



Clearview Township 2025 Annual Report

Accessible Version

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CAO's Message

2025 was a year of action driven by our Strategic Plan. Construction began on the deep well and water pipeline project from Klondike Park to the Stayner community—an essential infrastructure investment that will support new homes over the next decade.

Council, staff, and volunteer committees have all advanced our Strategic Plan Pillars. We celebrated the completion of the Avening Hall, progress on the Boulevard Garden Encroachments application process, the purchase of the former Stayner Care Centre, and Climate Action Committee initiatives, in which students from Seneca Polytechnic are contributing research and data collection to guide future recommendations on reducing greenhouse gas emissions.

Our Community Economic Development Officer actively supported entrepreneurs, business owners, & economic initiatives. We continue to collaborate closely with our volunteer groups, associations, & local businesses as we strengthen Clearview's economy.

A new commercial district has taken shape with the opening of Foodland, LCBO, Dollarama, and McDonald's, alongside the newly constructed Stayner Care Centre.

We have also seen activity from the Department of National Defence and NORAD, who have acquired property to establish an initial site for the Over-the-Horizon Radar system—technology designed to detect missile threats and monitor vessel movement in the northern passage. We remain committed to protecting farmland, maintaining high-quality municipal services, and advancing climate action that is both local and affordable.

Finally, the March ice storm tested our resilience, particularly for residents in higher elevations. The response demonstrated our community's strength, and we extend our appreciation to Simcoe County for their support.

Our volunteer sector continued to support the food bank, with assistance from businesses & the Township. Clearview's community spirit was especially evident at our Christmas parades, where neighbours gathered in impressive numbers to celebrate the season. Together, we continue to move our community forward.

Sincerely,

John Ferguson, CAO, Clearview Township

Organizational Chart

- Clearview Council, 2022-2026
- Public Library CEO, Jennifer LaChapelle



- CAO, John Ferguson
 - Director of Human Resources, Tammy Gill
 - Fire Chief, Scott Davison
 - Director of Legislative Services/Clerk, Sasha Helmkey
 - Director of Planning & Building, Derek Abbotts
 - Director of Parks & Recreation, Terry Vachon
 - Treasurer, Kelly McDonald
 - Director of Public Works, Dan Perreault

For a complete roster of staff, including contact information visit:

www.clearview.ca/staff-directory

Clearview Council

2022-2026

- Mayor, Doug Measures
 - (705) 428-6230 ext. 280
 - dmeasures@clearview.ca
- Deputy Mayor, Paul Van Staveren
 - (705) 428-6230 ext. 276
 - pvanstaveren@clearview.ca
- Ward 1 Councillor, Phyllis Dineen
 - (705) 428-6230 ext. 277
 - pdineen@clearview.ca
- Ward 2 Councillor, Robert McArthur
 - (705) 428-6230 ext. 278
 - rmcarthur@clearview.ca
- Ward 3 Councillor, John Broderick
 - (705) 428-6230 ext. 287
 - jbroderick@clearview.ca
- Ward 4 Councillor, Robert Walker
 - (705) 428-6230 ext. 282
 - rwalker@clearview.ca
- Ward 5 Councillor, Marty Beelen
 - (705) 428-6230 ext. 284
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Vision, Mission & Strategic Plan

Vision

Clearview Township envisions our community joined together to grow and prosper for today and generations to come.

Mission

Clearview Township will plan with our community to enhance our local environment and economy through improved communication and innovation. We will build new infrastructure to support more housing and outdoor spaces through sustainable growth while protecting our agricultural nature. We will embrace our lifestyles, culture, recreational opportunities, and welcome visitors & newcomers. We will enhance our working and living environment for citizens and businesses.

Strategic Plan Pillars

The Strategic Plan focuses on five key pillars that guide the direction of the municipality. The pillars include:

1. Infrastructure
2. Recreation & Culture
3. Communication
4. Climate
5. Core Business (Agriculture)

Department Highlights

CAO Department

Department Overview

The Chief Administrative Officer is the administrative head of the municipality and Council's principal advisor. The CAO is responsible for providing vision and leadership to the Township through planning, organizing and directing the operation of all municipal services.

