# 2025 OACA CONFERENCE & AGM

CONFERENCE INFORMATION PACKAGE

Last Revised: March 7, 2025







MAY 11 - 14, 2025 Blue Mountain Resort

### PRESIDENT'S WELCOME

I am delighted to extend a warm invitation for you to join us at the 2025 Ontario Association of Committees of Adjustment & Consent Authorities (OACA) Conference and Annual General Meeting in the Town of Blue Mountains. This year's theme, "Peaks of Innovation", promises to be an event you won't want to miss! Whether you are a seasoned professional or new to the Committee of Adjustment field, I encourage you to register for this year's conference.

#### DON'T FORGET

- Registration ends April25
- Discounted hotel rate (see pages 8-9) ends
   April 10

On behalf of the Board of Directors, we are thrilled to return to the beautiful Blue Mountain Resort to host our conference from May 11th to 14th, 2025.

Please join us in kicking off the 2025 Conference at our welcome reception on Sunday, May 11, from 7:00–10:00 p.m. in the Atrium of the Village Conference Centre. We invite everyone to participate in this social and networking event, reconnect with friends and colleagues, and meet new delegates who share the triumphs and challenges of our Committees of Adjustment and Consent Authorities.

The OACA Board has an exciting conference program planned this year, featuring 19 workshops on topics such as enforceable conditions, streamlining approval processes, navigating difficult hearings, and much more! Back by popular demand, our mobile app is returning to make your conference experience a breeze! We are also introducing some new features to this year's conference, including a fabulous keynote speaker to start the day on Monday, and dedicated daytime networking sessions for Secretary-Treasurers and Committee members. By attending this conference, you will have the opportunity to connect with other Committee members and professionals, learn from leading experts, and gain valuable knowledge and skills to help you in your role.

We want to hear from you! If you have questions you would like answered during either of the "Ask an Expert" workshops, the "Navigating Section 53" workshop, or conditions you would like reviewed during the "Drafting Enforceable Conditions" workshop, please email them to <a href="mailto:contactus@oaca.info">contactus@oaca.info</a> by April 25 so presenters can answer them during their workshops.

After the conference, the Board will be busy preparing for next year's conference in Ottawa. In lieu of hosting a Seminar in the Fall, virtual lunch and learn educational workshops will be provided. We hope this format will provide educational opportunities that are accessible for all members across the Province.

Finally, a very warm welcome to our first-time conference attendees!

Sincerely,

Trista Di Lullo

Trista Di Lullo 2024-2025 OACA President



### 2024-2025 OACA BOARD OF DIRECTORS



Left to right: Ian Clendening (Secretary), Sean Kenney, Ann Hamilton, Mark Hacon (Treasurer), Tonia Bennett (Vice President), Trista Di Lullo (President), Alexandra Rawlings, Denise Rundle, and Christine Vigneault

### PROMOTIONAL PARTNER

OACA would like to thank OPPI to recognize their commitment to promote our event to their membership



### INFORMATION

#### Registration

Online registration for this event is now open! To take advantage of reduced member rates, please login to the OACA website prior to completing your registration. Please use the link below or scan the QR code to go directly to the registration page.







#### **Conference Registration Fees**

	Member Rate	Non-Member Rate
Full Conference Package includes welcome reception, workshops, breakfast, breaks, lunch, and Tuesday night banquet dinner	\$895 + HST	\$1095 + HST
One Day Conference Pass includes workshops, breakfast, breaks, and lunch for one day only (Monday or Tuesday)	\$550 + HST	\$550 + HST

Registration closes on April 25, 2025 (this date is subject to change based on availability).

#### Refunds

Electronic refunds requested on or before April 25, 2025 will be processed subject to an administrative fee of \$30.00. Refunds are not available after April 25, 2025.

### INFORMATION

#### **Companion Meal Program Fees**

- **Companion Daytime Meals:** \$230+HST (includes Monday and Tuesday breakfast and lunch, and Wednesday breakfast)
- Companion Tuesday night banquet: \$130+HST

#### **Digital Workshop Materials**

All registered delegates will be emailed a link to the workshop materials prior to the conference and this link will be available through the mobile app throughout the conference. The link will be sent to the email address provided on your registration form.

