

Agenda

Environmental Stewardship and Action Community Advisory Committee

4th Meeting of the Environmental Stewardship and Action Community Advisory Committee

April 23, 2026, 4:00 PM

Committee Room #5

The City of London is situated on the traditional lands of the Anishinaabek (AUh-nish-in-ah-bek), Haudenosaunee (Ho-den-no-show-nee), Lūnaapéewak (Len-ah-pay-wuk) and Attawandaron (Add-a-won-da-run).

We honour and respect the history, languages and culture of the diverse Indigenous people who call this territory home. The City of London is currently home to many First Nations, Métis and Inuit today.

As representatives of the people of the City of London, we are grateful to have the opportunity to work and live in this territory.

The City of London is committed to making every effort to provide alternate formats and communication supports for meetings upon request. To make a request specific to this meeting, please contact advisorycommittee@london.ca.

	Pages
1. Call to Order	
1.1 Disclosures of Pecuniary Interest	
2. Scheduled Items	
3. Consent	
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4.1 Feedback on Bicentennial Tree Planting - Working Group Update	
4.2 Ontario Blue Box Program - Working Group Update	
4.3 Request for Feedback on the Property Standards By-law - Working Group Update	

5. Items for Direction

6. Adjournment

Environmental Stewardship and Action Community Advisory Committee Report

3rd Meeting of the Environmental Stewardship and Action Community Advisory
Committee
March 26, 2026

Attendance PRESENT: N. Karsch (Chair), A. Ford, M.A. Hodge, A. Menon,
B. Samuels, L. Skinner, and A. Miller (Committee Clerk)

ABSENT: J. Cordes, and D. Dwairi

ALSO PRESENT: L. Ahima, A.L. Christensen, J. Dann, W.
Jeffery, M. Hefferton, and K. Mason

The meeting was called to order at 4:10 PM; it being noted that
N. Karsch (Chair), A. Ford, M.A. Hodge, A. Menon, and B.
Samuels were in remote attendance

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Scheduled Items

2.1 Parks and Recreation Master Plan Update

That it BE NOTED that the presentation, dated March 26, 2026, from S.
Langlois and A. Morielli, Monteith Brown Planning Consultants, with
respect to the Parks and Recreation Master Plan Update, was received.

3. Consent

3.1 2nd Report of the Environmental Stewardship and Action Community
Advisory Committee

That it BE NOTED that the 2nd Report of the Environmental Stewardship
and Action Community Advisory Committee, from its meeting held on
February 26, 2026, was received.

3.2 Notice of Planning Application and Public Meeting - Official Plan
Amendment - Kilally Meadows Environmentally Significant Area

That it BE NOTED that the Notice of Planning Application and Public
Meeting, dated March 3, 2026, from L. Burt, Ecologist Planner, with
respect to an Official Plan Amendment related to Kilally Meadows
Environmentally Significant Area, was received.

3.3 Notice of Planning Application and Public Meeting - Official Plan
Amendment - Kelly Stanton Environmentally Area

That it BE NOTED that the Notice of Planning Application and Public
Meeting, dated March 3, 2026, from K. Lee, Ecologist Planner, with
respect to an Official Plan Amendment related to Kelly Stanton
Environmentally Significant Area, was received.

- 3.4 Notice of Planning Application and Public Meeting - Official Plan and Zoning By-law Amendments - 412-450 Oxford Street West and 630 Proudfoot Lane

That it BE NOTED that the Notice of Planning Application and Public Meeting, dated February 26, 2026, from I. de Ceuster, Senior Planner, with respect to an Official Plan and Zoning By-law Amendments related to 412-450 Oxford Street West and 630 Proudfoot Lane, was received.

- 3.5 Notice of Planning Application and Notice of Public Meeting - Official Plan and Zoning By-law Amendments - Southwest Area Secondary Plan Detailed Review

That it BE NOTED that the Notice of Planning Application and Notice of Public Meeting, dated March 4, 2026, from R. Lightfoot, Planner, with respect to an Official Plan and Zoning By-law Amendments related to the Southwest Area Secondary Plan Detailed Review, was received.

