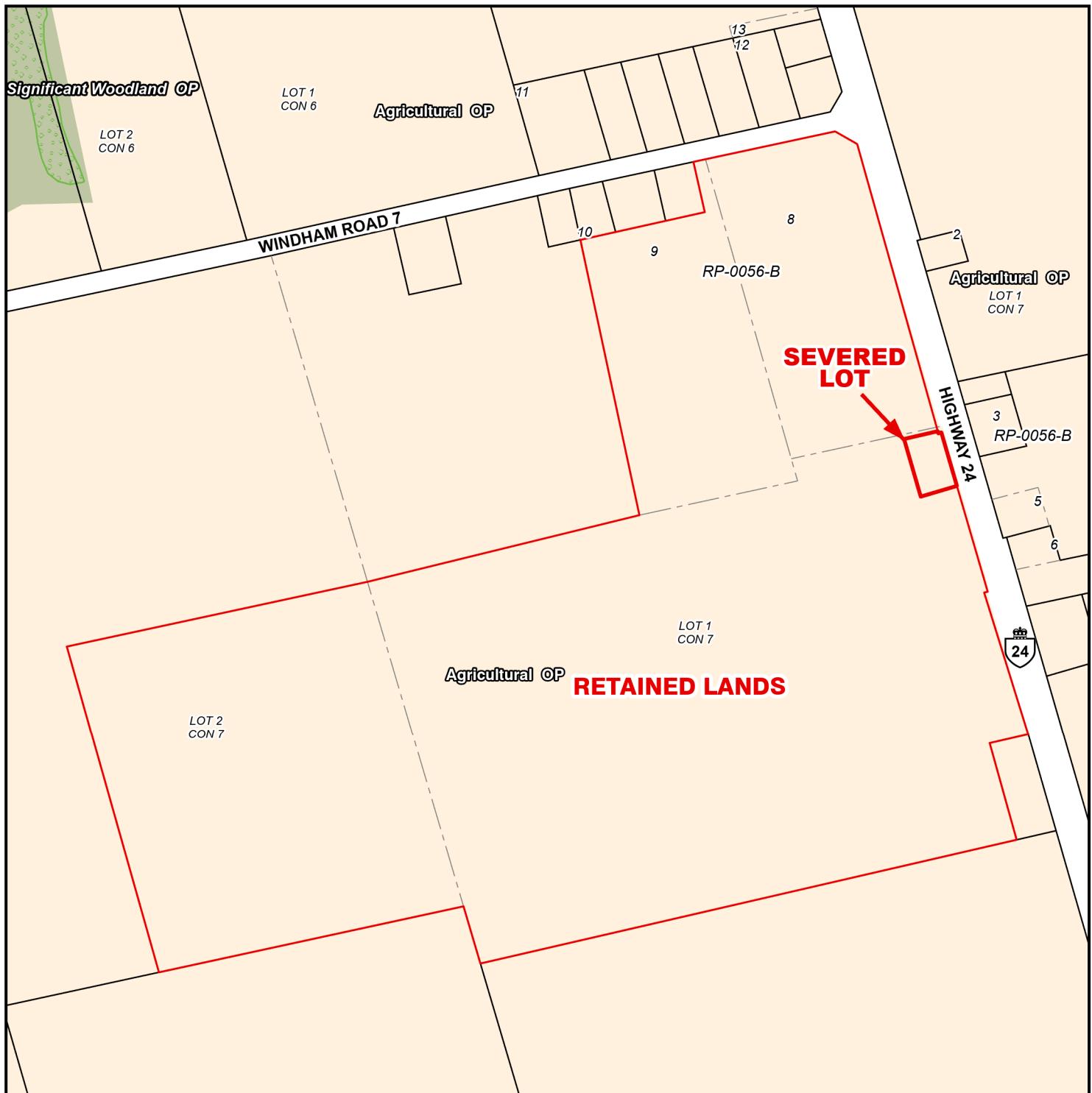
1/9/2026

Subject Lands
 Lands Owned

2020 Air Photo



OFFICIAL PLAN MAP
Geographic Township of WINDHAM



Legend

- Subject Lands
- Lands Owned

Official Plan Designations

- Agricultural
- Hazard Lands
- Significant Woodland

1/9/2026