#### **Annual General Meeting (AGM)**

On Monday, May 12 from 12:30pm to 1:30pm, OACA members will receive an update from the OACA Board, including an introduction to the 2025-2026 Board of Directors. We will also conduct the business of the Association, including the approval of the 2024 AGM Minutes and the 2024-2025 Annual Report. This meeting will also include a question and answer session.

#### 2024-2025 Annual Report

The 2024-2025 Annual Report will be available in April 2025. This report summarizes a year in review of your Board of Directors' activities and accomplishments, including updates on administration, education, communications, conference/seminar, legislation, finance, governance and nominations.

#### **Local Attractions**

For delegates with companions joining them, we encourage companions to explore all the various sights and attractions that Blue Mountain has to offer.

• Blue Mountain First Timer's Guide

#### **Door Prizes and Volunteers**

Door prizes are appreciated and add to some lunch time fun! Please drop off door prizes at the registration desk. We are also looking for volunteers to help with the conference, if you are interested please email <a href="mailto:contactus@oaca.info">contactus@oaca.info</a>.

#### **Conference App**

Back by popular demand, OACA is going mobile again! Bring your conference experience to a new level, right from your mobile device (or tablet or computer). A conference app will be available for registered delegates to have convenient access to the conference schedule, maps, download presentations, access speaker information, connect with delegates, and much more! Stay tuned for details to be announced including important instructions on how to access the app.

### **PHOTOS**

We enjoy seeing our members learn and have fun during the conference! Share your photos in the mobile app or tag your posts and photos on social media using the hashtag

**#OACA2025** 



<u>Facebook</u>



X (formerly Twitter)



<u>LinkedIn</u>







2024 OACA Conference & AGM June 2024 in Windsor





### WHY ATTEND?

### There are a number of reasons to attend this year's OACA conference and AGM!

#### This year's conference highlights include:

- a meet and greet session in the Atrium of the Village Conference Centre to kick-off conference and reconnect with others
- join over 200 delegates for four days of learning and professional development, including 19 workshops to choose from
- a fabulous keynote speaker to start the first day of workshops **NEW!**
- valuable networking opportunities, including dedicated daytime networking sessions for Secretary-Treasurers and Committee members NEW!
- opportunity to have your voice heard at the 2025 OACA Annual General Meeting (AGM)
- easily access conference information from your device and connect with other delegates through our conference mobile app
- time to explore the Blue Mountain village and Tuesday night banquet dinner and entertainment

#### Check out the feedback we've received from last year's conference participants:



#### VENUE

#### **Blue Mountain Resort**

190 Gord Canning Drive, Blue Mountains, Ontario Phone: 1-833-583-2583

**Village Map** 

**Meeting Room Map** 

The Village Suites are conveniently located in the heart of the vibrant Blue Mountain Village just steps away from endless resort attractions, dining, shopping, world-class events and the Village Conference Centre. The Village Suites are comprised of three main hotel buildings including The Grand Georgian, Weider Lodge and Seasons at Blue. The lobbies and suites of The Grand Georgian and Weider Lodge have been newly renovated. The Village Suites feature seasonal outdoor pools, year-round hot tubs and fitness facilities.

Guestrooms range in size and come completely furnished with full kitchens or kitchenettes, pull out sofas, fireplaces and flat screen TVs.

Check-in Time: 4:00 p.m. Check-out Time: 11:00 a.m.

The Grand Georgian at 156 Jozo Weider Boulevard is the primary check-in location for the Village Suites offering a 24-hour check-in desk.

**Parking:** Self-serve complimentary and paid parking are available. Underground parking is available for \$20 per day.

#### **Parking Map**

**Alternative transportation options:** We encourage delegates to carpool where possible. <u>FlixBus</u> offers an affordable sustainable transportation service from Toronto Pearson International Airport or Toronto Union Station Bus Terminal to Blue Mountain Resort.

#### **Rates**

- Village Studio Suite \$195.00
- Village Bachelor Suite \$195.00
- Village One Bedroom Suite \$195.00

Rates are per night and will also apply to pre and post event dates and are based on availability. 13% HST and 2% Village Amenity Fee applies to all reservations.

### **BOOK YOUR STAY**





Don't wait to make your reservations, book our OACA group rate by April 10, 2025 for exclusive hotel room pricing.

Book your room online

To ensure you receive the best rate, please avoid booking using third-party sites and book directly with the hotel using the special link above to get the reduced OACA rate.



If booking by phone, please call toll-free 1-833-583-BLUE and quote group code "10003B" and advise you are with OACA at the time of booking to receive the group rate.

