



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH 2015 COUNCIL MEETING

A G E N D A

DATE: Wednesday, November 4, 2015

CLOSED MEETING: 12:30 P.M.

REGULAR MEETING: 1:00 P.M.

≠ Denotes resolution prepared

1. Call the Meeting to Order
2. Disclosure of Pecuniary Interest & the General Nature Thereof.
- ≠ 3. Adoption and Receipt of Minutes of the Previous Meeting.
 - (a) Budget Meeting – October 14, 2015
 - (b) Council Meeting – October 21, 2015
 - (c) Closed Council Meeting – October 21, 2015
 - (d) Public Meeting – 2016 Proposed User Fee By-Law - September 17, 2015
 - (e) Public Meeting – Proposed Grant Application Policy and Fee Reduction/Waiver Policy - September 17, 2015

4. Business Arising Out of the Minutes.

5. **PUBLIC MEETINGS**

1. **Community Improvement Plan**

***note this Public meeting will be held on Thursday, November 5, 2015 at 7:00 p.m. at the Municipal Complex- 7404 Wellington Rd. 34**

- (a) Notice of Public Meeting and Open House.

2. **Parks Master Plan**

***note this Public Open House will be held on Thursday, November 26, 2015 at 7:00 p.m. at the Optimist Recreation Centre – 23 Brock Road South**

- (a) Public Open House Flyer



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6. **COMMUNICATIONS**

#1. **Green Legacy Committee**

- (a) Correspondence from County of Wellington regarding Local Representative – Green Legacy Committee dated October 5, 2015.

2. **Mini Lakes**

- (a) Correspondence from Stantec Consulting Ltd. to the Township regarding ECA – Mini Lakes WWTP Upgrades dated October 26, 2015

3. **Dufferin Aggregates**

- (a) Correspondence from Dufferin Aggregates regarding September 2015 monitoring report Mill Creek Pit Licence #5738, dated October 13, 2015.
(7115 Concession 2)

Mr. Stan Denhoed, Harden Environmental Services Ltd. has reviewed the report and is satisfied that there are no exceedences.

#4. **2016 User Fees and Charges**

- (a) Petition regarding Proposed By-Law for 2016 User Fees and Charges – Senior Lunches provided by the Mission and Outreach Committee of Mount Carmel-Zion United Church dated October 7, 2015.

5. **Highway #6 – Morriston By-Pass**

- (a) Correspondence from William Knetsch regarding Morriston Highway #6 dated October 14, 2015.

6. **CBM Puslinch Pit - Licence # 17600 (4313 Sideroad 25 S)
Neubauer Pit Licence No. 625284 (7203 Concession 2)**

- (a) Correspondence from Groundwater Science Corp. regarding CBM Puslinch Pit (Licence No. 17600) and Neubauer Pit (Licence No. 625284) Monitor MP7 Removal dated October 19, 2015.
- (b) Correspondence from Harden Environmental Services Ltd. regarding Decommission PQA well No. 7 dated October 20, 2015.



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- (c) Correspondence from Groundwater Science Corp. regarding Puslinch Pit Licence No. 17600 Monitoring Report Update dated October 19, 2015.

***Mr. Stan Denhoed, Harden Environmental Services Ltd. has reviewed the report and advises that he does not see any issues with the results.**

#7. Request to Reduce Rental Fees

- (a) Correspondence from Dr. Steve Noonan, President Guelph Triathlon Club dated October 19, 2015.

8. Community Based Strategic Plan

- (a) Community Based Strategic Plan – Puslinch Strategic Working Group (PSWG) Session #2 report from Whitesell & Company dated September 29, 2015.

#9. Niska Rd.

- (a) Correspondence from City of Guelph regarding City of Guelph Municipal Class Environmental Assessment – Niska Rd dated October 29, 2015.

10. Donations

- (b) Correspondence from Township to Whistlestop Co-Operative Preschool Inc. regarding donation for Alf Hales Cupboard Replacement at Puslinch Community Centre dated October 28, 2015.
- (c) Correspondence from Township to Optimist Club of Puslinch Ladies regarding donation for Alf Hales Cupboard Replacement at Puslinch Community Centre dated October 28, 2015.

#10. Intergovernmental Affairs

- (a) Various correspondence for review.

Note: IG Item # 1 – a full copy of the Report can be obtained on the AMO website at http://www.amo.on.ca/AMO-PDFs/Gas_Tax/AMO_Reporting_Gas_Tax/AMO_AR2014_P1_Accessible.aspx



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7. **DELEGATIONS/PRESENTATIONS**

- #1. **1:05 p.m.** – Mr. James Etienne, Senior Water Resource Engineer, Grand River Conservation Authority regarding water quantity / Tier 3 projects.
- #2. **1:45 p.m.** – Ms. Jessica Veldman, Information Services Librarian and Mr. Neil Arsenault, Puslinch Branch Supervisor regarding Technology at Wellington County Library.

8. **REPORTS**

1. **Puslinch Fire and Rescue Services**

- #(a) County of Wellington Emergency Management Program – 2015 Annual Report to Council with attachment.

2. **Finance Department**

- #(a) Report FIN-2015-034– 2016 User Fee By-Law and Update on Grant Application Policy and Fee Reduction Waiver Policy

3. **Administration Department**

- #(a) Report ADM-2015-018 – Revised 2015-2016 Council Budget Meeting Schedule

4. **Planning and Building Department**

- #(a) Risk Management Official and Inspector Appointments Report dated October 21, 2015. ***See Agenda Item 14(c)**

5. **Roads & Parks Department**

None.

6. **Recreation Department**

None.



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7. **Mayor's Updates**

None.

≠ 9. **NOTICES OF MOTION**

- (a) Councillor Stokley – Pickleball Drop In Session
- (b) Councillor Roth – Rezoning of Use of Barns in the Township * **to be distributed under separate cover on Monday, November 2, 2015.**

≠ 10. **COMMITTEE MINUTES**

- (a) Committee of Adjustment – September 8, 2015
- (b) Planning & Development Advisory Committee – September 8, 2015
- (c) Recreation Committee – October 20, 2015

11. **MUNICIPAL ANNOUNCEMENTS**

12. **UNFINISHED BUSINESS**

≠ 13. **CLOSED ITEMS**

- (a) Confidential Report ADM-2015-017- Citizen Appointments to Advisory Committees of Council regarding personal matters about an identifiable individual including municipal or local board employees. * **noted being provided as information at this time – applications to be evaluated on November 18, 2015.**
- (b) Confidential Verbal report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual including municipal or local board employees, labour relations or employee negotiations – Legislative Assistant and Customer Service Representative positions

≠14. **BY-LAWS**

- (a) A by-law to authorize speed limits and repeal By-Law no. 51/14. – **Resolution No. 2015-405**
- (b) A by-law to amend By-Law No. 19/85, as amended, by rezoning a portion of Part of Lot 16, Concession 7, (Persian Investments Limited) from Agricultural (A) to site specific (IND-8) Zone. – **Resolution No. 2015-402**



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- (c) A by-law to appoint Kyle Davis as Risk Management Official and Risk Management Inspector and Robert Kelly as alternate for the Township of Puslinch.

#15. **CONFIRMING BY-LAW**

- (a) By-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch

#16. **ADJOURNMENT**



MINUTES

DATE: Wednesday, October 14, 2015

TIME: 9:00 A.M.

The Council Budget Meeting was held on the above date and called to order at 9:00 a.m. in the Council Chambers, Aberfoyle.

1. ATTENDANCE:

Mayor Dennis Lever
Councillor Matthew Bulmer
Councillor Susan Fielding
Councillor Ken Roth
Councillor Wayne Stokley

STAFF IN ATTENDANCE:

1. Karen Landry, CAO/Clerk
2. Donna Tremblay, Deputy Clerk
3. Paul Creamer, Director Finance/Treasurer
4. Don Creed, Director of Public Works and Parks
5. Steve Goode, Fire Chief
6. Robert Kelly, Chief Building Official

2. DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF:

None.

3. REPORTS:

Finance Department

1. Report FIN-2015-031 – 2016 Proposed Budget

4. 2016 Proposed Operating Budgets

- (a) Corporate
- (b) Administration
- (c) Council
- (d) Elections
- (e) Finance
- (f) Building
- (g) Source Water Protection
- (h) Planning
- (i) By-Law
- (j) Public Works
- (k) Parks
- (l) Optimist Recreation Centre
- (m) Puslinch Community Centre
- (n) Fire and Rescue Services
- (o) Library
- (p) Badenoch
- (q) Committees

Council requested staff to follow up on the following related to the 2016 Proposed Operating Budgets as follows:



Administration

Schooley Mitchell Agreement

Councillor Bulmer sought clarification on the purpose of the Schooley Mitchell Agreement.

Karen Landry, CAO/Clerk advised that this is an Agreement with respect to reductions in the Township's telephone bills. Ms. Landry advised that staff will be undertaking a review of the Agreement in 2016.

Professional Development Training

Councillor Bulmer inquired as to whether staff has looked into working with the County of Wellington Human Resources Department on training opportunities.

Karen Landry, CAO/Clerk advised that she has spoken with the County of Wellington with respect to training and where the Township and County can work together. Ms. Landry advised that the Township does require the flexibility of on-line training.

Membership Subscriptions

Mayor Lever inquired as to how many Municipal World subscriptions the Township receives.

Karen Landry, CAO/Clerk advised that she would look into how many subscriptions the Township receives and will advise at the next budget meeting.

Finance

Benefits

Mayor Lever inquired as to whether the Township was considering following the County of Wellington's decision to move from Manulife to Sunlife for employee benefits.

Karen Landry, CAO/Clerk advised that the Township is looking into this and will be able to advise Council at the budget meeting in November as Mosey and Mosey have gone out to market with respect to benefit suppliers.

Community Grants

Karen Landry CAO/Clerk advised Council that the 2016 grants will be dealt with at the November 25th in accordance with the procedure as in previous years.

Building

Professional Development

Mayor Lever requested that staff refrain from referring to acronyms in the descriptions of the various associations.

Source Water

Mayor Lever inquired of staff as to the comments regarding the final report and inquired as to which reports this referred to.

Paul Creamer, Director of Finance/Treasurer advised that there will be a preliminary report to be completed in 2015 and a final report to be completed in 2016.



Planning

Councillor Bulmer inquired as to the timing with respect to the Community Improvement Plan.

Karen Landry CAO/Clerk advised that the statutory public meeting will be held on November 5, 2015 with the approval of the plan to be in January/February 2016. Ms. Landry advised that the Township has received \$25,000 in funding from the County of Wellington for the project wherein \$15,000 will be used for the Community Improvement Plan Development and the remaining \$10,000 for grant funding.

By-Law

Guelph Humane Society Fees

Mayor Lever inquired as to why the Township was receiving revenues from the Guelph Humane Society.

Karen Landry, CAO/Clerk advised that the Township receives revenues from the Guelph Humane Society with respect to their collection of fees associated with the impounding of Township dogs.

Mobile Food Service

Councillor Stokley inquired as to whether this by-law would be coming back to Council in 2015.

Karen Landry, CAO/Clerk advised that it is anticipated that the by-law will return to Council in early 2016.

Public Works

Winter Maintenance Staff

Mayor Lever inquired as to the current status of employees for winter maintenance.

Don Creed, Director of Public Works and Parks, advised that currently the Township employs 4 full-time staff, 1 seasonal staff and is currently advertising for an additional seasonal employee.

Speed Monitor

Mayor Lever inquired as to whether there is a co-ownership agreement in existence with Guelph/Eramosa and whether the speed monitor was being used.

Don Creed, Director of Public Works and Parks advised that there is a co-ownership agreement in place and that the COP Committee does use the speed sign.

Winter Road Maintenance

Councillor Stokley inquired as to whether there has been a reduction in the amount of material used for road maintenance.

Don Creed, Director of Public Works and Parks advised that yes with the use of a brine solution and new equipment for use of materials which enables a consistent application of the project, the Township has seen a reduction in the amount of material being used.

Councillor Stokley inquired as to whether the Township uses the same material as the County of Wellington?



Don Creed, Director of Public Works and Parks advised that the material the Township uses is different.

Optimist Recreation Centre

Conestoga College Student Placement

Councillor Stokley inquired as to whether the Township is considering a co-op placement from Conestoga Colleges' Recreation Program.

Donna Tremblay, Deputy Clerk advised that the staff will take a look at the program in 2016.

Ice Resurfacer

Mayor Lever inquired as to whether the Township was moving forward with the replacement of the ice resurfacer with an electric unit.

Don Creed, Director of Public Works and Parks advised that it is not anticipated this will take place in 2016 as he recommends piloting the use of an electric unit.

Noise Testing

Don Creed, Director of Public Works and Parks advised that the noise testing will be conducted closer to start-up of the ice pad for the winter ice making season.

Badenoch

Council inquired as to whether the Township has received the grant request from the Committee.

Karen Landry, CAO/Clerk advised that the Township has received the grant request.

Council requested staff to prepare a spreadsheet which can be used at the November 25, 2015 Budget meeting which will show the impact of moving projects further in the 10 year capital forecast and the potential financing costs and carrying costs and how it will impact the 2016 levy and future years.

5. BY-LAW:

Resolution 2015-385 Moved by Councillor Stokley and
Seconded by Councillor Fielding

That the following By-law be taken as read three times and finally passed in open Council:

- (a) By-Law **58/15** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 14th day of October, 2015.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
October 14, 2015 COUNCIL BUDGET MEETING

6. **ADJOURNMENT:**

Resolution No. 2015-386: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council hereby adjourns at 10:22 a.m.

CARRIED

Dennis Lever, Mayor

Karen Landry, CAO/Clerk



MINUTES

DATE: Wednesday, October 21, 2015

TIME: 7:00 p.m.

The October 21, 2015 Regular Council Meeting was held on the above date and called to order at 7:00 p.m. in the Council Chambers, Aberfoyle.

1. ATTENDANCE:

Mayor Dennis Lever
Councillor Matthew Bulmer
Councillor Susan Fielding
Councillor Ken Roth
Councillor Wayne Stokley

STAFF IN ATTENDANCE:

1. Donna Tremblay, Deputy Clerk
2. Karen Landry, CAO/Clerk
3. Don Creed, Director of Public Works and Parks
4. Steve Goode, Fire Chief
5. Robert Kelly, Chief Building Official

OTHERS IN ATTENDANCE

1. Aldo Salis
2. Karen Lever
3. Nichole Abouhalka
4. Kathy White
5. Ingrid Dennis
6. Bill Dennis
7. Doug Smith
8. Hugh Handy
9. Christine Brazolt
10. Larry Brazolt

2. DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF:

Councillor Bulmer declared a conflict with respect to Item 8.4(a) as he farms the property described in the report. Councillor Bulmer left the Council Table and did not partake in any discussion or voting on the matter.

3. ADOPTION OF THE MINUTES:

- (a) Special Council Meeting – September 29, 2015
- (b) Budget Meeting – September 30, 2015
- (c) Council Meeting – October 7, 2015, as amended
- (d) Closed Council Meeting – October 7, 2015

Resolution No. 2015-387 Moved by Councillor Stokley and
Seconded by Councillor Fielding

That the minutes of the following meetings be adopted as written and distributed:

- (a) Special Council Meeting – September 29, 2015
- (b) Budget Meeting – September 30, 2015
- (c) Council Meeting – October 7, 2015, as amended
- (d) Closed Council Meeting – October 7, 2015

CARRIED



4. **BUSINESS ARISING OUT OF THE MINUTES:**

None.

5. **PUBLIC MEETINGS:**

1. **Rezoning Application File D14/FRO – Glenn and Yvonne Frosch c/o Robert and Lisa Frosch, Concession Gore, Part Lots 1-3, municipally known as 6525 Concession 1**

***note this Public meeting will be held on Wednesday, October 21, 2015 at 6:30 p.m. at the Municipal Complex – 7404 Wellington Rd. 34**

***note Council will resume upon adjournment of this public meeting**

(a) Notice of Public Meeting – Rezoning Application File D14/FRO – Glenn and Yvonne Frosch c/o Robert and Lisa Frosch, Concession Gore, Part Lots 1-3, municipally known as 6525 Concession 1.

(b) Report PD-2015-025 – Information Report - Rezoning Application File D14/FRO Glenn and Yvonne Frosch c/o Robert and Lisa Frosch, Concession Gore, Part Lots 1-3, municipally known as 6525 Concession 1.

*** See Public Meeting Minutes dated October 21, 2015.**

2. **Community Improvement Plan**

***note this Public meeting will be held on Thursday, November 5, 2015 at 7:00 p.m. at the Municipal Complex- 7404 Wellington Rd. 34**

(a) Notice of Public Meeting and Open House.

6. **COMMUNICATIONS:**

1. **Green Legacy Committee**

(a) Correspondence from County of Wellington regarding Local Representative – Green Legacy Committee dated October 5, 2015.

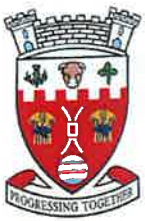
Council requested that staff inquire as to whether 2 members of Puslinch Council could be appointed to the Green Legacy Committee.

2. **2015 Annual Compliance Assessment Report**

(a) Correspondence from Robert Gibson Consulting Services Inc. regarding Annual Compliance Assessment Report for 2015 – Licence #5654 (Martini Pit), North ½ Lot 4, Concession 4, Township of Puslinch Licensee: TGL Ltd. dated September 25, 2015 with attachment. (6576 Forestell Rd)

(b) Correspondence from Robert Gibson Consulting Services Inc. regarding Annual Compliance Assessment Report for 2015 – Licence #5610 (Philips Pit Pit), Part Lots 4 & 5 , Concession 5, Township of Puslinch Licensee: TGL Ltd. dated September 25, 2015 with attachment.

(c) Correspondence from Robert Gibson Consulting Services Inc. regarding Annual Compliance Assessment Report for 2015 – Licence #5709 McKenzie Brothers (Guelph) Limited, Part Lots 3 - 5 , Concession 9, Township of Puslinch Licensee: TGL Ltd. dated September 25, 2015 with attachment.(661 Watson Rd S.).



- (d) Correspondence from Robert Gibson Consulting Services Inc. regarding Annual Compliance Assessment Report for 2015 – Licence #15338 McKenzie Brothers (Guelph) Limited, Part Lot 3, Concession 9, Township of Puslinch dated September 25, 2015 with attachment. (661 Watson Rd S.)

3. Dufferin Aggregates

- (a) Correspondence from Dufferin Aggregates regarding August 2015 monitoring report Mill Creek Pit Licence #5738, Lots 21-24, Conc. 2 dated September 11, 2015. **(7115 Concession 2)**

Mr. Stan Denhoed, Harden Environmental Services Ltd. has reviewed the report and is satisfied that there are no exceedences.

- (b) Correspondence from CRH Canada Group Inc. regarding Dufferin Aggregates 2015 Compliance Assessment Reports – Mill Creek Pit Licence #5738 with attachment dated September 25, 2015 with attachment. – 7115 Concession 2
- (c) Correspondence from CRH Canada Group Inc. regarding Dufferin Aggregates 2015 Compliance Assessment Reports – Licence #5483 & 5609 Aberfoyle Pits dated September 25, 2015 with attachments.
- (d) Correspondence from Ministry of Natural Resources and Forestry regarding Licence Amendment under the Aggregate Resources Act, Licence Number 5483 dated September 10, 2015. (Aberfoyle Pit).
- (e) Correspondence from Ministry of Natural Resources and Forestry regarding Licence Amendment under the Aggregate Resources Act, Licence Number 5609 dated September 10, 2015. (Aberfoyle Pit 2).
- (f) Correspondence from County of Wellington regarding Application for Official Plan Amendment, County File OP-2015-04, Dufferin Aggregates – Mill Creek Pit, University of Guelph, Part of Lot 24, Concession 1, Puslinch Township, Part Lots 21, 22, 23, and 24, Concession 2, Puslinch Township dated September 28, 2015.

4. Licensees Compliance Assessment Report – Aggregate Resources Act

St. Marys Cement Inc. (Canada)

- (a) Licence ID 5497 (McNally Pit) - 4350 Con. 7
- (b) Licence ID 5531 (Edgington 1 Pit), Pt Lot 25, Con. 7
- (c) Licence ID 5563 (Coburn Pit) – Pt Lot 23, Con. 7
- (d) Licence ID 5520 (Aberfoyle Pit) – Pt Lot 24 & 25, Con 7
- (e) Licence ID 5734 (Edgington 2 Pit) – Pt Lot 25, Con. 7
- (f) Licence ID 5737 (McMilan Pit) – Pt. Lot 22, Con. 1
- (g) Licence ID 48576 (Tikal) - Pt. Lot 21, Con. 9 – Victoria Rd.
- (h) Licence ID 624864 (McNally East) – Pt. Lot 27, Con. 2
- (i) Licence ID 625284 (Neubauer pit) – Pt. Lot 27, Con. 1
- (j) Licence ID 129817 (Mast Snyder) - 6848 Forestell Rd
- (k) Licence ID 625189 – Pt. Lots 1 & 2, Conc. 3&4 - 6618 and 6524 Roszell Rd
- (l) Licence ID 624952 (Lanci) – Concession 2/Sideroad 25
- (m) Licence ID 17600 - Pt. Lot 26, Conc 1 - 4313 Sideroad 25 S

5. Meadows of Aberfoyle

- (a) Correspondence from Stan Denhoed, Harden Environmental Services Ltd. to Township regarding Permit to Take Water – Meadows of Aberfoyle dated October 1, 2015.



#6. County of Wellington – Draft Official Plan Amendment to Update Community Improvement Policies

- (a) Correspondence from County of Wellington to Township regarding Request for Comment, Draft Official Plan Amendment to Update Community Improvement Policies with attachments dated October 6, 2015.

Resolution No. 2015-388

Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council receive the correspondence from County of Wellington to Township regarding Request for Comment, Draft Official Plan Amendment to Update Community Improvement Policies with attachments dated October 6, 2015.

CARRIED

#7. Speed Limit Request

- (a) Correspondence from Bill Dennis regarding request to lower speed limit – Watson Rd. South of 401 to Leslie Rd. dated October 12, 2015.

Council suggested that Mr. Dennis seek out the assistance of the Puslinch COP Committee and OPP with respect to addressing the speeding in the area and requested that staff provide the contact information for both the Puslinch COP Committee and the OPP to Mr. Dennis.

Resolution No. 2015-389

Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council receive the correspondence from Bill Dennis regarding request to lower speed limit – Watson Rd. South of 401 to Leslie Rd. dated October 12, 2015; and

That Council received a verbal report from the Director of Public Works and Parks that the Transportation of Canada Guidelines for Speed Limits does not recommend a reduction in the current speed limit of 80 km/hr to 60 km/hr in this area and that Township Staff do not recommend a speed limit change; and

That Council directs staff to advise Mr. Dennis of this information.

CARRIED

#8. Intergovernmental Affairs

- (a) Various correspondence for review.

Resolution No. 2015-390

Moved by Councillor Stokley and
Seconded by Councillor Fielding

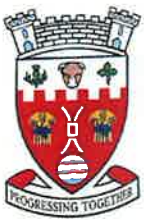
That the correspondence items listed on the Council Agenda for October 21, 2015 Council meeting be received.

CARRIED

7. DELEGATIONS/PRESENTATIONS

1. Mr. Hugh Handy, Associate, GSP Group Inc. regarding Persian Investments Inc.

Mr. Handy provided council with an update regarding the Persian Investments Limited Zoning By-law Amendment Application.



Resolution No. 2015-391

Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council receive the delegation from Mr. Hugh Handy, Associate, GSP Group Inc. regarding Persian Investments Inc.

CARRIED

2. Mr. Don Kudo, Deputy City Engineering/Manager, Infrastructure Services and Mr. Philip Rowe from R. J. Burnside and Associates, regarding Update on City of Guelph, Niska Rd. Environmental Assessment.

Mr. Rowe from R.J. Burnside and Associates made a presentation to Council including information on Phases 1 and 2 of the Municipal Class Environmental Assessment process and the next steps in Phase 3 of the project.

Resolution No. 2015-392:

Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council receive the delegation from Mr. Don Kudo, Deputy City Engineering/Manager, Infrastructure Services and Mr. Philip Rowe from R. J. Burnside and Associates, regarding Update on City of Guelph, Niska Rd. Environmental Assessment and the supporting documents entitled:

- i. Niska Road Cultural Heritage Landscape Addendum report
- ii. City of Guelph Heritage Committee and River Systems Advisory Committee resolutions

CARRIED

3. Ms. Sandy Nicholls regarding Niska Rd.

Ms. Nicholls made a presentation to Council with respect to her concerns regarding the City of Guelph's proposed Niska Rd and Bailey Bridge reconstruction and opposition to the replacement of the single lane bridge with a two lane structure.

Resolution No. 2015-393:

Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council receive the delegation from Ms. Sandy Nicholls regarding Niska Rd.

CARRIED

4. Mr. Shugang Li regarding Niska Rd.

Mr. Li made a presentation to Council with respect to his concerns regarding the City of Guelph's proposed reconstruction of Niska Rd and Bailey Bridge.

Resolution No. 2015-394:

Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council receive the delegation from Mr. Shugang Li regarding Niska Rd.

CARRIED



5. Ms. Nicole Abouhalka regarding Niska Bridge.

Ms. Abouhalka made a presentation to Council with respect to her concerns regarding the City of Guelph's proposed reconstruction of Niska Rd. and Bailey Bridge and her opposition to the replacement of the single lane bridge with a two lane structure.

Resolution No. 2015-395: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council receive the delegation from Ms. Nicole Abouhalka regarding Niska Rd.

CARRIED

6. Ms. Hanna Boos, regarding Niska Bridge.

Ms. Boos indicated that she would not be making a presentation this evening as she believed she would not be providing any additional information that had not already been brought forward to Council this evening.

7. Ms. Dorothy Griggs regarding Niska Bridge.

Ms. Griggs made a presentation to Council with respect to her concerns regarding the City of Guelph's proposed reconstruction of the Bailey Bridge and her opposition to the replacement of the single lane bridge with a two lane structure.

Resolution No. 2015-396: Moved by Councillor Bulmer and
Seconded by Councillor Roth

That Council receive the delegation from Ms. Dorothy Griggs regarding Niska Rd.

CARRIED

8. Ms. Laura Murr regarding Niska Rd. Environmental Assessment.

Ms. Murr made a presentation to Council with respect to her concerns regarding the City of Guelph's proposed reconstruction of the Bailey Bridge and her opposition to the replacement of the single lane bridge with a two lane structure.

Resolution No. 2015-397: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council receive the delegation from Ms. Laura Murr regarding Niska Rd.

CARRIED

9. Ms. Jo Marie Powers regarding Niska Rd.

Ms. Murr read to Council information prepared by Ms. Powers with respect to Ms. Power's concerns regarding Bailey Bridge and Niska Rd.

Resolution No. 2015-398: Moved by Councillor Bulmer and
Seconded by Councillor Roth

That Council receive the delegation from Ms. Laura Murr on behalf of Ms. Jo Marie Powers regarding Niska Rd.

CARRIED



8. REPORTS:

1. Puslinch Fire and Rescue Services

(a) Puslinch Fire and Rescue Services Response Report – September 2015

Resolution No. 2015-399:

Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council receive the Puslinch Fire and Rescue Services Response Report for September, 2015.

CARRIED

2. Finance Department

(a) Financial Reports –September 2015

- i. Financial Report as of September 30, 2015
- ii. Cheque Register –September 1 to September 30, 2015
- iii. Financial Report By Department – September 2015
- iv. Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – September 2015

Resolution No. 2015-400:

Moved by Councillor Bulmer and
Seconded by Councillor Roth

That Council hereby receives the following reports as information:

- i. Financial Report as of September 30, 2015
- ii. Cheque Register –September 1, 2015 to September 30, 2015
- iii. Financial Report by Department – September 2015
- iv. Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – September, 2015.

CARRIED

3. Administration Department

None.

4. Planning and Building Department

≠(a) Chief Building Official Report – September 2015.

Resolution No. 2015-401

Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council receive the Chief Building Official Report for September, 2015.

≠ (b) Report from County of Wellington Planning and Development Department regarding Zoning By-law Amendment – Application D14/PER, Part Lot 16, Concession 7, Township of Puslinch, 424 Maltby Road – Persian Investments Limited Proposed Industrial Development with attachments dated October 14, 2015.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
October 21 2015 COUNCIL MEETING

Resolution No. 2015-402

Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council receive the Report from County of Wellington Planning and Development Department regarding Zoning By-law Amendment – Application D14/PER, Part Lot 16, Concession 7, Township of Puslinch, 424 Maltby Road – Persian Investments Limited Proposed Industrial Development with attachments dated October 14, 2015; and

That Council enact a by-law to amend By-Law No. 19/85, as amended, by rezoning a portion of Part of Lot 16, Concession 7, as follows:

- i. From Agricultural (A) to site specific (IND-8) Zone.
- ii. From Agricultural (A) to Natural Environment (NE) Zone.

as specifically outlined in the draft Zoning By-Law prepared by the County of Wellington as attached to the County of Wellington's correspondence dated October 14, 2015.

