

# Township of Clearview Council Meeting Minutes

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The Council of the Corporation of the Township of Clearview met in a hybrid in-person (Council Chambers, 217 Gideon Street) and virtual zoom session on September 8<sup>th</sup>, 2025, at 3:30 p.m.

Those in attendance were:

Mayor: Douglas Measures

Deputy Mayor: Paul Van Staveren

Councillors: Ward 1 – Councillor Phyllis Dineen  
Ward 2 – Councillor Robert McArthur  
Ward 3 – Councillor John Broderick  
Ward 4 – Councillor Robert Walker  
Ward 5 – Councillor Marty Beelen

Staff: CAO, John Ferguson  
Clerk/Director of Legal Services, Sasha Helmkey  
Director of Planning & Building, Derek Abbotts  
Director of Human Resources, Tammy Gill  
Director of Public Works, Dan Perreault  
Director of Parks & Recreation, Terry Vachon  
Chief Building Official, Scott McLeod  
Deputy Treasurer, Celine Anderson  
Deputy Clerk, Krista Pascoe  
Legislative Coordinator – Records Management, Emma Coleman  
Community Economic Development Officer, Briar Kelly  
Capital Works Technologist, Scott Haw

## 1. Closed Session (3:30 p.m.)

### Resolution:

Moved by Deputy Mayor Van Staveren, Seconded by Councillor McArthur, Be It Resolved that the next portion of the meeting be closed to the public in accordance with s. 239 (2) of the Municipal Act, 2001:

(b) personal matters about an identifiable individual, including municipal or local board employees.

**Topic(s) for Discussion:** Human Resources Matter

(h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them.

**Topic(s) for Discussion:** National Defence - Preliminary Arctic Over-The-Horizon (A-OTHR) Receive Site. Motion Carried.

Mayor Measures began the regular meeting by reading the Indigenous Land Acknowledgement.

## **2. Approval of Agenda (5:30 p.m.)**

### **Resolution:**

Moved by Councillor McArthur, Seconded by Councillor Broderick, Be It Resolved that Council of the Township of Clearview hereby approve the Agenda dated September 8, 2025, as presented. Motion Carried.

## **3. Declarations of Interest**

Mayor Measures declared interest on Item 8.1 – Closed Session: Human Resources Matter.

## **4. Public Participation**

### **Daze Witzke (electronic participation)**

- Asked why the sidewalk by the post office isn't being replaced and why a transit shelter pad is being installed
- Asked about the Duntroon Hall and Brentwood Hall AODA renovations and funding

### **Jim Campbell, Duntroon**

- Voiced concerns pertaining to parking, signage and rock climbing at Devils Glen Provincial Park

### **Adam Pearce, Singhampton**

- Voiced concerns relating to rock climbing, parking, garbage, overnight camping, and ecological impacts at Devils Glen Provincial Park

## **5. Delegations and Presentations**

None.

## **6. Public Meetings**

None

## **7. Approval of Council Meeting Minutes**

### **Resolution:**

Moved by Councillor Walker, Seconded by Deputy Mayor Van Staveren, Be It Resolved that Council of the Township of Clearview hereby approve the Minutes of the August 11, 2025, Council Meeting as presented. Motion Carried.

## **8. Correspondence and Information Items**

Mayor Measures passed the Chair to Deputy Mayor Van Staveren for Item 8.1 of the Agenda.

### **8.1 Closed Session Report**

#### **National Defence - Preliminary Arctic Over-The-Horizon (A-OTHR) Receive Site**

No items to arise into open session.

Mayor Measures recused himself from participating in debate or voting on the next item.

#### **Human Resources Matter**

##### **Resolution:**

Moved by Deputy Mayor Van Staveren, Seconded by Councillor Beelen, Be It Resolved that Council of the Township of Clearview hereby direct staff to act in accordance with the direction provided in Closed Session regarding the Human Resources Matter. Motion Carried.

Mayor Measures rejoined the meeting and resumed the role of chair for the remainder of the meeting.