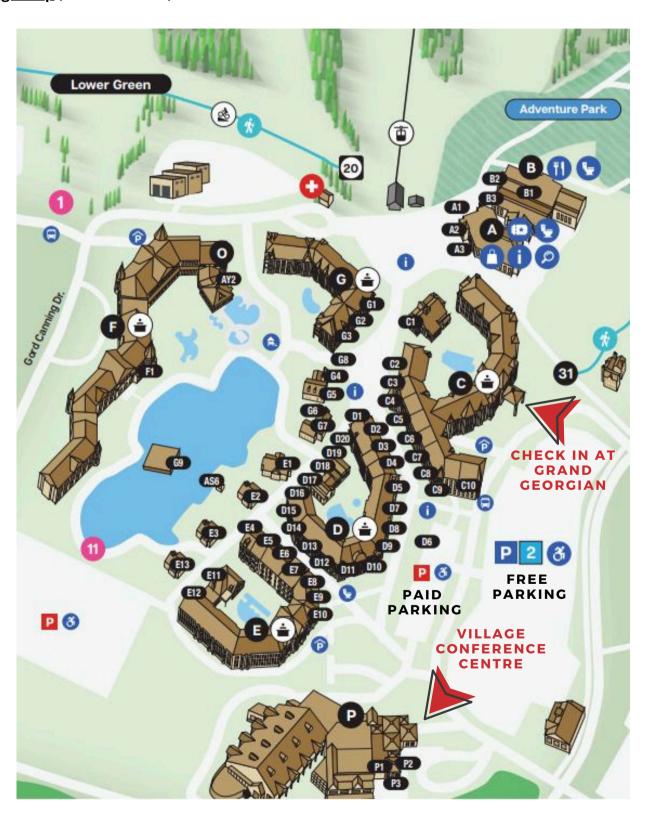
**Please note:** Valid photo identification is required at check-in. All reservations must be made on a guaranteed basis by use of a credit card and are subject to a deposit at the time of check-in. Ensure you see the group name before confirming your rate, once your reservations are confirmed, rates will not be changed. All accommodations are subject to applicable taxes and fees (13% HST and a 2% Village Amenity Fee) and are based on occupancy. Fees may be charged for additional persons greater than 2 persons in each room. Pre and post event dates may be available based on availability, please phone the resort directly to inquire.



**Cancellation Policy:** Any changes or cancellations **must** be made by 6pm seven days prior to the scheduled date of arrival, otherwise the individual booking the room will be responsible to assume charges and applicable taxes for one night's stay including village amenity fee.

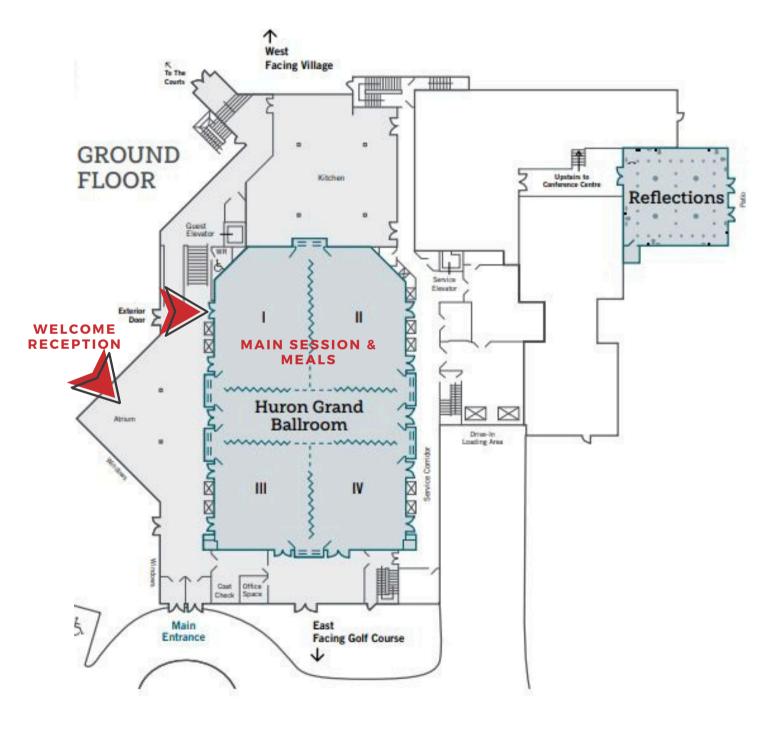
### **MAPS**

#### **<u>Village Map</u>** (click to zoom in)



### **MAPS**

<u>Village Conference Centre Atrium (Welcome Reception) and Huron I & II (Main Session and Meals)</u> (click to zoom in)