CARRIED

- ≠ (c) Report PD-2015-026 - Conditional Building Permit Agreement - Release of Securities – Jeffrey Born and Vicki Dickson – Con 10 PT Lot 15 RP 61R5385 Part 2 PT - 4614 Concession 11, Puslinch

Resolution No. 2015-403

Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Report PD-2015-026 Conditional Building Permit Agreement release of securities - Jeffrey Born and Vicki Dickson – Con 10 PT Lot 15 RP 61R5385 Part 2 PT - 4614 Concession 11, Puslinch be received; and

That Council approves the release of the securities in the amount of \$20,000.00.

CARRIED

5. Roads & Parks Department

- ≠ (a) Report PW-2015-004 – Costing of Paved Shoulders and Edge Line Painting

Councillor Stokley inquired of staff as to whether the costing for edge lines only, could be considered during the 10 year capital forecast and whether it would be possible to look at only specific roads and not all Township roads.

Mayor Lever requested that Councillor Stokley work with staff on his request with respect to a list of specific roads for costing.

Resolution No. 2015-404

Moved by Councillor Bulmer and
Seconded by Councillor Roth

That Report PW-2015-004 regarding Costing of Paved Shoulders and Edge Line Painting be received.



(b) Report PW-2015-005 – Authorizing Speed Limits By-Law 53/12

Resolution No. 2015-405

Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Report PW-2015-005 regarding Authorizing Speed Limits By-Law 53/12 be received; and

That Council enact a By-law to extend the current 60 km/hr speed zone easterly by 1.2 km on Concession 1 in Crieff and to repeal By-law 51/14; and

That staff provide a copy of Authorizing Speed Limits By-law to the Ontario Provincial Police

CARRIED

6. **Recreation Department**

None.

7. **Mayor's Updates**

None.

9. **NOTICE OF MOTION:**

(a) Councillor Bulmer – Amendment to the Township's Site Plan Control By-law 16/08.

Resolution No. 2015-406

Moved by Councillor Bulmer and
Seconded by Councillor Roth

WHEREAS on February 6, 2008, Council passed By-law 16/08 being a By-law to establish Site Plan Control within the Township of Puslinch;

AND WHEREAS By-law 16/08 designates all lands within the Township of Puslinch as being subject to Site Plan Control;

AND WHEREAS By-law 16/08 exempts:

- agricultural buildings and structures, save and except farm help houses, trailers and garden suites; and
- agricultural uses, but not included farm related commercial or industrial uses

AND WHEREAS Council for the Township is desirous of obtaining information from adjacent municipalities and the municipalities within Wellington County regarding the application of Site Plan Control on agricultural buildings, structures and uses within their respective municipalities;

NOW THEREFORE Council for the Township of Puslinch hereby directs staff to work with County Planning staff to obtain this information and report back to Council.

CARRIED

(b) Councillor Bulmer – Niska Rd

Councillor Bulmer will work with staff to bring forward a notice of motion with respect to next steps related to Niska Rd.



(c) Councillor Stokley – Pickleball Demonstration

Councillor Stokley advised that he will bring forward a Notice of Motion at the next meeting of Council with respect to a pickleball drop in demonstration to be held at the Optimist Recreation Centre.

(d) Councillor Roth – Barn Definition

Councillor Roth advised that he will bring forward a Notice of Motion at the next meeting of Council to request that the County of Wellington Planning Department provide clarification as to the definition of a “barn” and the best practices associated with rezoning a barn to no longer permit the keeping of livestock.

10. **COMMITTEE MINUTES**

None.

11. **MUNICIPAL ANNOUNCEMENTS**

Brad Whitcombe Dedication

Councillor Fielding inquired as to whether any details had been made available from the County of Wellington with respect to dedication ceremonies for the Southern Green Legacy Nursery and the Community Room at the Puslinch Library.

Karen Landry, CAO/Clerk advised that details had not been received and that she would follow up with the County and provide details to Council once available.

Lost Dog

Councillor Fielding advised that she had found a lost dog and should anyone make enquires about a lost dog to contact her.

International Plowing Match

Mayor Lever advised that he will be working with Ms. Herner on the submissions for the 2016 International Plowing Match during the week of October 26th and requested that any submissions be provided to Ms. Herner.

Bridges to Better Business

Mayor Lever advised that he attended the Bridges to Better Business event on Monday, October 19, 2015. Mayor Lever advised that it is an excellent event that honours local small businesses.

12. **UNFINISHED BUSINESS**

None.

13. **CLOSED MEETING**

Council was in closed session from 9:30 p.m. to 9:54 p.m.

- (a) Confidential Communication from Aird & Berlis LLP dated October 9, 2015, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Reid – 7827 Wellington Rd. 36



- (b) Confidential Verbal Report from Karen Landry CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board – 599 Arkell Rd.
- (c) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding a proposed or pending acquisition or disposition of land by the municipality or local board and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Plan 386

Resolution No. 2015-407: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council shall go into closed session under Section 239 of the Municipal Act for the purpose of:

- (a) Confidential Communication from Aird & Berlis LLP dated October 9, 2015, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Reid – 7827 Wellington Rd. 36
- (b) Confidential Verbal Report from Karen Landry CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board – 599 Arkell Rd.
- (c) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding a proposed or pending acquisition or disposition of land by the municipality or local board and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Plan 386

CARRIED

Resolution No. 2015-408 Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council move into open session.

CARRIED

- (a) Confidential Communication from Aird & Berlis LLP dated October 9, 2015, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Reid – 7827 Wellington Rd. 36

Resolution No. 2015-409 Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council receive the Confidential Communication from Aird & Berlis LLP dated October 9, 2015, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Reid – 7827 Wellington Rd. 36.

CARRIED

- (b) Confidential Verbal Report from Karen Landry CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board – 599 Arkell Rd.



Resolution No. 2015-410: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council receive the Confidential Verbal Report from Karen Landry CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board – 599 Arkell Rd.

CARRIED

(c) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding a proposed or pending acquisition or disposition of land by the municipality or local board and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Plan 386.

Resolution No. 2015-411: Moved by Councillor Bulmer and
Seconded by Councillor Roth

That Council receive the Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding a proposed or pending acquisition or disposition of land by the municipality or local board and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Plan 386.

CARRIED

14. BY-LAWS:

None.

15. CONFIRMING BY-LAW

(a) By-Law to confirm the proceedings of Council for the Corporation of the Township of Puslinch

Resolution 2015-412: Moved by Councillor Bulmer and
Seconded by Councillor Roth

That the following By-law be taken as read three times and finally passed in open Council:

(a) By-Law **59/15** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 21st day of October, 2015.

CARRIED

16. ADJOURNMENT:

Resolution No. 2015-413: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council hereby adjourns at 9:56 p.m.

CARRIED

Dennis Lever, Mayor

Karen Landry, CAO Clerk



3(d)

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING MINUTES

DATE: Thursday, September 17, 2015

TIME: 7:00 p.m.

PLACE: Puslinch Municipal Complex
7404 Wellington Rd. 34

FILE NUMBER: CO1-FEE

MEMBERS: Mayor Dennis Lever – Chair
Councillor Susan Fielding
Councillor Ken Roth
Councillor Matthew Bulmer

The Chair reminded attendees to ensure that they have signed in and provided their contact information.

The Chair advised that the Public meeting would be dealing with both the 2016 Proposed User Fees and Proposed Grants and In-Kind Policy, in order to deal with both matters, the meeting would be divided into two meetings, with the first to deal with the 2016 Proposed User Fees.

The Chair advised the attendees that those who wished to make comments should stand proceed to the microphone, state their name for the record and address their comments to those in attendance.

The Chair advised that once questions and comments from the Public had been completed that the Councillors in attendance this evening would have an opportunity to provide comments and asked questions.

Presentations

The Chair introduced Mary Hasan, Director of Finance/Treasurer.

Ms. Hasan began her presentation with a summary of the information she would be providing to the attendees including changes to fee structure to better reflect costs for providing the service to be in line with fees charged by surrounding municipalities and fee removals to reflect the current practice at the Township and adjustments based on 2016 projected Consumer Price Index (CPI) of 2%.

Ms. Hasan advised of the changes to the fee structure for the Administration Department. These changes included the removal of the the meeting investigator fee for closed meeting investigations and removal of the invoice administration fee for issued invoices as the majority of comparator municipalities do not charge such a fee.

Ms. Hasan advised of the changes associated with the Public Works Department which included an entrance permit fee increase by the 2016 projected CPI rate of 2%.

Ms. Hasan advised of the changes to the fee structure for the Fire Department including proposed new fees for the cost of water tank locks.

Ms. Hasan advised of proposed fee structure changes for the Building Department including increasing fees by the 2016 projected CPI rate of 2% for the following permits: Farm Buildings, Single Family Dwelling up to 225 m², Single Family Dwelling over 225 m², Interior Renovations and Finished Basements, Residential Deck, Accessory



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

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Buildings/Attached Garage; Construction Value Over \$3M, Deferral of Revocation of Permit Demolition Permit, Designated Structure Permit Occupancy Permit, Reactivate Abandoned Permit, Revision to a Permit before and after a permit is issued, septic system both new systems and to alter, repair or extend existing systems, special inspections, tent or marquee application and transfer of permit.

Ms. Hasan advised that proposed fee structure changes for the Building Department included: introduction of a minimum permit fee for: farm building permits for recouping the administrative, review and inspection costs of providing the service and increasing the fee for institutional, commercial and industrial building permits with construction values of up to \$3M to be in line with surrounding municipalities and for cost recovery purposes; and recommendations for two separate fees for alternative solution applications including: Part 9 Residential Buildings – for residential and accessory structures and Part 3 and Part 9 other than Residential Buildings – including third party review of applications and staff time for researching proposals.

Ms. Hasan advised that proposed fee structure changes for the Building Department including: introducing a fee to recover the staff time associated with performing re-inspections and partial inspections and a stand-alone fee be included for sign permits for the recovery of staff time to administer and inspect (2 inspections required – footing and final inspection) and introducing a fee for sewage system evaluations which apply to additions/renovations to recover staff time associated with review.

Ms. Hasan advised that the Planning Act stipulates that planning application fees be designed to meet anticipated costs to the municipality and therefore the proposed Planning Department fee structure changes include a fee for Standard Zoning By-law Amendments and Minor Zoning By-law Amendments. Ms. Hasan advised that the past practice has been to charge an administration fee and invoice the applicant for disbursements and third party fees. The proposed fees are all encompassing (they include disbursements, third party fees, staff time, etc.) and have been developed based on applications recently completed or currently in progress and municipal comparators.

Ms. Hasan advised that the proposed Planning Department fee structure changes also included: increasing the administration fee for zoning by-law amendment – aggregate applications to recover the staff time and resources required for processing these applications and to be in line with the fees charged by comparator municipalities and conservation authorities and increasing the administration fees associated with Minor Variances and Site Plan Control by the 2016 projected CPI rate of 2%.

Ms. Hasan advised that additional proposed Planning Department fee structure changes included: establishing a fee for telecommunication tower proposals and consent reviews and condition clearances for the staff time and coordination involved and changing the deposit fee structure for grading review completed on new dwellings to a flat fee structure to recoup engineering costs and staff time associated with coordinating grading inspections.

Ms. Hasan advised of proposed fee structure changes for the By-law Department including changing deposit fee structure for grading review completed on pool enclosure permits to a flat fee structure to recoup the engineering costs and staff time associated with coordinating grading inspections; increasing the fees by the 2016 projected CPI rate of 2% for LCBO inspection permits, kennel licences and pool enclosure permits and increasing the site alteration permit application administration fee to be in line with other municipalities and other agencies (conservation authorities).



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

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Ms. Hasan advised of the proposed fee structure changes for the Recreation Department including the incorporation of a new fee for the Archie MacRobbie Hall during non-prime times (Mon to Thurs and Sun) of a per hour fee after 4 hours which would facilitate those requesting to use the facility for 5 to 7 hours to have an option without paying the full day rental rate.

Questions/Comments

The Chair asked if there were any members of the public who wished to voice a comment or question.

Mr. Bill Simms, Puslinch Tennis Club, inquired as to whether there would be change changes to the sports user fees?

Ms. Hasan advised that there will be no sports user fee changes in 2016 and that a further review of the sports user fees would be conducted in 2017.

The Chair asked if the members of council wished to voice a comment or ask questions.

County Councillor Don McKay inquired as a representative of the various service clubs he was associated with including Optimist Club, Agriculture Society and Friends of Mill Creek as to whether there would be changes to the current waiving of fees for use of the facilities for these clubs?

Ms. Hasan advised that information with respect to this question would be presented during the second half of the meeting which would be dealing with the proposed Grants and In-kind Policy.

The Chair inquired as to whether there were any additional comments or questions.

There were no further questions.

ADJOURNMENT:

The meeting adjourned at 7:15 p.m.



3(e)

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING MINUTES

DATE: Thursday, September 17, 2015

TIME: 7:00 p.m.

PLACE: Puslinch Municipal Complex
7404 Wellington Rd. 34

FILE NUMBER: A09-GRA

MEMBERS: Mayor Dennis Lever – Chair
Councillor Susan Fielding
Councillor Ken Roth
Councillor Matthew Bulmer

The Chair advised that there were many different schemes for payments for the use of the facilities by the various groups. In an effort to level the playing field with respect to payments, during the 2014 and 2015 Budget discussions Council passed resolutions to waive the rental fees associated with the various facilities. In December 2014, during a Council Goals and Objectives meeting of Council, Council directed staff to conduct a review and provide draft policies for grants and in-kind donations based on comparator municipalities.

The Chair advised that the purpose of tonight's meeting is to seek the public's comments and questions on the draft policies that are before Council. No decisions will be made at tonight's meeting with respect to these policies. All comments and questions will be considered and come forward at a future Council date for consideration.

The Chair advised the attendees that those who wished to make comments should stand proceed to the microphone, state their name for the record and address their comments to those in attendance.

The Chair advised that once questions and comments from the Public had been completed that the Councillors in attendance this evening would have an opportunity provide comments and questions.

Presentations

The Chair introduced Mary Hasan, Director of Finance/Treasurer.

Ms. Hasan began her presentation with a summary of the information she would be providing to the attendees including: Council goals and objectives, Recreation and Parks Master Plan recommendations, reduced rate for the use of Township facilities, Grant Application Policy, total upset limit of grant funding, implementation strategy and future reporting

Ms. Hasan advised that a Special Council Meeting was held on December 22, 2014 for the purpose of setting goals and objectives for this term of Council. During that meeting one of the goals was the development of a Grant Application Policy prior to consideration of the 2016 budget and the development of a policy regarding the use of Township facilities by community groups prior to consideration of the 2016 budget. Ms. Hasan advised that the 2016 Budget discussions would be commencing on September 30, 2015.

Ms. Hasan advised that in May 2015, Council adopted, in principle, the Recreation and Parks Master Plan. One of the recommendations contained in the plan was that Council adopt a community grant system policy with an annual intake of



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

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applications from a set pool of money within the Township's budget through which community organizations can apply for funds to be used to offset start-up funds associated with a group or activity (but not ongoing operational costs); to install, build, renovate or upgrade smaller scale parks or recreation facilities that are needed within the community; and/or to assist with a special program or event that would not otherwise be financially viable but that provides a justifiable social or economic return to the Municipality as a whole.

Ms. Hasan advised that the Recreation and Parks Master Plan also recommended that Council also adopt a policy to address special requests for fee waivers in an equitable and transparent manner with an example that Council may wish to consider such fee waivers as providing each affiliated community organization with one two hour room rental free each year for an annual meeting.

Proposed Fee Reduction Policy

Ms. Hasan advised that staff have conducted research with respect to fee reductions and waivers and based on a survey of comparator municipalities staff are recommending that the policy include a reduced rate of 40% for the following facility rentals, Optimist Recreation Centre – Gymnasium, Arena, Rink, Puslinch Community Centre – Alf Hales Room, Archie MacRobbie Hall, and Kitchen, Sports fields, Rink board advertising, ball diamond advertising and electronic sign rental advertising.

Ms. Hasan advised that organizations eligible for the fee reduction would include organizations in existence for at least one year, organizations who have their principal address in the Township and are operating as a not-for-profit organization or an unincorporated community group. In order to determine eligibility, the organizations would be requested to provide documentation including, a copy of its letters patent or articles of incorporation, a copy of its constitution and by-laws, a copy of its Notification of Charitable Registration letter from the Canada Revenue Agency with any supporting documentation indicating the applicant's status and terms of registration, if applicable.

Ms. Hasan advised that ineligible organizations would include: groups or organizations affiliated with any political party or event; individuals, commercial organizations, and coalitions such as ratepayer associations; hospitals, hospital foundations and hospital auxiliary groups or agencies; educational institutions including universities, colleges, schools and associated auxiliary groups; organizations not in good financial standing with the Township or in litigation with the Township and organizations that have not fulfilled any other obligations that they have with the Township.

Ms. Hasan provided information in chart format which indicated which organizations received in-kind contributions during 2014 including the amount received and the financial impact of the 40% reduction to those groups under the proposed policy. Ms. Hasan advised that based on the Township's calculations, in 2014, the various groups received a combined total of \$25,862 of in-kind donations.

Proposed Grant Policy

Ms. Hasan advised that organizations eligible for Township grants would include organizations which have been in existence for at least one year, have their principal address in the Township, are operating as a not-for-profit organization or an unincorporated community group and organizations who propose to use proceeds for the benefit of the Township and its residents, organizations who are able to demonstrate that there is volunteer involvement in the day to day provision of its services and demonstrate financial need and information indicating the impact on the activity should the funding not be received.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

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Ms. Hasan advised that in order to determine eligibility, the organizations would be requested to provide documentation including a copy of its letters patent or articles of incorporation, if applicable; a copy of its constitution and by-laws; a copy of its Notification of Charitable Registration letter from the Canada Revenue Agency with any supporting documentation indicating the applicant's status and terms of registration, if applicable; a copy of its most current budget; a copy of its most current financial statements and a list of its Board of Directors.

Ms. Hasan advised that the organizations ineligible under the proposed grant application policy would include, groups or organizations of a religious nature, groups or organizations affiliated with any political party or event; individuals, commercial organizations, and coalitions such as ratepayer associations; hospitals, hospital foundations and hospital auxiliary groups or agencies; educational institutions including universities, colleges, schools and associated auxiliary groups; organizations not in good financial standing with the Township or in litigation with the Township; organizations that have not fulfilled any other obligations that they have with the Township; and organizations that have entered into an agreement for the use of a municipally owned or controlled facility at a nominal rate.

Ms. Hasan advised that the Recreation and Parks Master Plan also recommended that ongoing operational costs not be funded by the grant program, therefore ineligible funding requests would include: donations to charitable causes, travel or accommodations, uniforms, personal equipment, banquets, entertainment; attendance at conferences, workshops or seminars; personnel costs; insurance and accounting costs; operating costs and retroactive costs for purposes which have already occurred; funding of prior year deficits and political campaigns, parties or events.

Ms. Hasan advised that in addition to the provision of grants to various groups the Township has been providing additional services to organizations including provision of photocopies and mailings free of charge on behalf of certain community organizations.

Ms. Hasan advised that as indicated in the Township's User Fee By-law No. 076/14, photocopy costs for community groups and neighbourhood associations are exempt, however, staff are recommending that mailings completed on behalf of certain community organizations be discontinued in accordance with the Township's agreement with Pitney Bowes on the use of the postage equipment.

Ms. Hasan advised that past practice has been for the Township to pay for the advertising costs associated with the Optimist Santa Claus Parade, Aberfoyle Fall Fair, and the Plowing Match. Staff are recommending that the Township provide advertising on the Township's website for qualified applicants hosting community events for the benefit of the Township and its residents and should a qualified applicant request reimbursement of advertising costs for advertisements for special events in local newspapers, the applicant should include this as part of their annual grant request.

Classes of Applications - Donations

Ms. Hasan advised that the draft grant policy includes a number of different classes including the following:

Donation including a fund request of up to \$500. This would include grants for organizations that are community-based and fairly represent both their own interest and those of the community in which they serve. Services, programs and activities must demonstrate a benefit to the Township and its residents. The requirements for this grant is a letter from the applicant indicating detailed information regarding the grant request including how the funding requested meets the evaluation criteria including organizations that demonstrate collaboration, positive community engagement and civic pride, promote volunteerism, participation and leadership development, foster a healthy,



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

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safe and active community, fiscal and overall accountability and responsiveness to existing community need.

Sponsor or Contributor including a fund request of greater than \$500 and up to \$3,000. These grants are to be given to organizations for the purpose of a community event or program that benefits the Township and its residents. Ms. Hasan advised that examples include the Santa Claus Parade, Fall Fair, Canada Day Pancake Breakfast and Fireworks, and the Mill Creek Stewardship Ranger Program. Completion of a Grant Application Form would be a requirement.

Project Funder including a fund request of greater than \$3,000. These grants are to be given for special purposes and/or projects for an activity deemed to be of significant value to the Township and its residents. Requirements include completion of a Grant Application Form, Presentation of grant request to Council during budget process, Post project reporting within three (3) months of the project's completion or within three (3) month's of the organization's fiscal year-end, whichever comes first. The Report is to include financial statement and/or receipts, outlining how the funding was utilized and how it contributed to the overall goals and objectives of the organization with the final report to be presented to Council.

Ms. Hasan provided an overview of the total grant and in-kind funding including and excluding the \$25,000 of grant funding provided to Puslinch Lake Conservation Association as it compared to other comparator municipalities.

Ms. Hasan advised that staff have recommended that Council set a maximum threshold of grant funding as a percentage of the previous year's tax levy and that total grant funding not exceed 0.5% of the previous year's approved tax base to be more in line with the comparator municipalities reviewed.

Ms. Hasan advised that this amounts to \$16,832 based on the 2015 taxation levy of \$3,366,369 and that staff are recommending to Council that this limit be applied for the 2016 budget year.

Ms. Hasan advised that with respect to Budget approval, the first step is for applications to be reviewed by the Finance Department for completeness and to ensure organizations applying for funding meet the eligibility requirements. The Finance Department will prepare a report as part of the Operating Budget process providing Council with summarized information regarding the requests and amounts requested. The purpose of the report is to ensure approved grant funding is in line with the set pool of money allocated for grants as recommended in the Recreation and Parks Master Plan and adopted as part of the Grant Application Policy.

Ms. Hasan advised that with respect to implementation staff are recommending that the reduced rate of 40% be effective January 1, 2016 and details be included as part of the User Fee By-law for 2016 and that the grant and in-kind policy be effective for the 2017 budget process with the Township sending letters to previous funding recipients in June/July of 2016 providing details of the new process and application requirements. The Township will place advertisements in the local newspaper and Township website in June/July of 2016 regarding the program.

Ms. Hasan advised that for the 2018 budget and future year budgets, only an advertisement will be included in the local newspaper and Township website regarding the program to invite applicants to apply for funding. The deadline for submission of the required documentation will be by 2:00 pm on the last business day of August 2017.

Ms. Hasan concluded her presentation by advising that the next steps are for staff to report back in 2016/2017 with regard to organizations under separate agreement,



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

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establishment of a facility use agreement with the Upper Grand District School Board and sports facility user fees collected from the various sports clubs.

Questions/Comments

The Chair thanked Ms. Hasan for her presentation and then introduced the Township staff who were in attendance at the meeting.

The Chair asked if there were any members of the public who wished to voice a comment or question. The Chair reminded those that wished to voice comments or questions, come to the microphone and state their name for the minutes that were being taken.

Mr. Bruce Joy, Puslinch Soccer Club, commented that he would prefer that the Township keep the 100% in-kind in place as he would prefer that any monies that would go to the Township for room rentals could be used to buy equipment for the club.

Mr. Joy inquired as to how much money the Township had been setting aside for the 10 year plan to carry out other recommendations in the Recreation and Parks Master Plan.

Ms. Hasan advised that she did not have that information available this evening.

Mr. Joy inquired as to when the Township would begin implementation the other recommendations contained in the Recreation and Parks Master Plan.

The Chair advised that during the 2016 Budget discussions, Council would be selecting those items from the plan in which it will be built into the 2016 Budget. The Chair advised that some monies had been put into reserves.

Karen Landry, CAO-Clerk advised that a report would be coming forward to Council on October 7, 2015, with the dates in which the budget will be discussed including the date for a Public Meeting with respect to the 2016 Proposed Budget which will include details regarding items and spending amounts.

Mr. Brian Rheal, Puslinch Lake Conservation Association Treasurer provided information regarding the history of Puslinch Lake and the dredging project including information regarding the Township's involvement in the technical report for the project. Mr. Rheal advised that in addition to the monies received from the Township, the project has received personal money from the residents of the lake to support the project. The timeline for the project is 6 years and they are now in year 3 of the project with the eastside of the lake being completed. Mr. Rheal expressed concerns regarding project completing on time should the funding from the Township no longer be available. Mr. Rheal stated that the money provided by the Township ensured the health of the lake.

Peter Clarke, Rotary Club of Guelph South, advised that they have held a pasta dinner fundraiser for many years at the Puslinch Community Centre and requested clarification as to whether the reduced rate was 40%.

Ms. Hasan advised if your rental was \$1,000 that the group would pay \$600.

Mr. Clarke inquired as to when the 2016 Proposed User fee would be adopted as they intend to hold their event in February 2016.

Ms. Hasan advised that the proposed fees would be implemented January 1, 2016, and that a staff report with respect to user fees would go forward to Council in October.

Mr. Cameron Tuck, Flamborough Orthodox Baseball League, advised that his group was in the early stages of organizing a fundraiser in 2016, with the proceeds to go towards



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

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the Puslinch baseball diamonds. Mr. Tuck inquired if the proposed policy would allow for groups to make requests of Council to waive rental fees for fundraising events.

Ms. Hasan advised that the policy would permit a 40% reduction for the group on their rental rate.

Mr. Tuck was concerned that the rental fees could not be waived given that the fundraiser was to benefit the township facilities. Mr. Tuck advised that this was a grey area in the policy that was not addressed.

Ms. Debbie Huether, Mount Carmel-Zion Church, read a letter that was submitted earlier to the Township which outlined the many benefits the senior luncheons provide and expressed concerns regarding the provision of those luncheons should the Church be required to pay.

Ms. Kelli Todd Wallace, resident on Puslinch Lake, recommended that should the Township decide not to continue funding for the Puslinch Lake project that a special area rate or tax be implemented by the Township to fund the project. Ms. Todd Wallace also recommended that the Township consider setting aside tax dollars for services which Puslinch Lake did not receive such as sewer, water and garbage collection and put these monies towards the lake project.

The Chair advised that both himself and the CAO have looked into establishment of a special tax rate for this project, however, this option is unavailable. The Chair advised that all residents were on septic and wells and that garbage collection was available to only a small amount of residents in the Township. The Chair advised that garbage collection is a County of Wellington service and they are in the process of reviewing their collection policies.

Ms. Todd Wallace advised that if funding is not available for the Puslinch Lake dredging project it will affect the 100 homes around the lake and their property values. Ms. Todd Wallace indicated that if this is the result, that residents will leave the lake area which will affect the entire municipality.

Mr. Vince Kilmkosz indicated he owns several properties in the Township, is on the board for the Aberfoyle Fall Fair and will be the 2016 President for the Puslinch Optimist Club. Mr. Kilmkosz asked as to whether HST was charged on the rental fees.

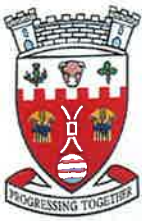
Ms. Hasan advised that HST was charged.

Mr. Kilmkosz indicated that both the Optimist Club and Fall Fair are struggling to engage volunteers for their various events. Mr. Kilmkosz indicated that if the in-kind donations were not provided by the Township that they would experience additional difficulties and this could result in events not taking place. Mr. Kilmkosz indicated that other service clubs in Guelph are facing the same issues and have had to scale back their events.

Mr. Kilmkosz advised that the Aberfoyle Fall Fair was close to folding up due to the rain for the past 2 years. Mr. Kilmkosz believed that \$25,000 was not a significant amount of in-kind donations to service clubs.

The Chair advised that the proposed policies were a request of Council and staff was requested to report back with recommendations.

Mr. Cameron Tuck advised that the proposed policy indicated that political events would be excluded to receive fee waivers and advised that in the past the Optimist Club held All Candidates nights for municipal, federal and provincial elections and inquired as to whether fees would need to be paid for these events.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

Page / 7

Ms. Karen Landry CAO-Clerk advised that the use of township facilities for political events would need to be reviewed when the Township conducts a review of its Code of Conduct Policy and Election.

Ms. Sarah Bailey a resident of Puslinch stated that she considers Puslinch to be a unique Township and it would be difficult to compare to other municipalities. Ms. Bailey believes that this would need to be considered when looking at the numbers.

Ms. Barb Hagey a resident of Puslinch and member of Mount Carmel-Zion Church inquired as to why the Recreation Master Plan did not include anything for Seniors.

The Chair indicated that the Recreation Committee was in the process of working with individuals in Guelph to provide senior activities.

Ms. Barb Hagey stated that the residents don't want Guelph involved.

Mr. Bill Sims recommended that an additional \$7 could be collected on behalf of the Township for Puslinch Lake Residents and suggested that Grants and provincial funding could be used for the project. Mr. Sims stated that it was important that something be done to benefit the whole Township.

Ms. Lois Howlett, a Puslinch resident advised that she wears many hats in the community including volunteer.