- 3.6 Notice of Planning Application and Public Meeting - Official Plan Amendment - 65-85 Meadowlily Road South and Other Lands

That it BE NOTED that the Notice of Planning Application and Public Meeting, dated March 9, 2026, from R. Bolivar, Planner, with respect to an Official Plan Amendment related to the 65-85 Meadowlily Road South and Other Lands, was received.

- 3.7 Notice of Planning Application - Official Plan Amendment - Privately Initiated Urban Growth Boundary Expansion Application Policies and Guidelines

That it BE NOTED that the Notice of Planning Application, dated March 10, 2026, from C. Strupat, Planner, with respect to an Official Plan Amendment related to Privately Initiated Urban Growth Boundary Expansion Application Policies and Guidelines, was received.

- 3.8 Notice of Planning Application - Official Plan Amendment - Employment Areas Policy Review

That it BE NOTED that the Notice of Planning Application, dated March 2, 2026, from C. Strupat, Planner, with respect to an Official Plan Amendment related to the Employment Areas Policy Review, was received.

- 3.9 Notice of Cancellation - Public Meeting - Official Plan and Zoning By-law Amendments - Southwest Area Secondary Plan Detailed Review

That it BE NOTED that the Notice of Cancellation - Public Meeting, dated March 19, 2026, from R. Lightfoot, Planner, with respect to an Official Plan and Zoning By-law Amendments related to the Southwest Area Secondary Plan Detailed Review, was received.

4. Sub-Committees and Working Groups

4.1 ESACAC Workplan (March - November 2026)

That the following Working Groups BE ESTABLISHED, with respect to the next steps for the ESACAC Workplan (March -November 2026):

a) a Working Group, consisting of M.A. Hodge, A. Menon and L Skinner, to support the implementation of Workplan Item #2: Feedback on Bicentennial Tree Planting; and,

b) a Working Group, consisting of N. Karsch, M.A. Hodge, and B. Samuels, to support the implementation of the Workplan Item #4: Ontario Blue Box Program;

it being noted that the Committee Clerk was requested to notify absent Committee members of the above-noted Working Groups.

5. Items for Direction

5.1 Property Standards By-law - CP-24 - Request for Feedback

That a Working Group BE ESTABLISHED, consisting of M.A. Hodge, B. Samuels, and L. Skinner, to prepare a response to the request for feedback on the Property Standards By-law, for submission to Civic Administration;

it being noted that the Committee Clerk was requested to notify absent Committee members of the above-noted Working Group.

6. Adjournment

That the meeting BE ADJOURNED.

The meeting adjourned at 5:05 PM.



P.O. Box 5035
300 Dufferin Avenue
London, ON
N6A 4L9

London
CANADA

April 1, 2026

S. Mathers
Deputy City Manager, Housing and Community Growth

I hereby certify that the Municipal Council, at its meeting held on March 31, 2026, resolved:

That the following actions be taken with respect to the 2nd Report of the Environmental Stewardship and Action Community Advisory Committee, from the meeting held on February 26, 2026:

- a) the ~~attached~~, revised, 2026 Committee Workplan BE APPROVED;
- b) the Civic Administration BE REQUESTED to provide written responses to the questions as appended to the added agenda related to Pet Shops – Business Licensing By-Law – L.-131 – ESACAC Business Licensing Questions;

it being noted the Environmental Stewardship and Action Community Advisory Committee (ESACAC) heard a verbal update on the above-noted item from A. Pfeffer, Director, Municipal Compliance and W. Jeffery, Manager, Community Compliance & Animal Welfare Services; and,

- c) clauses 1.1, 3.1, 3.2 and 5.2 BE RECEIVED. (2.2/4/CPSC)

M. Schulthess
City Clerk
/jb

cc: A. Pfeffer, Director, Municipal Compliance
W. Jeffery, Manager, Community Compliance and Animal Welfare Services
Chair and Members, Environmental Stewardship and Action Community Advisory
Committee



Date: Sunday, March 22, 2026 5:50:44 PM

Attachments: [Outlook-sjzwf00.png](#)
[Outlook-s5katjxb.png](#)
[Outlook-oulg4g2h.png](#)
[Outlook-vwmkopbm.png](#)

Good evening, sorry for the delay in disseminating these responses. There was a miscommunication about who was to send them. Please don't hesitate to reach out should you have any additional questions or require clarification about any of the responses.