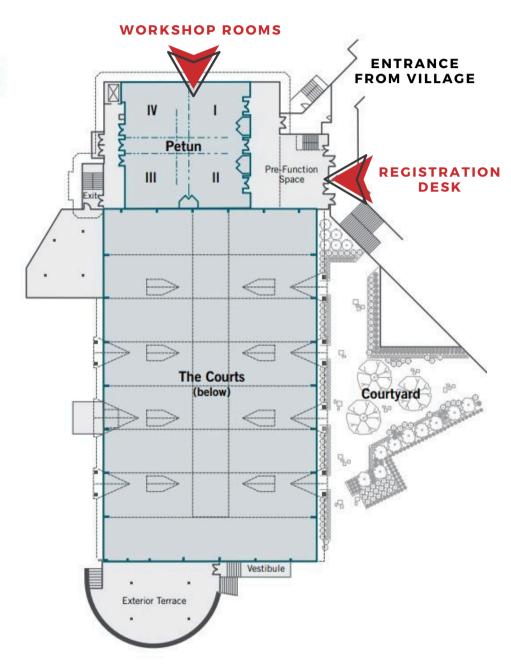


### **MAPS**

<u>Village Conference Centre Petun Foyer (Registration Desk) and Petun I to IV (Workshop Rooms)</u> (click to zoom in)

VILLAGE CONFERENCE CENTRE

MEZZANINE LEVEL



### KEYNOTE SPEAKER





**Meg Soper**Motivational humorist speaker

Professional speaker and comedienne Meg Soper is recognized as one of the premiere motivators in Canada. She combines her remarkable sense of humour with her unique perspective of life to captivate her audience and provide them with a presentation filled with inspiration and entertainment. Meg has appeared as a keynote speaker and feature performer at conferences and corporate functions across North America and internationally. She has shared the stage with such celebrities as Ray Romano and Ellen Degeneres.

With over 30 years experience in the health care industry and as a Registered Nurse in the Operating Room, she understands how your attitude affects those around you at home and in the workplace environment. Meg is co-author of the book, "From the Stage to the Page - Life Lessons from Four Funny Ladies". She has appeared on the CBC Television Network, Women's Television Network and Prime TV, as well as being featured in many radio programs and comedy festivals. Meg has a tremendous ability to connect with her audience and take every event to a higher level.







### The Ontario Professional Planners Institute (OPPI) Reflect on Today's Planning Framework and Priorities for 2025

Claire Basinski, Chair, Ontario Professional Planners Institute (OPPI)

and

Andria Leigh, Chair-Elect, Ontario Professional Planners Institute (OPPI)

Join us to reflect on today's planning framework post *The Planning Act* and PPS 2024 changes over the past two years. What are the most significant changes impacting municipalities and where are there opportunities for further efficiencies in the planning process?

With housing targets still a primary focus in 2025, and an ever evolving political and policy landscape; where should municipalities focus to ensure proper planning and complete communities can be achieved? As the voice of the planning profession in Ontario, we will share some of OPPI's thinking around the opportunities and challenges you may face and potential paths forward to success.





#### Ask an Expert: Lawyer Edition

Aaron Platt, Partner, Loopstra Nixon

Aaron Platt is ready to answer your hot municipal law questions, focusing on Committee of Adjustment and Land Division Committee questions. This workshop will be moderated by an OACA Board Member and will attempt to cover all of the questions delegates submit prior to the conference. Please submit your questions by April 25, 2025 to contactus@oaca.info. Questions from the floor will be taken during the remaining time.





### City of Hamilton's Reimagining Neighbourhoods Project and Other Housing Supportive Initiatives

Anita Fabac, Acting Director of Planning and Chief Planner, City of Hamilton

The City of Hamilton has a number of strategies for intensification, including its Reimagining Neighbourhoods Project, and other initiatives focused on providing housing choices for the diverse people who choose to live in the City. This session will look at the planning changes aimed at removing the barriers of exclusionary zoning and promoting sustainable growth, while also protecting the city's existing rental housing stock.