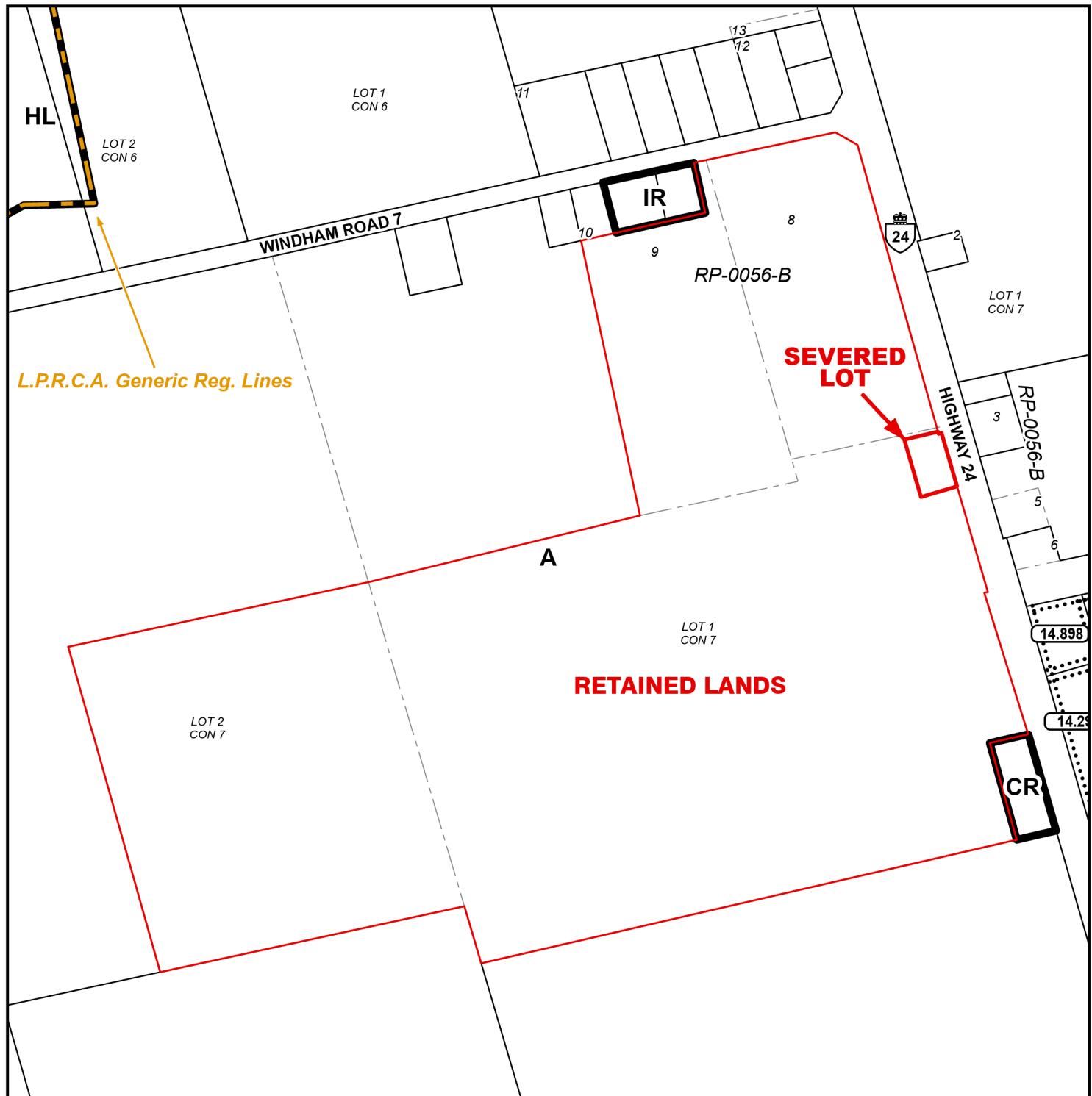
40 20 0 40 80 120 160 Meters

MAP C

BNPL2025379

ZONING BY-LAW MAP

Geographic Township of WINDHAM



LEGEND

ZONING BY-LAW 1-Z-2014

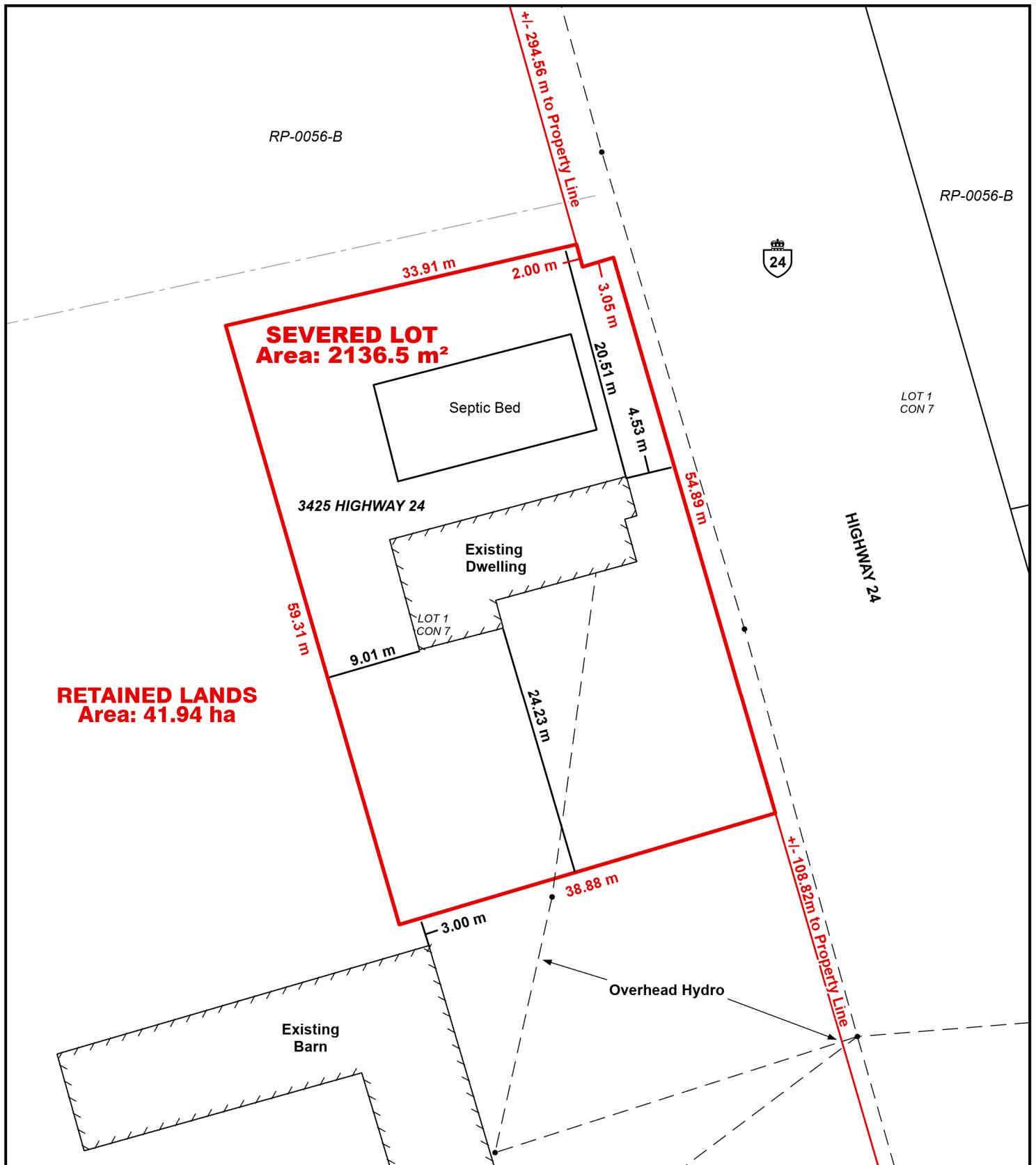
1/9/2026

-  Subject Lands
-  Lands Owned
-  LPRCA Generic RegLines

- (H) - Holding
- A - Agricultural Zone
- CR - Rural Commercial Zone
- HL - Hazard Land Zone
- IR - Rural Institutional Zone



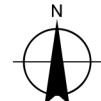
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CONCEPTUAL PLAN
Geographic Township of WINDHAM