Ms. Howlett believes that volunteers offer so much to the community that consideration should be given to how the building of the Puslinch Community Centre was funded.

Ms. Howlett indicated that she donated \$500 towards the costs of the building in a time when she had young children and finances were limited.

Ms. Howlett believes that Community Centre is poorly maintained with the lack of audio equipment for the municipal all candidates night, only one stove for use, and believes it is a disgrace.

Ms. Howlett questioned as to how much in-kind contributions volunteers have provided to the community.

Ms. Howlett believes this is a money grab resulting from bureaucracy and believes this is a make work project that somebody needs to do to justify the increase in the number of staff at the Township office.

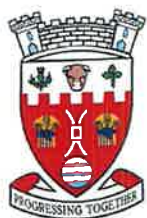
Ms. Howlett believes that the provision of a budget was an unreasonable request and that we need to come back to our roots.

Kelli Todd Wallace recommends that the Township impose a small tax increase if they need the money.

The Chair advised that all comments and recommendations would be considered through the budget process.

The Chair asked if the members of Council wished to voice a comment or ask questions.

Councillor Bulmer thanked all those in attendance this evening and believes that it was appropriate that we are hear meeting in a gift from the community.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

Page / 8

Councillor Bulmer indicated that the community has been instrumental in the development of activities and buildings in the Township including, the tennis club, Optimist Recreation Centre and in fact the land that those activities take place on was donated by the Agricultural Society and any policy development shall reflect those gifts.

Councillor Bulmer inquired if it was possible to quantify the value of the \$25,000 in-kind contributions to the community.

The Chair advised that you would need to know what type of event the group was having before a value could be placed on it.

Councillor Bulmer indicated that he would be interested in learning from the groups what the value of the in-kind contributions are to those groups.

Councillor Bulmer stated that Puslinch is a unique community and questioned as to what percentage of facilities in other municipalities were received as gifts from the community.

Ms. Hasan indicated that this matter was not looked into in the development of the policy.

Councillor Bulmer advised that it would be nice to know what percentage of facilities were donated by the community in other municipalities.

Ms. Hasan indicated that staff could make this request of other municipalities.

Councillor Fielding thanked those in attendance for coming out this evening and indicated that it shows the care for the community.

Councillor Fielding expressed concern that removing monies from the groups means a dollar not going back into the community.

Councillor Fielding indicated that as a Councillor she needs to look at fiscal responsibility.

Councillor Fielding indicated that if individuals had any questions that they should contact her to discuss the matter.

County Councillor Don McKay advised that he is involved in 3 organizations in the Township including: the Optimist Club who provides a scholarship for Puslinch residents and the group provides a lot to the community; Friends of Mill Creek who through volunteers have been dedicated to improving the creek. Councillor McKay advised that the grant received from the Township assists with the Ranger Program which has been in existence for the past 10-12 years Councillor McKay advised that 100 percent of the kids who have participated in the Ranger program have gone on to environmental programs and environmental careers; and the Agricultural Society who has dedicated the lands to the Township for the building of the community centre in exchange for the 3 days of the fair and have been doing so for the past 175 years.

Councillor McKay indicated that Puslinch is a unique community and believes that if organizations were required to pay that the Township may lose the organization. Councillor McKay indicated that maybe the Township needs to lead by example.

Councillor Roth thanked everyone for attending tonight's meeting and advised that the Township will take all comments made at tonight's meeting into consideration. Councillor Roth advised that user fees are used to maintain facilities and if fees are not collected then Council needs to consider whether funding is obtained through taxes.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

Page / 9

The Chair inquired as to whether there were any additional comments or questions.

There were no further questions.

The Chair advised that all comments made at tonight's meeting would be taken into consideration by Puslinch Council and those who have signed in and indicated that they wish to be notified further with respect to this matter will be advised when this matter will come forward again to Puslinch Council.

The Chair thanked staff for all their work on development of the draft policies and advised that the Township will endeavor to come up with a system that is fair and transparent.

ADJOURNMENT:

The meeting adjourned at 8:31 p.m.



THE TOWNSHIP OF PUSLINCH NOTICE OF PUBLIC MEETING & OPEN HOUSE

TAKE NOTICE that pursuant to the requirements of the Planning Act, R.S.O. 1990, the Township of Puslinch will hold a **Public Meeting & Open House** on **November 5, 2015 at 7:00 p.m.** in the Council Chambers to consider a Community Improvement Plan (CIP).

THE LANDS SUBJECT to Community Improvement Plan Area are lands that have frontage along the Brock Road corridor to the limits of the Villages of Aberfoyle and Morriston, as shown on the key map below.

ORAL OR WRITTEN SUBMISSIONS may be made by the public either in support or in opposition to the proposed CIP. Any person may attend the public meeting and make and oral submission or direct a written submission to the Township Clerk at the address below. All those present at the public meeting will be given the opportunity to make an oral submission, however; it is requested that those who wish to address Council notify the Township Clerk in advance of the public meeting.

TAKE NOTICE that if a person or public body does not make an oral submission at a public meeting or make a written submission to the Township of Puslinch before the CIP is adopted, the person or public body is not entitled to appeal the decision of the Council of the Township of Puslinch to the Ontario Municipal Board.

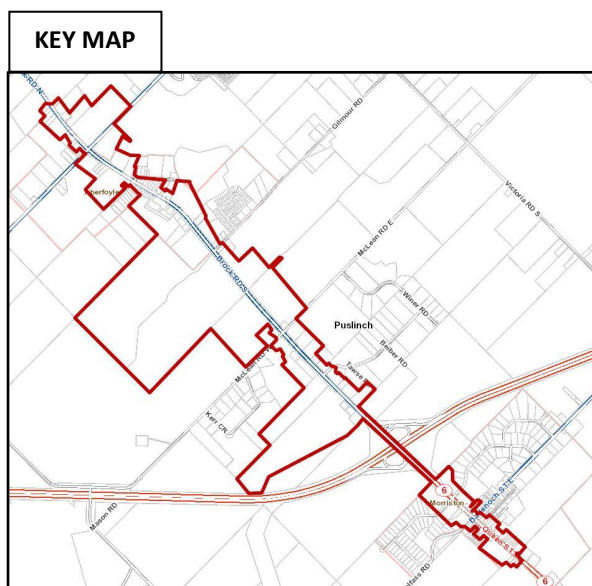
AND TAKE NOTICE that if a person or public body does not make an oral submission at a public meeting or make a written submission to the Township of Puslinch before the CIP is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

REQUEST FOR NOTICE OF DECISION regarding the Community Improvement Plan must be made in written format to the Township Clerk at the address shown below.

ADDITIONAL INFORMATION regarding the proposed CIP is available for review between 9:00 a.m. and 4:30 p.m. at the Township of Puslinch Municipal Office as of the date of this notice.

Dated at the
Township of Puslinch
on this 16th day of October 2015

Karen Landry
CAO/Clerk
Township of Puslinch
7404 Wellington Road 34
Guelph, Ontario N1H 6H9
Phone (519) 763-1226
admin@puslinch.ca






OPTIMIST
RECREATION
CENTRE

PUBLIC OPEN HOUSE

Puslinch Community Centre Park Concept



The Township is preparing concept plans for the **Puslinch Community Centre Park**, including the newly acquired land. Options include new **soccer fields**, **trails**, **splash pad**, and **pavilion**. The concepts will also consider adjustments to the current park, such as the relocation of the playground and/or the re-purposing of the ball diamond to other uses.

You are invited to help us create a long-term vision for this park!

If you are unable to attend the session, you may submit comments to the Township no later than **December 18, 2015**.

Optimist Recreation Centre
23 Brock Road South, Aberfoyle

Drop in on November 26, 2015 - 7:00 pm to 9:00 pm

For more information, please contact:

Don Creed, Director of Public Works and Parks | Township of Puslinch | 519 763 1470 | dcreed@puslinch.ca

6.1(a)



COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
GARY A. COUSINS, M.C.I.P., DIRECTOR
TEL: (519) 837-2600
FAX: (519) 823-1694
1-800-663-0750

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

October 5, 2015

Mayor Dennis Lever and Puslinch Council
Township of Puslinch
7404 Wellington Road 34
Guelph, Ontario
N1H 6H9

RECEIVED
OCT 07 2015
Township of Puslinch

Dear Mayor Lever and Puslinch Councillors:

Re: Local Representative – Green Legacy Committee

Our Green Legacy Committee met earlier this week and decided that we should invite local Councils to send a representative to sit on our Committee.

We lost Brad Whitcombe this year due to his untimely passing. We also lost two other members in the last election. Currently, Erin has the only local Council rep on our Committee.

Our Committee usually meets 3 or 4 times per year for about 2 hours, usually in the morning. Our mandate is to provide guidance to the Green Legacy Programme. We report to the County's Planning Committee.

If one of your Councillors has a particular interest in trees, we would be glad to have them join us. Alternatively, if there is a local citizen that would represent the Township, that would be fine too.

Please do not feel any pressure if no one comes to mind. I understand that you are all busy. We thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Mark Van Patter".

Mark Van Patter, RPP, MCIP
Manager of Planning and Environment
Green Legacy Chair

6.2(a)



Stantec Consulting Ltd.
49 Frederick Street, Kitchener ON N2H 6M7

CLERK'S DEPARTMENT	
TO	<i>GM Blue</i>
Copy	
Please Handle	
For Your Information	
Council Agenda	<i>Nov 4/15</i>
File	

October 26, 2015
File: 1611 07544/10

Karen M. Landry, CAO/Clerk
Township of Puslinch
7404 Wellington Road 34
Guelph ON N1H 6H9
Via Email:

RECEIVED
OCT 26 2015

Township of Puslinch

Dear Karen,

Reference: ECA- Mini Lakes WWTP Upgrades

As you are aware, on behalf of Mini Lakes Residents Association (now Wellington Common Elements Condominium Corporation No. 214), Stantec has submitted an application for upgrades to the existing wastewater treatment plant. Currently upgrades have been recommended to improve the operation of the system.

The application was submitted in December of 2012 and comments on the application were received in July and August of 2015. Some of the comments on the application originated from the Regional MOECC Office and that staff member is no longer available. To date, we have been corresponding with Lynnette Armour from the Ministry of the Environment and Climate Change (MOECC) District Office in Guelph.

As you are aware, we must receive an approved ECA prior to proceeding with the upgrades to the WWTP. In addition to the original ECA amendment, we have made the following additional requests:

- Permission for a name change from Mini Lakes Resident's Association to Wellington Common Elements Condominium Corporation No. 214.
- Approval to include a monitoring well adjacent the downgradient pond to monitor groundwater quality adjacent the pond

The following is the proposed schedule for the works:

Review and approval by the MOECC	November 2015
Installation of piezometer	November 2015
Prepare contract documents and drawings	Pending approval of ECA application (January 2016)
Tendering the works	February – March 2016
Construction	Summer 2016

Design with community in mind



October 26, 2015
Karen M. Landry, CAO/Clerk
Page 2 of 2

Reference: ECA- Mini Lakes WWTP Upgrades

As required under the Condominium Act, a fund has been established for replacement or upgrades to the WWTP. Funds have been allocated and these are available to complete the upgrades within the next year.

We appreciate the concerns of the Township and are eager to move forward with this project. It should also be noted that annual monitoring reports identifying environmental impacts are submitted regularly to the MOECC and the Township and that no adverse impacts from the development have been identified.

We hope that this addresses your questions at this time. Should you have any questions, please contact the undersigned.

Regards,

STANTEC CONSULTING LTD.


Judy Beauchamp, P.Eng.
Senior Project Manager, Water
Phone: (519) 585-7273
Fax: (519) 579-8806
judy.beauchamp@stantec.com

c. Dianne Paron – MF Property Management

rc w:\active\161107544_mini_lakes\design\correspondence\let_puslinch_landry_20150929.docx

6.3(a)



Dufferin Aggregates
2300 Steeles Ave W, 4th Floor
Concord, ON L4K 5X6
Canada

October 13, 2015

Seana Richardson
Aggregates Technical Specialist
Ministry of Natural Resources
Guelph District
1 Stone Road West
Guelph, Ontario
N1G 4Y2

RECEIVED
OCT 14 2015
Township of Puslinch

Attention: Ms. Richardson

**Re: Monthly Monitoring Report
Mill Creek Pit, License #5738
Township of Puslinch, Wellington County**

Please find enclosed the required monitoring data for the month of September 2015. As indicated, there were no exceedences to report in this month.

If you have any questions, please do not hesitate to call.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ron Van Ooteghem", with a stylized flourish at the end.

Ron Van Ooteghem
Site Manager

C.c.

Karen Landry (Township of Puslinch)
Sonja Strynatka (GRCA)
Kevin Mitchell (Dufferin Aggregates)
University of Guelph

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	
File	

Monthly Reporting
Mill Creek Aggregates Pit
September 2015

Date	DP21 (mASL)	Threshold Value (mASL)	Exceedance
4-Sep-15	305.79	305.49	NO
11-Sep-15	305.78	305.49	NO
18-Sep-15	305.75	305.49	NO
24-Sep-15	305.72	305.49	NO

Date	BH13 (mASL)	DP21 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Sep-15	306.25	305.79	0.46	0.10	NO
11-Sep-15	306.22	305.78	0.44	0.10	NO
18-Sep-15	306.19	305.75	0.44	0.10	NO
24-Sep-15	306.17	305.72	0.45	0.10	NO

Date	DP17 (mASL)	Threshold Value (mASL)	Exceedance
4-Sep-15	305.23	305.17	NO
11-Sep-15	305.23	305.17	NO
18-Sep-15	305.22	305.17	NO
24-Sep-15	305.21	305.17	NO

Date	BH92-12 (mASL)	DP17 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Sep-15	305.39	305.23	0.16	0.06	NO
11-Sep-15	305.38	305.23	0.15	0.06	NO
18-Sep-15	305.39	305.22	0.17	0.06	NO
24-Sep-15	305.38	305.21	0.17	0.06	NO

Date	DP3 (mASL)	Threshold Value (mASL)	Exceedance
4-Sep-15	304.72	304.54	NO
11-Sep-15	304.73	304.54	NO
18-Sep-15	304.72	304.54	NO
24-Sep-15	304.72	304.54	NO

Date	DP6 (mASL)	DP3 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Sep-15	305.60	304.72	0.88	0.58	NO
11-Sep-15	305.50	304.73	0.77	0.58	NO
18-Sep-15	305.49	304.72	0.77	0.58	NO
24-Sep-15	305.49	304.72	0.77	0.58	NO

Date	DP2 (mASL)	Threshold Value (mASL)	Exceedance
4-Sep-15	304.19	303.50	NO
11-Sep-15	304.15	303.50	NO
18-Sep-15	304.15	303.50	NO
24-Sep-15	304.16	303.50	NO

Date	BH92-27 (mASL)	DP2 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Sep-15	304.84	304.19	0.65	0.32	NO
11-Sep-15	304.80	304.15	0.65	0.32	NO
18-Sep-15	304.81	304.15	0.66	0.32	NO
24-Sep-15	304.80	304.16	0.64	0.32	NO

Date	DP1 (mASL)	Threshold Value (mASL)	Exceedance
4-Sep-15	304.20	303.91	NO
11-Sep-15	304.23	303.91	NO
18-Sep-15	304.25	303.91	NO
24-Sep-15	304.23	303.91	NO

Date	BH92-29 (mASL)	DP1 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Sep-15	305.17	304.20	0.97	0.23	NO
11-Sep-15	305.09	304.23	0.86	0.23	NO
18-Sep-15	305.10	304.25	0.85	0.23	NO
24-Sep-15	305.12	304.23	0.89	0.23	NO

Date	DP5C (mASL)	Threshold Value (mASL)	Exceedance
4-Sep-15	303.05	302.79	NO
11-Sep-15	303.02	302.79	NO
18-Sep-15	303.01	302.79	NO
24-Sep-15	303.01	302.79	NO

Date	OW5-84 (mASL)	DP5C (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Sep-15	303.55	303.05	0.50	0.25	NO
11-Sep-15	303.47	303.02	0.45	0.25	NO
18-Sep-15	303.49	303.01	0.48	0.25	NO
24-Sep-15	303.49	303.01	0.48	0.25	NO

Notes:

No exceedances to report

Monthly Reporting
Mill Creek Aggregates Pit
September 2015

							Max. Allowable as per PTTW- Main Pond					
Total Monthly Precipitation (mm):		55.9	Waterloo-Wellington Airport (September Actual)				(Imperial Gallons)				(Litres)	
Total Monthly Normal Precipitation (mm):		82	Waterloo-Wellington Airport (30-year Normal)				2,500			per minute	11,365	
							1,800,000			per day	8,183,000	
Date	Below Water Table Extraction (wet tonnes) Phase 2	Below Water Table Extraction (wet tonnes) Phase 4	Water Pumped from Main Pond (gals)	Water Pumped from Active Silt Pond (gals)	Main Pond Level (mASL)	Exceedance Y/N (BELOW 305.5 mASL)	Phase 2 Pond Level (mASL)	Exceedance Y/N (BELOW 305.0 mASL)	Phase 3 Pond Level (mASL)	Exceedance Y/N (BELOW 303.85 mASL)	Phase 4 Pond Level (mASL)	Exceedance Y/N (BELOW 304.5 mASL)
1-Sep-15	0	650	1,138,121	2,222,789	306.70	NO	306.21	NO	305.41	NO	305.64	NO
2-Sep-15	0	6050	1,645,810	3,233,328	306.71	NO	306.21	NO	305.40	NO	305.61	NO
3-Sep-15	0	2700	1,649,549	2,033,176	306.72	NO	306.21	NO	305.41	NO	305.54	NO
4-Sep-15	0	2550	1,649,109	2,539,545	306.70	NO	306.18	NO	305.41	NO	305.59	NO
5-Sep-15	0	0	0	0	--	--	--	--	--	--	--	--
6-Sep-15	0	0	0	0	--	--	--	--	--	--	--	--
7-Sep-15	0	0	0	0	--	--	--	--	--	--	--	--
8-Sep-15	0	325	1,669,127	1,316,516	306.73	NO	306.21	NO	305.47	NO	305.69	NO
9-Sep-15	0	3900	1,632,612	3,064,172	306.65	NO	306.17	NO	305.41	NO	305.65	NO
10-Sep-15	0	3900	1,645,370	3,117,844	306.66	NO	306.17	NO	305.37	NO	305.62	NO
11-Sep-15	0	1300	1,644,490	2,970,685	306.67	NO	306.17	NO	305.37	NO	305.66	NO
12-Sep-15	0	0	0	0	--	--	--	--	--	--	--	--
13-Sep-15	0	0	0	0	--	--	--	--	--	--	--	--
14-Sep-15	0	3575	1,643,170	1,461,036	306.64	NO	306.15	NO	305.34	NO	305.67	NO
15-Sep-15	0	4625	1,653,289	758,234	306.57	NO	306.14	NO	305.34	NO	305.72	NO
16-Sep-15	0	5550	1,647,570	3,214,411	306.62	NO	306.14	NO	305.36	NO	305.67	NO
17-Sep-15	0	7500	1,652,409	1,573,440	306.60	NO	306.14	NO	305.38	NO	305.60	NO
18-Sep-15	0	3125	1,643,390	1,697,503	306.60	NO	306.13	NO	305.41	NO	305.58	NO
19-Sep-15	0	0	0	0	--	--	--	--	--	--	--	--
20-Sep-15	0	0	0	0	--	--	--	--	--	--	--	--
21-Sep-15	0	6900	1,655,269	3,560,202	306.61	NO	306.14	NO	305.41	NO	305.58	NO
22-Sep-15	0	6750	1,652,409	2,969,145	306.61	NO	306.13	NO	305.41	NO	305.53	NO
23-Sep-15	0	7175	1,649,769	1,981,923	306.57	NO	306.14	NO	305.41	NO	305.48	NO
24-Sep-15	0	5700	1,654,829	1,248,765	306.55	NO	306.14	NO	305.43	NO	305.43	NO
25-Sep-15	0	3875	1,653,289	990,741	306.55	NO	306.14	NO	305.39	NO	305.48	NO
26-Sep-15	0	0	0	0	--	--	--	--	--	--	--	--
27-Sep-15	0	0	0	0	--	--	--	--	--	--	--	--
28-Sep-15	0	6450	1,640,531	0	306.48	NO	306.16	NO	305.38	NO	305.61	NO
29-Sep-15	0	6900	1,633,932	1,871,058	306.48	NO	306.16	NO	305.38	NO	305.60	NO
30-Sep-15	0	6150	1,627,113	2,128,862	306.63	NO	306.19	NO	305.42	NO	305.63	NO
Total	0	95650	34,081,155	43,953,375								
Avg./ day	0.0	3188.33	1,136,038.51	1,465,112.51	306.62	NO	306.16	NO	305.40	NO	305.60	NO

Note: No exceedances to report

RECEIVED

October 7, 2015

OCT 07 2015

We, the undersigned, express our concern with the Township of Puslinch proposed by-law for 2016 user fees and charges. We attend the Seniors' Lunches provided by the Mission and Outreach Committee of Mount Carmel-Zion United Church. These lunches give us an opportunity to meet, to share a meal, to visit and to enjoy some entertainment. With the exception of the Christmas dinner where we pay a nominal fee for a full turkey dinner, our three other lunches ask only for the contribution to a potluck lunch. This is an inexpensive way for us to join together with our neighbours and friends. This is a seniors programme needed here in Puslinch.

We are concerned that charging a user fee for the use of Puslinch Community Centre will result in the discontinuation of these lunches. Please do not change the present policy regarding the user fees for Puslinch Community Centre for our lunch programme.

Name (print)	Address	Signature
GAIL HUETHER	4400 SIDERDALE 20 N	Gail Huether
Debbie Huether	47 Queen St. Morriston	Debbie Huether
Anita Nichol	4013 Hwy #6	Anita Nichol
IDELLA CHAPPE	4142 Hwy 6 S	Idella Chappe
Mary Beth Sutton	4096 Hwy 6 S	Mary Beth Sutton
Janet Cunningham	4132 Hwy 6	Janet Cunningham
Betty Madter	4052 Maddaugh Rd	Betty Madter
CAROL GARDNER -	27 OLYMPIA AVE	Carol Gardner
SANDRA VIOL	12 MAIN ST, MORRISTON	Sandra Viol
Deborah Deauv	20 Victoria St. Morriston	Deborah Deauv

October 7, 2015

We, the undersigned, express our concern with the Township of Puslinch proposed by-law for 2016 user fees and charges. We attend the Seniors' Lunches provided by the Mission and Outreach Committee of Mount Carmel-Zion United Church. These lunches give us an opportunity to meet, to share a meal, to visit and to enjoy some entertainment. With the exception of the Christmas dinner where we pay a nominal fee for a full turkey dinner, our three other lunches ask only for the contribution to a potluck lunch. This is an inexpensive way for us to join together with our neighbours and friends. This is a seniors programme needed here in Puslinch.

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Name (print)

Address

Signature

Audrey Senter	R.R. 2 Puslinch	Audrey Senter
MARG MACKAY	R.R. 1 Puslinch	Marg Mackay
NORMA UPTEGROVE	4391 VICTORIA RD S	Norma Uptegrove
GEORGE UPTEGROVE	4391 VICTORIA RD	George Uptegrove
Sandra Hornsby	13 Currie Dr	Sandra Hornsby
JUNE FAGEN	28 ELM ST Mini Lakes	June Fagen
ANN KUZIK	1 WALNUT WAY MINI LAKES	Ann Kuzik
ELEANOR WINTER	203-215 College Ave W	Eleanor Winter
Lou Howlett	87 OLD BROCK RD	Lou Howlett
Audrey MAST	RR 3	Audrey Mast
Margaret Heath	36 Telfer Glen	Richard Heath

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Name (print)	Address	Signature
LYNN LODGE	976 VICTORIA RD. S. R.A. 2 GUELPH N1T 6H8	Lynn Lodge
LEMERICK	269 WATER ST	E. J. Limerick
MITRO		
HERB HUTCHINS -	815 WATER RD	ARKELL
DARLENE HUTCHINSON	815 Water Rd S	Darlene Hutchinson

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Name (print)

Address

Signature

NANCY Pilon	Millcreek Park	N Pilon
PAT MONTEATH	" "	Patricia Monteath
Penny Pilon	Millcreek Park	Daniel Pilon
Joe Haskell	RR 3 PUSLINCH	
EILEEN HASKELL	RR 3 PUSLINCH	
GEORGE MCBRIDE	mini LANES	
BONNIE MCBRIDE	" "	

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Name (print)

Address

Signature

ELEANOR MARTIN

Eleanor Martin

EVELYN WINER

Evelyn Winer

CHARLENE DOUGHTY

Charlene Doughty

MARIEL MAST

Mariel Mast

BETTY MACDONALD

Betty MacDonald

MILDRED NICOLL

Mildred Nicoll

ALLEN GAMBLE

Allen Gamble

Man Jansen

Ricky H. G. Taylor

Joan Zinger

Martha Jansen

Joan

Brandy Hansen

Brandy Hansen

Danny Sebbah

D. Sebbah

October 7, 2015

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Name (print)	Address	Signature
KEVIN MITCHELL	100 KEATING ST SUDBURY	Kevin Mitchell
DONNA LAKING	7 Badenoch St. MORRISTON	Donna Laking
COLLEEN SUTTON	19 Badenoch St MORRISTON	Colleen Sutton
MARIE CONNORS	4376 WATSON RD. PUSLINCH	Marie Connors
SHIRLEY ENGLIS	33 PARKSIDE DR. GUELPH	Shirley Inglis
Merlin Dowling	R.R. 3 Puslinch	Ma Dowling
JOAN TAYLOR	54 ROBNEY BLVD	Joan Taylor
FRANK KOSTAL	32 STARVIEW CRES. GUELPH	Frank Kostal
PAT KOSTAL	32 STARVIEW CRES GUELPH	Patricia Kostal
Elaine Nelson		
Onena Sokenda		
Edward Rollins	Guelph	
Royetta Speziale	105-225 WESTWOOD RD	ROYETTA SPEZIALE
Maureen Hersch		
Mildred Cummings		
CHERYL MITCHELL	2113 GORDON ST	Cheryl Mitchell

October 7, 2015

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Name (print)

Address

Signature

AUDREY KERSHAW 362 FREELTON RD. RR#3 PUSLINCH Audrey Kershaw

MARIE LANKTREE 32 11th CON E FREELTON Marie Lanktree

JOAN & RAY McCONACHIE 189 Brock Rd FREELTON Joan & Ray McConachie

CORNE GRAY 1803 BROCK RD LORICO Corne Gray

AUDREY KERR 1425 #97 RR.3 PUSLINCH Audrey Kerr

Barbara Kerr 1162 10th con W RR#3 Puslinch Barbara Kerr

DANNY McEDWARD 2170 Hwy 6 RR#3 PUSLINCH Danny McEdward

6.5

From: william knetsch

Sent: October-14-15 9:38 AM

To: Minister of Transportation Correspondence (Web Account); Arnott, Ted; Plut, Kevin (MTO); Karen Landry; Lawson, Scott (JUS); Aldo Salis; Sarah Wilhelm; Jana Reichert

Subject: Morriston / Highway #6

To: Hon. Minister of Transportation Steven Del Duca

MPP Ted Arnott

Planning Dept. Wellington County

Township of Puslinch

OPP Wellington Branch

Hello everyone,

I want to thank everyone involved with creating and implementing the Morriston Street scape study items. Now phase one of the landscaping project has been approved and is being implementing by the Township of Puslinch. This is another important step accomplished to the many other important items that have been installed on the Morriston corridor with the cooperation and hard work by everyone involved. When we all started this so many years ago now, the goal was to try and create this critical corridor as a gateway into Wellington County and Puslinch Ontario. To create road calming measures for the 10,000's of motorist that are forced through a two lane roadway each and everyday and to try to protect these motorists, the residents that live and work on this Highway through the village of Morriston Ontario. It is with great hope that we can all work together to implement the remaining items recommended in the street scape study. The remaining phases of landscaping, lighting the corridor, proper primary and secondary signage. Accidents, endless close calls still happen at horrific and staggering daily and weekly rates. One just has to stand on the sidewalk inches from the Highway to feel the terror. The speed limit is 50 km per hour through the village. We are still experiencing cars and transport trucks not stopping or not able to stop for a red light in Morriston on a constant basis for example. This obviously does not occur when traffic is backed up for kilometres forced to stop and go (this causes so many other problems). The potential of serious accidents happening is when traffic is flowing at a " normal " flow. The motorists will now go at speeds of 60km per hour and over through the village and the corridor of Highway #6. People walking on the sidewalks inches and feet from them, vehicles exiting, entering their driveways or trying to cross Highway #6 are taking their lives in their hands constantly. I urge everyone to continue and complete all recommended items listed on the Morriston street scape study.

I would like to ask the Township of Puslinch to make this letter a public document.

I want to again take this opportunity to thank the Hon. Minister of Transportation Steven Del Duca and the MTO for all the efforts regarding the Morriston Ontario Highway #6 corridor and to hopefully place the Highway #6 by-pass around the village of Morriston Ontario, on the five year infrastructure plan for Ontario in the next budget.

Sincerely Yours,

William Knetsch

6.6(a)



Groundwater
Science Corp.