### Yes, You Can Streamline Your Development Review/ Approval Process!

Rory Baksh, Partner, Dillon Consulting Limited

Year-over-year, Ontario jurisdictions handle thousands of requests for development approval. The flood of applications, tight statutory timelines, staff shortages, and frequent inquires sometimes make things feel more chaotic than logical.

During this interactive working session, managers, supervisors, and frontline practitioners will get a chance to step outside the chaos and look at their portfolio through a new lens. We'll uncover how others have optimized their development processes (including a specific look at the Committee of Adjustment), so that you can bring this knowledge back to your community and bring some order back to the chaos.





#### **Granting a Consent - Case Law and Statute Update**

Alex Ciccone, Lawyer, Garrod Pickfield LLP

This session will be targeted to Committee of Adjustment and Land Division Committee members and provide an update on case law and legislative changes, along with reviewing some of the key policy and technical considerations that should be considered when reviewing consent applications.





### It's a Committee of Adjustment not a Committee of Approval: Navigating through Difficult Hearings

James Smith, Chair of the Committee of Adjustment, City of Guelph

Changing times in the Ontario planning landscape opens the door to the potential of backlash from citizens who may have unrealistic expectations of a Committee of Adjustment's role.

This presentation offers some examples and thoughts on how to manage difficult hearings and keeping a Committee of Adjustment on track.





#### **Five Ways to Boost Citizen Engagement**

Rosalina Lin-Allen, Founder and Principal Consultant, Tengja Digital

In today's information-saturated world, capturing attention and driving meaningful engagement is more challenging than ever. How can we cut through the noise and reach the right stakeholders? How can we ensure meaningful engagement? And how can Al enhance citizen engagement?

Join this interactive workshop to gain practical insights, real-world examples, and innovative strategies to increase awareness, expand your audience, and drive impactful engagement.









#### "Four Tests" vs. "Red Herrings"

Leo Longo, Senior Partner, Aird & Berlis LLP

and

Ian Clendening, Senior Planner and Deputy Secretary-Treasurer, City of Kingston and Board Director and Secretary, Ontario Association of Committees of Adjustment & Consent Authorities (OACA)

A review of the various tests found in Section 45 of the Planning Act and some of the red-herrings that sometimes get in the way.

It is not always the same four-tests, and this session will walk participants through the various powers Committee Members have. It will also outline the applicable tests associated with each together with some common "red-herrings" which are raised through the public process. This session is intended to help attendees understand what is and is not a valid consideration when rendering a decision.



#### **Survey Plans Demystified: A Practical Guide**

Jeff Buisman, Ontario Land Surveyor, Van Harten Surveying Inc.

This workshop will explore the different types of survey plans and their respective purposes, as well as the relationship with Registry Office records. This workshop will also include an explanation of how to read survey plans.



### Minimum Distance Separation (MDS): Planning for Compatibility in Prime Agricultural Areas and Rural Lands

John Liotta, Agrologist, Colville Consulting Inc.

This workshop will examine the application of the Minimum Distance Separation (MDS) Formulae in land use planning. The focus will be on the MDS I Formula, which establishes setbacks for settlement area boundary expansions and non-agricultural uses in rural and prime agricultural areas to reduce conflicts with existing livestock operations. A brief discussion on the MDS II Formula will also be included, highlighting its role in determining appropriate setbacks for new or expanding livestock facilities and manure storage systems.





### **Drafting Enforceable Conditions in Committee of Adjustment Decisions**

Jenna Morley, Partner, Loopstra Nixon LLP

The Planning Act empowers the Committee of Adjustment to impose terms and conditions on its approval. But how broad is that power? This session will provide practical guidance on drafting conditions in Committee of Adjustment decisions that are clear, precise, and enforceable. Topics include the scope of the Committee's authority to impose conditions, key drafting principles, and common pitfalls to avoid. Attendees will gain valuable insights to strengthen their decision-making process and reduce the risk of non-compliance or appeals. Please submit your condition related questions for this workshop by April 25, 2025 to contactus@oaca.info.



#### **Ontario Land Use Planning: Hot Topics For 2025**

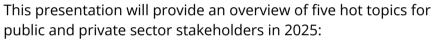
Alexander Suriano, Partner, Aird and Berlis LLP

and

Laura Dean, Partner, Aird and Berlis LLP

AIRD BERLIS

Ontario's land use planning system has been in a constant state of change over the past several years. Numerous legislative amendments, new regulations and the coming into effect of the Provincial Planning Statement, 2024 have altered the development landscape.