Department Highlights

- Awarded a \$35 million Housing-Enabling Water Systems Fund grant from the Province of Ontario to fund the Klondike Park Road Well Site, Reservoir and Pumping Station to provide water infrastructure for 4,000 single-detached equivalency homes.
- Created an Economic Development page on our website, gathering information to help existing and future business leaders find solutions that drive new investment, develop positive impacts on the community, and create new jobs.
- Released 3 editions of the digital Clearview Newsletter in June, October and December.



- Released the 2024 Annual Report, a high-level summary of the Township’s actions and accomplishments by Department as they relate to Clearview’s Strategic Plan.
- Acquired a local property as the future location of the expanded Clearview Youth Centre.
- Created the Monthly Economic Development Now newsletter keeping local business owners up to date on upcoming programs, announcements or business events.
- The Duntroon Cider House was a tour stop on the 2025 Municipal Agriculture, Economic Development and Planning Forum.
- Received overwhelming support and participation for our application requesting Stayner as the location for Hometown Takeover Canada in 2026.
- Supported and promoted the Tim Hortons Holiday Smile Cookie Campaign benefiting the Clearview Youth Centre.
- \$7,358 was raised during the Holiday Smile Cookie Campaign to fund the expansion of the Youth Centre in a new location.

Awards & Recognition

- Congratulations to the Parks and Recreation Department on the Small Halls Festival series and Trail Tunes being named Festivals and Events Ontario Top 100 Award Winners in 2024
- Congratulations to Susette Sampson, who was recognized for her 20 years of service to Clearview Township.
- Congratulations to the Clearview Youth Centre on raising \$7,358 during the Tim Hortons Holiday Smile Cookie Campaign to fund the expansion of the Youth Centre’s new location.

Fun Facts

- Replaced 3 Community entrance signs damaged in winter storms.
- 62 Business owners attended 3 Township-hosted business events.
- Council and Staff attended 4 Business Insights Tours.
- 13 Grand openings and 4 Community Milestone anniversaries.

Clearview Public Library

Department Overview

Clearview Public Library’s mission is to enrich the well-being of all residents by providing access to extensive literary, cultural, and information resources. Creating a vibrant hub that inspires, educates and enhances the quality of life for all.

Department Highlights

- In 2025, the Board, with public feedback, evaluated the need for additional open hours for all branches. The response from the public was that the existing hours meet their library and information services needs.
- Work on the Development Charges funded Creemore Branch Addition was initiated with preliminary architectural and site plan drawings developed. Public input was obtained regarding what users would like the additional 1,000 sq. ft. of space to provide. The



Township's Climate Action Advisory Committee was approached for recommendations on reducing the carbon footprint of the building.

- Two long-term employees, Glenda Boudreau and Janice Harvey, retired in 2025. Their positions of Library Assistant for Technical Services and Children's Programmer have been filled by Shannon Lougheed, a Clearview Public Library employee with over 15 years of library experience, and Natasha Rolling, who comes to the Library from the Simcoe County District School Board.
- The main windows and casements of the New Lowell Branch were replaced early in the year as part of ongoing facility maintenance.
- A Tech support program for members of the public was instituted at the Creemore and Stayner Branches.
- Working with the County of Simcoe IT Department, Clearview Public Library developed a more user-friendly website. Check us out at www.clearviewpubliclibrary.ca.
- The popular Dungeons & Dragons program doubled in size with 2 groups now meeting on Fridays at the Stayner Branch.
- In November, the Clearview Public Library partnered with the Stayner Siskins for a special Story Time that attracted over 100 participants! We look forward to working with the Siskins again in the future.

Awards & Recognition

- Glenda Boudreau, after 30 years of service, retired from her position as Library Assistant for Technical Services in May.
- Janice Harvey, after over 20 years of service, retired from her position as Children's Programmer in September.

Fun Facts

- 3 Library Branches, 2 Little Free Libraries, 1 Dropbox and 4 Discover Library Days locations.
- 1 Branch now open on Sundays: The Stayner Branch.
- Open 24/7 online at www.clearviewpubliclibrary.ca.

Human Resources

Department Overview

The Human Resources Department oversees the recruitment and onboarding of staff, workplace policies, health and safety practices, and employee awards and recognition while working with staff to ensure a cohesive and enjoyable workplace.