### **8.2 Release – Update on County Council Composition and Full-time Appointed Warden**

### **8.3 Advisory – County to Open New Paramedics Services Post in Springwater**

### **8.4 Advisory – Celebrate National Forest Week in the Simcoe County Forest**

## **9. Council Reports and Community Announcements**

### **9.1 Ward Reports**

#### **Councillor Walker**

- Attended the Library budget meeting and stated that the budget will be presented at the next Library Board meeting scheduled for September 16, 2025
- Attended the Ribbon cutting event for La Benita Pizza and the last Music Market & Park It of the season

#### **Councillor Beelen**

- Attended the OPP Detachment Board meeting
- Attended the Station on the Green Board meeting and thanked the volunteers for all their work in managing the Hall
- Commended the New Lowell Knights on their progress this season

- Stated that he is in opposition of the of the Department of National Defence Preliminary Receive Site in New Lowell

**Deputy Mayor Van Staveren**

- Attended the Clearview Family Dental Ribbon and La Benita Pizza ribbon cutting events, Copper Kettle Festival, Volunteer Appreciation Night and the West Nottawasaga Presbyterian Church Cemetery Memorial Service
- Reminded residents of the Kinsmen's Harvest Street Festival on Main Street in Stayner on Saturday September 13<sup>th</sup> starting at 6:00 p.m.

**Councillor McArthur**

- Attended the Volunteer Appreciation night, Avening Hall tour, AMO conference, Copper Kettle Festival, Childhood Cancer Awareness Flag Raising Ceremony and the West Nottawasaga Presbyterian Church Cemetery Memorial Service
- Thanked all the volunteers and summer students for the hard work they put into the Music Park It & Park It events this year

**Councillor Broderick**

- Attended the Volunteer Appreciation Night, Clearview Family Dental and La Benita Pizza ribbon cutting events and the AMO conference

**Councillor Dineen**

- Reminded residents of the upcoming GNE the weekend of September 19<sup>th</sup> to 21<sup>st</sup>
- Reminded local non-profit and charitable organizations of the 2<sup>nd</sup> Intake for Community Assistance Grants & Sponsorships and noted that applications will be received until September 30<sup>th</sup>

**Mayor Measures**

- Thanked the Tourism staff for the hard work they did in making Clearview Events a great success this summer
- Attended Copper Kettle Festival and the AMO conference
- Attended the West Nottawasaga Presbyterian Church Cemetery Memorial Service and thanked everyone involved in making a beautiful memorial dedication site
- Reminded residents of the upcoming GNE the weekend of September 19<sup>th</sup> to 21<sup>st</sup>

**10. Department Reports**

## Administration

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### **Report # CAO-009-2025 – Rural Ontario Development Program Funding Application**

#### **Resolution:**

Moved by Councillor Broderick, Seconded by Deputy Mayor Van Staveren, Be It Resolved that Council of the Township of Clearview hereby receive report CAO-009-2025 (Rural Ontario Development Program Funding Application) dated September 8, 2025; and,

- 1) That Council approve staff to submit an application to the Rural Ontario Economic Development (ROD) Program for funding to develop an Economic Development Strategy for Clearview Township; and,
- 2) That the Mayor supports an amount up to \$40,000 in the 2026 Budget from the Economic Development Reserve Fund to satisfy the 50% municipal cost-sharing requirements for the ROD Program. Motion Carried.

### **Report # CAO-010-2025 – Climate Action Awards Program**

#### **Resolution:**

Moved by Councillor Beelen, Seconded by Councillor Broderick, Be It Resolved that Council of the Township of Clearview hereby receive report CAO-010-2025 (Climate Action Recognition Program) dated September 8, 2025; and,

- 1) That Council approve the establishment of the Climate Action Recognition Program as presented by the Climate Action Advisory Committee, and attached as Appendix A to this report; and,
- 2) That Council authorize staff to implement the necessary administrative processes to support the Climate Action Recognition Program, including the development of promotional materials, certificates, and online submission forms. Motion Carried.