- Changes to the Planning Act definition of "Areas of Employment"
- Development charges
- Changes to parkland provisions in the Planning Act, looking to a future regulation for encumbered parkland and what some municipalities are doing in the meantime
- The status of "Major Transit Station Areas"
- The impact of "Upper-Tier Municipalities Without Planning Authorities" on regional and local planning



#### Description coming soon!

#### **Wasaga Beach Beachfront and Downtown Redevelopment**

Andrew McNeill, Chief Administrative Officer, Town of Wasaga Beach













#### **Navigating Section 53: A Guide to the Consent Process**

Denise Rundle, Retired Manager/Deputy Secretary-Treasurer, City of Toronto, and Board Director, Ontario Association of Committees of Adjustment & Consent Authorities (OACA)

and

Ann Hamilton, Secretary-Treasurer Land Division, County of Peterborough, and Board Director, Ontario Association of Committees of Adjustment & Consent Authorities (OACA)

and

Sean Kenney, Manager of Site Planning, City of Hamilton, and Board Director, Ontario Association of Committees of Adjustment & Consent Authorities (OACA)

Demystify the consent process under Section 53 of Ontario's Planning Act! Gain an understanding of the land severance process, including rural areas, and the criteria for granting consent, and the procedural steps involved.

Whether you're a Secretary-Treasurer, a Planner, or a Committee member, this group discussion workshop is your gateway to learning about the consent process. Please submit your consent related questions for this workshop by April 25, 2025 to <a href="mailto:contactus@oaca.info">contactus@oaca.info</a>.



#### **Ask an Expert: Secretary-Treasurer Edition**

Jennifer Stong, Planner/Assistant Secretary Treasurer, Township of Ramara

and

Trista Di Lullo, Secretary-Treasurer, Committee of Adjustment, and Council and Committee Coordinator, City of Guelph and President, Ontario Association of Committees of Adjustment & Consent Authorities (OACA)

This interactive session, geared towards Secretary-Treasurers, will focus on the administration of Committees, including standard practices, updates required due to changes in legislation, online initiatives and process enhancements. Please submit your questions by April 25, 2025 to <a href="mailto:contactus@oaca.info">contactus@oaca.info</a>.



#### fogler rubinoff

### Variances to Permitted Uses, When is a Proposed New Use "Minor"?

Matthew Rutledge, Associate, Fogler, Rubinoff LLP

This presentation will explore the relevant considerations when assessing whether a new use proposed through a variance application is in fact "minor", with a focus on whether the assessment of whether or not the proposed use would result in an unacceptable adverse impact(s).











### Behind the Scenes: A Planner's Role in the Committee of Adjustment Process

Edward John, Partner/Principal Planner, Landwise and

Mariana Iglesias, Manager of Planning Services, Township of Centre Wellington

and

Sean Kenney, Manager of Site Planning, City of Hamilton, and Board Director, Ontario Association of Committees of Adjustment and Consent Authorities (OACA)

Discover the pivotal role Planners play in the Committee of Adjustment process in this engaging panel discussion! Dive into the Planner's responsibilities, from evaluating minor variances and land severance applications, and learn how they balance technical expertise with stakeholder engagement. Through practical examples and expert insights, gain a deeper understanding of how Planners navigate policy frameworks, advocate for sound decision-making, and shape communities.





### Understanding Roles, Responsibilities, and Expectations: Tips and Guide for Chairs and Panel Members

Hena Kabir, Manager, Development Planning, Town of Whitchurch-Stouffville

This workshop will be an engaging and interactive session aimed at providing participants with valuable practical insights into Chairing Committee of Adjustment hearings and members roles. Through shared lessons learned, we will examine the key roles and responsibilities of the "Chair and Panel as a team" during these hearings. The session will emphasize the importance of clear communication and effective collaboration between the Chair and Panel members. Additionally, we will explore the critical expectations of the public, who rely on the Committee for transparency and fairness in decision-making. By the end of the workshop, participants will have a deeper understanding of how to confidently navigate their roles and uphold the public's trust in the Committee's process.