Department Highlights

- Provided recruitment and onboarding for 40 job postings, resulting in 71 hires, including internal staff movement, new hires, seasonal hires and student recruitment.
- Completed the corporate non-union compensation review process.
- Completed the Council Remuneration review process.
- Reintroduced an internal goal and review system for staff to align goals with the Strategic Plan.
- The staff Social Committee continued to host self-funded social events for staff in all departments, increasing morale and contributing to corporate culture.

Awards & Retirements

In 2025, Clearview staff were provided with service recognition awards:

- Five Employees received recognition for service spanning from 10 years to 20 years.

Fun Facts

- 1 10-year, 1 fifteen-year employee and 3 twenty-year employees.
- 8 volunteers for the Staff Social Committee.
- Recruitment was completed for 71 hires.

Legislative Services/Clerks

Department Overview

Legislative Services provides the statutory duties required by the Municipal Act, 2001, and information services for Council, its Committees and citizens; overseeing the organization, retention and disposition of records, commissioning of Oaths, By-Law Enforcement and Licencing.

Department Highlights

- Clearview became the owner and operator of the West Nottawasaga Cemetery.
- GIS Mapping of monuments in the West Nottawasaga Cemetery was completed.
- Plants and shrubs were planted in the eco-friendly scattering garden at the Stayner Union Cemetery, and a monument was installed to memorialize loved ones who have been scattered.
- The Township facilitated 70 burials across 3 Township-owned cemeteries.
- In collaboration with other departments, we began the process of establishing a Short-Term Rental Accommodation licensing program.
- Informed the municipality about new legislation – Strong Mayor Powers.
- Issued 29 lottery licences to various organizations within Clearview.



- Launched the Township History webpage highlighting the roots of Clearview, amalgamation, Council then & now, and heritage sites.
- Hosted three records management training sessions for staff covering an array of topics.
- Facilitated the annual records destruction process, destroying 30 boxes of records.
- 33 Council Meetings (including special, priority and planning public meetings) took place either in-person or in a hybrid format.
- 75 by-laws were adopted by Council.
- 584 dog tags were purchased through DocuPet.
- 91 Board & Committee meetings were held.
- Brought meeting management into the digital age by rolling out eScribe to facilitate Council, Committee and Board meetings. The Department built custom templates and set-up the behind-the-scenes work to facilitate agendas, minutes, and livestreaming in one program. Enhancements will continue into 2026.
- For Local Government Week, we created a community scavenger hunt designed to engage residents and youth in learning more about local government and township services.
- In collaboration with other departments, organized and hosted the Township Volunteer Appreciation evening.
- 46 volunteer service awards were handed out at the Appreciation Event, with the longest-standing service award being given to Lynn Wilkinson for 41 years.

Complaints Received

- Property-related, 167 complaints, 36.2% of all 2025 complaints.
- Parking, 128 complaints/tickets, 27.8% of all 2025 complaints.
- Other, 49 complaints, 10.6% of all 2025 complaints.
- Animal-related, 44 complaints, 9.5% of all 2025 complaints.
- Zoning-related, 35 complaints, 7.6% of all 2025 complaints.
- Garbage-related, 23 complaints, 5% of all 2025 complaints.
- Fire-related, 15 complaints, 3.3% of all 2025 complaints.

Awards & Recognition

In 2025, Legislative Services welcomed new staff, saw staff movement and celebrated an educational achievement:

- Shannon Peart joined the Department as the Legislative Coordinator for Committees and Boards.
- Emma Coleman-Linney moved positions in the Department, becoming Deputy Clerk in November 2025.



- Kevin Harrod completed his certifications for Municipal Law Enforcement Officer MLEO (C) and Certified Property Standards Officer (CPSO).

Fun Facts

- Council considered 147 written Staff Reports.
- 2,639 pages/recordings of FOI records were reviewed.
- 74,697 documents were added to FileHold.
- 36 Community Assistance Grants were provided.

Planning & Building Services

Department Overview

The Planning & Building Department oversees development and growth management through Planning approvals & Building Permit applications. The department ensures safe, functional, and attractive development that is compliant with regulations, notably the Township's Official Plan.