Q&A

1. How many licences are issued in London for Pet Shops and for Seasonal Sales Businesses?

The City publishes the licence categories, fees, and a property inquiry system where active business licence files can be searched. There are currently 7 licensed pet shops and no licensed seasonal sales businesses.

2. Within Seasonal Sales Business licences, does the City know how many licences are issued for retail establishments selling gardening products?

The by-law definition for "Seasonal Sales Business" includes "flowers" and "gardening products," and the City's business licence page also describes this category as including "garden centres, produce, etc." There are no licenses issued for seasonal sales currently. The licence periods are for 1-3 months or 7 days – and they generally start purchasing licenses in May or later. In 2025 there were zero '7 day' licences for gardening products, and 3 '1 – 3 months' licenses (plus 1 for sale of Christmas trees).

3. Does the City collect any information about the types of animals and plants that are distributed or sold at licensed establishments?

The by-law requires licensed pet shops to maintain a log containing the species of animal, general description, gender, age, vaccination record, and where the animal was acquired from, and to keep that information for two years. The by-law also restricts pet shops to animals or classes of animals prescribed by the Licence Manager. It has not been past practice to proactively collect this information, however. If a complaint was received, an MLEO would request it.

For Seasonal Sales Businesses, we have not collected information on plant types being distributed or sold.

4. Does the City have the ability to collect additional information to what is included in the Business Licence Application Form about particulars of a business?

The general by-law requires applicants to provide all information requested on the application form, along with any supporting materials the Licence Manager deems necessary, including proof relating to zoning, occupancy interest, and other requirements. The Licence Manager also has authority to prescribe the format and content of forms and other documents required under the by-law, and to prescribe criteria for requirements or approvals not otherwise specified. The City Clerk must maintain a record of regulations prescribed by the Licence Manager.

That said, there is an important distinction between:

- collecting more information administratively on an application form, and
- imposing new substantive disclosure obligations on a class of business.

For the second type, the best course of action is usually an explicit by-law amendment or schedule-specific regulation.

5. Under Schedule 14 section 2.1(d), what information is currently prescribed by the Licence Manager as required under section 4.6 to provide to a person who purchases, acquires or obtains an animal from the Pet Shop licence holder?

The by-law authorizes the Licence Manager to prescribe that information, and section 4.6 requires the pet shop to provide it to the purchaser or acquirer.

4.6 Every Pet Shop licence holder shall provide to a person who purchases or acquires an animal from them all of the information about the animal as prescribed by the Licence Manager.

5.1 The following information is required for the purposes of s. 2.1(d) of Schedule 14 of the By-law:

a) every customer who purchases a domestic dog or cat shall receive the following information from the Pet Shop Business:

- i) breed of animal;*
- ii) general description;*
- iii) gender;*
- iv) age;*
- v) vaccination record; and*
- vi) where the animal was acquired from.*

6. Does the City of London provide information to Pet Shop license holders to distribute to clients? How?

No, we do not.

7. How does the City enforce requirements for information to be provided to consumers at retail settings under the schedules listed above?

Under the by-law, licensees must permit inspections at reasonable times, comply with all by-law requirements and conditions, and comply with applicable laws. Where a licensee does not meet the by-law requirements or licence conditions, the Licence Manager may refuse, suspend, revoke, or impose terms and conditions on the

licence. Contraventions can also be addressed through court orders and the Administrative Monetary Penalty System. Inspections are generally conducted upon receipt of a complaint however, there are instances where the MLEO team conducts proactive spot checks.

Applied to consumer-information requirements, that would generally mean enforcement through:

- inspections or compliance checks,
- follow-up where required information is not being posted or distributed,
- possible licence conditions or licensing action, and
- penalty proceedings where warranted.