## Parks & Recreation

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### **Report # PCR-012-2025 – Duntroon Hall Funding Update**

#### **Resolution:**

Moved by Councillor Dineen, Seconded by Councillor Walker, Be It Resolved that Council of the Township of Clearview hereby receive report PCR-012-2025 (Duntroon Hall Funding Update) dated September 8, 2025, for information. Motion Carried.

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## Planning & Building

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### **Report # PB-032-2025 – Delegated & Other Planning Act Approvals Summary – August 2025**

#### **Resolution:**

Moved by Deputy Mayor Van Staveren, Seconded by Councillor Broderick, Be It Resolved that Council of the Township of Clearview hereby receive report PB-032-2025 (Delegated & Other Planning Act Approvals Summary – August 2025) dated September 8, 2025 for information. Motion Carried.

### **Report # PB-033-2025 – New Comprehensive Zoning By-law – Draft for Public Review and Comment**

#### **Resolution:**

Moved by Councillor McArthur, Seconded by Councillor Broderick, Be It Resolved that Council of the Township of Clearview hereby receive report PB-033-2025 (New Comprehensive Zoning By-law – Draft for Public Review and Comment) dated September 8, 2025; and,

- 1) That Council receive the report for information and consideration into the development of the Township of Clearview Comprehensive Zoning By-law; and,
- 2) That Council direct staff to make the Draft Comprehensive Zoning By-law available on-line for public review and comment purposes; and,
- 3) That Council direct staff to coordinate an Open House for the purpose of providing the public an opportunity to review and ask questions in respect to the Draft Comprehensive Zoning By-law; and,
- 4) That Council direct staff to coordinate a Public Meeting for the purpose of providing the public an opportunity to make representations in respect to the proposed Draft Comprehensive Zoning By-law. Motion Carried.

### **Report # PB-034-2025 – Building Department Activities Report April - June 2025**

#### **Resolution:**

Moved by Councillor Dineen, Seconded by Councillor Beelen, Be It Resolved that Council of the Township of Clearview hereby receive report PB-034-2025 (Building Department Activities Report April - June 2025) dated September 8, 2025, for information. Motion Carried.

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**Report # PB-035-2025 – Devil’s Glen Provincial Park Proposed Management Plan Amendment – Request for Comments****Resolution (as amended):**

Moved by Councillor Walker, Seconded by Councillor Beelen, Be It Resolved that Council of the Township of Clearview hereby receive report PB-035- 2025 (Devil’s Glen Provincial Park Proposed Management Plan Amendment – Request for Comments) dated September 8, 2025; and,

- 1) That Council supports the comments provided by staff within this report regarding the Proposed Management Plan amendments for Devil’s Glen, with the following additional comments to add:
    - That the Township encourages the Province of Ontario to continue explore purchasing properties in the area to add to the boundaries of the Management Plan to reduce the risk of crossing private property;
    - That the Township encourages Ontario Parks to adequately monitor and manage the Park using park staff resources, to regulate waste management, illegal camping, illegal fires, etc.; and,
    - That the Township encourages the Niagara Escarpment Commission to require a slope study for the Park specific to the recreational use of rock climbing on the escarpment face; and,
  - 2) That Council directs staff to submit these comments on behalf of the Township of Clearview to the Environmental Registry of Ontario by September 19, 2025.
- Motion Carried as amended.

**Amendment:**

Moved by Councillor Dineen, Seconded by Councillor Broderick, Be It Resolved that the motion before Council be amended to replace part 1 with the following:

“That Council supports the comments provided by staff within this report regarding the Proposed Management Plan amendments for Devil’s Glen, with the following additional comments to add:

- That the Township encourages the Province of Ontario to continue explore purchasing properties in the area to add to the boundaries of the Management Plan to reduce the risk of crossing private property;
- That the Township encourages Ontario Parks to adequately monitor and manage the Park using park staff resources, to regulate waste management, illegal camping, illegal fires, etc.; and,
- That the Township encourages the Niagara Escarpment Commission to require a slope study for the Park specific to the recreational use of rock climbing on the escarpment face. Motion Carried.