Department Highlights

- 2025 marked a year of transition and momentum for the Planning & Building Department. With the appointment of a new Director, the department advanced several foundational initiatives, including modernization of planning tools, process improvements, and progress on long-range policy work. Significant efforts were directed toward enhancing customer service, improving application tracking and transparency, and supporting responsible growth across the municipality.
- Appointment of a new Director of Planning & Building provided strategic leadership, strengthened interdepartmental coordination, and reinforced a consistent, customer-focused approach to planning and development services.
- The Comprehensive Zoning By-law Update was initiated and reached approximately 80% completion by the end of 2025, representing a major step toward modernizing land use regulations, improving clarity, and ensuring conformity with provincial and municipal policy.
- The Planning Department began using the CityView Planning module in November 2025, improving application tracking, internal workflows, data accuracy, and public-facing service delivery.
- Work commenced on the Stayner Secondary Plan, supporting coordinated growth, infrastructure planning, and long-term community development within Stayner.
- The department continued to process a steady volume of planning applications, supporting residential, commercial, and institutional development while maintaining compliance with provincial and local planning policy.
- Planning Applications Received in 2025:



- Inquiries: 26, Minor Variances: 18, Consents (Severances): 8, Zoning By-law Amendments: 5, Official Plan Amendments: 2, Subdivisions: 1 new subdivision and 5 extensions, Site Plan Applications: 4, Pre-Consultations: 13
- Issuance of occupancy approvals for several major commercial developments in Stayner, including: New Foodland, Dollarama, McDonald's & LCBO
- Occupancy approval for the new Jarlette Stayner Care Centre, supporting long-term care services in the community.
- Occupancy approval for the Tiny Shiny Daycare Addition in Stayner, expanding childcare capacity.

Awards & Recognition

- Building Inspector Ben Stadig joined the department on August 25, 2025.
- Community Planner Danielle Waters completed the IAP2 Certificate in Public Participation, consisting of three courses through the International Association for Public Participation.
- Planning staff attended key professional conferences, including the Ontario Association of Committees of Adjustment (OACA) Conference and the Ontario Professional Planners Institute (OPPI) Conference.

Fun Facts

- Comprehensive Zoning By-law update 80% completed.
- 13 Pre-consultation Applications were completed.
- There were 8 Consents and 18 Minor Variances processed.
- 7 Zoning By-law & Official Plan Amendment Applications processed.

Corporate Finance & Information Services

Department Overview

The Financial Services and Treasury Department is responsible for the overall management of the Municipality's financial affairs and provides strategic financial leadership to ensure long-term financial sustainability. Information Services provides computer services for the Corporation.

Department Highlights

- A successful application to the Housing-Enabling Water Systems Fund resulted in a \$35,000,000 grant for Clearview.
- Completed the migration of the financial and budgeting software to a cloud-based solution.
- E-Billing for property tax and water bills continues, allowing ratepayers to receive & view notices electronically as well as access historical information.



- Encourage the use of E-Billing for property taxes and utilities to ensure timely delivery of billing, cost and environmental savings of mail delivery and effective and efficient use of staff time in sending paper bills.
- There are now 3,637 total online users.
- Ramped up the transition for invoice payments from cheques to EFT in an attempt to ensure prompt vendor payments throughout the postal strike.
- Refreshed and updated the Property Taxes, Water/Sewer Billing and Property Tax Estimator calculator on the website to better inform residents.
- Staff continue to be trained on cybersecurity and how to recognize and prevent cyber threats.

Funding Received

In 2025, the Finance Department processed grants and funding awarded to Clearview Township:

- An Ontario Municipal Partnership Fund (OMPF) Grant of \$1,020,100 was received.
- An Ontario Community Infrastructure Fund (OCIF) Grant totalling \$641,451 was awarded.
- \$485,160 in Federal Gas Tax was received.
- \$35,000,000 from the Housing-Enabling Water Systems Fund for the Klondike Park Road Water Project.

Fun Facts

- Assessment growth increased by \$729,153.
- 80% of vendor payments processed electronically.
- 16,906 Tax and 19,763 Utility Bills sent.
- Online Utility Bill subscribers: 30%, Property Taxes at 15%.

Fire & Emergency Services

Department Overview

Clearview Fire and Emergency Services (CFES) is made up of 4 divisions, Suppression, Prevention, Training and Administration. The different divisions work together in unison to offer top-notch service delivery in what is regarded as one of the most respected & proactive fire departments in the county.

