
To: Mayor and Council

From: Derek Abbotts, Director of Planning & Building

Meeting Date: August 26, 2026

Subject: Report #PB-034-2026 – Stayner Settlement Area Boundary Expansion – Phase 1 Status Update

Recommendation

Be It Resolved that Council of the Township of Clearview hereby receive report # PB-034-2026 (Stayner Settlement Area Boundary Expansion – Phase 1 Status Update), dated August 26, 2026, for information.

Background

Council has previously considered Reports PB-009-2025, PB-020-2025 and PB-014-2026 respecting the Stayner Secondary Plan and the Township's longer-term growth and servicing requirements. Most recently, Report PB-014-2026 established the framework for advancing the Stayner Secondary Plan and settlement area boundary review. Council directed staff to proceed with the work plan prepared by GSP Group Inc. and R.J. Burnside & Associates Limited and reaffirmed its direction to explore a settlement area boundary expansion through a comprehensive planning process.

On May 25, 2026, Council endorsed a two-phase approach to the Stayner Settlement Area Boundary Expansion (SABE) and a Preferred Boundary Expansion Area. As part of Phase 1, three principal work streams were identified:

- Servicing Feasibility Study;
- Agricultural Impact Assessment; and,
- First Nations and Indigenous Consultation Strategy.

The associated Mayoral Decisions established an accelerated 90-day timeframe for advancing the Phase 1 technical work. The Township-directed timeframe is separate from the statutory 90-day pre-notice requirement applicable to the County of Simcoe Official Plan Amendment process, as discussed later in this report. The Draft Notice of Public Meeting identifies August 23, 2026, as the anticipated completion date for the Phase 1 work and August 26, 2026, as the date for an update to Council.

The purpose of this report is to provide Council with a status update on the work completed to date and to outline the next steps leading to the Township's statutory Public Meeting on September 14, 2026. No decision respecting the adoption of Official

Plan Amendment No. 4 (OPA 4) is being requested through this report. OPA 4 remains in draft form and is subject to ongoing technical review and public, agency, Indigenous and Council input through the statutory consultation process.

Comments and Analysis

Draft Official Plan Amendment No. 4

GSP Group Inc., in consultation with Township staff, has prepared Draft OPA 4, which proposed to implement the Preferred Boundary Expansion Area within the Township of Clearview Official Plan. The amendment proposes to revise the Stayner Urban Settlement Area boundary and make associated changes to applicable Official Plan schedules and policies. The draft amendment also includes consequential amendments relating to the Rural Crossroads designation near County Road 7 and Concession 12 Sunnidale.

OPA 4 remains a draft document. No decision respecting its adoption has been made, and the amendment may be revised following further technical review and consideration of comments received through the statutory public meeting and broader consultation process.

Servicing Feasibility Review

R.J. Burnside & Associates Limited has substantially advanced the servicing feasibility work required through Phase 1. At a high level, the review has identified servicing considerations related to:

- Water supply and storage;
- Water distribution and fire-flow capacity;
- Wastewater collection and treatment capacity;
- Stormwater management; and,
- Transportation.

Preliminary water distribution modelling has identified potential watermain improvements within the existing Stayner settlement area, together with additional trunk and looping infrastructure that may be required to support the proposed SABE lands. Burnside has also developed a preliminary sanitary servicing concept involving gravity sewers, sewage pumping stations and associated force mains.

Wastewater treatment capacity remains an important matter requiring further review. One potential servicing option being considered may involve additional discharge to the Town of Wasaga Beach; however, further discussions with Wasaga Beach staff would be required before any assumptions regarding future treatment capacity or servicing arrangements could be confirmed. Stormwater management and transportation work also remain ongoing.

The work completed by Burnside to date is feasibility-level in nature. It should not be interpreted as detailed engineering design, confirmation of available servicing capacity, approval of a particular servicing solution, or confirmation that any required infrastructure or external servicing arrangements have been secured.

Agricultural Impact Assessment

Stovel and Associates Inc. is completing the Agricultural Impact Assessment (AIA) and Minimum Distance Separation Review associated with the SABE. The work includes review of agricultural policies, identification and evaluation of agricultural operations, site reconnaissance, MDS calculations, assessment of potential impacts and identification of mitigation measures where appropriate. The AIA study area considers a broader area surrounding the proposed SABE to appropriately evaluate potential impacts on agricultural operations. The study remains in progress, and its findings and conclusions will form part of the technical record and will inform the ongoing review of Draft OPA 4 through the public consultation process.

First Nations and Indigenous Engagement

Township Planning Staff, with assistance from GSP Group Inc., are advancing the First Nations and Indigenous Consultation Strategy identified through Phase 1. The purpose of this work is to undertake early engagement with Indigenous communities while OPA 4 remains in draft form and before Council is asked to consider adoption.

The Township will provide relevant information regarding the proposed amendment and supporting technical work and provide opportunities for Indigenous communities to identify interests, concerns or matters requiring further discussion. Comments received through this process will form part of the overall planning record and will be considered as Draft OPA 4 continues to be reviewed.