Legend

- Subject Lands
- Lands Owned

1/9/2026

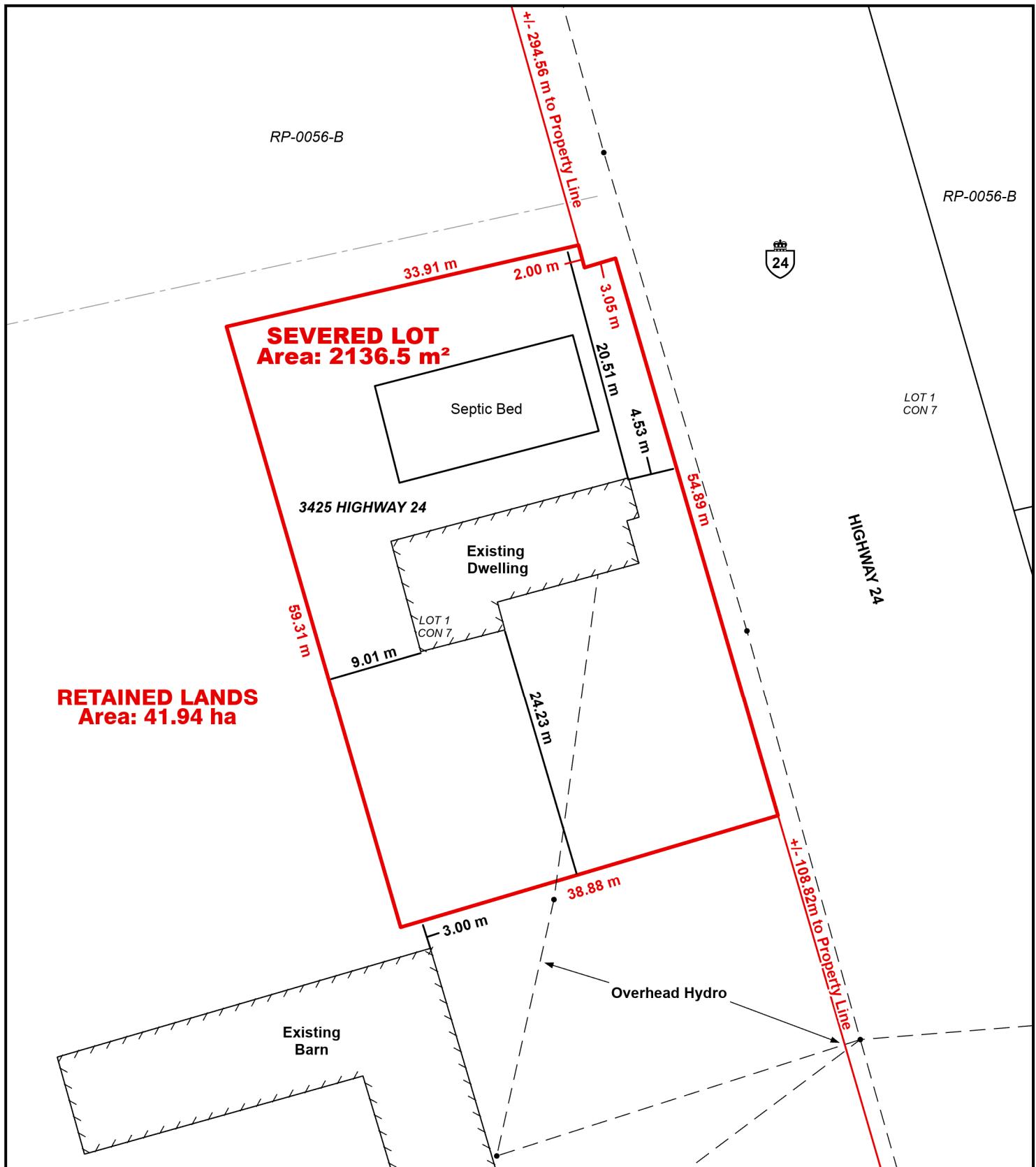


4 2 0 4 8 12 16 Meters

LOCATION OF LANDS AFFECTED

BNPL2025379

CONCEPTUAL PLAN Geographic Township of WINDHAM



Legend

- Subject Lands
- Lands Owned



4 2 0 4 8 12 16 Meters