Department Highlights

- There were 888 calls attended in 2025.
- Paid on-call Firefighters completed 6,500 total training hours in 2025, receiving National Fire Protection Association (NFPA) certificates for:



- Firefighter, Fire Officer, Fire Instructor, Pump Operations and Fire Investigator.
- Live fire training was provided for the entire department at Base Borden's training facilities.
- Specialized high-angle rope and ice/water rescue training was also completed.
- 26 fire and life safety education sessions were provided.
- Over 300 homes were visited during the annual Alarms for Life campaign.
- Provincial grants were received to install bunker gear extractors, dryers and a Plymovent vehicle exhaust system for Station 4 in Creemore.

Awards & Recognition

- Provincial grants were received to install bunker gear extractors, dryers and a Plymovent vehicle exhaust system for Station 4 in Creemore.
- Paid-on-call Firefighters completed a cumulative 6,500 training hours.

Fun Facts

- 888 Emergency Calls Attended in 2025.
- 26 fire & life safety community education sessions provided.
- 300+ homes visited during the annual Alarms for Life Campaign.

Parks, Culture & Recreation

Department Overview

Clearview Township's Parks & Recreation Department manages and maintains Clearview's parks, trails, and community facilities, operates the Clearview Youth Centre, and manages all tourism and event activities, including the Active Communities Project.

Department Highlights

- Received over \$15,000 in grant funds to support the Summer Outing Series and youth recreation programming.
- Recipient of the Tim Hortons' Holiday Smile Cookie Campaign, resulting in \$7,358 in donations towards the Youth Centre.
- Growing partnerships with community stakeholders to respond to food insecurity and economic pressures facing youth and families.
- Partnered with CFS Counselling & Well-Being to start a free Walk-In Counselling Service for youth aged 12 to 25, including hosting the YouthCall outreach van.
- Launched the new Leadership Lounge for grades 6-12 and new high school graduates.
- Temporarily relocated all Clearview Youth Centre programming and services to the Stayner Community Centre, effective September 2025.



- Completed the Avening Community Centre accessibility and facility renovations. The Grand Opening happened on Sunday, November 30, with over 200 guests in attendance!
- Completed trail improvements at Carruthers Memorial Park.
- Implemented the Affordable Recreation Policy.
- Installed new playground equipment and completed upgrades at 7 local playgrounds in Stayner, New Lowell, Nottawa and Creemore.
- Purchased a utility tractor with infield equipment and attachments to improve sports field and trail maintenance.
- Replaced the bleachers at Ives Park, Nottawa Ball Diamond, and removed them from Gowan Park.
- Modernized the kitchen server and improved storage rooms at the Creemore Arena.
- Added a Community Garden maintenance shed.
- Managed 3 portable trailer washrooms.
- Celebrated one year of using Xplor Recreation, offering hall and ice bookings online.
- Increased Creemore Community Centre usage to 5 days per week for pickleball (October to June).
- Continued implementation of the Active Communities Project funded by the Ontario Trillium Foundation, creating new active programs for youth and older adults.
- Short Mat Carpet Bowling program, plus the 1st annual Short Mat Showdown Tournament.
- Hosted two bike repair days to have bicycles fixed for free and distributed 300 reflective bicycle safety straps.
- Offered Boga Board Fitness at the Stayner Pool.
- The Tourism Information & Heritage Centre was open 7 days a week from May to August.
- Stayner Garden Club hosted Tulip Day.
- The full slate of Signature Events returned for 2025, including Sunnidale Winterama, the Stayner Duck Races, Creemore Turas Mor, Trail Tunes, Canada Day, the Gathering of the Classics, Copper Kettle Festival and the Great Northern Exhibition.
- Sunnidale Winterama proudly celebrated its 50th Anniversary in New Lowell.
- Clearview 3 on 3 Youth Hockey Tournament welcomed 31 teams, generating over \$20k in revenue.
- Music, Market and Park It returned for its 11th season. Live music every week, plus farmers, artisans and food vendors, kids' activities, and classic cars helped to make this year one of the most successful!