328 Daleview Place,
Waterloo, ON N2L 5M5
Phone: (519) 746-6916
groundwaterscience.ca

October 19, 2015

Colin Evans
Environment Manager, Lands Manager,
CBM Aggregates
55 Industrial St.
Toronto, Ontario
M4G 3W9

Dear Mr. Evans:

**RE: CBM Puslinch Pit (Licence No. 17600) and Neubauer Pit (Licence No. 625284)
Monitor MP7 Removal.**

As requested, this letter provides a discussion of the proposal to remove MP7, located on the boundary between the Puslinch Pit and Neubauer Pit, from the monitoring program. The location of the sites, and local monitoring locations are shown on the attached Figure.

Location MP7 was installed in 2004 as a condition of the below water extraction amendment at the Puslinch Pit, and has been monitored on a routine basis since that time. Subsequent Licensing of the Neubauer Pit has resulted in additional monitors installed along the perimeter of that site.

Routine extraction is currently proceeding from the Puslinch Pit through to the Neubauer Pit, as planned. Current extraction conditions are such that MP7 cannot be accessed safely due to the activities in that area and proximity to the pit face. This situation is expected to be ongoing as extraction moves west to east in this area.

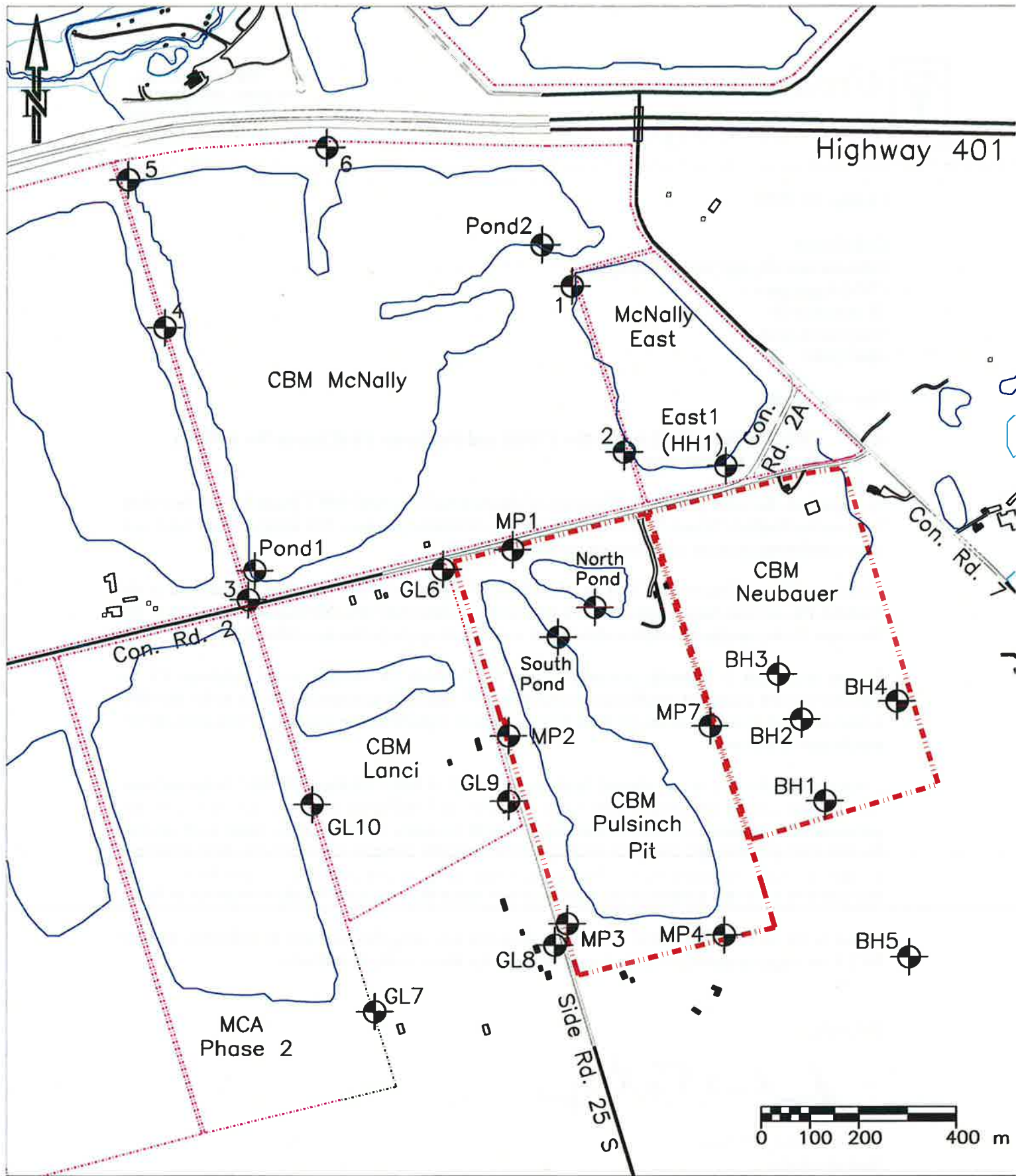
Extraction ponds exist, or are planned, both east and west of MP7. Neubauer Pit BH3 is located near MP7. Monitoring of both ponds, BH3 (until removal), and, additional monitors that exist along the perimeter of both sites is required as conditions of both Licenses. A review of the water level data for the two sites indicates that the water level at MP7 is typically between, and similar to, both Neubauer Pit BH3 and the Puslinch Pit South Pond. A graph illustrating the comparison is attached for reference. We note that due to the location of the well, no action threshold is associated with, or expected at, MP7.

Based on the distribution of other monitors at pit ponds and along the perimeter of both sites, location MP7 is no longer necessary to assess conditions at either site or in the overall area.

Sincerely,

Andrew Pentney, P.Geo.
Hydrogeologist

Attached: Figure: Monitor Locations
Water Level Comparison Hydrograph



CBM Puslinch and Neubauer Pit Licence Boundaries (approximate)

existing Licence boundaries (approximate)

~ surface water: pond (approximate), creek or swale

~ wetland (OBM mapping)

modified from :

1) OBM mapping UNDER LICENSE, WITHOUT PREJUDICE OR ENDORSEMENT, FROM THE QUEEN'S PRINTER OF ONTARIO

2) Site Plans, Harrington and Hoyle Ltd.

3) 2015 Air Photo, Google Earth

Local Monitoring Locations

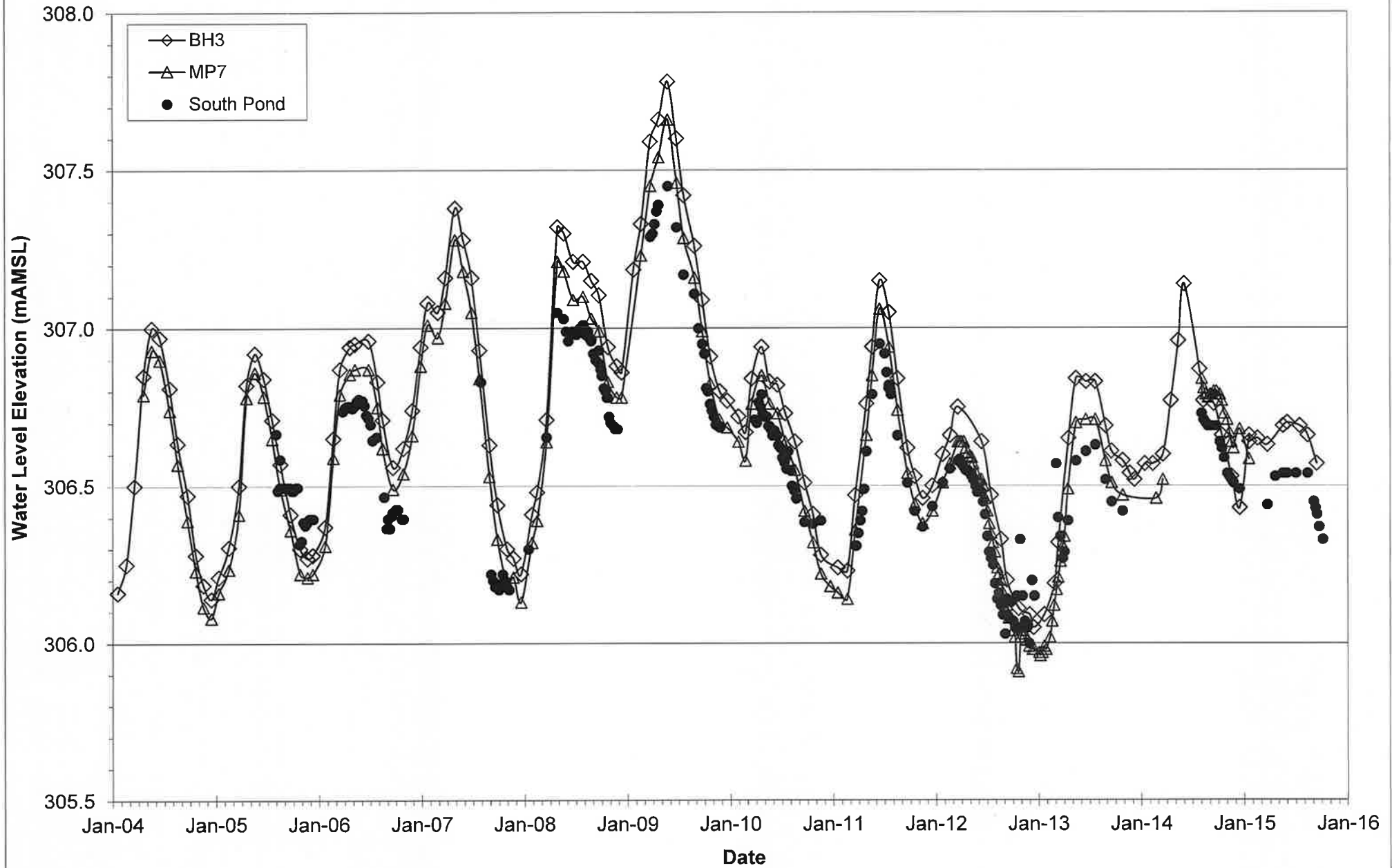
CBM Puslinch Pit Groundwater Monitoring Program



Groundwater
Science Corp.

Scale: as shown
Date: Oct. 2015

Water Level Elevation Comparison - BH3 to MP7 to South Pond



Karen Landry

From: Stan Denhoed <sdenhoed@hardenv.com>
Sent: October-20-15 3:41 PM
To: Karen Landry
Subject: Re: Decommissioning PQA well no. 7

Karen

I have read the October 19, 2015 letter by Groundwater Science Corporation and agree that MP7 can be removed from the monitoring program. The letter explains that there are other nearby monitors that will be used and there will not be a decrease in the effectiveness of monitoring at the site.

Stan Denhoed, M.Sc. P.Eng.
 Senior Hydrogeologist
 Harden Environmental Services Ltd.
 Phone (519) 826 0099
 Cell (519) 994-6488
 Toll Free 1-877-336-4633
 Fax (519) 826-9099
 Website: www.hardenv.com

From: [Karen Landry](#)
Sent: Tuesday, October 20, 2015 3:22 PM
To: [Stan Denhoed](#)
Subject: FW: Decommissioning PQA well no. 7

Hi Stan,

Could you please review and comment. Is it possible to obtain your comments by October 25th so that we can include this on the Council agenda for November 4th.

Thanks,

Karen

From: Glenn Harrington [<mailto:glenn@harringtonmcavan.com>]
Sent: October-20-15 2:54 PM
To: Karen Landry
Cc: Colin Evans; Stephen May; Andrew Pentney; Richardson, Seana (MNRF)
Subject: Decommissioning PQA well no. 7

Hello Ms Landry

I have been asked by CBM to forward a copy of the attached letter from our Hydrogeologist regarding the decommissioning of one of the monitoring wells on the PQA license. The Township was involved in the discussions which lead to the original monitoring program.

This well monitors the area East of the PQD license.

When the Neubauer license was granted a number of monitoring wells were required East of the PQA well no.7 making it redundant.

Glenn

Personal: glenn@harringtonmcavan.com

Offices in Markham, Cambridge, and Aylmer



*Groundwater
Science Corp.*

6.6(Cc)
328 Daleview Place,
Waterloo, ON N2L 5M5
Phone: (519) 746-6916
Email: apentney@rogers.com

Email Report

To: Colin Evans, CBM	From: Andrew Pentney
Email: colin.evans@vcimentos.com	Pages: 2
Phone: (416) 423-1300	Date: October 19, 2015
Re: Puslinch Pit – License No. 17600 Monitoring Report Update	CC: MNR, Township of Puslinch, Harrington McAvan Ltd.

This Report summarizes the results of the groundwater monitoring program for the CBM Puslinch Pit.

Below Water Table Extraction

CBM reports no total below water extraction occurred at the site in 2015 to date.

Water Level Monitoring and Threshold Status

The reported water level measurements, compared to threshold values, are summarized on the attached table. Note that monitoring access to locations MP4 and MP7 in 2015 have been limited by extraction activities and safety concerns. It is our understanding that access to MP4 should be available later this year.

As indicated by the measurements, there were no threshold exceedances observed and no Action Response in 2015. Overall water levels are within historical ranges.

Flow in Mill Creek during October is above "Minimum Average Summer Low Flow". There is no PTTW in place, or water use under a PTTW, at the site.

The monitoring program is proceeding and monthly summaries will continue to be provided during the operational season.

If you have any questions or require further information please do not hesitate to contact me.

Sincerely,

Andrew Pentney, P.Geo.
Hydrogeologist

	Water Level Elevations (mAMSL*) CBM Puslinch Pit						
	MP1	MP2	MP3	MP4	MP7	North Pond	South Pond
Ref. Elevation:	314.77	316.56	317.5	315.35	325.02	307.38	306.795
Threshold:	-	-	305.27	305.27	-	305.64	305.34
18-Feb-15	306.89	306.34	306.31	#N/A	#N/A	#N/A	#N/A
18-Feb-15	306.89	306.34	306.31	#N/A	#N/A	#N/A	#N/A
25-Mar-15	306.83	306.28	306.25	306.28	306.63	306.97	306.44
22-Apr-15	306.95	306.38	306.34	#N/A	#N/A	307.03	306.53
19-May-15	306.95	306.38	306.34	#N/A	#N/A	307.04	306.54
03-Jun-15	306.94	306.39	306.33	#N/A	#N/A	307.04	306.54
04-Jul-15	306.94	306.38	306.34	#N/A	#N/A	307.04	306.54
14-Aug-15	306.95	306.37	306.33	#N/A	#N/A	307.04	306.54
03-Sep-15	306.85	306.31	306.29	#N/A	#N/A	306.93	306.45
09-Sep-15	306.82	306.30	306.27	#N/A	#N/A	306.91	306.43
15-Sep-15	306.80	306.27	306.24	#N/A	#N/A	306.89	306.41
22-Sep-15	306.77	306.24	306.21	#N/A	#N/A	306.85	306.37
05-Oct-15	306.73	306.20	306.17	#N/A	#N/A	306.81	306.33

Notes:
 * Elevations are geodetic, as per Van Harten Surveying Inc. July 2007 reported reference elevations
 TOC = Top of Casing #N/A = not available mAMSL = metres above mean sea level



6.7(9).
Steve Noonan
President, Guelph Triathlon Club
drsteve@drstev Noonan.com
519-827-6588

Township of Puslinch
7404 Wellington Rd. 34,
Guelph, ON
N1H 6H9

October 19, 2015

Dear Honourable Members of Township Council,

My name is Dr. Steve Noonan and I am president of the Guelph Triathlon Club, a non-profit organization comprised of approximately 75 people from the region. We have been in existence for over ten years.

We would like to apply for a rate reduction to rent the Optimist Recreation Centre Gymnasium in Aberfoyle. We hope to rent the gym on a weekly basis for 2-3 hours each week starting perhaps in November or December and extending into March or April. Rather than the usual \$26 per hour, I am respectfully asking council to reduce the rate to \$18 per hour. As a non-profit organization \$50 is pressing our budget while \$75 is beyond it.

It is our intention to rent the gym pending availability on either Saturday or Sunday mornings and occasionally both days. In speaking to Marissa Herner, I understand the gym is available for the times we wish. We will create some traffic of approximately 20 people for each visit, many of whom do not even know of the existence of the gym and other facilities. We believe this additional exposure will benefit the township by generating additional revenues as well as the possibility of other opportunities. This would earn the township an additional \$54 per week, monies that are currently not being generated.

I appreciate this matter being taken into consideration very much and extend my thanks to the members of Council,

Sincerely,

Dr. Steve Noonan
drsteve@drstev Noonan.com
519-827-6588

October 29, 2015

Township of Puslinch
7404 Wellington Rd. 34
Guelph, ON N1H 6H9

Mayor Lever and Councillors

RE: City of Guelph Municipal Class Environmental Assessment – Niska Road

City of Guelph Staff would like to thank the Township of Puslinch for receiving the presentation on the Municipal Class Environmental Assessment (EA) for Niska Road at the Council meeting on Wednesday, October 21, 2015. Further to the presentation and delegations on this study, the following additional information may help clarify matters that were raised at the Council meeting:

- Niska Road is a two lane collector road as designated in the City's Official Plan
- The Guelph Wellington Transportation Master Plan was developed in direct consultation and involvement with the County of Wellington. Niska Road is designated as a two lane collector road in the master plan. Further on-going collaboration between the City and County on regional transportation matters continues to occur.
- The proposed replacement of the Niska Road bridge has been planned for a number of years and has been included in City budget forecast since at least 2004. The need to replace the bridge was planned before the completion of the Ministry of Transportation Environmental Assessment for the Hanlon Parkway and before the removal of the Stone Road extension from the City's Official Plan. Planning for the bridge replacement included the requirement to undertake an EA study.
- The EA study has confirmed that there is no need to widen Niska Road beyond the current two lane collector road. The capacity analysis for Niska Road took into account future development and growth in the City including possible development in the Niska Road area. Since there is no need to widen the existing two lane collector road, there is no need to widen the bridge beyond the two lanes required to connect the existing two lane City collector road and the existing two lane Township road.
- Traffic volume increase for Niska Road is similar to the expected traffic volume growth on the City's transportation network and is consistent with the Transportation Master Plan. The traffic volume on Niska Road is already significant and will grow with or without a new bridge as it has been growing over the past 20 years.
- Traffic calming measures are proposed in the EA that will both deter and slow down traffic. These measures are permanent and will consistently calm traffic. The current one lane bridge only provides intermittent traffic delays when opposing vehicles meet at the bridge.
- Based on the conceptual designs to date, it is anticipated that only one tree would be impacted on the Puslinch side of the bridge and measures to mitigate the impact to that tree will be considered. It is also expected that the bridge and road reconstruction will have minimal impact on the Puslinch side as the intent is to match and restore the existing two lane road at the City's cost. Road concept

City Hall
1 Carden St
Guelph, ON
Canada
N1H 3A1

T 519-822-1260
TTY 519-826-9771

guelph.ca



Township of Puslinch

October 29, 2015

RE: City of Guelph Municipal Class Environmental Assessment – Niska Road

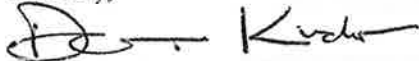
Page 2 of 3

alternatives have also been developed to maintain the viewscape by matching the existing road profile and to minimize potential tree impacts through road cross section details.

- Truck traffic has been considered in the EA design concepts. The bridge height can be designed to prevent/reduce large truck use and consideration for the implementation of on road structures such as limit clearance arches have been included as possible design concepts. Niska Road is currently included in a truck exclusionary zone.
- Consultation with the Grand River Conservation Authority has been ongoing throughout the study. GRCA was a member of the Community Working Group for the project and will be an approval agency during the detailed design phase of the project. As well, GRCA is undertaking a master plan for their adjacent property and the City will actively participate in the associated planning process.
- As a result of meeting with the City's Heritage Committee, the City intends to review designating Niska Road as a Heritage corridor
- If the proposed canoe launch concept design as proposed in the EA is not acceptable on the west side of the river/bridge, an alternate location on the east side of river/bridge can be reviewed.
- A Community Working Group was created for this project and provided valuable input in the EA study that resulted in additional project studies with respect to heritage and traffic to be undertaken. The CWG mandate was not to be a decision making group but a group to provide input to the study and to provide an opportunity for CWG members to gain greater insight into the project EA process.

Due to the poor condition of the existing bridge and road, the City must be proactive and find a solution to the current conditions. The Schedule C Municipal Class Environmental Assessment study that the City is currently undertaking is the proper approach to reaching a solution to address the situation. We hope that the above information in addition to the presentation materials that were provided at the October 21, 2015 Council meeting helps to clarify issues with respect to the Niska Road EA study. Should you require further information or have questions, please feel free to contact me directly.

Sincerely,



Don Kudo, P.Eng., Deputy City Engineer/Manager, Infrastructure Services
Engineering and Capital Infrastructure Services,
Infrastructure, Development and Enterprise
Location: 1 Carden Street 3rd floor

T 519-822-1260 x 2490

F 519-822-6194

E don.kudo@guelph.ca

C Donna Tremblay, Deputy Clerk (Township of Puslinch)

Don Creed CRS-S Director of Public Works and Parks (Township of Puslinch)

CAO Office (City of Guelph)

Philip Rowe (R. J. Burnside)



Corporation of the Township of Puslinch

**Community Based Strategic Plan
—PSWG Session #2**

September 29, 2015

Whitesell & Company

CONTACT:

John A. Whitesell, PhD

416.994.9725

john@whitesellcompany.com



CONTENTS

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Forms: 7

 Issue Rating

 Issue Ranking

PROJECT UPDATE & OCTOBER 23 AGENDA

Our second session with the Puslinch Strategy Work Group (PSWG) of 11 people on September 29 resulted in two major accomplishments by completing the 1) Mission Statement and 2) Strategic Priorities. The new mission statement was a blending of ideas based on the work of two breakout groups during our session. The following is the final version (you can find the draft submissions later in this document):

PUSLINCH MISSION

Progressing Together to provide sustainable services while we protect resources and respect our heritage. We promote a safe, fun & prosperous rural community.

The Strategic Priorities were determined through a technique called comparative ranking that is based on a concept called, *choice architecture*. This approach helps to negate systematic bias and voting pressure while retaining individual liberty of choice. When the individual results were tallied to reflect the choices of all 11 members of the PSWG, the Strategic Opportunity Grid was highly reflective of our previous, open-ended discussions and debates, especially with unanimous agreement that Finance (B) is a clear strength.

There is one Issue that I would like you to consider again and that is Puslinch Identity (J). It may need to be “promoted” from a non-issue — low performance and low value — to an opportunity. Many of the issues such as Water (D) and the Morriston Bypass (L) are going to impact surrounding municipalities and in the future, the perception of Puslinch will be in play in the media and in the minds of all Township stakeholders. In fact, the October 10 edition of the Wellington Advertiser (as reported by PuslinchToday.ca) ran an article on “Puslinch Water taking...” with members of Council quoted in the article. Therefore, it is in the best interest of the Township to be proactive and strategic about how Puslinch is perceived and that those issues that are within your power to influence as a Township will be consistent with your Mission, Vision and Strategic Priorities.

I will be meeting with the staff project team on October 23 to discuss the Strategic Priorities and to develop a 3-year Vision Statement for the Township. The third item on our agenda is to discuss what elements of the three major plans — Fire, CIP and Recreation and Parks — fit into the Strategic Priorities. We have two hours allocated for the meeting but we *may* need an additional hour (09:00-12:00).

PUSLINCH VISION & COUNCIL INPUT

In preparation for the October 23 meeting, I would appreciate it if Council members could submit your thoughts about what a 3-year Vision for Puslinch should include. You can send me bullets, prose, poetry, examples or even a draft vision for consideration.

Please email your submissions to me by the end of day on October 20 john@whitesellcompany.com. I will consolidate Council's input for our staff meeting.

FINAL THOUGHTS

The September 29 session was highly productive and I especially appreciated the focus that you demonstrated while maintaining the “fun” that truly reflects your approach to discussion and problem-solving.

Please note that at the end of this project, we will assemble all of the documents on a USB stick for the staff to keep on file for future reference.

The staff meeting on October 23 will conclude the formal group work for this project and thank you everyone for making this a truly enjoyable and productive experience.

Sincerely,



John A. Whitesell, PhD
Managing Director

PUSLINCH MISSION — DRAFT

GROUP

1

Progressing Together to provide excellent sustainable services that create a safe, fun & prosperous rural community.

GROUP

2

Puslinch strives to provide a safe environment with responsible growth while maintaining sustainable services. We protect resources and respect our heritage through community involvement as we progress together.



FINAL

Progressing Together to provide sustainable services while we protect resources and respect our heritage. We promote a safe, fun & prosperous rural community.

PUSLINCH STRATEGIC ISSUES

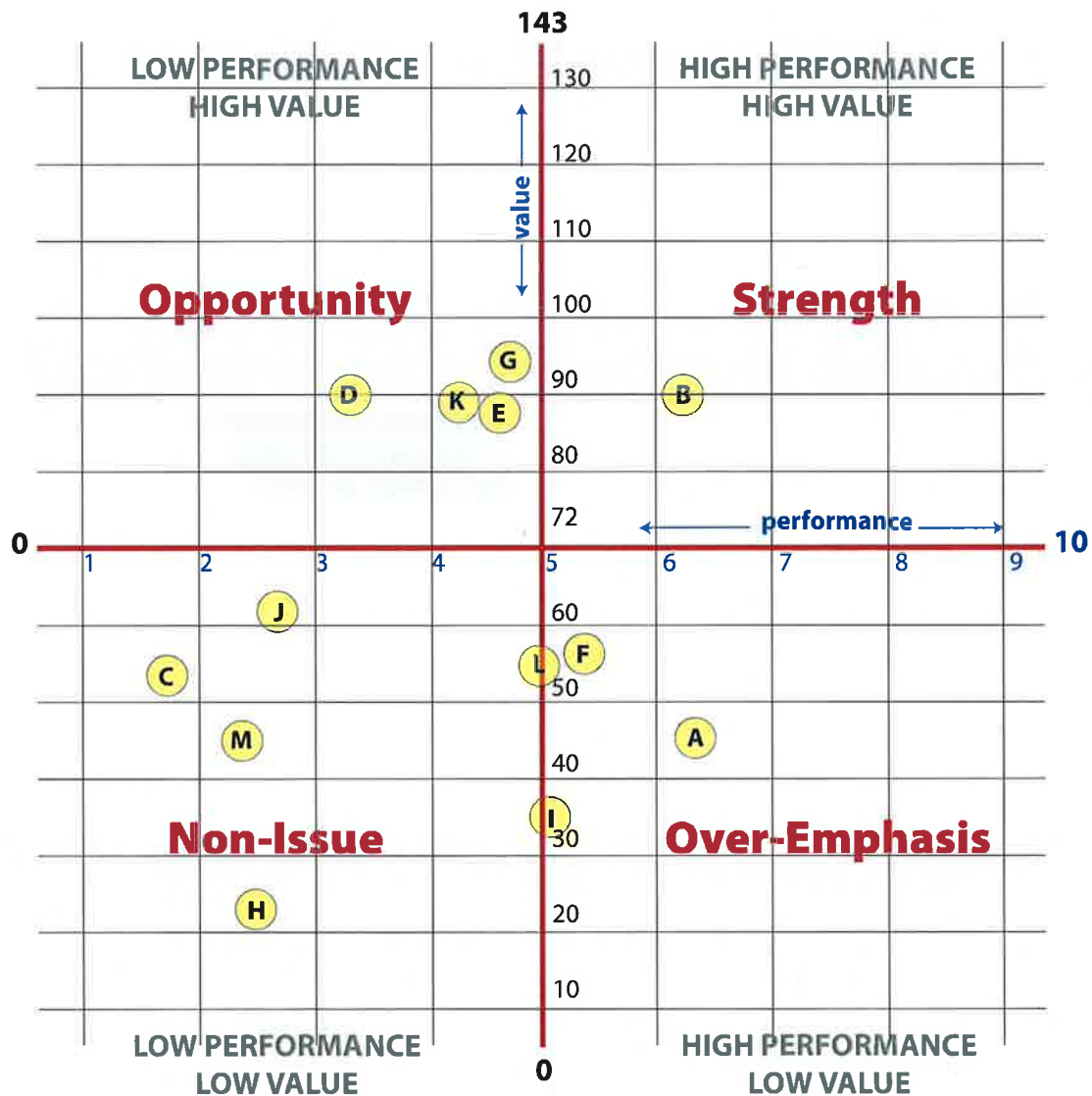
PUSLINCH ISSUE	DESCRIPTION	VALUE	PERFORMANCE
A. GOVERNMENT REGULATION & LEGISLATION	<ul style="list-style-type: none"> i. Greenbelt Act constraints ii. Planning Act: Urban boundary constraints iii. Places to Grow: water, sewer and transportation corridor iv. Aggregates Act v. Clean Water Act vi. MPAC 	41	6.3
B. FINANCE	<ul style="list-style-type: none"> i. Resourcing, e.g., grants, staff ii. Small Tax Base iii. Debt (what you incur debt for) iv. Asset Management & Capital Planning v. Fiscal Responsibility 	89	6.2
C. HOUSING AFFORDABILITY	<ul style="list-style-type: none"> i. Residential assessments ii. Youth and elderly housing — housing continuum iii. First time homebuyers iv. Garden suites v. Cost of land and residential lots 	51	1.9
D. WATER	<ul style="list-style-type: none"> i. Municipal Services — priority ii. Allocation to other municipalities iii. Permits for industrial residents iv. Optimize long history of monitoring 	89	3.8
E. SERVICE LEVELS	<ul style="list-style-type: none"> i. Define service levels ii. Resident expectations & value iii. Garbage pickup iv. Lack of accessibility for natural gas 	85	4.8
F. TRAFFIC VOLUME	<ul style="list-style-type: none"> i. Traffic coming from out of Township ii. Access iii. Cambridge to Guelph: Township roads have become commuter conduits iv. Infrastructure upgrades 	57	5.2

CONTINUED...