8. Do larger horticultural retailers such as garden centres and big box hardware stores that operate their outdoor retail premises on a seasonal basis require a business licence?

No

9. Are there any legal or logistical barriers to requiring Pet Shop and Seasonal Sales Business licence holders to display or provide information about invasive plants and animals?

Schedule 14 gives the Licence Manager authority to prescribe purchaser information under section 4.6, so adding invasive-species education tied to animals sold in pet shops appears legally achievable, provided the content stays within the scope of that delegated authority and is drafted clearly. This would require further confirmation and further consultation with Legal prior to implementation.

For Seasonal Sales Businesses, the current schedule is narrower. Its delegated authority is focused on site-specific operational rules to ensure the business does not obstruct pedestrian or vehicular traffic. It does not contain a parallel power to prescribe consumer education materials about plants or invasive species. Most appropriate course of action would be a Council amendment to the Business Licensing By-law expressly creating that authority.

In terms of logistical barriers there are few; more so operational considerations:

- defining which products trigger the notice,
- keeping the material current and legally accurate,
- deciding whether the requirement is a handout, sign, shelf label, or all three,
- training staff and educating businesses on what's required for compliance, and
- resourcing inspections and updates.

There is also a key consideration if looking at an amendment- any requirement should be precise enough to be enforceable and easy for retailers to follow. The City's existing fireworks model shows that point-of-sale consumer information can be required and administered where the by-law expressly provides for it.

10. What is the process for the City to establish a new category/schedule under the Business Licensing By-law?

A new licence class or schedule would require a Council approved amendment to the Business Licensing By-law. The Licence Manager can make regulations only within the authority already delegated by the by-law and its existing schedules; the Licence

Manager cannot create a brand-new licence category by regulation alone. In practice, the process would normally be:

- policy review and internal staff analysis,
- preparation of a staff report with recommended by-law amendments,
- consultation/ bylaw drafting with Legal,
- committee debate/Council consideration, and
- enactment by Council if approved.



Amanda Pfeffer, MBA
Director, Municipal Compliance,
Housing and Community Growth
City of London

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London, ON Canada N6A 4L9
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apfeffer@london.ca | www.london.ca

The City of London is situated on the traditional lands of the Anishinaabek, Haudenosaunee, Lunaapéewak, and Attawandaron. We honour and respect the history, languages and culture of the diverse Indigenous people who call this territory home. The City of London is currently home to many First Nations, Metis and Inuit people today. As representatives of the people of the City of London, we are grateful to have the opportunity to work and live in this territory.



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London
CANADA

April 1, 2026

S. Mathers
Deputy City Manager, Housing and Community Growth

I hereby certify that the Municipal Council, at its meeting held on March 31, 2026, resolved:

That the following actions be taken with respect to the communication, dated February 27, 2026, from Councillor H. McAlister, with respect to a Request to Expedite the Review of the Property Standards By-law CP-24 as it Pertains to Property Conditions that Enable Rat Infestations:

- a) the Civic Administration BE DIRECTED to expedite the review the Property Standards By-law- CP-24, as it pertains to property conditions that enable rat infestations, and report back to a future meeting of the Community and Protective Services Committee with potential recommendations to strengthen the enforcement of the by-laws by the end of Q2 2026, with a particular focus on mitigating the risk of rodent infestation; it being noted that this would include all residential property types and not be restricted to just dumpsters;
- b) the Civic Administration BE DIRECTED to include the option to report rat infestation conditions through the Service London portal;
- c) the above-noted communication BE RECEIVED; and,
- d) the Civic Administration BE DIRECTED to consult with the Environmental Stewardship and Action Community Advisory Committee about the City's response to rodent infestations and opportunities for improving public information;

it being noted that verbal delegations from R. Shields and A.M. Valastro, with respect to this matter, were received. (4.1/4/CPSC)