- The Small Halls Festival had another successful year with 13 events. Over 800 tickets were sold, generating \$41,000, which has been invested in the Halls and Festival.
- Rural Lights, Winter Nights encouraged residents and visitors to bundle up and view the dazzling 3D light installations.
- Increased social media reach on Instagram and Facebook through our events and tourism posts, and recap videos.
- Ontario Visited digital bloggers and marketing initiatives expanded the Small Halls Festival and Trail Tunes reach across Ontario.

Awards & Recognition

- Festivals & Events Ontario (FEO) recognized the Small Halls Festival and Trail Tunes as Top 100 Events in Ontario.
- MPP Saunderson and MP Dowdall certificates for the significant milestone of Sunnidale Winterama's 50th Anniversary.
- Clearview Youth Centre was the recipient of the Tim Horton's Holiday Smile Cookie Campaign.
- Grant funding amounted to over \$10,000 for tourism marketing initiatives.

Fun Facts

- The Youth Centre interacted with 152 individual youth in 2025.
- 160 hours of free public, adult, and parent & tot skating in 2025.
- 190 children and youth registered for swimming lessons.
- The Youth Centre filled 386 spots on 33 programmed outings.

Public Works

Department Overview

The Public Works department is responsible for Roads & Bridges, Drinking Water, Sanitary Sewers, Storm Sewers, Engineering, Development Implementation, and Transit. The department has a \$14,000,000 budget and employs 24 full-time, 9 seasonal workers and 5 Summer Students.

Department Highlights

- Township Engineering Standards – A comprehensive review and update was completed by Staff and presented for adoption by Council in October.
- Site Alteration and Movement of Fill By-law – A review and update to the Township's previous Fill By-law was completed by Staff and passed by Council in November. With the updated By-law, staff prepared a Guideline Manual to assist applicants when applying for a permit.



- Collingwood Bridge Construction started on this project in July of 2024 to replace the bridge. The road was reopened to traffic in December of 2025. Final site cleanup and restoration will occur in the spring of 2026.
- Completion of the urbanization of Sunnidale Street - Ongoing construction of the Southeast Stayner Pumping Station, with completion expected in the spring of 2026.
- Brock Street Culvert replacement. Construction started in August of 2025, and the project was substantially complete in December. Final clean-up will be completed in the spring of 2026.
- Wheeled Excavator was purchased in 2025.
- Received 100% Inspection Ratings for all Municipal Drinking Water Systems.
- Centre Line Road Reconstruction started in the fall. Completion expected in summer 2026.
- Installation of Klondike Park Road trunk watermain began in the fall, with completion expected by the summer of 2027.
- Klondike Park Road Well Site, Reservoir and Pumping Station construction began in the fall, with project completion expected in 2027.
- Klondike Park Road Well Site, Reservoir and Pumping Station construction began in the fall, with project completion expected in 2027.
- Construction started in the fall of 2025 to replace the sidewalks on Johnson from Mill to Collingwood Street, Caroline Street from Collingwood to west of Sarah Street in Creemore, as well as County Road 91 from Highway 26 to Sutherland Street North in Stayner. A concrete pad was added to the sidewalk in front of the Township office on Gideon Street to allow for the installation of a transit shelter. The sidewalk on Caroline Street will be completed in the spring of 2026 due to the early onset of winter.
- Stayner Waste Water Treatment Plant Blower #3 Installed and Commissioned.
- Colling-Woodlands Water System Well #2 was Replaced.

Awards & Recognition

- Scott Haw joined the Public Works Department in June 2025 as the Capital Works Technologist.
- Dan White started his role as PW Operations Technologist in January 2025.
- Congratulations to QMS Rep/Compliance Coordinator Stephanie Schell on her retirement.
- John Day was presented with a 20 Year Service Award.
- Warren Raymond was hired as the Compliance / QMS Coordinator.
- Colin Cluskey was hired full-time as a Road Operator.
- Trevor Robertson obtained Wastewater Collection 1 Certification.



- Darryl Sweeney obtained Wastewater Collection 1 Certification.
- Ian Montgomery placed third in the Simcoe County Road Supervisors Truck Rodeo.

Fun Facts

- Total well water flows were over 1 billion litres.
 - This amount of water distributed in 1 litre bottles and stacked end to end would wrap around Earth nearly 8.5 times!
- 1,189 storm cross culverts were located/reviewed & GPS recorded.
- 1 bus stop added at the new Stayner Foodland on Grand Trunk Road.