PUSLINCH ISSUE	DESCRIPTION	VALUE	PERFORMANCE
G. GROWTH & ECONOMIC DEVELOPMENT	<ul style="list-style-type: none"> i. Residential & non-residential ii. Location, location, location iii. Problems developing future industrial areas iv. Bylaws, enforcement, Planning, e.g., home-based businesses that grow (landscapers) v. Ability to compete with urban centres vi. Ability to work with universities and other urban centres to locate resources here vii. Note: water and sewer intersects with this issue 	91	4.6
H. HIGH SPEED INTERNET ACCESS	<ul style="list-style-type: none"> i. Lack of availability ii. Terrain challenges 	23	2.6
I. PUBLIC RECREATIONAL AREAS	<ul style="list-style-type: none"> i. 1200 acres of natural land tracts ii. Puslinch Lake iii. GRCA 	34	5
J. PUSLINCH IDENTITY	<ul style="list-style-type: none"> i. People don't know where they live! ii. Gateway signage, post office iii. Branding iv. Volunteers declining; core group is shrinking v. CIP 	62	2.9
K. MASTER PLAN RECOMMENDATIONS	<ul style="list-style-type: none"> i. Fire, Recs, CIP ii. Political Will & Commitment 	86	4.2
L. MORRISTON BYPASS	xiii. i. Highway 6	54	5
M. ANNEXATION & AMALGAMATION	xiv. Guelph, Cambridge expanding boundaries	43	2.5

Township of Puslinch Strategic Opportunity Grid

September 29, 2015



**STRATEGIC WORKSHOP #2
—PRESENTATION DECK
SEPTEMBER 29, 2015**



STRATEGY WORKSHOP #2

FACILITATED BY
DR. JOHN WHITESELL

September 29, 2015



1

STRATEGY SESSION #2

SEPTEMBER 29, 2015 AGENDA

- CBSP Project Update
- Mission Statement
- Vision
- Strategic Priorities & SOG

2



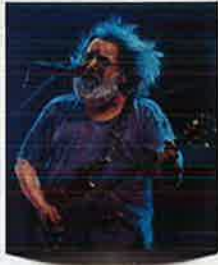
TOBIAS BEAUCHAMP (TOBI)
Director, Pawsitivity & Wellness

3

4

JERRY GARCIA

"Somebody has to do something and it's incredibly pathetic that it has to be us."



5

FARGO

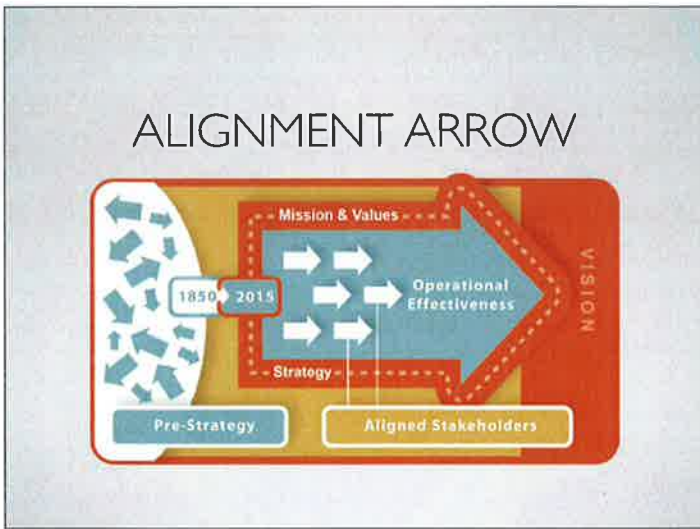
A Lesson for the Info-Age



6

TOWNSHIP OF PUSLINCH STRATEGIC PLANNING





MISSION STATEMENT

One sentence that describes why Puslinch exists and that statement will guide decisions about priorities, actions & responsibilities.

The logo of the Township of Puslinch, featuring a shield with various symbols and the motto 'PROGRESSING TOGETHER' on a banner below.

PFRS MISSION STATEMENT CURRENT

"We, the members of Puslinch Fire & Rescue, dedicate our efforts to provide for the safety and welfare of our residents and the public through preservation of life, property, and the environment.

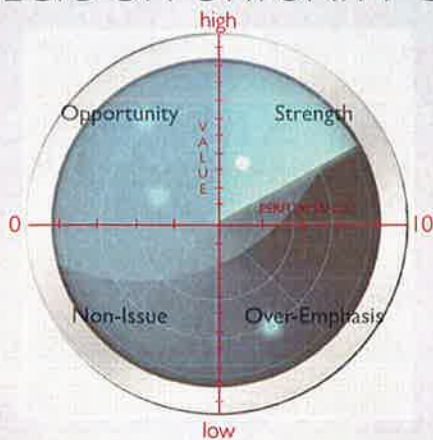
- Prevent
- Save Lives
- Protect Property"

Note: MFP draft recommends updating Mission and creating a Vision Statement.

CREATING A MISSION

- Richard Branson: "Screw it, let's do it."

STRATEGIC OPPORTUNITY GRID



13

Which "ISSUE" is more important to the future of Puslinch?

A Implement Master Fire Plan

B Morriston Bypass

14

PERFORMANCE

1. No Performance
2. Very Poor
3. Poor
4. Below Average
5. Adequate
6. Above Average
7. Good
8. Very Good
9. Exceptional Performance



15



John Whitesell, Ph.D.
Managing Director
jwhitesell@whitesellcompany.com
416.416.9225
F 905.248.1200

Liberty Village
60 Adelaide Avenue, Suite 200
Toronto, Ontario M5H 1P5
www.whitesellcompany.com

Whitesell & Company

FORMS:
ISSUE RATING
ISSUE RANKING

Legend:

1	- No Performance
2	- Very Poor
3	- Poor
4	- Below Average
5	- Adequate
6	-Above Average
7	- Good
8	- Very Good
9	-Exceptional Performance

A -	
B -	
C -	
D -	
E -	
F -	
G -	
H -	
I -	
J -	
K -	
L -	
M -	

Which "issue" is more important to the future of Puslinch?

A

B

C

D

E

F

G

H

I

J

K

L

M



6.10(a)

Township of Puslinch

7404 Wellington Road 34

Guelph, ON, N1H 6H9

T: (519) 763 – 1226

F: (519) 763 – 5846

www.puslinch.ca

Whistle Stop Co-Operative Pre-School Inc.
4168 Victoria Rd. S.
Puslinch, ON N0B 2J0

October 27, 2015

Attn: Ms. Sandra Gunson

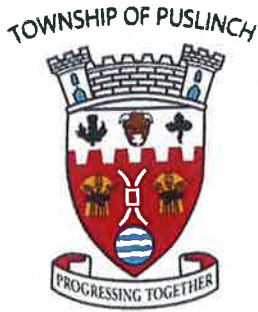
Re: Monetary Contribution for Alf Hales Hall Cabinets

On behalf of the Township of Puslinch Council, we would like to extend our thanks to Whistle Stop Co-Operative Pre-School for your generous contribution of \$2,000 towards the replacement of the cabinets in the Alf Hales Hall at the Puslinch Community Centre.

Sincerely,

Dennis Lever, Mayor

6.10(b).



Township of Puslinch

7404 Wellington Road 34

Guelph, ON, N1H 6H9

T: (519) 763 – 1226

F: (519) 763 – 5846

www.puslinch.ca

Optimist Club of Puslinch Ladies
7404 Wellington Rd. 34
Guelph, ON N1H 6H9

October 27, 2015

Attn: Ms. June Williams

Re: Monetary Contribution for Alf Hales Hall Cabinets

On behalf of the Township of Puslinch Council, we would like to extend our thanks to the ladies of the Optimist Club of Puslinch for your generous contribution of \$1,500 towards the replacement of the cabinets in the Alf Hales Hall at the Puslinch Community Centre.

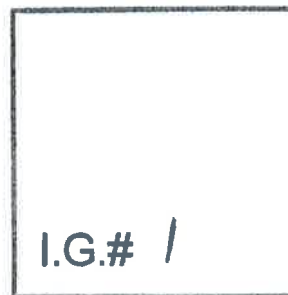
Sincerely,

A handwritten signature in blue ink, appearing to read 'Dennis Lever', is written over a light blue horizontal line.

Dennis Lever, Mayor

October 14, 2015

Dennis Lever
Mayor
Township of Puslinch
7404 Wellington Road 34R. R. # 3
Guelph, ON N1H 6H9



Dear Mayor Lever:

As you know, the Association of Municipalities of Ontario (AMO) administers the federal Gas Tax Fund for all Ontario municipalities, except the City of Toronto. The attached Report for the year ending December 31, 2014 tells the story of how the federal Gas Tax Fund is at work across our Province. Not including the City of Toronto, Ontario's municipal governments invested \$561 million in more than 1,200 infrastructure projects worth more than \$4 billion in 2014.

AMO administers the Gas Tax Fund on a per capita basis, meaning that municipalities are aware of their future funding allocations and can budget accordingly. This unique arrangement is the result of a federal-municipal partnership that is more than 10 years old and benefits all municipalities in Ontario.

In 2014 AMO signed a new Agreement with the Government of Canada for an additional 10 years. The Agreement builds on the Fund's strengths with new features, including increased flexibility, new requirements for asset management planning and new project categories to invest in. You can learn more about the new Agreement on page 17.

The new Agreement also puts a greater emphasis on communications. Turn to page 19 for more information about how AMO and the municipalities are working hard to promote the benefits of the federal Gas Tax Fund across Ontario.

We encourage you to share this Report with your local Council. You can also visit www.gastaxatwork.ca at any time and find the Gas Tax projects in your community by searching our project map.

The federal Gas Tax Fund is one of the only permanent, predictable and stable sources of funding for municipal infrastructure. The Fund is improving the quality of life in our municipalities and helping to make Ontario a fantastic place to live, work, visit and do business.

Should you have any questions, please feel free to contact AMO's Executive Director, Pat Vanini at 416-971-9856 or pvanini@amo.on.ca.

Sincerely,

Gary McNamara
AMO President

Attachment

RECEIVED

OCT 13 2015

Township of Epsom



GUELPH TRAIL HIKING CLUB NEWSLETTER

PO Box 1, Guelph, ON Canada N1H 6J6 Volume 43, #3 -- October, 2015

Telephone: 519 716 8273, Internet: www.guelphhiking.com



PREZ SAYS

The GHTC's Fall/Winter volume of the newsletter is upon us, which means that our memberships with the Club have recently expired. I hope you have had another great membership year of hiking, and have enjoyed participating in Club hikes and events, and/or supporting all of the work that the Club does. If you have not yet had a chance to renew, please take a second to do so now. You can renew electronically on the GHTC website, <http://www.guelphhiking.com>, or you can print a copy of the registration form and mail it in.

The arrival of fall also means that it is almost time for the GHTC's Annual General Meeting, coming up in mid-November. Please reserve Thursday, November 19th in your calendar to join us at this year's AGM if you can. It will be held at the Zehrs Community Room at Imperial and Paisley again this year. Check the newsletter or calendar for more details.

We also have some special maintenance events planned for three Saturdays in October. Activities include building a cedar log bridge, installing posts and QR code icons, and then installing water bars on a hilly section to prevent erosion and make trails easier to climb/descend. Please contact John Fisher at 519-853-1719 or jhnfsshr62@gmail.com to reserve your spot and receive further details.

With the incredible colours, cooler temperatures, and no bugs, autumn is one of the most popular times of year for hiking, but winter hiking has its charms too and is one of my personal favourite times of year on the trail. Once all the trees shed their leaves and there is a carpet of snow, the landscape looks completely different, giving a new feel to trails that you have been on before. You can also see all of the animal tracks in the snow, displaying evidence of the wildlife that you might not have realized that you are regularly sharing the trail with.

Gayle and the GHTC Hike Leaders have put together another great schedule of hikes, and there are planned Kids Hikes and social events to give you plenty of chances to join other members of the Club for a hike or activity this Fall/Winter. Make sure you check the schedule (page 11) for dates and times, and then seize the opportunity to get out on the trail.



Stretch and Stride participants pose for fun. See page 9 for more information.

I.G.# 2

THIS GHTC NEWSLETTER

The GHTC Newsletter, published in March, July and October, is sent to all of the club members, other trail organizations, landowners who provide access for our trails, advertisers and club supporters. Opinions and views expressed in this newsletter are those of the individual writers or advertisers and do not necessarily reflect those of the Guelph Hiking Trail Club executive, members, or affiliated bodies such as Hike Ontario.

Check the club web site for details on merchandise for sale and club contacts: www.guelphhiking.com

Club members and others are encouraged to submit articles, notices and photographs to the newsletter editor for possible publication in your club's newsletter.

Deadlines for receiving material for publication from members, hike leaders and other contributors are:

February 15 for the March issue, June 15 for the July issue, and September 15 for October issue.



Algonquin Eco-Lodge
www.AlgonquinEcoLodge.com

A unique wilderness lodge on the southern tip of the Park. On the shores of a private lake and a cascading waterfall, the Eco-Lodge is ideal for people wanting to experience nature without having to "rough it". 60 km of hiking trails, perfect to enjoy the Fall colours. **1-800-776-9453**

BD RENTALS
105 ALMA STREET ROCKWOOD ON N0B 2K0
PH: 519-856-9571 FAX: 519-856-9657



CONSTRUCTION, LAWN & GARDEN EQUIPMENT

THE GUELPH HIKING TRAIL CLUB

Come on out and join us on the trails.

The Guelph Hiking Trail Club is dedicated to recreational hiking through building and maintaining a system of trails between the Grand Valley (Fergus, Elora, Cambridge) on the west and the Bruce Trail (at Limehouse - near Acton) on the east. Most of the 55 km of trailway are linear but there are several pleasant loops that make transportation easier.

The trail system was established over 40 years ago and exists through the generosity of landowners who provide access to the trails, volunteers who maintain the trails, and members whose annual membership fees offset the cost of maintaining the system.

All anyone needs to get started walking the trails are the Club's Handbook with its detailed maps, some sturdy footwear, a bottle of water and your favourite snack. All trails are suitable for a family outing.

Although there is no charge to use the GHTC trails, membership in the Club has many benefits:

- Make hiking part of your regular fitness routine,
- Meet with other fitness-minded individuals on a regular basis,
- Attend slide nights and other social functions,
- Purchase the Handbook (Trail Guide) at reduced rate,
- Receive regular notification of club activities through the club's newsletter published three times yearly and, if providing an e-mail contact address, get bi-weekly notification of upcoming guided hikes and slide nights.

We are fortunate to live in such a beautiful area with such close access to many hiking trails. If you are already a member, the GHTC extends a sincere thank-you. If you are not a member, we invite you to join and help us to continue to provide access to the glorious countryside on our doorstep.

MEMBERSHIP in the Guelph Hiking Trail Club is only \$25 per year for individuals or for entire families. A Membership Application Form can be obtained from the club's website at <http://www.guelphhiking.com> or in the GHTC brochures found within the community information boxes in most libraries and other locations throughout the City of Guelph and Wellington County.

GHTC CONTACTS FOR 2015

President	David Culham	519 836 5567
	dculham@gmail.com	
Past Pres.	Bill Mungall	519 836 5567
	wmungall0809@rogers.com	
Vice Pres.	Michelle Wan	519 837 2730
	ymaewan@gmail.com	
Secretary	Christine Bando	
	christinebando@gmail.com	
Treasurer	Anne Waller	519 822 6007
	a.waller@outlook.com	
Membership	Christine Bando	
	christinebando@gmail.com	
Volunteers	Leilan Baxter	519 829 5322
	leilan.baxter@gmail.com	
Hike Ontario	Mike Curtis	905 877 4134
	mikecurtiserin@yahoo.ca	
Publicity	Suzanne Gates	519 265 3962
	sgates14@hotmail.com	
Hike Schedule	Gayle Jeffery	519 856 1012
	gaylej@rogers.com	
Social	Gita Housser	519 822 2568
	ghousser@netscape.net	
Website	Pat Scott,	519 763 4275
	patzscott@gmail.com	
Newsletter	Pete Jaspers-Fayer	519 835-0829
	pjf@uoguelph.ca	
Advertising	Ben Polley	519 265 6546
	ben@evolvebuilders.ca	

TRAIL COORDINATORS

Radial Line	John Fisher	519 853 1719
	jhnfsshr62@gmail.com	
Speed River	Bill Mungall	519 836 5567
	wmungall0809@rogers.com	
Kissing Bridge	Mike Curtis	905 877 4134
	mikecurtiserin@yahoo.com	

**YOU CAN BECOME A CERTIFIED HIKE LEADER!**

From 9:00- 4:00, Sunday, November 8, GHTC is putting on Hike Ontario's Certified Hike Leader course at the University Centre, U of G. Once certified as a leader, you can plan, schedule and lead hikes of your own making or start off co leading with an experienced leader. Hike leaders can lead as few or as many hikes as they want and can choose to share their favorite trails with others.

Very satisfying...just ask any of our leaders! It's Just \$25 for GHTC members, and refundable once you have led three hikes for GHTC. Course consists of classroom training and some outdoor hike leader scenarios.

Come dressed for hiking, and pack a day pack (including lunch) as though you were setting out on a day long hike. Lots of fun, new people to meet, and lots of useful information handed out on where to hike locally.

If you wish to learn more about leading hikes, contact the hike leader ahead of time and ask if you may shadow them on their hike. Contact Bill Mungall (519-836-5567 wmungall0809@rogers.com) for information on registering and parking for this event.

ARE SHORT WORKOUTS WORTH IT?

Yes. Longer is better, but you can get by with quick bouts of activity when that's all you have time for. The American Centre for Disease Control suggests 150 minutes of moderate-intensity aerobic activity each week (like walking or biking at a medium-fast pace), plus two sessions of muscle-strengthening exercise. Several 10- minute bursts of exercise each day can get you to this goal and help keep you fit. (From webmd.com)

- A vigorous five-mile walk will do more good for an unhappy but otherwise healthy adult than all the medicine and psychology in the world. — Paul Dudley White
- The best remedy for a short temper is a long walk. — Jacqueline Schiff

CANOE & KAYAK RENTALS

SPEED RIVER PADDLING INC.



Rates:	Weekdays	Weekends
Canoes	\$12/hour	\$15/hour
Kayaks	\$10/hour	\$12/hour

Gift certificates available in any amount


Open daily from 10am - dusk til Sept 13, weekends only til Thanksgiving, closed Mondays

Prices include paddles and lifejackets of all sizes, map and bailer

Inquiries in person, or email at: speedriverpaddling@hotmail.com

GHTC TRAIL USERS' CODE

- Take nothing but pictures
- Leave nothing but footprints
- Hike only along the marked routes
- Use the stiles; do not climb fences
- Walk around a farmer's cultivated field, not across it
- Leash your dog near farms or livestock
- Avoid potential fire hazards by not building fires
- Leave flowers, plants and wildlife for others to enjoy
- Do not camp on trails
- Leave the trail clean - carry out all litter.



Naturally Superior ADVENTURES

Wawa

- > Hike Coastal Trails
- > Paddle Superior Coastlines
- > Sea Kayak Instruction
- > Musical trip by Voyageur Canoe
- > Lodge B&B accommodations
- > 2 - 5 day Adventure Packages

On Lake Superior
1.800.203.9092
naturallysuperior.com

LONG DISTANCE HIKER AWARDS

Application Update

Greetings from Hike Ontario,

This is a reminder that we are always taking submissions for our 'Long Distance Hiker Awards'.

The cost is \$15 per badge. Fill out the form at

http://hikeontario.com/wp-content/uploads/2014/03/LDHA_Submission_Form.pdf and submit

it to our Program Manager at

info@hikeontario.com.

Application to be approved by Hike Ontario,

Regards,

Lewis Williams, Chair, Certification CTTE,
Hike Ontario

certification@hikeontario.com



Red Pine Award

You must hike a total of 550 kilometers. You must hike at least 150 kilometers on at least two trails.



Trillium Award

You must hike for at least 150 kilometers. You must log a total of 950 kilometers.



Tamarack Award

You must hike at least 150 kilometers on each of at least three trails, for a total of 1500 kilometers.

GHTC COMMUNITY OUTREACH

Our leaders have conducted 15 **Mood Walks** on Thursdays this year for about 20 Homewood outpatients, the final walk being on Aug. 27, helped by several leaders over the spring and summer. We plan to train and certify the Homewood staff as certified hike leaders this fall, along with GHTC members.

A SUMMER SOLSTICE PICNIC

was organised by the Social Committee on Friday late afternoon, June 19. We rented the small pavilion at Riverside Park, which was just the right size for the 25 to 30 people who took part in this fun event. Everyone brought food for the pot luck and as usual it was plentiful and delicious. We had a bit of a social hour while waiting for everyone to arrive, and then sat down to our wonderful meal.

After dinner, Suzanne Gates led is in a 45 minute hike around the park. Some stayed behind and just relaxed and chatted. The weather was perfect and the evening was a great success.

Text and photo by Gitta Housser.



Joke: What comes after two straight days of hiking in the rain around Guelph?

– Monday morning,



SCOUTTECH OUTFITTERS

**Gear up for ANY adventure with us.
Whatever your outdoor passion is, we've
got you covered.**

- **New Brands Arriving for 2015!** Fox River Socks, Chacos & Hanwag Footwear, Salewa Footwear & Packs, , Black Diamond Packs & Hiking Poles, Marmot, Westcomb (Made in Canada Apparel), Arc'Teryx, Bergans of Norway, Big Agnes, Thermarest, Platypus, Reef Sandals, Treksta & Hi-Tec Footwear & More!
- **New Models & Styles Arriving from:** Darn Tough & Wigwam Socks, Osprey & Lowe Alpine Packs, Keen, Salomon & Oboz Footwear, Fjallraven Outdoor Apparel & Many More!
- **Sign up for our email list newsletter** for notice of upcoming sales & exclusive discount coupons.

2201 Bostock Crescent, Mississauga, L5J-3S8

905 828 9262

www.scouttech.com

GHTC MEMBER REGISTRATION

Current **Membership Numbers**, as of Aug 31 2015:

Individual Memberships	104
Family Memberships	69
Organization Memberships	1
5yr Memberships:	55
Life Memberships	5
Overall Grand Total.....	229

TRAIL MAINTENANCE VOLUNTEERS

We need more of them! The more the merrier.— Really – It goes faster, and it's more fun when there are friends working by your side. Some of you are already on the list – THANK YOU!

If you are not on the list, and you wish to be, please contact Leilan.Baxter <leilan.baxter@gmail.com>

experience
The East Coast Trail
 with
Brown Rabbit Walkabout

Hike 250 kms of
 beautiful coastal trails
 on the Avalon
 Peninsula in
 Newfoundland
 with our help.

We provide
 transportation from &
 to St. John's Airport,
 to and from trail heads,
 and three meals a day
 with accommodations.

For prices and
 information contact Isa.



Phone: 1-709- 334-2208

Fax: 1-709- 334-3601

email: brownrabbitcabins@nf.aibn.com

www.brownrabbit.nl.ca

WINTER PARTY

Sunday January 31

Join us at the Union Hall, 611 Silvercreek Pkwy,
 for our Winter Party. Social time will be from 4:00
 pm to 5:00 pm. Pot Luck Supper will be at 5:00
 pm. Please bring your favorite dish to share, your
 own plates, cups and cutlery. Coffee, tea and juice
 will be provided.

A hike is scheduled prior to the party, so please
 check the hiking schedule.

[I went last year, and had a great time ... Ed.]

RSVP by January 27 to Gitta Housser
ghousser@netscape.net – 519-822-2568



BEWARE!

The following GHTC trail sections will be
 closed during hunting season.

Radial Line Trail:

Section #3

Closed Nov 2 – Nov 8.

Section #4

Closed Oct 1 – Dec 31.

(Alternate. route via 30 Side Road)

Speed River Trail:

Section #2

Closed from Sep 1 through Jan 20.

Full details on hunting seasons can be
 found at: <http://www.mnr.gov.on.ca>

Take care on all trails during hunting sea-
 son.

Reminder: Yes, the LaFarge property
 at Sideroad 10, between our trail and 124
 really **IS** off-limits. – Please respect No
 Trespassing signs there, and other places.

Comfortable Hiking Holidays

Hike an adventure. Rest in comfort.

Toll free 1 (866) 449-1908 info@letshike.com www.letshike.com

PATAGONIA

March 5 to 17, 2016

Explore both Chile and Argentina!

In Chile, visit penguins on Isla Magdalena, then journey far south into the heart of Torres Del Paine NP and stay in ECO-DOMES. Hike on the shores of Grey Lake to see the icebergs & glaciers, and do the famed hike up to "The Towers".

In Argentina, travel to El Chalten and El Calafate for hikes in Los Glaciares National Park, a UNESCO World Heritage site.

Hike over to view Mt. Fitz Roy and even visit the renowned Perito Moreno Glacier. This adventure concludes in the cosmopolitan city of Buenos Aires.

CORFU, GREECE

May 9 to 21, 2016

This Greek island is the perfect combination of European flare and tranquil sea-side living. Hike to the heavens to visit holy monasteries and trek in shade of ancient olive groves.

We promise - you will never tire of the deep, deep blue of the sea that surrounds you.

Opa!

IRELAND

June 7 to 17, 2016

With more shades of green than you can imagine, the **Emerald Isle** lives up to its deserving reputation. From historical Dublin to picturesque Killarney & parts in between, we will take you hiking through some of the most sought-after scenery the country has to offer - and we'll even make a few pub stops along the way!

ICELAND

August 9 to 19, 2016

Iceland is the land of the midnight sun!

Trek on volcanic terrain, marvel at the view atop Iceland's "Grand Canyon", stand the edge of the most powerful waterfall in all Europe, & relax in the soothing thermal waters of the Blue Lagoon. From Reykjavik all the way up to the northern fishing village of Husavik, days are packed full of awesome sights and experiences. This is a once-in-a-lifetime adventure!

ALSO IN 2016

Amalfi Coast (Italy) * Slovenija * Japan * Machu Picchu * Turkey * New Zealand

HIKE ONTARIO CHANGE OF ADDRESS

Hike Ontario (which GHTC is a member of), provides many services (including our insurance!), and lots of good information on trails throughout the province. Several articles in this newsletter reference Hike Ontario. <http://hikeontario.com/>

They are now at:

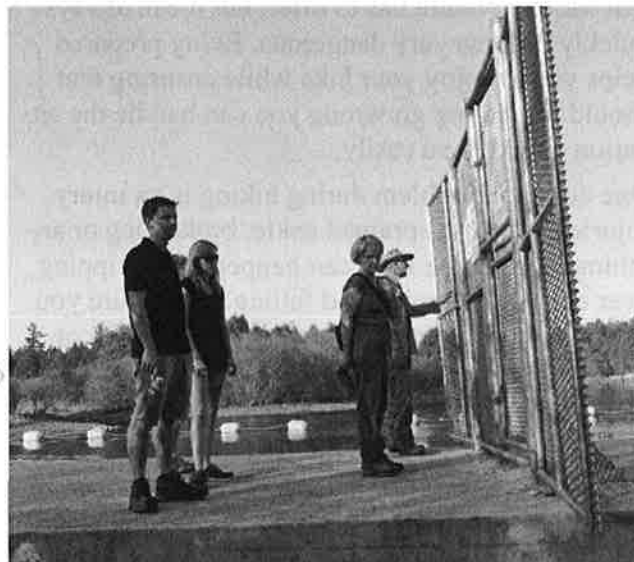
262 Lavender Drive

Ancaster, ON

L9K 1E5X



DEAD END



Picture by Norm Sailian

Maybe they forgot the password?

Don't think you are on the right path just because it's well-beaten — Anon.

Eco-Renovations by Evolve Builders Group Inc

Official contractor to her majesty, Mother Nature

elegant. efficient. ecological.



Contact Ben Polley for an estimate

P: 519-265-6546

ben@evolvebuilders.ca

www.evolvebuilders.ca

HIKE PREPARATION

Hiking is a fun and relaxing way to see the sights that Mother Nature has to offer, but it can always quickly become very dangerous. Being prepared helps you to enjoy your hike while ensuring that should something go wrong you can handle the situation quickly and easily.

One common problem during hiking is an injury. Injuries such as a sprained ankle, broken leg or anything along those lines can happen from tripping over debris or slipping and falling. Make sure you have a way of communicating to park rangers or other family members that there is a problem so that help can be sent right away. This way you do not have to leave anyone behind to go get help.