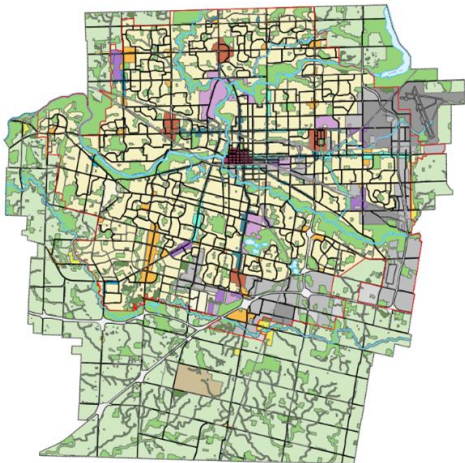
M. Schulthess
City Clerk
/jb

cc: A. Pfeffer, Director, Municipal Compliance
Chair and Members, Environmental Stewardship and Action Community Advisory
Committee

NOTICE OF PLANNING APPLICATION

Official Plan Amendment

Neighbourhood Planning and Guidelines



File: O-25116
Applicant: City of London

What is Proposed?

An Official Plan Amendment to:

- Add a new Guideline Document to establish Neighbourhood Planning process within The London Plan.
- Identify proposed Official Plan Amendments to establish Neighbourhood Planning process within the Secondary Plan framework, and Neighbourhood Plan Guidelines.
- Identify Neighbourhood Planning requirements for lands added to the Urban Growth Boundary with defined Neighbourhood areas.

LEARN MORE & PROVIDE INPUT

For more information contact:

Brandon Coveney

Senior Planner, Planning Policy (Growth Management)

Email: bcoveney@london.ca

Phone: 519-661-2489 ext. 6345

Felipe Parra Hein

Planner, Planning Policy (Growth Management)

Email: fparra@london.ca

Phone: 519-661-2489 ext. 7049

Planning & Development, City of London

300 Dufferin Avenue, 6th Floor,

London ON PO Box 5035 N6A 4L9

london.ca/planapps

You may also discuss any concerns you have with your Ward Councillor:

Please find your Ward Councillor here: [City Council | City of London](#)

If you are a landlord, please post a copy of this notice where your tenants can see it. We want to make sure they have a chance to take part.

Application Details

Neighbourhood Plans Approach and Process

A Neighbourhood Plan is intended as a scoped alternative to a Secondary Plan, which establishes the fundamental requirements and coordinated planning approach for lands added to the Urban Growth Boundary. The purpose and effect of this amendment is to update The London Plan to coordinate the development of multiple properties through streamlined planning documents, under the Secondary Planning framework.

Amendments to The London Plan may include incorporation of a new Guideline Document for Neighbourhood Planning Process and Secondary Plans sub-policies to introduce concept of Neighbourhood Plans. Background studies required for Neighbourhood Plans under the Secondary Planning framework will be commensurate with the scope, land area and intent of the plan.

Complete application submission criteria will be provided as part of the Neighbourhood Plan Guideline Document, establishing fundamental requirements for new greenfield lands.

The London Plan is available at london.ca.

How Can You Participate in the Planning Process?

You have received this Notice because the City has applied to add policies to the Official Plan. The City reviews and makes decisions on such planning applications in accordance with the requirements of the Planning Act. The ways you can participate in the City's planning review and decision making process are summarized below.

See More Information

You can review additional information and material about this application by:

- Contacting the City's Planner listed on the first page of this Notice; or
- Viewing the application-specific page at london.ca/planapps
- Opportunities to view any file materials in-person by appointment can be arranged through the file Planner.

Reply to this Notice of Application

We are inviting your comments on the requested changes at this time so that we can consider them as we review the application and prepare a report that will include Planning & Development staff's recommendation to the City's Planning and Environment Committee.

Attend a Future Public Participation Meeting

The Planning and Environment Committee will consider the requested Official Plan changes on a date that has not yet been scheduled. The City will send you another notice inviting you to attend this meeting, which is required by the Planning Act. You will also be invited to provide your comments at this public participation meeting. A neighbourhood or community association may exist in your area. If it reflects your views on this application, you may wish to select a representative of the association to speak on your behalf at the public participation meeting. Neighbourhood Associations are listed on the Neighbourgood website. The Planning and Environment Committee will make a recommendation to Council, which will make its decision at a future Council meeting.