### Beyond Zoning: The Role of Planning in Advancing Racial Equity in Housing

Cheryll Case, Founder and Executive Director, CP Planning

Renters of all backgrounds across Ontario face mounting displacement pressures, particularly in transit-adjacent areas. This session explores how the development review processes and community building can create and build pathways to align with the National Housing Strategy's direction that housing is a human right.

- Understand how current planning processes contribute to inequities.
- Learn how decision-makers can align planning policies for equitable housing outcomes.
- Explore case study examples on countering displacement.
- Learn how professional networks can bridge the gap between community leaders and housing industry experts.
- Gain actionable insights to advance your role in nurturing a better future.

### DELEGATE AGENDA

Agenda subject to change

Sunday, May 11, 2025

**REGISTRATION** 4:00pm - 7:00pm

Petun Foyer

Village Conference

Centre

WELCOME RECEPTION

**REGISTRATION** 

7:00pm - 10:00pm

**1** Atrium

Village Conference Centre

8:00am - 9:30am

Petun Foyer

Ce

Monday, May 12, 2025

**BREAKFAST** 7:00am - 8:30am

Huron I & II

Village Conference

Centre

**CONFERENCE** 8:30am - 8:45am

**OPENING** Huron I & II

**KEYNOTE** 9:00am - 10:15am

SPEAKER Huron | & ||

NEW

ANNUAL

GENERAL

MEETING (AGM)

COMFORT BREAK 10:15am - 10:30am

**WORKSHOPS** 10:30am - 11:45am

**LUNCH** Noon - 1:00pm

Huron I & II

12:30pm - 1:30pm Huron I & II

WORKSHOPS 1:45pm - 3:00pm

COMFORT BREAK 3:00pm - 3:15pm

WORKSHOPS 3:15pm - 4:30pm

Delegates have the remainder of evening to explore Blue Mountain and enjoy the many restaurants and amenities.

### DELEGATE AGENDA

REGISTRATION

Agenda subject to change

8:00am - 9:30am

Village Conference

Atrium

Centre

#### Tuesday, May 12, 2025

**BREAKFAST** 7:00am - 9:00am

Huron I & II

Village Conference

Centre

**WORKSHOPS** 9:00am - 10:15am

COMFORT BREAK 10:15am - 10:30am

**WORKSHOPS** 10:30am - 11:45am

**LUNCH** Noon - 1:00 pm

Huron I & II

WORKSHOPS 1:15pm - 2:30pm

**COMFORT BREAK** 2:30pm - 2:45pm

**WORKSHOPS** 2:45pm - 4:00pm

**GALA** 6:00pm - Cash Bar **BANQUET** Atrium

7:00pm - Dinner with dancing to follow (DJ)

Huron I & II

Wednesday, May 14, 2025

BREAKFAST 7:00am - 9:00am

Huron I & II

CLOSING 8:30am
CEREMONIES Huron | & ||

## FREQUENTLY ASKED QUESTIONS (FAQS)

#### Q: How do I register?

Registration can be completed online only via our <u>website</u>. Only payment via credit card is accepted (no cheques).

Q: I'm not able to attend the entire conference, can I attend for one day only? Yes, there is a one day conference pass available for Monday or Tuesday. If you are an OACA member, please note that there is no member discount for the one day conference pass. As delegates cannot purchase a one day conference pass for multiple days, the full conference package provides you with the best value!

#### Q: Do I need to register for workshops in advance?

No pre-registration is necessary! Workshops sessions are held on a first come, first serve basis, subject to room capacity. We recommend you head to the room early to secure your spot.

#### Q: Are workshop sessions held concurrently?

Yes, there are blocks of 3 workshop sessions being held concurrently during Monday and Tuesday. During those days delegates can pick up to 4 workshop sessions.

Q: Are workshop sessions being recorded? Is there an option to attend virtually? Workshop sessions are not being recorded and the conference is being held in-person only.

#### Q: How do I participate in the networking session?

The networking session is an additional opportunity to connect with your peers. No pre-registration is necessary, just pop in and chat with your fellow Secretary-Treasurers and Committee members!

#### Q: When is the next OACA event?

Future events are listed on our <u>Upcoming Events page</u>. We will not be hosting a Seminar in 2025, and will be offering some virtual lunch and learn opportunities in Fall 2025. The 2026 Conference will be held May 10-13, 2026 at the Ottawa Marriott Hotel

#### Q: How do I access the conference app?

Registered delegates will be provided with details on how to download the free app. Stay tuned for more information!