The number one rule when planning a hike is to ensure someone who is not going on the hike has the itinerary of where you are going, how long you will be gone and what time you should be back or at least heard from. This way after a short period of

time has passed and you are not back, they know to alert the authorities of a possible problem. This ensures that should you be injured you will not need to spend hours waiting for rescue.

There are several things that you should always carry with you on a hike. Those things include a small first aid kit and plenty of water. In addition you may want to pack a few small snacks that can be easily eaten along the trail. If something should go wrong you will have the ability to bandage small wounds or if the person needs to remain still you will be able to provide food and water to maintain their strength while help arrives.

Another thing you may want to consider is investing in some good hiking boots, socks, and of course, moleskin. Moleskin is what you would apply to any blisters that might appear on your feet during the hiking trip. Be sure to obtain a good day-pack large enough to hold your essentials such as water bottles, lunch, sunscreen, sunglasses, compass, wet wipes, insect repellent, Swiss army knives, and more.

NEW: ARKELL SPRINGS LOOP TRAIL

Submitted by John Fisher

For some years stakeholders (bikers, hikers, and runners) have been meeting with City of Guelph Water Services personnel to discuss formal trail development on the Arkell Springs land north of Arkell road and Starkey Hill.

The GHTC Radial Line Trail already bisects the property east to west, with Arkell Side Trail accessing the main trail from Arkell road. The property has a web of informal trails, but we see benefits in establishing formally maintained loop trails which connect with the main Radial Line Trail.

Dave Hull (Section leader of this section) and his assistant Wayne Hillman flagged a proposed new route from Starkey Hill parking lot, north to main trail, east to the valley intersect and then south to meet up with the existing Arkell Side Trail, forming about a 60 minute loop.

We walked the trail with Matt Phillips (Supervisor of Water Supply operations) and Abby Spielmacher (Water Supply technician) and have been given permission to install and blaze the new trail. The Club and the Water Services department still have some administrative details to work out, but the new trail should be installed by October 1st.

We will call the new trail "*Arkell Springs Loop Trail*" and remove references to the Arkell side trail. One other note-the Water Services department are doing forest management on the property and some trees are marked with blue dots and slashes. To avoid confusion with our standard side trail blue blazes, the new "*Arkell Springs Loop Trail*" will be temporarily blazed white.

The Guelph Hiking Trail Club would like to publicly thank the Water Services department for their generosity and goodwill in sharing this beautiful property with the community.

THURSDAY NIGHT STRIDE & STRETCH

Submitted by Rhonda McMahon

This year, Certified Yoga Instructor and Certified Hike Leader, Rhonda McMahon introduced Yoga Hikes to our club. Rhonda brings her 10 years as a yoga teacher out of the studio into a whole new environment. An avid hiker, Rhonda leads a high-energy fun workout pace (4/5 km per hour) along our urban trails, and then provides beneficial yoga instruction suitable for all levels. These hikes offer the best of both worlds – an amazing cardio workout with the power and grace of yoga.

Yoga is a great compliment to hiking because it provides diverse movements throughout the body. There is outward and inward rotation of all major joints. Forward motion activities, like hiking, are when ones arms and legs move backwards and forwards in the same way. This exercise provides a great workout, but like everything, if you only do this you end up neglecting other muscle movements, potentially creating bad habits for your body that could eventually lead to overuse or injury. By integrating yoga into these hikes, participants are also a lot less sore. The most intriguing part about these yoga hikes is that we are a social yoga experience – the hiking allows time to chat with friends, we commonly grab an ice cream or coffee afterward and it's a great opportunity to show off our city trails. Participants love the yoga breaks and the benefits of unity – with themselves, and others.

"It was great to meet some new people and thanks to everyone for your patience with the newbie, especially Rhonda for leaving no hikers behind".

– Wendy Pennington-Birtzu

Stride & Stretch – Every Thursday from the Covered Bridge at 6:30pm.

Hope to see you out there this fall & winter.

Namaste.



SENIORS HIKING INITIATIVE

From HikeOntario

<http://hikeontario.com/programs/seniors-hiking-initiative/> has information on this course:

"An exciting and new program for Adults 55+"

Sponsored by:



This is a training course for leaders to set up walk- and hiking groups in adult centres.

http://hikeontario.com/wp-content/uploads/2014/07/Seniors_Hike_Initiative-Brochure.pdf is a printable brochure.

For more information contact Hike Ontario
800-894-7249 or 905-277-4453

G2G RAIL TRAIL STATUS

(From the Goderich to Guelph Rail Trail website)

"While sections of the rail trail are already open, since July 1, 2015, the G2G Rail Trail Advisory Committee has worked diligently to open additional sections in the hope of eventually having the full 127 km rail trail operational".

Since July 1st the G2G Rail Trail Advisory Committee has had signage going up to advise of trail conditions. Through Perth and Huron the trail is marked either **Hiking** or **Closed**. The Hiking sections on the trail can be very rough at times.



The trail section between Walton and Blyth for the most part is Closed. There are several short sections between Millbank and Walton that are Closed as well.

CAN YOU PRESCRIBE NATURE?

By Helen Briggs, *BBC News*, 8 July 2015

"Here's your prescription, walk in the forest five times a week for an hour."

According to experts, it is not inconceivable that doctors will be giving health advice like this in the not too distant future. After decades of research, the scientific world is moving closer to pinpointing how exposure to nature seems to promote well-being. ...

A team at Stanford University compared the effects of taking a nature walk through a greenspace with a stroll in an urban environment - in this case beside a busy road in Palo Alto.

Brain scans showed reduced activity in an area of the brain linked to risk of mental illness in participants who took a 90-minute walk among oaks, birds and squirrels.

Good News re GHTC's RLT *Section 5*

Sugar Shack / Blue Springs Trail: We were contacted in the spring about participating in the Royal Bank's Blue Water Project Day. An RBC employee who lives close to the trails contacted me to volunteer the services of some 20 employees to help clear and groom the trail. We split them into groups and took advantage of the situation to make a permanent reroute around a maintenance intensive part of the Blue Springs trail. Thanks to Jim Hoare and John Duthie for helping to "herd" the volunteers!

RBC also donated \$1000 to the Club in support of maintenance activities and in recognition of trails contribution to the community.

Over the years the GHTC has enjoyed permission from the generosity of private landowners for footpaths through their property. The friendship, respect and trust of these landowners are the Club's most important assets. Let us continue to care for and properly use their property while maintaining the objectives of the Club.

All hikers should check the GHTC web site www.guelphhiking.com for detailed advice and information on Terrain Rating System, Hike Speed, special seasonal instructions and other timely recommendations.

- To avoid disappointment due to cancellation, please notify the hike leader if you intend to join a scheduled hike.
- Cancelled, changed, rescheduled or impromptu hikes will be posted on the GHTC web site as **TWEETS**. You can also "Follow" our TWEETS to have them sent automatically to your smartphone or tablet. The calendar of events, accessed from GHTC home page will also reflect cancellations and changes. The leader may choose to post a rain date here.
- Occasionally it proves more convenient for a hike leader to select a meeting place that is not in Guelph. If you cannot arrange a ride to get there, call the hike leader who may know of someone who is willing to take you. In other out-of-town hikes the leader will meet at a local location to carpool. If the distance is considerable, it is customary to offer to help pay for the gasoline.
- It is important to stay with the group while hiking, please inform the leader if you plan to 'drop-out'.
- Be prepared for icy trail conditions by bringing poles and icers.

NOTE: HIKE Dates and TITLES in BOLD are conducted by the Guelph Hiking Trail Club.

And just a reminder that the times listed with hikes are departure times so please arrive 5-10 minutes earlier. We would be disappointed if we left without you.

SCHEDULE

- | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|-------------------------|
| Thu Oct 01 | STRIDE AND STRETCH | 1-1.5hrs, 4-5km |
| Celebrate Ontario Hiking Week by joining us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Guelph Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat. | | |
| Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com | | Level 1. Speed Moderate |
| Sat Oct 03 | JACK SCOTT MEMORIAL BLUE SPRINGS/SUGAR SHACK TRAIL | 10km |
| Celebrate Ontario Hiking Week! The meeting place is where there is a parking spot off Nassagaweya 5th Line at 30 Side Road. We will start 2p.m. with the easier and child friendly Sugar Shack loop. Those who wish a longer hike can continue to figure 8 through Scout Camp part of the Radial Trail and Blue Springs Sidetrail. | | |
| Leader: Susan Bard 519-836-6570 | | Level 1/2. Speed Casual |
| Sat Oct 03 | HOCKLEY VALLEY | 14km |
| Celebrate Ontario Hiking Week by joining the hike on the Bruce Trail in beautiful Hockley Valley. Meet at the Guelph covered bridge for a 9.00 am departure. Carpool to hike start. Lots of hills. Bring water, snacks and lunch. Suitable hiking footwear is necessary. | | |
| Leader: Terry Spittles 519-265-6203 | | Level 3. Speed Moderate |
| Sat Oct 03 | TRAIL MAINTENANCE EAST SIDE OF RLT SECTION #7 | Please Help |
| Your assistance is needed at 9am for the following trail maintenance activities on the Radial Line Trail. Please contact John Fisher (519-853-1719; jhnfs62@gmail.com) for more details and to reserve your spot. | | |
| Build and install cedar log bridge over a drainage creek that is difficult to cross in the spring. Six to 8 volunteers will help manoeuvre cedar trees across the creek. Some nailing and digging required. | | |

Sun Oct 04 KID'S HIKE AT PRESERVATION PARK**90min**

It's Ontario Hiking Day! Introduce the young people in your life to the fun of hiking as we take an autumn walk in the woods at Preservation Park, Guelph.

Prior to the 1:00 pm hike start, meet in the parking lot on the north side of Kortright Road, across the road from Preservation Park. (This parking lot is at 505 Kortright Road W, in between Edinburgh Road and Scottsdale Drive, and the sign at the entrance says Hanlon Creek Splash Pad parking lot.)

The rain date is October 18.

Children must be accompanied by an adult on the Tortoise or Hare hikes. Dress for the weather with sturdy footwear.

No pets or strollers please. Refreshments provided after the hike.

For details and to register, please call Kathy at 519 836-9147 or ksomersghtc@gmail.com.

Leader: Various GHTC certified leaders

Tortoise and Hare speeds

Thu Oct 08 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group). Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

Sat Oct 10 CRAWFORD LAKE CONSERVATION**10km, 4-5hrs**

Loop hike from Crawford Conservation, along the Nassagaweya Canyon to Rattlesnake Point. Exceptional views and characteristic escarpment countryside dressed in fall colours. We will meet at the Guelph Covered Bridge parking lot east of Gordon Street for a 10am carpool departure to Crawford Lake. Bring water, snacks, lunch and sunscreen. A park entry fee applies.

Leader: Gayle 519-856-1012; Susan Bard 519-836-6570

Level 2. Speed Moderate

Sun Oct 11 PRESERVATION PARK**2hrs**

Meet at 10:00 a.m. in Hanlon Creek Park parking lot on north side of Kortright Road. We will explore the trails and back area. Bring water and snacks.

Leader: Suzanne Gates 519-265-3962

Level 2. Speed Moderate

Thu Oct 15 TREK AND TELL NIGHT

Zehrs Imperial Road 7pm Nancy Mallory Grand Canyon Adventure

Thu Oct 15 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 2. Speed Moderate

Sat Oct 17 HILTON FALLS**22km, 5-6hrs**

We will hike sections of the Bruce Trail on the Niagara Escarpment and Halton Conservation Area. Meet at the Guelph Covered Bridge on Gordon Street for a 9.00 am departure. Bring water, snacks and lunch

Leader: Terry Spittles 519-265-6203

Level 3. Speed Moderate

Sat Oct 17 SMITH SIDE TRAIL**1-1.5hrs 4km**

Meet at 2pm at the trail head on Watson Road just south of Stone road. This is a loop along the Eramosa River past the dam through woods and meadows. Bring water and snacks

Leader: Helen Francis 519 822 0312

Level 2. Speed Moderate

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Sat Oct 17 GRAND VALLEY TRAIL - GLEN MORRIS 16km
 GVTA End-to End #7 of 18. For more details see gvta.on.ca
 Leader: Charles Whitlock, (519) 742-7435 or walkaway.treks@sympatico.ca
 Leader: Jim Vanderlip, (416) 925-9134 7-10 pm or jvanderlip@sympatico.ca Level 2. Speed Fast

Sat Oct 17 TRAIL MAINTENANCE STARKEY HILL
 Your assistance is needed at 9am for the following trail maintenance activities on Starky Hill Trail. Please contact John Fisher (519-853-1719; jhnfsshr62@gmail.com) for more details and to reserve your spot.
 Dig 13 post holes and install posts for new QR icons to work interactively with new web based descriptive text.(History, culture and natural history). Teams of 3-4 volunteers will dig 2-3 ft deep holes and mix concrete and install 4x4's

Sun Oct 18 TRAIL MAINTENANCE STARKEY HILL
 Your assistance is needed at 9am for the following trail maintenance activities on Starky Hill Trail. Please contact John Fisher (519-853-1719; jhnfsshr62@gmail.com) for more details and to reserve your spot.
 Dig 13 post holes and install posts for new QR icons to work interactively with new web based descriptive text.(History, culture and natural history). Teams of 3-4 volunteers will dig 2-3 ft deep holes and mix concrete and install 4x4's

Sun Oct 18 GRINDSTONE CREEK VALLEY 10.5km
 Grindstone Creek Valley from a stunning view over Hamilton Harbour, to Waterdown's Great Falls, through the new Eco-Park. If you missed this hike in late August, join us to do the uphill version of it ! Bring lunch. Meet at Guelph covered bridge lot on Gordon St. at 8:30am.
 Leader: Bill Mungall wmungall0809@rogers.com Level 2. Speed Moderate

Sun Oct 18 GRAND VALLEY TRAIL - KITCHENER 22km
 GVTA End-to End #8 of 18. For more details see gvta.on.ca
 Leader: Charles Whitlock, (519) 742-7435 or walkaway.treks@sympatico.ca
 Leader: Jim Vanderlip, (416) 925-9134 7-10 pm or jvanderlip@sympatico.ca Level 2. Speed Fast

Thu Oct 22 STRIDE AND STRETCH 1-1.5hrs, 4-5km
 Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.
 Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com Level 1. Speed Moderate

Sat Oct 24 HANLON CREEK PARK PHOTO HIKE 1.5 to 2 hours
 Meet at 2:00 PM in Hanlon Creek Park parking lot at 505 Kortright Road W. (North side of Kortright.) Bring a camera that you are comfortable using. We will explore the trails and find interesting subjects for photography.
 Leader: Bob Fanning 519 822 5181 bobfan@idirect.com Level 1. Easy

Sun Oct 25 SRT SECT 1 2-2.5hrs
 Meet at 1:00 pm at the Guelph Human Society for a 2hr. Loop hike along the Speed river and the John woods side trail.
 Dress for the weather bring water and snacks. Dogs welcome
 Leader: Norm 519-831-3657 cell Level 2. Speed Moderate

Wed Oct 28 LITTLE TRACT 2hrs
 We will meet at the northwest corner of the Guelph 'Y' parking lot north of Downey Road for a 6pm carpool to the Concession 4 entrance of Little Tract hiking in the moonlight. Bring lights and water.
 Leader: Susan Bard 519-836-6570. Peter Jaspers-Fayer 519-835-0829 Level 2. Speed Moderate

Thu Oct 29 STRIDE AND STRETCH 1-1.5hrs, 4-5km
 Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain -flat.
 Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com Level 1. Speed Moderate

Sat Oct 31 RLT SECTIONS 2 TO 5 16.4km
 We will hike the Radial Line Trail from the Smith Side Trail on Watson Road to the 6th Line Nassagaweya. Meet at the Guelph Covered Bridge at 9.00 am and car pool/shuffle to hike start point. Bring water, snacks and lunch and wear appropriate footwear.
 Leader: Terry Spittles email terryspittles@msn.com Level 3. Speed Moderate

Sat Oct 31 TRAIL MAINTENANCE WEST SIDE OF RLT SECTION #7
 Your assistance is needed at 9am for the following trail maintenance activities on the Radial Line Trail. Please contact John Fisher (519-853-1719; jhnfsshr62@gmail.com) for more details and to reserve your spot.
 Install waterbars on hilly sections to prevent erosion and make climbing/descending slopes easier.
 Six to 8 volunteers will carry cedar logs and metal bars to site. Some digging and nailing required.

Sun Nov 01 NIAGARA GORGE: LEWISTON TO THE AMERICAN FALLS**12.2km or 24km**

We will take the restored railtrail in 4 different NY State Parks, running along the bottom of the gorge alongside the rapids up to the American Falls, and return to Lewiston via the stunning views along the rim of the gorge, using the multi-use paths. Dropouts accommodated at 12.2 km point at the American Falls, but must self-identify at the rendezvous so we can organize shuttle. Rendezvous at 7:30am at Guelph covered bridge lot on Gordon St. Passports required.

Leader: Bill Mungall wmungall0809@rogers.com

Level 2 Moderate to Brisk Pace

Wed Nov 04 WED MORNING ADHOC STARTS**2hrs**

From now until end of March, GHTC Hike Leaders will offer Wed. morning hikes on an ad hoc basis. Hikes will be 1-2 hrs long and take place in Guelph and on nearby trails.

If you are interested in Wed hikes please send your email to GayleJ@Rogers.com. Email notification of an upcoming hike location and distance, will be sent no later than 9pm on the previous Sun. to those on the Wed hike list.

Leader: various GHTC certified leaders

Level 2. Speed Moderate

Thu Nov 05 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

**Sat Nov 07 LIMEHOUSE LOOP****2hrs**

Meet 1:00 PM at the Guelph covered bridge on Gordon Street for a loop hike, come see the Hole in the wall, and heritage lime kilns restored. Bring water and snacks.

Leader: Norm 519-831-3657 cell

Level 3. Speed Moderate

Sun Nov 08 GHTC HIKE ONTARIO CERTIFIED HIKE LEADER TRAINING**7hrs**

Meet at 9am in University Centre 5th floor. "Bring lunch and daypack, packed with what you would normally take on a hike. \$25, refundable after completing 3 hikes for GHTC." Contact Bill to register.

Leader: Bill Mungall wmungall0809@rogers.com**Sun Nov 08 ARKELL SIDE TRAIL & RLT SECTION 2****7.5km (2-3hr)**

Explore the new portions of the Arkell Side Trail and learn how it joins with Sect 2. Meet 1:30pm at the Starkey Hill parking lot, south side of Arkell Road, east of Arkell. This will be somewhat of a loop hike using part of RLT section 2. Bring water and snacks.

Leader: Jim Hoare James.W.Hoare@gmail.com or 519-835-5284

Level 2 Speed Moderate

Thu Nov 12 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

Sat Nov 14 CRANE PARK PHOTO HIKE**1.5 to 2 hours**

Meet at 2:00 PM at the point where Dovercliffe Rd. turns south just after exiting from College Ave. W. Bring a camera that you are comfortable using. We will explore the trails in the woods and by the river to find interesting subjects for photography.

Leader: Bob Fanning

519 822 5181 bobfan@idirect.com

Level 1. Easy

Sat Nov 14 RLT SECTIONS 6 TO 8**13.5 KM****13.5km**

We will hike the Radial Line Trail from the 6th Line Nassagaweya. To the trail end in Limehouse. Meet at the Guelph Covered Bridge at 9.00 am and car pool/shuffle to hike start point. Bring water, snacks and lunch and wear appropriate footwear.

Leader: Terry Spittles emailterryspittles@msn.com

Level 2. Speed Moderate

Thu Nov 19 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

Sun Nov 22 EVERTON "VALHALLA"**7km, 3 hours**

We will seek out the most unusual rock formations of the GRCA property in Everton and try to understand how they could have been formed. Rendezvous at Guelph covered bridge lot on Gordon St. at 1:00pm. Limited bushwhacking and uneven and damp footing.

Leader: Bill Mungall wmungall0809@rogers.com

Level 2. Speed Moderate

Thu Nov 26 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 2. Speed Moderate

Sun Nov 29 STARKEY HILL**1-1.5hrs, 4km**

Meet at 1:30pm in Starkey Hill parking lot, south side of Arkell Rd., about 1km east of Arkell Village.

Leader: Jim Hoare James.W.Hoare@gmail.com or 519-835-5284

Level 2. Speed Moderate

Thu Dec 03 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

Sat Dec 05 TORONTO BT SPEYSIDE LOOP**10km.**

Here is a lovely area close to home for a loop hike along Bruce main and side trails with variable terrain, rocky sections as well as a great lookout. Wear proper footwear and seasonal protective clothing. Bring water and snacks. Meet 1:00PM at the Guelph covered bridge parking lot east of Gordon Street for carpooling to trail head. Possible pub stop in Acton

Leader: Norm 519-831-3657 cell

Level 3 Speed Moderate

Sun Dec 06 IGNATIUS: OLD VILLA BY THE SPEED TRAIL**2hrs**

Meet at 1:00 p.m. just a bit North of the Guelph Lake Trail Head on Victoria Road . We will explore a couple of the northern Ignatius trails and wet lands. Bring water and snacks.

Leader: Suzanne Gates 519-265-3962

Level 2. Speed Moderate

Thu Dec 10 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

Sat Dec 12 O R SIDE TRAIL LOOP FROM GUELPH COVERED BRIDGE**10km**

Hike along the Eramosa River to Stone Road (part of the RLT), then the O R Loop and then back to the covered bridge. Meet at the Guelph Covered Bridge for a 10.00 am departure. Bring water and snacks.

Leader: Terry Spittles 519-265-6203

Level 1. Speed Moderate

Thu Dec 17 SPARKLES IN THE PARK PHOTO HIKE**1.5 to 2 hours**

Meet at 7:00 PM in the parking lot in the south end of Riverside Park. Bring a tripod if you have one. If not, we can share. We will explore the park and try to capture some colourful night scenes.

Leader: Bob Fanning 519 822 5181 bobfan@idirect.com

Level 1. Easy

Sun Dec 20 KID'S HIKE AT SMITH SIDE TRAIL**90min**

Introduce the young people in your life to the fun of hiking as we get outdoors in the holiday season and walk in the woods on the Smith Side Trail. Prior to the 1:00 pm hike start, meet inside the gate at the Smith Side Trail entrance at 0624 Watson Road South, Guelph.

This is on Watson Road SOUTH, just south of Stone Road. There is parking along the east shoulder of the road.

Children must be accompanied by an adult on the Tortoise or Hare hikes. Dress for the weather with coats, hats, scarves, mittens and sturdy footwear.

No pets or strollers please. Refreshments provided after the hike.

For details and to register, please call Kathy at 519 836-9147 or ksomersghtc@gmail.com.

Leader: Various GHTC certified leaders

Tortoise and Hare speeds

Sun Dec 20 ELORA CHRISTMAS HIKE**2hrs**

Avoid the malls on the busiest shopping day of the year by joining us on the trails for a winter hike around Elora. Dress for the weather, including winter walking footwear-there is often more snow in Elora than there is in Guelph. Pub stop afterwards is optional. Meet 1:30 pm at the parking lot off Carlton Place/Metcalf street, across the road from the liquor store in Elora. For car pooling from Guelph meet in Canadian Tire parking lot on Woodlawn Rd. for a 1pm departure.

Leader: Norm 519-831-3657

Level 2. Speed Moderate

Mon Dec 21 WINTER SOLSTICE RIVERSIDE PARK SPARKLES HIKE**2hrs**

Following your weekend Christmas shopping, come join in a stroll through the lighted seasonal displays with a short hike on nearby trails and hot chocolate following. Meet at the northwest corner of the Evergreen Seniors parking lot for a 6:30pm start.

Leader: Susan Bard 519-836-6570

Level 1. Speed Casual.

Sat Dec 26 BOXING DAY TRADITION – STARKEY HILL**4km/ 1+hr**

Join in some post-Christmas exercise on the nineteenth annual Boxing Day Hike! This starts by 1:30 p.m. at the Trailhead, south side of Arkell Road approximately one kilometre east of Arkell Village

Leader: Gayle GHTChiker@gmail.com

Level 2. Speed Casual.

Fri Jan 01 ANNUAL CLEAR THE COBWEBS MYSTERY HIKE

Check out "Calendar Events" on GHTC website to see details of this hike closer to hike date.

Thu Jan 07 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

Sat Jan 09 ELORA CATARACT TRAILWAY**3hrs**

At this time of year it will be a weather-dependent hike. We could cross country ski or hike or both on the trail between Erin and Cataract. Start time is 1p.m. Call Mike for details.

Leader: Mike Curtis Erin 1-905-877-4134

Level 1. Speed Moderate

Sun Jan 10 ROCKWOOD CONSERVATION**1 1/2hrs**

Hike the Rockwood Conservation area trails and view some of the 200 glacial potholes found here. We'll pass by some of the 12 caves, the ruins of a woollen mill and 500 year old cedars as we follow the Eramosa River. Park on Fall Street S. in Rockwood for a 1:30pm start.

Leader: Gayle GHTChiker@gmail.com

Level 2. Speed Moderate

Thu Jan 14 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group). Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

Sat Jan 16 GUELPH LAKE CONSERVATION**1.5-2hrs**

Meet at the gatehouse entrance to the park on Conservation Road for a 1pm start. We will hike the trail through woods and walk some of the roadways in park.

Leader: Gayle GHTChiker@gmail.com

Level 1. Speed Moderate.

Thu Jan 21 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 2. Speed Moderate

Thu Jan 21 TREK AND TELL NIGHT

Zehrs Imperial Road 7pm Subject & Presenter TBA

Sun Jan 24 SPEED RIVER TRAIL - SECTION 2**4.5km**

Ski, snowshoe or hike along the rapids of the Speed in quite varied woods. Rendezvous at Guelph covered bridge lot on Gordon St. at 9:00am.

Leader: Bill Mungall wmungall0809@rogers.com

Level 2. Speed Moderate

Thu Jan 28 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

Sat Jan 30 SECTION 3 RADIAL LINE TRAIL PHOTO HIKE**1.5 to 2 hours**

Meet at 2:00 PM at south west corner of Lens' Mill parking lot, for car pooling to jct of Cty Rd. 29 and Arkell Rd. Bring a camera you are comfortable using and we will explore section 3 east from Cty Rd 29, and back.

Leader: Bob Fanning 519 822 5181 bobfan@idirect.com

Level 1. Easy

Sun Jan 31 WINTER PARTY

Join us at the Union Hall, 611 Silvercreek Pkwy, for our Winter Party. Social time will be from 4:00 pm to 5:00 pm. Pot Luck Supper will be at 5:00 pm. Please bring your favourite dish to share, your own plates, cups and cutlery. Coffee, tea and juice will be provided. A hike is scheduled prior to the party, so please check the hiking schedule.

RSVP by January 27 to Gitta Houser — ghouser@netscape.net - 519-822-2568

Sun Jan 31 SMITH SIDE TRAIL - PRE WINTER PARTY HIKE**4km**

Meet at 1:00pm at the trail head on Watson rd. just south of Stone rd. This is a loop along the Eramosa River past the dam, through woods and meadows. Bring water and snacks

Leader: Norm 519-831-3657

Level 2. Speed Moderate.

Thu Feb 04 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 2. Speed Moderate

Sun Feb 07 IRVINE GORGE**2.5hrs**

Skis or snowshoes only, due to conditions. We had great luck with excellent snow and ice conditions in the gorge last year, so let's try it again! Nothing more scenic than this in the winter in SW Ontario. Bring a camera. Difficult ice covered staircase down into gorge and irregular footing in the gorge. Rendezvous at Guelph covered bridge lot at 9:00am.

Leader: Bill Mungall wmungall0809@rogers.com

Level 3. Slower pace.

Thu Feb 11 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

Sat Feb 13 SRT SECTION 1**5km**

Meet at 1.00 pm at the old Guelph Humane Society location for a 2 hour hike along the Speed River Trail and the John Woods side trail.

Bring water and snacks and wear appropriate footwear and clothing for snow and/or ice.

Leader: Terry Spittles 519-265-6203

Level 1. Speed Moderate

Sun Feb 14 KIDS HIKE — ON SPEED RIVER TRAIL, SECTION ONE**90min**

Introduce the young people in your life to the fun of hiking as we celebrate the Family Day weekend with a winter walk in the woods beside the Speed River on Section One of GHTC's Speed River Trail. Prior to the 1:00 pm hike start, park along the shoulder of the laneway just outside the Guelph Humane Society's parking lot (500 Wellington Street W, Guelph, just west of the Hanlon Parkway).

The rain date is February 21.

Children must be accompanied by an adult on the Tortoise or Hare hikes. Dress for the weather with hats, scarves, mittens and sturdy footwear.

No pets or strollers please. Refreshments provided after the hike.

For details and to register, please call Kathy at 519 836-9147 or ksomersghtc@gmail.com.

Leader: Various GHTC certified leaders

Tortoise and Hare speeds

Thu Feb 18 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 rmcmahon1957@gmail.com

Level 1. Speed Moderate

Thu Feb 18 TREK AND TELL NIGHT

Zehrs Imperial Road 7pm Subject & Presenter TBA

Sat Feb 20 ELORA CATARACT TRAILWAY**3hr**

This time we will travel the opposite direction to January's hike. Again at this time of year it will be a weather-dependent hike. We could cross country ski or hike or both on the trail between Erin and Cataract. Start time is 1p.m. Call Mike for details.