Planning Act Process and County Official Plan Amendment

Implementation of the proposed SABE requires amendments to both the Township of Clearview Official Plan and the County of Simcoe Official Plan. Draft OPA 4 relates specifically to the Township of Clearview Official Plan and, if ultimately adopted by Township Council, would be subject to approval by the County of Simcoe. A separate amendment to the County of Simcoe Official Plan is also required to revise the settlement area boundary at the County level. The Minister of Municipal Affairs and Housing (MMAH) is the approval authority for the County Amendment.

Township and County staff explored opportunities to align the two approval processes through a joint statutory public meeting. While there is a desire to coordinate the processes where possible, the County's Official Plan Amendment is subject to separate legislative requirements that affect the timing of its public meeting.

Section 17(17.1) of the *Planning Act* requires a proposed Official Plan Amendment for which the Minister is the approval authority to be submitted to the Minister at least 90 days before the municipality gives notice of the required public meeting. Given these requirements, the County is unable to satisfy the statutory pre-notice requirements to participate in the Township's public meeting schedule for September 14, 2026.

Accordingly, the Township will proceed with its statutory public meeting respecting Draft OPA 4 on September 14, 2026. The County will continue its corresponding Official Plan Amendment process independently, including a separate statutory public meeting at a later date.

While the two processes are related, they are separate approval processes under the *Planning Act*. The Township's September 14, 2026 public meeting does not fulfill the public meeting requirements for the County's Official Plan Amendment, and the Township's consideration of Draft OPA 4 will not influence or predetermine the County's subsequent review and decision-making process.

September 14, 2026 – Statutory Public Meeting

The Township's Statutory Public Meeting respecting Draft OPA 4 is scheduled for:

September 14, 2026 at 5:30pm

Council Chambers
Township of Clearview
Administration Centre
217 Gideon Street, Stayner, Ontario

The meeting will provide the formal opportunity for Council to receive public input respecting the proposed amendment. Any person may attend and make a written or verbal presentation in support of or in opposition to Draft OPA 4. No decision respecting the adoption of OPA 4 is anticipated at the public meeting. The amendment will remain in draft form while staff and the Township's consultants review comments received and determine whether revisions or additional work are required.

Public Information

Draft OPA 4, the Notice of Public Meeting and available supporting technical materials are being made available on the Township's website for public review. The project webpage will continue to be updated as additional materials become available. Members of the public may submit comments directly to the Township Planning Department at any time prior to the public meeting and throughout the review process. Additional information is also available at the Township Administration Centre. GSP Group Inc. will provide a brief presentation to Council at the August 26, 2026 meeting outlining the draft amendment, the work completed to date and the next steps in the process.

Next Steps

Following the August 26, 2026 meeting, staff will continue to advance the technical work, agency coordination, Indigenous engagement and public consultation associated with Draft OPA 4. The Township will hold its Statutory Public Meeting on September 14, 2026. Following the public meeting, staff and GSP Group Inc. will review all comments received and determine whether revisions to Draft OPA 4 or further technical work are required. Subject to the nature and extent of comments received and any additional technical work that may be required, staff currently anticipate returning to Council in October with a separate recommendation report respecting Draft OPA 4. That future report will provide a more detailed planning analysis, summarize the consultation record, address comments received and present any recommended revisions to the amendment before Council as asked to consider adoption.

Financial Implications

The Phase 1 work described in this report is being undertaken within the financial framework previously approved by Council for the SABE. No additional funding or financial approval is being requested through this report.

Conclusion

Township staff and its consulting team have made substantial progress on the Phase 1 work associated with the proposed SABE. R.J. Burnside & Associates Limited has advanced the servicing feasibility review, Stovel and Associates Inc. continues to complete the AIA and Minimum Distance Separation Review, and Township staff, with assistance from GSP Group Inc., are advancing the First Nations and Indigenous Consultation Strategy. Draft OPA 4 has also been prepared and is being made available for public review.

Due to the statutory 90-day pre-notice requirement applicable to the corresponding County Official Plan Amendment, the County of Simcoe will undertake its statutory amendment process separately and at a later date. The Township will proceed with its Statutory Public Meeting respecting Draft OPA 4 on September 14, 2026.

Draft OPA 4 remains subject to ongoing technical review and public, agency, Indigenous and Council input. No decision respecting adoption is being requested through this report or is anticipated at the September 14 public meeting. Following the public meeting, staff and the Township's consultants will review the consultation record, determine whether revisions or additional technical work are required, and subsequently report back to Council before Council asked to consider adoption of OPA 4.

Clearview's Strategic Plan

This initiative supports the Township's strategic priorities related to infrastructure planning, responsible growth management, and long-term community development.

Report Appendices

Appendix A – Draft Official Plan Amendment No. 4 – Stayner Settlement Area Boundary Expansion

Appendix B – Notice of Public Meeting – September 14, 2026

Approvals

Submitted by: Derek Abbotts, MCIP, RPP, PLE
Director of Planning & Building

**Financial Implications
Reviewed by:** Kelly McDonald, Treasurer

Approved by: John Ferguson, CAO