What Are Your Legal Rights?

Notification of Council Decision

If you wish to be notified of the decision of the City of London on the proposed official plan amendment, you must make a written request to the City Clerk, 300 Dufferin Ave., P.O. Box 5035, London, ON, N6A 4L9, or at docservices@london.ca. You will also be notified if you speak to the Planning and Environment Committee at the public meeting about this application and leave your name and address with the Clerk of the Committee.

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the City of London to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision.

Right to Appeal to the Ontario Land Tribunal

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the City of London to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the proposed official plan amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

For more information go to <https://olt.gov.on.ca/appeals-process/forms/>.

Notice of Collection of Personal Information

Personal information collected and recorded at the Public Participation Meeting, or through written submissions on this subject, is collected under the authority of the Municipal Act, 2001, as amended, and the Planning Act, 1990 R.S.O. 1990, c.P.13 and will be used by Members of Council and City of London staff in their consideration of this matter. The written submissions, including names and contact information and the associated reports arising from the public participation process, will be made available to the public, including publishing on the City's website. Video recordings of the Public Participation Meeting may also be posted to the City of London's website. Questions about this collection should be referred to the Manager, Records and Information Services 519-661-CITY(2489) ext. 5590.

Accessibility

Alternative accessible formats or communication supports are available upon request. Please contact plandev@london.ca for more information.



NOTICE OF COMMUNITY INFORMATION MEETING

Official Plan Amendments

Employment Areas Policy Review and Privately Initiated UGB Expansion Application

YOU ARE INVITED!

The City of London will be hosting a Community Information Meeting to provide an update for the Employment Areas Policy Review and Privately Initiated Urban Growth Boundary (UGB) Expansion Application Policies and Guidelines. For consistency with new Provincial policies, the City may consider possible changes to the definition of “Employment Area”, mapping changes of Employment Areas, and possible re-designation of certain Industrial lands to other Place Types of The London Plan.

This update ensures *The London Plan* policies conform to Provincial Plans and Policies, and recent legislative changes, including Bills 97 and 185. Staff will present the proposed Employment Area policies and Privately Initiated Urban Growth Boundary (UGB) Expansion Application policies and guidelines.

This meeting will include a presentation, and staff will be available to answer questions related to the ongoing projects. Please note, the presentation will begin shortly after the scheduled meeting start time.

Registration is not required for this event.

For more information, please visit the application-specific pages at: london.ca/planapps

Meeting Date: Wednesday, April 22nd, 2026

Meeting Time: 7:00pm to 9:00pm

Meeting Location: Committee Room 1 & 2, 2nd Floor City Hall
300 Dufferin Avenue, London, ON

LEARN MORE & PROVIDE INPUT

File Numbers: O-25125 and O-25126

For more information contact:

Christine Strupat

Planner, Planning Policy (Growth Management)

Email: cstrupat@london.ca

Phone: 519-661-2489 ext. 7738

You may also discuss any concerns you have with your Ward Councillor:

Please find your Ward Councillor here: [City Council | City of London](#)

If you are a landlord, please post a copy of this notice where your tenants can see it. We want to ensure they have a chance to take part.



NOTICE OF CANCELLATION – PUBLIC MEETING

Official Plan and Zoning By-law Amendments

412-450 Oxford Street West and 630 Proudfoot Lane



File: OZ-26021

Applicant: BlueStone Properties Inc. (c/o Zelinka Priamo Ltd.)

The Public Participation Meeting scheduled for May 5, 2026,
HAS BEEN CANCELLED.

The meeting will be rescheduled, and you will receive
notice of the new date and time.

For more information and/or to provide comments:

Isaac de Ceuster
ideceust@london.ca
519-661-CITY (2489) ext. 3835
Planning & Development, City of London
London ON PO Box 5035 N6A 4L9
File: OZ-26021

You may also discuss any concerns you have with your Ward Councillor:

Councillor David Ferreira
dferreira@london.ca
519-661-CITY (2489) ext. 4013

**If you are a landlord, please post a copy of this notice where your tenants can see it.
We want to make sure they have a chance to take part.**