Leader: Mike Curtis Erin 1-905-877-4134

Level 1. Speed Moderate

Sun Feb 21 SCHNEIDER'S WOODS, WATERLOO**3hr**

XC ski only. The best XC ski experience locally, IMHO. Rendezvous at Guelph covered bridge lot at 9:00am. We could go out to lunch afterward.

Leader: Bill Mungall wmungall0809@rogers.com

Level 2. Speed Moderate

Thu Feb 25 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

Sat Feb 27 GUELPH LAKE - GORBA TRAILS**2hrs**

Meet at 1:00pm at Guelph Lake trail head on Victoria Road. Enjoy the scenic trail along the lake. Bring water and snacks.

Leader: Norm 519-831-3657 cell

Level 2. Speed Moderate

Sun Feb 28 MANSFIELD OUTDOOR CENTRE-GROOMED XC TRAILS**3-4hrs**

Ski only trip. This area on Airport Road in the Mulmur Hills is under 73 minutes away and features a range of trails from novice to expert. \$19.00/day pass fee. Rentals available. Cafeteria in the chalet, or bring your lunch. Meet at Guelph Covered Bridge at 9:00 a.m. for car pooling.

Leader: Suzanne Gates 519-265-3962

Level 1 & 2. Speed Mild & Moderate

Thu Mar 03 STRIDE AND STRETCH**1-1.5hrs, 4-5km**

Join us for an invigorating hike along sections of the RRT, which will include yoga breaks (10-15 min.) along the way. We hike rain or shine. Hikes begin from the Covered Bridge @ 6:30pm (please arrive at least 10min early). "Free" for GHTC members only. No yoga experience necessary. Pace moderate to brisk (depending on the group) Terrain - flat.

Leader: Rhonda McMahon 226 820-5373 Strideandstretch@gmail.com

Level 1. Speed Moderate

Sat Mar 05 ELORA TO FERGUS LOOP**9km**

Hike the Cataract Rail Trail between Elora and Fergus. Meet at the Canadian Tire Store parking lot on Woodlawn Ave for a 1.00 pm departure. Carpool to Fergus and hike the loop. Bring water and snack and wear appropriate footwear/clothing for snow and or ice.

Leader: Terry Spittles 519-265-6203

Level 1. Speed Moderate

Sat Mar 12 ROYAL RECREATIONAL TRAIL PHOTO HIKE**1.5 to 2 hours**

Meet at Guelph Covered Bridge Parking Lot at 2:00 PM. We will explore the trail east towards Victoria Rd and back. Bring a camera you are comfortable using, and we will find some interesting subjects.

Leader: Bob Fanning

519 822 5181 bobfan@idirect.com

Level 1. Easy

Sun Mar 13 CUTTEN CLUB X-C SKI TRAILS**2-3hrs**

X-C ski adventure close at hand. Meet at 1 p.m. at Guelph Covered Bridge parking lot on Gordon St. with ski equipment for a short walk to ski area. We will hike the Royal Recreation Trail from Gordon Street to Victoria Road and back if snow is poor.

Leader: Suzanne Gates 519-265-3962

Level 2. Speed Moderate

Thu Mar 17 TREK AND TELL NIGHT

Zehrs Imperial Road 7pm Subject & Presenter TBA

Sat Mar 19 CALEDON TRAILWAY15**20km 5-6hrs**

We will explore the Caledon Trailway, part of the National Trail, an abandoned rail-line between Caledon East and Terra Cotta. This will be an easy hike over 5 or 6 hours. Bring water and a lunch. We will meet near Georgetown around 9:30am. Call Mike for details of the rendezvous place. Optional drop out after 8km at Ingelwood needs to be arranged in advance with leader.

Leader: Mike Curtis 1-905-877-4134

Level 2. Speed Moderate

That's all for now...



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INTERNET RESOURCES¹ FOR HIKERS

Some other nearby trails (Alphabetically listed) that may offer hikes:

- Avon Trail (www.avontrail.ca/)
- The Bruce Trail (brucetrail.org/)
- Dufferin Bruce Trail Club – (dufferinbrucetrailclub.org/)
- Of course, our very own GHTC website (www.guelphhiking.com)
- Grand Valley Trail Association (www.gvta.on.ca/)
- Guelph to Goderich Trail (www.g2grailtrail.com/)
- Halton Outdoor Club – (www.haltonoutdoorclub.ca/)
- Halton Hills Bruce Trail Club (www.torontobrucetrailclub.org/ - Search for Halton – it moves)
- The Kissing Bridge Trailway (kissingbridgetrailway.ca/)
- Maitland Trail Association (maitlandtrail.ca/upcoming/)
- Trans-Canada Trail (tctrail.ca/)
- Waterfront Trail (www.waterfronttrail.org/)

As well, there are these other sites that may be of interest to the hiker:

- Hike Ontario News (AKA HO hikeontario.com/news/whats-new/) and
- An index of H.O. member organizations (hikeontario.com/about/member-clubs-associations/) may give you more trail clubs, and see GHTC is listed there)
- Ontario Trails Council (AKA OTC <http://www.ontariotrails.on.ca/>)
- Ontario Trails Map (www.ontariotrailsmat.com/ontariotrails.html?town=Guelph)
- Perhaps an obvious place to start, Google points to a surprising number of good and interesting sites if you just search for “hiking” (www.google.ca/?q=Hiking)

[Did I miss your favourite website? Did one of the above move/change? →Let me know. – Ed.]



¹ Web site location and content may differ between publication date and now.

NEW INTERPRETIVE POSTS COMING AT STARKEY HILL TRAIL

A GHTC sub-committee is working with the GRCA to replace, update and add interpretive signposts to one of our favourite trails. These posts will feature a “QR” code that people on the trail with a device with a camera and internet (such as a smart-phone) can use to immediately access more information about that spot on our website. They look like this:



Expect to see them soon.

THE SPEEDVALE AVE. TRAIL UNDERPASS IS A GO.

Our Bill Mungall and member Yvette Tendick (president of GCAT) have worked hard on a presentation that would allow us to connect the Riverside Park Enabling Gardens with the existing trail south of Speedvale Ave by adding an underpass while rebuilding the Speed river bridge there. Guelph City Council has approved it for 2016-17!

FROM THE HIKE ONTARIO SUMMIT (AGM)

Reported by Bill Mungall and Mike Curtis

[This annual meeting (hosted in Guelph last year) is an important way of keeping its members (such as our GHTC) updated on what's going on provincially, and for news from other trail organizations. – Ed.]

- Hike Ontario held its AGM in Goderich on Sept. 26 which was attended by most of the 28 hiking clubs in Ontario (Mike Curtis is our GHTC rep)
- Hike Ontario has received a substantial grant from the Province for a Seniors Hiking Initiative, and encourages all local Clubs to partner with their local seniors associations to put on the HO Safe Hiker course.

An extension of Hike Ontario's Mood Walks program will carry through to the end of March 2017 (GHTC completed 15 Mood Walk hikes for about 20 mental health outpatients in partnership with The Homewood Hospital in 2015)

- HO now has an online application for the three long distance hiking badges it awards (at the 550, 950 or 1,500 km levels)
- The OTC is meeting with the Minister of Tourism, Culture and Sport on October 21 to discuss the proposed Ontario Trails Act, which is expected to be passed by the Legislature this fall. Both Hike Ontario and the OTC made formal submissions on changes they wished to see in the Act in June.
- The Rideau Valley Hiking Club is hosting the fall 2016 Hike Ontario Summit in the town of Perth
- Tom Friesen was re-elected President
- Bill Mungall, Past President, has been recently appointed by Hike Ontario to the Ontario Trails Council as the HO rep on its board. The OTC represents all snowmobile, ATV, mountain bike and hiking associations in Ontario. Bill is also the Chair of the Advocacy, Policy and Issues Committee of Hike Ontario.
- Hike Ontario and GHTC encourage “the willing” to serve on any of several HO committees

Hierarchy (See page 19 for their websites):



SOME “LAWS” OF HIKING

- ✓ A pebble in a hiking boot always migrates to the point of maximum irritation.
- ✓ The sun sets two times faster than normal when you're hurrying back to the trailhead.
- ✓ The air temperature increases with the amount of extra warm clothing you're carrying in your day pack.
- ✓ Waterproof rainware isn't. – However, it is 100% sweat-proof.



Guelph Hiking Trail Club Membership Form

Please mail the completed form, with cheque made out to the Guelph Hiking Trail Club, to:
GHTC Membership Coordinator,
PO Box 1,
Guelph, ON N1H 6J6

Membership Information (Please Print Clearly)

☐ New Membership Application

☐ Membership Renewal

☐ One year membership - individual/family @ \$25.00

☐ *Please check here if you would accept the newsletter via Internet rather than by post.*

Newsletter graphics in full colour - a link will be sent to by e-mail you whenever a new issue is available.

☐ Five year membership, individual/family @ \$100.00 (Internet newsletter only - no posted copy!)

Surname: _____ Given Name(s): _____

Additional family member names: _____

Address: _____

City: _____ Province: _____

Postal Code: _____ Telephone: _____

E-mail address: _____

Membership, One year*	\$25.00	
Membership, Five year*	\$100.00	
Handbook(s) with trail maps	_____ @ \$15.00	
Club Badge(s)	_____ @ \$3.00	
<i>The Guelph Hiking Trail Club is a registered charity. If you wish to make a donation to GHTC, please indicate the amount below and include it with your payment.</i>		
Donation to GHTC*		
TOTAL		

* Membership fee plus any donation to GHTC can be claimed on your income tax return. **Keep your receipt!**

Your club depends on volunteers to carry out administrative duties and trail related activities such as: trail maintenance, leading hikes, social activities, publicity, newsletter contributions and executive duties.

May we contact you to help us in any of the above areas?

☐ Yes ☐ No ☐ Interested, but at a later date (We will contact you in a few months).

☐ *I have read and agree to abide by the GHTC Trail Users' Code!*

Signature _____

You can also join or renew memberships on line at www.guelphhiking.com

EXCITING NEWS!

Worldwide Central Travel has merged its operation with Frederick Travel Waterloo.

In November 2007, we created the new Worldwide Central Travel (2007) Ltd. and over the years have built an agency known for excellent service, cost-effective planning and a business well-regarded for excellent group travel. Eight years later it is time to evolve in this ever-changing industry and the decision to merge with Frederick Travel Waterloo brings us back to our roots in the Waterloo region. Our specialty groups will now be marketed under Worldwide Central Trips and with our travel partner Frederick Travel Waterloo. The merging of the companies brings added strength to both as Worldwide Central Trip's leadership in individual, group and special interest travel adds to Frederick Travel Waterloo's experience, skills and professional staff... a very best of both worlds!

Scott Allen, CTC

Birding Colombia: The Central & Western Andes Tour

Colombia is a visually stunning country with a myriad of ecosystems and home to nearly 20% of all bird species and the number is still rising! Featuring two coastlines, three immense Andean ranges or "Cordilleras", three main inter-Andean valleys, Llanos plains and two tropical rainforests, Colombia has truly become a magnet for neo-tropical birders who are looking to add to their life lists, ticking off the small-range endemics and species or just have a wonderful birding experience. Join **Kristen Martyn of Natura Tours** on this unique birding and nature tour. One departure only for a maximum of 16 travellers **February 20 to 29, 2016—Almost all inclusive at \$3,890 p. p. with air from/to Toronto**

Black Sea and Danube Birding: Exploring the Wild Side of Romania

Kristen Martyn of Natura Tours escorts this small group to the relatively unknown, western shores of the Black Sea, one of Europe's major migration areas. Farmland along the Black Sea coast feeds an excellent array of birds on their way from and to their breeding areas in Northern Europe and also a diversity of birds that breed in the area. The wonderful Danube Delta with its extensive reed beds, channels and lakes is one of the little known birding areas with ever changing conditions featuring local harbor wetland birds, a large variety of passerines and birds of prey. We also go in search of Eurasian Brown Bears and visit "Dracula's Castle" in the village of Bran! **Departing Toronto on September 9—20, 2016 this inclusive tour for 16 travellers is attractively priced at \$3,495 p.p. double.**

Walking the Carpathians: Foothills in Romania and Moldova

You are invited to join **Charles Whitlock of Walkaway Treks** as he explores the Eastern European treasures of Romania and Moldova. Departing September 24 from Toronto our fully-escorted tour includes return air flights, very interesting accommodation, almost all meals, and some of the most scenic walking in Europe. The tailor-made itinerary will be especially well-received by those looking for a visually spectacular late fall tour in the company of a small group of walkers. As always, you will have the opportunity to independently extend your travel in Europe at the end of the tour.

September 24 to October 5, 2016 priced at \$3,680 p.p. double.

We are always looking for new and more interesting travel programs so please check with us often for the most up-to-date special group departures. If you have a group idea... drop us a line. To book any tour contact: scotta@ftwaterloo.com



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TICO: 50015067

Donna Tremblay

From: Karen Landry
Sent: October-21-15 3:54 PM
To: Donna Tremblay
Subject: FW: Memorandum: ARA Review ER Posting of Proposal Document

I.G.# 3

From: Clancy, Anne (MNRF) [<mailto:anne.clancy@ontario.ca>] **On Behalf Of** Travers, Jason (MNRF)
Sent: October-21-15 3:48 PM
To: Travers, Jason (MNRF)
Cc: Zeran, Rebecca (MNRF); Desroches, Pauline (MNRF); VandenHeuvel, Maria (MNRF); Eddington, Amanda (MNRF)
Subject: Memorandum: ARA Review ER Posting of Proposal Document

This email is being sent on behalf of Jason Travers.

Dear Colleagues,

I am writing today to provide you with an update on the review of the *Aggregate Resources Act*.

The review started back in 2012 when the Ontario government asked an all-party committee of the legislature to review the Act. That committee made recommendations for strengthening the Act which drew from information at the public hearings, written comments, site visits, and research. Following the Government's response to the Committee's report, the province held a series of engagement sessions to gather early feedback on the management of aggregate resources in Ontario last year. We heard internal feedback from our own ministry, as well as from other governments, industry representatives, municipal organizations, environmental and community organizations, and First Nation and Métis peoples across the province. The input provided in these sessions was essential in helping the government determine a path forward.

I am pleased to inform you that, ***A Blueprint for Change: A proposal to modernize and strengthen the Aggregate Resources Act policy framework***, has been posted on Ontario's Environmental Registry (www.ebr.gov.on.ca, **ER posting number 012-5444**). The paper outlines proposed changes that will support stronger oversight in the management of aggregate operations, increase and standardize ARA fees and royalties, standardize requirements between sites on Crown Land and private land, increase environmental accountability for aggregate sites, and improve information and participation.

The public review and comment period extends until December 15, 2015. We welcome your feedback. You can provide input through the Environmental Registry (012-5444), by completing an on-line survey (www.surveymonkey.com/r/Blueprint_for_Change) or by sending written comments to ARAreview@ontario.ca.

If you have any questions about the paper or the consultation process, please contact Pauline Desroches, Manager, Resource Development Section at 705-755-2140, or via e-mail at pauline.desroches@ontario.ca.

Thank you for your ongoing support in this initiative. I look forward to hearing your thoughts.

Jason Travers

*Director
Natural Resources Conservation Policy Branch
Ministry of Natural Resources and Forestry
300 Water Street, 2 South Tower
Peterborough, ON K9J 8M5
Telephone: 705-755-1241
Email: jason.travers@ontario.ca*

Donna Tremblay

From: Karen Landry
Sent: October-19-15 9:29 AM
To: Donna Tremblay
Subject: FW: Conservation Authorities Act Review



From: Mark Paoli [<mailto:markp@wellington.ca>]

Sent: October-19-15 9:24 AM

To: mnrwaterpolicy@ontario.ca

Cc: Gary Cousins; Bill White <BWhite@town.minto.on.ca> (BWhite@town.minto.on.ca); mgivens@wellington-north.com; Brad McRoberts (BMcRoberts@mapleton.ca); agoldie@centrewellington.ca; kathryn.ironmonger@erin.ca; Karen Landry; iroger@get.on.ca

Subject: Conservation Authorities Act Review

To: Ministry of Natural Resources

This is in response to the request for input on the Conservation Authorities Act Review under Environmental Bill of Rights registry number 012-4509. The broad topics of the paper are Governance, Funding and Roles and Responsibilities. Our understanding is that the purpose at this stage is to get input to guide and focus the review.

We note that Conservation Authorities are funded by a levy on local municipalities, and a number of local municipalities in Wellington County have provided comments. This submission is to provide our County Planning view of Conservation Authorities, primarily under the topic of 'roles and responsibilities'.

There are six Conservation Authorities in Wellington County and our work intersects with these Conservation Authorities, to varying degrees, in three main areas:

1. Regulation;
2. Stewardship; and
3. Sharing of information.

Regulation

We note that there is often duplication and, for the landowner, confusion, between Zoning regulations and Conservation Authority regulations that deal with the same objective: to establish appropriate development setbacks from natural hazards. The review should therefore look at ways to disentangle and/or harmonize the *Planning Act* and *Conservation Authorities Act* in this regard.

In terms of natural heritage, we are in discussions to update our agreements with Conservation Authorities for plan input and review services. Among other matters, we are working to address the differences across Conservation Authorities in the scope of comments on *Planning Act* applications, particularly with respect to natural heritage. The review should focus on clarifying the understanding of Conservation Authority, Municipal and Provincial mandates in regard to planning for natural heritage.

Stewardship

Conservation Authorities in Wellington County provide landowner stewardship services that are effective ways to restore and enhance natural features and functions; however, this is not available to the same degree across the six Conservation Authorities and appears to be a symptom of the larger problem of disparity in resources and funding levels. The review should look at ways to ensure that Conservation Authorities can provide a consistent level of involvement in stewardship.

Sharing of Information

We have the ability to exchange data with some but not all of the Conservation Authorities in Wellington County due to different levels of mapping capability. The review should look at ways to ensure that all Conservation Authorities can establish and maintain consistent mapping capabilities.

I trust that the foregoing is useful in the Ministry's review, and should you have any further questions, please do not hesitate to contact the undersigned.

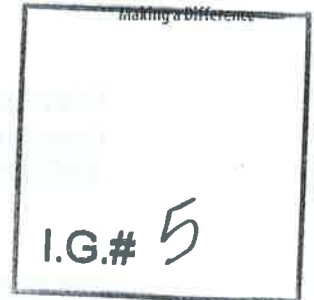
Mark Paoli, M.Sc., MCIP, RPP
Manager of Policy Planning
Planning and Development Department
County of Wellington
(519) 837-2600x2120
markp@wellington.ca

RECEIVED

OCT 21 2015

Township of Puslinch

**Certificate with respect to approval of
a draft plan of condominium subdivision
by The Corporation of the City of Guelph**



I, Tina Agnello, Deputy City Clerk of The Corporation of the City of Guelph, hereby certify that the Notice of Decision of a Draft Plan of Condominium Subdivision, (23CDM1307) for Part of Lot 6, 9, 10 and 13, Registered Plan 488 (formerly Puslinch Township), municipally known as 24, 26, 28 and 0 Landsdown Drive, in the City of Guelph, County of Wellington, was sent to the persons and public bodies prescribed under subsection 51 (37) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended. I also certify that the 20 day objection period expired on the 12th day of August, 2015, and to that date, no notice of objection or request for a change in the provisions of the decision of the draft plan of condominium subdivision has been filed by any person with the City Clerk's Department. A declaration to this effect is on file.

In accordance with subsection 51 (41) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, this Draft Plan of Condominium Subdivision is deemed to have been approved on the 13th day of August, 2015.

Dated this 19th day of October, 2015.

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	Nov / 15
File	

Deputy City Clerk

Certified copy to:

Lindsay Sulatycki, Planner, City of Guelph
Assessment Commissioner, Municipal Property Assessment Corporation
Timothy, Diane and Yvonne Gaw, Owner
Astrid Clos, Applicant

City Hall
1 Carden St
Guelph, ON
Canada
N1H 3A1

Copies to:

List attached hereto

T 519-822-1260
TTY 519-826-9771

**Distribution list with respect to the approval of draft plan of
condominium subdivision by The Corporation of the City of Guelph for
23CDM1307**

Brad Boulton, Bell Canada
Karissa Vergeer, Canada Post
Manager of Community Planning and Development, Canadian Nation Railway Properties
Clerk, Township of Guelph-Eramosa
Clerk, Township of Puslinch
CAO, County of Wellington
Guelph Hydro Electric Systems Inc.
Planning & Design Section, Corridor Control Office, Ministry of Transportation
Manager OPE, Rogers Cable TV Ltd.
Gwen Keep, Union Gas Limited
Jennifer Passy, Upper Grand District School Board
Dan Duszczyzyn, Wellington Catholic District School Board
Chief Building Official, City of Guelph
City Solicitor, City of Guelph
Director of Finance, City of Guelph
General Manager of Planning Services, City of Guelph
Steve Gill, Guelph Police Services
City Engineer, City of Guelph
General Manager of Parks and Recreation, City of Guelph
Fire Chief, City of Guelph
Economic Development, City of Guelph
Randy Harris, City of Guelph
Sylvia Kirkwood, City of Guelph

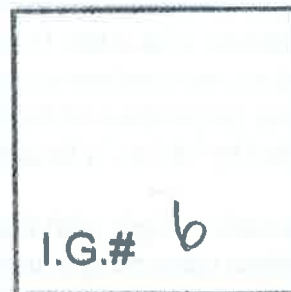


MUNICIPAL PROPERTY ASSESSMENT CORPORATION

October 16, 2015

To: All Heads of Council

From: Dan Mathieson, Chair, MPAC Board of Directors



Subject: 2014 Enumeration Process – Final Results

As an elected official who understands the significance of the municipal and school board election processes and an unwavering commitment to represent everyone in the community you serve, I wanted to share with you the final results of the Municipal Property Assessment Corporation's (MPAC) 2014 Enumeration process. The results include the work completed to build the Preliminary List of Electors (PLE) and processing of Voters' List revisions submitted to MPAC following the October 27 municipal election.

In support of the Corporation's 2013-2016 Strategic Plan, MPAC took a more streamlined approach to collecting owner and occupant information and identifying eligible municipal and school board electors. While MPAC is not an elections agency, we recognize the need to utilize all available information to ensure that the PLE is as up-to-date and accurate as possible. As part of the enumeration process, MPAC made use of a number of third party data sources, including Elections Canada (National Register of Electors), Elections Ontario (including revisions from the June 12, 2014 provincial election) and the Ministry of Government Services (names of deceased persons).

In addition, MPAC introduced voterlookup.ca, a self-serve online application that enabled potential electors to confirm and/or update their personal information to ensure they would appear on the 2014 PLE.

There are two infographics we have created to capture the final results of the 2014 Enumeration which I encourage you to examine. The first is a high level provincial look at the roles and actions of the three phases in the process: Preliminary List of Electors, Voters' List, and Post-Election Processing. Among these results is the provincial PLE accuracy rate for 2014, which I am pleased to report is 87%. This is comparable to the 2010 result of 90% and was accomplished at less than a third of the cost.

The second infographic I believe will be of particular interest to you and your Council members. It is a high level snapshot of the results specific to your respective municipality including the number of potential electors identified, voterlookup.ca activity, the effects of using third party data sources and other data cleansing initiatives. Please refer to the attached consolidated results package for your municipality.

While we consider 2014 an overall success, it is important to recognize that MPAC is an assessment authority, not an elections agency. Therefore, as part of the current review of the *Municipal Elections Act, 1996* conducted by the Ministry of Municipal Affairs and Housing, and in collaboration with AMCTO and key government bodies such as Elections Ontario and the Ministry of Finance, we continue to explore available options for transitioning enumeration activities, including preparation of the Preliminary List of Electors, to another entity. This direction is fully supported by MPAC's Board of Directors and Executive Management Group.

This initiative aligns with the results of a 2013 MPAC sponsored IPSOS survey of public perceptions concerning municipal elections. The results were quite clear. When asked who respondents would most likely contact to confirm if they were on the Voters' List, only 1% identified MPAC as the responsible body. The most common choice was Elections Ontario at 27%, while 24% selected their local Municipal Office and another 18% identified Elections Canada.

As a result of membership surveys and their own deliberations, the AMCTO is strongly advocating that an electoral agency would be better positioned to provide the PLE for municipal elections.

I encourage all Heads of Council to contact me directly to discuss this issue and/or to provide additional ideas or proposals.

If you have any questions or comments, and/or would like to request a presentation for an upcoming Council meeting, please contact enumeration@mpac.ca.

Yours truly,



Dan Mathieson
Chair, MPAC Board of Directors

Attachment

Copy Municipal Clerks
Elections Ontario
Ministry of Finance
Ministry of Municipal Affairs and Housing
AMCTO
2014 Enumeration Team, MPAC
Executive Management Group, MPAC
MPAC Board of Directors
Antoni Wisniowski, President and Chief Administrative Officer, MPAC

EXAMINING



THE 2014 ENUMERATION



PROCESS



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

June 2015

Understanding the importance of MPAC's legislated mandate to identify all potential electors for municipal, school board and District Social Services Administration Board elections, the two objectives for 2014 were to:

- Seek out opportunities to streamline the enumeration process
- Help create convenient tools that allowed electors to self-enumerate

The Preliminary List of Electors (PLE) is created primarily from MPAC's property assessment database, and to the extent possible, contains the names and addresses of owners/tenants/boarders of all property in Ontario. While MPAC is not an elections agency, our role is to use the resources available to us to create a preliminary list – one element of a process that allows municipalities to create the final voters' lists for Election Day.

The Association of Municipal Managers, Clerks and Treasurers of Ontario's (AMCTO) 2010 post-election survey, MPAC's 2010 post-enumeration survey and AMCTO's Voter's List Discussion Paper all indicated that improvements to the process were required. In the spirit of collaboration and partnership, the 2012 Voters' List Forum gathered those involved in the process to identify desired outcomes and actions.

These discussions produced the following recommendations:

- Elector initiated registration
- Technology enabled elections
- Centralized elector data repository
- Real real-time data sharing and exchange

It was also important to consider changes electors favoured. For example, according to an IPSOS survey, 75% of respondents said they would use an online elector elections process. Seeing that the desires of those involved in the elections registration process were actually in line with the desires of electors, MPAC launched voterlookup.ca - a platform of shared responsibility that enabled electors to take an active role in maintaining accurate and up-to-date elector information. This site mirrored municipal efforts and those undertaken by other electoral jurisdictions to provide technology enabled elections.

In pursuit of a centralized elector data repository, names data from MPAC's assessment database were used to create a separate Names Database. The database was the source for all 2014 election-related products/outputs and was vital in identifying over 9.4 million eligible electors for the 2014 PLE. In addition, the Names Database enabled new data management capabilities and improved data sharing. MPAC entered into an agreement with the provincial government that allows for the identification of deceased persons from Vital Statistics records as far back as January 2007. The National Register of Electors, maintained by Elections Canada, was also a critical data source including revisions returned from the 2014 Provincial election. The database also enabled revision processing to be completed five months earlier at half the cost. Products for by-elections have already been generated for several municipalities from the Names Database which includes all 2014 revision updates.

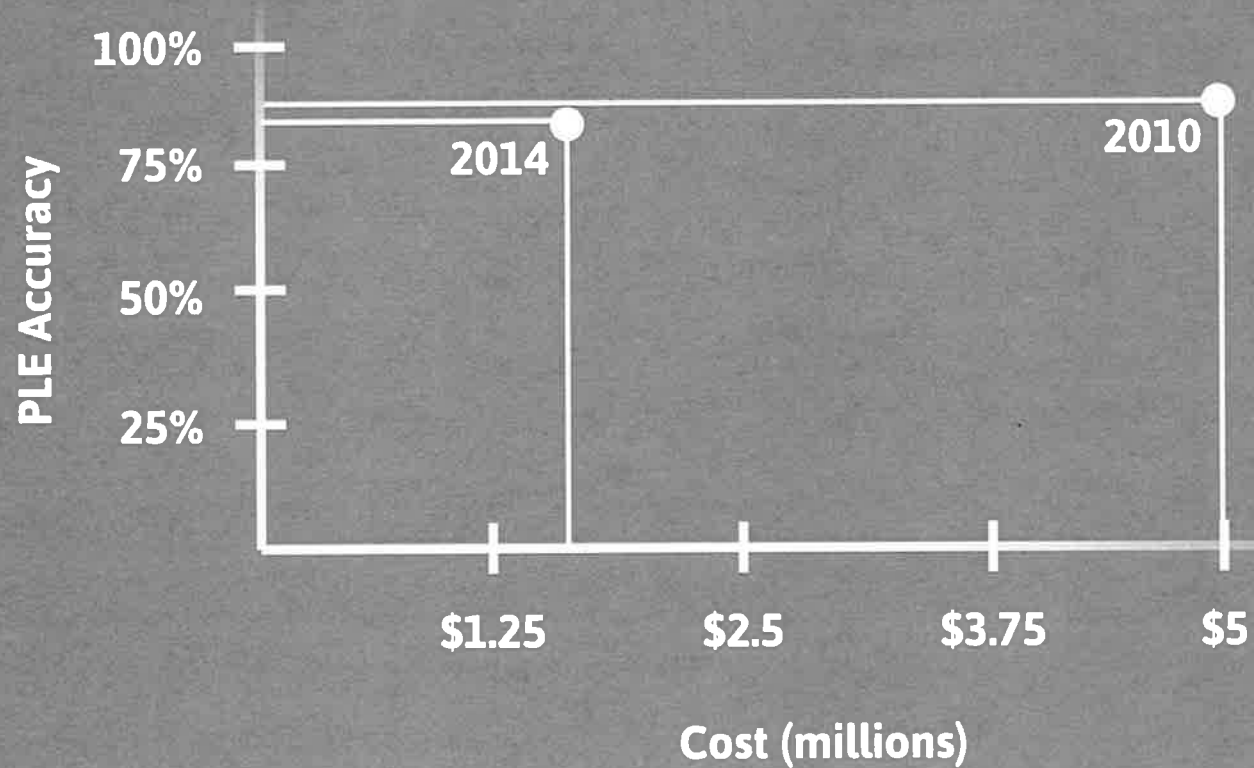
While there were challenges that came with the implemented changes, the accuracy of the data in 2014 was comparable to years past. In 2010, the PLE was 90% accurate, while in 2014 it was 87% accurate.