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**Public Works**

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**Report # PW-015-2025 – Creemore WWTP Upgrades Design Work Plan****Resolution:**

Moved by Councillor Broderick, Seconded by Councillor McArthur, Be It Resolved that Council of the Township of Clearview hereby receive report PW-015-2025 (Creemore WWTP Upgrades Design Work Plan) dated September 8, 2025; and,

- 1) That Council authorize R.J. Burnside & Associates Limited to undertake the design for the upgrades to the Creemore Wastewater Treatment Plant as outlined in this report, in the amount of \$1,862,883.15 (excluding HST); and,
- 2) That funding for the design be used from the Development Charges reserve account. Motion Carried.

**Report # PW-016-2025 – Creemore Water Reservoir Expansion Design Work Plan****Resolution:**

Moved by Councillor Broderick, Seconded by Councillor McArthur, Be It Resolved that Council of the Township of Clearview hereby receive report PW-016-2025 (Creemore Water Reservoir Expansion Design Work Plan) dated September 8, 2025; and,

- 1) That Council authorize R.J. Burnside & Associates Limited to undertake the design for the expansion to the Creemore Water Reservoir as outlined in this report in the amount of \$495,543.15 (excluding HST); and,
- 2) That funding for the design be used from the Creemore Water Development Charge reserve account. Motion Carried.

**Report # PW-017-2025 – Sidewalk and Transit Shelter Pad Construction****Resolution:**

Moved by Councillor Broderick, Seconded by Councillor Dineen, Be It Resolved that Council of the Township of Clearview hereby receive report PW-017-2025 (Sidewalk and Transit Shelter Pad Construction) dated September 8, 2025; and,

- 1) That Council award the Tender submitted by Amazing Construction Ltd. in the amount of \$101,755.00 (Excluding HST) for the construction of sidewalks in various locations and a transit shelter pad located at 217 Gideon Street, Stayner. Motion Carried.



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## Finance

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### **Report # FIN-013-2025 – 2026 Budget Process**

#### **Resolution:**

Moved by Deputy Mayor Van Staveren, Seconded by Councillor Broderick, Be it Resolved that Council of the Township of Clearview hereby receive report FIN-013-2025 (2026 Budget Process) dated September 8, 2025, for information. Motion Carried.

### **Report # FIN-014-2025 - Water First Development Charges Exemption**

#### **Motion to Refer:**

Moved by Councillor McArthur, Seconded By Councillor Walker, Be It Resolved that Council of the Township of Clearview hereby refer the report “FIN-014-2025 - Water First Development Charges Exemption” back to staff to provide an update on different options provided by the Province for DC reductions, in discussion with the applicant, and report back to Council at the September 22, 2025 meeting with these options. Motion Carried.

## **11. By-laws**

### **By-law 25-53 – Appoint Building Inspector (Ben Stadig)**

#### **Resolution:**

Moved by Deputy Mayor Van Staveren, Seconded by Councillor Walker, Be It Resolved that By-law 25-53, being a by-law to appoint a Building Inspector for the Township of Clearview, be presented and read a first, second and third time and finally passed this 8<sup>th</sup> day of September, 2025. Motion Carried.

## **12. Notice of Motion/New Business**

Deputy Mayor Van Staveren complimented the appearance of the Township’s new bus wrap and commended the staff involved.

## **13. Confirmatory By-law**

#### **Resolution:**

Moved by Councillor Walker, Seconded by Councillor Beelen, Be It Resolved that By-Law 25-54, being a by-law to confirm the proceedings of the September 8<sup>th</sup>, 2025, Council Meeting, be presented and read a first, second and third time and finally passed this 8<sup>th</sup> day of September, 2025. Motion Carried.

## **14. Motion to Adjourn**

### **Resolution:**

Moved by Councillor Dineen, Seconded by Councillor Broderick, Be It Resolved that the Council Meeting adjourn at 8:32 p.m. Motion Carried.

**Original Signed by:**

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Douglas Measures, Mayor

**Original Signed by:**

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Sasha Helmkey, Clerk/Director of Legislative Services

Minutes of the Council Meeting are not a Final Document of the Corporation until adopted by Council.