*Commissioned by MPAC

HAVE YOUR SAY.
LOG ON TODAY.



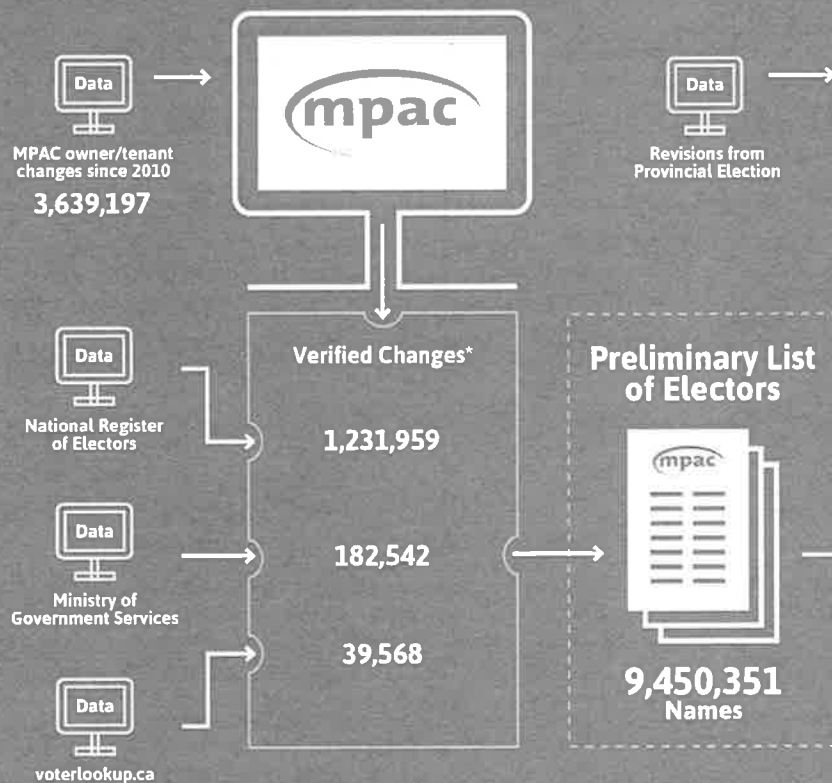
Preliminary List of Electors (PLE) Accuracy vs. Cost 2010–2014



OUR ROLES in the 2014 Voters' List

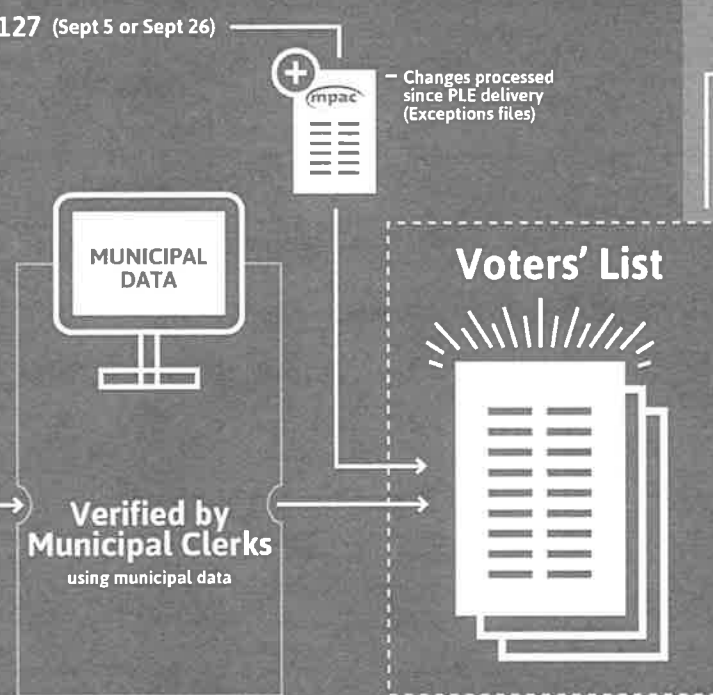
Phase 1

Preliminary List of Electors



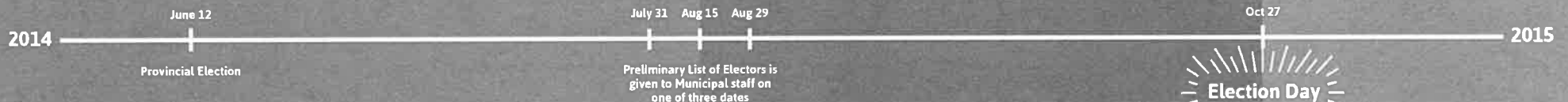
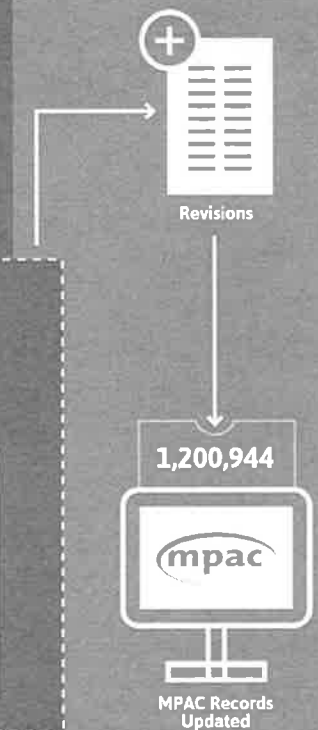
Phase 2

Voters' List





Phase 3

Post Election



* Changes made to MPAC data when verified against data sources.

MPAC - Examining the Revisions

	 Owners	 Non-owners (tenants/boarders)	Total
Names on Preliminary List of Electors (PLE)	5,648,170	3,802,181	9,450,351
Revisions	406,658	790,918	1,200,994*
% of PLE	7.20%	20.80%	
PLE Accuracy	92.80%	79.20%	87.29%

*Does not include 3,418 invalid revisions

PUSLINCH TOWNSHIP

Building the 2014 Preliminary List of Electors



SUMMARY

Preliminary List of Electors - Delivery Date: July 31, 2014

Exceptions Files - Delivery Date: September 05, 2014

Potential Electors Identified **5,740**

Phase 1



VOTERLOOKUP.CA Activity

Active Searches 78

Total changes to names data **20**



UPDATES from National Register of Electors data

Total changes to names data..... **615**



PRE-ELECTION DATA CLEANSE

Deceased Names (MGS) 111

Duplicate Names 429

Other* 4,388

Total changes to names data **4,928**

*Under 18, Corporations and Estates, Electors who already have their vote somewhere else in the municipality, Not Canadian, Unconfirmed Citizenship Status.

Phase 2



EXCEPTIONS FILES

Total changes to names data **178**

Includes changes/updates from provincial election

Phase 3



POST-ELECTION DATA CLEANSE

Added 149

Deleted 136

Updated 1,708

Moved 30

Total changes to names data **2,023**

Key Learnings and Opportunities: The Role of Strategic Partnerships

Last year brought many changes to a fairly stagnant process. Some of the challenges MPAC encountered with these changes were unexpected, while others were issues that are recurrent. Examples are:

Canada Post Issues

In January 2014, Canada Post Corporation announced a new program to remove the 'rural route' designations from mailing addresses that contained a civic address without releasing schedules for when this change would take place. This unfortunately caused some confusion on the local level.

Challenges Gathering Information on Tenants

Analysis of post-election revisions revealed a notable difference in PLE quality for property owners versus tenants/boarders – PLE accuracy for owners was almost 93%, while tenants/boarder PLE accuracy fell short at 79%. Because reaching tenants/boarders is particularly challenging, PLE accuracy for this group generally suffers. In addition, almost 64% of changes to owner data were simply updates. Because it is not mandatory for owners or tenants to advise MPAC of address changes, birth dates or citizenship status, capturing this information for the PLE is a significant challenge.

Elector Criteria: Municipal vs Provincial/Federal

Ontario municipal election eligibility criteria are more complex than municipal elections anywhere else in Canada on every level. In Ontario:

- Electors are found in 414 municipalities versus 107/106 provincial/federal ridings.
- Individuals have a right to vote once in every municipality where they own and/or occupy property.
- MPAC must track an elector's school support preference, 24 electing school boards boundaries, 10 District Social Services Administration Boards jurisdictions and property type (school board election eligibility differs for residential vs commercial property ownership).

Challenges with Voter Apathy

Electors do not vote for a variety of reasons. According to an IPSOS survey, the majority of electors (72%), cite apathy as the main reason for not voting in an election. When asked for more detail in a follow-up question, almost 20% of apathetic electors did not vote because they were unfamiliar with candidates or hadn't decided who to vote for. Another 16% of respondents cited busy schedules as being the major challenge to voting. Voter Information Cards did not contribute to the lack of elector participation. Nearly all of those (99%) who received a Voter Information Card reported that the information on it, including their name, street address and voting location, was correct. Only 2% mention that not receiving a voting card was the main reason they did not vote.

Conclusion

While new methodology can be challenging in the upfront, MPAC's experiences in 2014 suggests that additional advancements to the system would greatly benefit all parties involved in the long run. But the introduction of tools like voterlookup.ca will not create a perfect PLE on its own. Pre-enumeration IPSOS survey results showed that less than 1% of the public associated MPAC with the identification of municipal electors. Of those polled, 24% associated this activity with local municipalities and 27% said they would contact Elections Ontario with this information. At the end of the survey, after respondents were informed of MPAC's role, 67% still did not indicate they would contact MPAC to update their information for municipal elections. For this reason, municipalities, because of their access to constituents, can play a significant role in improving the accuracy of the preliminary list of electors. A more accurate PLE would assist municipal clerks as they finalize the Voters' List.

Significant improvements were undertaken to prepare the 2014 PLE by embracing the recommendations brought forward at the 2012 Voters' List Forum and aligning with the outcomes outlined in our 2013-2016 Strategic Plan. Despite these efforts, we recognize that there is more work to be done. Collectively, our continued partnership efforts, coupled with taking full advantage of the internet's reach and promoting the active participation of electors, enhancements to the province's municipal and school board election processes is well within reach.

Questions?

Contact enumeration@mpac.ca



MUNICIPAL
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Donna Tremblay

From: Karen Landry
Sent: October-22-15 3:03 PM
To: Donna Tremblay
Subject: FW: Notice of GET Open House for Comprehensive Zoning By-law Review

From: Kelsey Lang [<mailto:klang@get.on.ca>]
Sent: October-22-15 2:27 PM
To: Mark Paoli; 'garyc@wellington.ca'; Jameson Pickard; Dan Sharina; Harry Niemi; Jackie Kay; Scott Galajda; Fred Natolochny; Jason Wagler; John Osborne; donnab@wellington.ca; Linda Dickson; MWittemund@guelpghydro.com; Union Gas (ONTUGLLandsINQ@uniongas.com); Morrissey, John (MTO); Raymond Beshro; adam.snow@gotransit.com; Bell Canada (rowcentre@bell.ca); Executivevp.lawanddevelopment@opg.com; Emily Bumbaco; aaazouz@csdccc.edu.on.ca; tmclennan@wellingtoncdsb.ca; fournierf@csviamonde.ca; Tony.Sabatini@guelpgh.ca; Richard Renaud; dina.lundy@erin.ca; clerks@guelpgh.ca; planning@guelpgh.ca; Susan Jones (suzannej@haltonhills.ca); shelly.partridge@halton.ca; angela.janzen@milton.ca; Karen Landry; Kelly Patzer; nthompson@woolwich.ca; clerks@cambridge.ca; planning@cambridge.ca; Brett Salmon
Subject: RE: Notice of GET Open House for Comprehensive Zoning By-law Review

Hello,

Please be aware that the draft by-law, full text changes, and a summary document can now be found at:
<http://www.get.on.ca/zoningreview> .

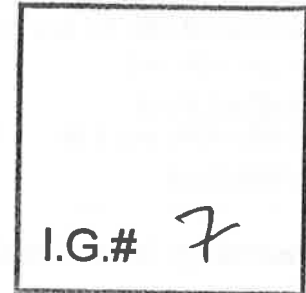
Best,

Kelsey Lang

Planning Associate



Township of Guelph/Eramosa
8348 Wellington Rd 124, PO Box 700
Rockwood, ON, N0B 2K0
Email: klang@get.on.ca
Direct: 519-856-9596 ext. 138 Toll Free: 1-800-267-1465 Fax: 519-856-2240
Web: www.get.on.ca



**The Township is reviewing its Zoning By-law and wants to hear your thoughts!
Now is the best time to provide your ideas about the land use rules in our
community. Find out more at: <http://www.get.on.ca/zoningreview>**

From: Kelsey Lang
Sent: October-02-15 9:33 AM
To: 'Mark Paoli'; 'garyc@wellington.ca'; 'Jameson Pickard'; Dan Sharina; Harry Niemi; 'Jackie Kay'; 'Scott Galajda'; 'Fred

Natolochny'; 'Jason Wagler'; John Osborne; donnab@wellington.ca; 'Linda Dickson'; MWittermund@guelphhydro.com'; Union Gas (ONTUGLLandsINQ@uniongas.com); 'Morrisey, John (MTO)'; 'Raymond Beshro'; adam.snow@gotransit.com'; Bell Canada (rowcentre@bell.ca); Executivevp.lawanddevelopment@opg.com; Emily Bumbaco; aaazouz@csdccc.edu.on.ca; tmclennan@wellingtoncdsb.ca; fournierf@csviamonde.ca; 'Tony.Sabatini@guelph.ca'; Richard Renaud; 'dina.lundy@erin.ca'; 'clerks@guelph.ca'; 'planning@guelph.ca'; 'Susan Jones (suzannej@haltonhills.ca)'; 'shelly.partridge@halton.ca'; angela.janzen@milton.ca; 'klandry@puslinch.ca'; 'Kelly Patzer'; nthompson@woolwich.ca; 'clerks@cambridge.ca'; 'planning@cambridge.ca'; 'Brett Salmon'

Subject: Notice of GET Open House for Comprehensive Zoning By-law Review

Hello,

The Township of Guelph/Eramosa is reviewing its Zoning By-law 57/1999. You have been included on this list because your agency/department is circulated on Township Planning applications. The draft Zoning By-law will be formally circulated for comment in the late fall, but in the interim please see the attached notice of open houses; more information can also be found at: <http://get.on.ca/zoningreview>

As professionals who work with our Zoning By-law, we welcome your comments.

Best,

Kelsey Lang

Planning Associate



Township of Guelph/Eramosa
8348 Wellington Rd 124, PO Box 700
Rockwood, ON, N0B 2K0

Email: klang@get.on.ca

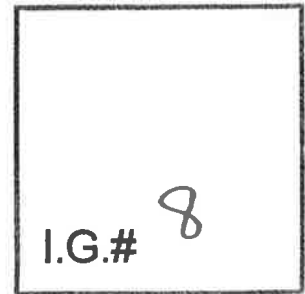
Direct: 519-856-9596 ext. 138 Toll Free: 1-800-267-1465 Fax: 519-856-2240

Web: www.get.on.ca

**The Township is reviewing its Zoning By-law and wants to hear your thoughts!
Now is the best time to provide your ideas about the land use rules in our
community. Find out more at: <http://www.get.on.ca/zoningreview>**

Donna Tremblay

From: Karen Phillips
Sent: October-23-15 1:32 PM
To: Karen Landry; Donna Tremblay
Subject: FW: Great Lakes Protection Act



From: Minister, MOECC (MOECC) [<mailto:Minister.MOECC@ontario.ca>]
Sent: October-16-15 3:16 PM
To: Admin
Subject: Great Lakes Protection Act

Thank you to everyone whose contributions have helped make progress on Great Lakes protection and restoration over the last few years. We have heard from many of you about the vital importance of the Great Lakes and about how proposed Great Lakes legislation can best make a difference.

It is my great pleasure to let you know that the Ontario Legislature has taken action to keep the Great Lakes drinkable, fishable and swimmable by passing a strengthened Great Lakes Protection Act.

This new legislation will:

- Help fight climate change, reduce harmful algal blooms, protect wetlands and watersheds, and reduce harmful pollutants.
- Establish a Great Lakes Guardians' Council to provide a forum for discussion and collaboration on Great Lakes issues and priorities.
- Enshrine Ontario's Great Lakes Strategy, the Province's action plan on the Great Lakes, as a living document to be reviewed every six years.
- Help ensure monitoring programs and reporting processes are in place to improve understanding and management of the ecological health of the Great Lakes-St. Lawrence Basin.
- Support setting targets and create new tools to take action with local partners in priority areas on pressing issues.
- Require consideration of Traditional Ecological Knowledge if offered by First Nations or Métis communities.

A copy of the Great Lakes Protection Act may be found [here](#). Additional information on the Act can be found [here](#).

This latest action – combined with our ongoing investments in Great Lakes protection – will help ensure that future generations can continue to enjoy the benefits of a healthy Great Lakes system.

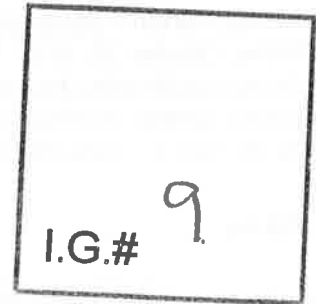
We look forward to continuing to work with communities across Ontario on our shared interest in Great Lakes protection and restoration.

Sincerely,

Glen Murray
Minister

Donna Tremblay

From: Susan Fielding <hugh.fielding@sympatico.ca>
Sent: October-24-15 9:05 PM
To: Donna Tremblay
Subject: FW: Con 7 - Gore Rd Extension
Attachments: CO_H1_MOU_Final_Signed_by_H1_and_CO.pdf



From: Scott.Peck@conservationhamilton.ca
To: robert.pasuta@hamilton.ca; hugh.fielding@sympatico.ca; mainrod@sympatico.ca
CC: cfe@conservationhamilton.ca; Lisa.Burnside@conservationhamilton.ca
Subject: FW: Con 7 - Gore Rd Extension
Date: Fri, 23 Oct 2015 18:52:53 +0000

Councillor/Chair Pasuta, Councillor Fielding and Director Rodgers,

I wanted to bring the information below to your attention and for your information.

To facilitate improvements to the power supply at the CPR Rail crossing of Concession 7 in Puslinch adjacent to the HCA's Fletcher Creek Ecological Preserve, Hydro One is proposing to extend a hydro line along the east side of concession 7 to the rail crossing. This will involve tree removal on our lands and this has been reviewed by HCA staff with Hydro One as per our agreement with Hydro One (see attached). We have detailed requirements to be addressed as part of this undertaking.

The upgrade is to address power issues at the crossing and to address public safety.

Please review the information below and the attached information and if you have any questions, please do not hesitate to contact me. Thank you,

T. Scott Peck, B.A., DPA, MCIP, RPP, CMMIII
Director, Watershed Planning & Engineering
Hamilton Conservation Authority
838 Mineral Springs Road, Box 81067
Ancaster (Hamilton), Ontario L9G 4X1
Tel - 905-525-2181, Ext. 130
Fax - 905-648-4622
tspeck@conservationhamilton.ca
Website - www.conservationhamilton.ca

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From: Kenny, Darren <Darren.Kenny@conservationhamilton.ca>

Sent: Friday, October 23, 2015 7:23 AM

To: lynda.monroe@HydroOne.com; mike.dawson@HydroOne.com

Cc: McDonell, Lesley; Jennings, Lisa; Firth Eagland, Chris; Costie, Gord; Peck, Scott; Stone, Mike

Subject: RE: Con 7 - Gore Rd Extension

Lynda/Mike,

Further to our site visit yesterday to discuss the hydro line extension along the east side of Conc. Rd. 7 north of the rail line, HCA staff offer the following.

Though there is a fairly significant amount of tree removal required on the east side of the road for this line extension, the vast majority of the trees are smaller/stunted cedars, spruce, etc. and only a relative few are larger, mature trees. It was felt that pole installation on this side of the road would be preferable to the west side, as the west side is much wetter and conveys creek flows across the road. Pole installation here would require much more disturbance and cribbing of all poles versus the need to crib only the southerly pole as part of this project.

It is understood that subsequent to our office providing the signed tree-trimming/anchoring agreements, the work is proposed for late November or December of this year.

As discussed, please ensure the following measures are taken when completing the tree removal work:

- Ensure all machinery/equipment used is cleaned prior to entering the area (and after leaving the area) in order to prevent the spread of invasive species.
- Chip and remove all smaller diameter trees within the corridor. Fall and leave in place larger diameter/mature trees that need to be removed. Prune others wherever possible.
- Adhere to the BMPs detailed in the CO/Hydro One protocol (see attached).
- Please provide our office 48 hours' notice prior to the start of work.

Thank you

Darren Kenny, B.Sc., (Hons.)

Watershed Officer, Badge # 113

Hamilton Conservation Authority

P.O. Box 81067, 838 Mineral Springs Road

Ancaster, Ontario L9G 4X1

Tel - 905-525-2181, ext. 131

Fax - 905-648-4622

darren.kenny@conservationhamilton.ca

Website - www.conservationhamilton.ca

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Thank you.



MEMORANDUM OF UNDERSTANDING CONSERVATION ONTARIO & HYDRO ONE

1.0 Preamble

Conservation Ontario has acknowledged and agreed that, as a Crown Corporation, all of Hydro One Networks Inc. (Hydro One) activities (i.e. construction, maintenance or emergency activities) are exempt from Conservation Authority (CA) permitting requirements under Section 28 of the *Conservation Authorities Act* and the individual CA "Development, Interference with Wetlands and Alteration to Shorelines and Watercourses" Regulations (see Appendix A). Recognizing this exemption, and in the absence of the formal permitting process, this Memorandum of Understanding (MOU) will serve to outline the communication process to be followed between Hydro One and CAs as well as Best Management Practices (see Appendix B) that may be implemented by Hydro One when carrying out construction and/or maintenance operations.

While Hydro One, as a Crown corporation, is exempt from permitting requirements under the *Conservation Authorities Act*, it is subject to other provincial and federal legislation (e.g. the *Endangered Species Act, 2007*, *Fisheries Act*) and is responsible for consulting with other relevant agencies as necessary to meet all legislative requirements.

2.0 Purpose

This MOU details the protocol that will be followed between Conservation Authorities (CAs) and Hydro One when Hydro One work activities are planned or undertaken on lands regulated under the *Conservation Authorities Act* as well as CA owned-lands located outside of a Hydro One easement or rights-of-way (ROWs).

Consultation with CAs during the planning for construction of new transmission (115 kV or greater and longer than 2 km) projects that have *Environmental Assessment Act* requirements is well established and therefore not part of this protocol.

Consultation with CAs for Renewable Energy Act projects is the responsibility of the proponent and therefore not part of this protocol.

3.0 Background

Hydro One's basic mandate is to ensure a safe, reliable, cost effective supply of electricity to the people of Ontario. Construction and maintenance of Hydro One's distribution system (< 50 kV) as well as our transmission maintenance work activities on our ROWs are necessary in order to fulfill this mandate. Hydro One makes every effort, during the course of these activities, to avoid any impact to the natural environment. Examples of typical Hydro One work activities include;

- Tree and brush removal for the establishment of new ROWs or maintenance,
- Wood chip, brush and log disposal on ROWs,
- Building access roads to and/or along ROWs,
- Equipment movement/placement on ROWs (e.g. tracked and wheeled machines including bucket trucks, radial boom derricks, stringing equipment, all-terrain vehicles (ATVs) for patrols, etc.),
- Delivery and spotting of poles and/or tower material,



MEMORANDUM OF UNDERSTANDING CONSERVATION ONTARIO & HYDRO ONE

- Vacuum truck removal of solid (dry or wet/slurry) material and transfer,
- Pole/tower and anchor installation, directional boring, trenching, and excavation,
- Restoration of ROWs and access roads and
- Herbicide application.

The mandate of CAs is based on resource management at the watershed level and to create and implement programs that work to conserve, restore and responsibly manage water, land and natural habitats. According to Section 20(1) of the *Conservation Authorities Act*, the object of a CA is "to establish and undertake, in the area over which it has jurisdiction, a program designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals." Under their mandate, with regard to Hydro One activities in CA regulatory areas and on CA owned land, CAs typically comment on environmentally sensitive areas, flooding and soil erosion. Additionally, CAs may provide their best available natural heritage information for their watershed jurisdiction. Hydro One is supportive of the CA mandate and when undertaking the above-mentioned activities, Hydro One works in cooperation with CAs and has for many years. Discussions with Conservation Ontario have been held with a view to ensuring a consistent approach is taken when Hydro One is planning construction or maintenance work.

Fisheries and Oceans Canada (DFO) has partnering arrangements with CAs and the Ministry of Natural Resources (MNR) whereby CAs review projects for compliance with Section 35 of the *Fisheries Act*. Where there are DFO agreements with CAs in place, initial requests for the review of projects in or around water that may affect fish and fish habitat are referred to the local CA. CAs may be then a first point of contact for the majority of projects in and around water in Ontario. Depending on the level of DFO agreement, CAs will undertake an initial review of the project, provide mitigation advice and/or review habitat compensation plans. Projects requiring review, *Fisheries Act* authorization and/or assessment under the *Canadian Environmental Assessment Act* are forwarded to DFO.

In accordance with their DFO agreements, CAs will also review projects to identify if aquatic Species at Risk (SAR) listed under the federal *Species at Risk Act* (SARA) are present within the work area. If SARA-listed aquatic SAR are detected the CA will follow the protocol as determined by their DFO agreement.

It is noted, as a point of clarification, that Hydro One will consult with MNR directly to identify if Species at Risk (SAR) listed under the *Endangered Species Act, 2007* are present in the work areas and will obtain permits if required. Hydro One will also consult directly with MNR for information and/or advice regarding natural heritage.

4.0 Hydro One Work Activities

The following sections define the three types of Hydro One work activities.

4.1 Planned Maintenance

Any activity carried out on equipment or on the ROW in order to ensure that the equipment continues to perform its intended function. This may include, but is not limited to, routine maintenance, vegetation management, troubleshooting, repairs, approved changes and other modifications as may be required for the safe and efficient operation of the electrical system.



MEMORANDUM OF UNDERSTANDING CONSERVATION ONTARIO & HYDRO ONE

4.2 Capital

Any activity carried out either as (a) a system investment or (b) as demand work (e.g. new connections and upgrades). This may include, but is not limited to, equipment replacement, vegetation management, installation and/or modifications.

4.3 Emergency

Any activity that requires prompt coordination of resources to protect the health, safety or welfare of people, or to limit damage to property, equipment and environment, either after an event or imminent event, that is outside the scope of normal operations.

5.0 Communication Protocols

The following sections summarize the communication approach agreed to between CAs and Hydro One.

5.1 Planned Maintenance and Capital

1. During the planning stage, the Hydro One contact (e.g. Forestry Technician, Area Distribution Engineering Technician, Environment Specialist) shall discuss with the Single Point of Contact (SPOC) from the appropriate CA, the details of the work (e.g. route/location, time of year, etc), potential alternatives that may avoid environmental impacts, potential adverse effects to the area of work and possible mitigation techniques.
2. Hydro One will endeavour to provide the CA SPOC with as much advance notice of planned work as possible to minimize conflicts with scheduled CA events on their lands that may be adversely impacted (e.g. day camps, weddings, etc).
3. In an effort to minimize environmental impacts, Hydro One will consider and review the most appropriate mitigation technique(s) to apply, considering all factors, including but not limited to, site conditions, constructability and cost. If necessary, a site visit with the CA SPOC and the Hydro One contact shall be conducted.
4. ROW restoration requirements, if necessary, will also be discussed.
5. The CA SPOC may raise any additional concerns for discussion.
6. The planned work will be carried out in accordance with a written record between Hydro One and the CA SPOC, with input from other CA staff as required.
7. Both parties agree to communicate in a timely manner to meet scheduled work requirements.



MEMORANDUM OF UNDERSTANDING CONSERVATION ONTARIO & HYDRO ONE

5.2 Emergency Work

1. The Hydro One contact (e.g. Forestry Technician, Area Distribution Engineering Technician, Environment Specialist) shall discuss the details of the work required with the CA SPOC or Emergency Contact as soon as is reasonably possible. If necessary and if time allows, a site visit with the CA representative and the Hydro One contact shall be conducted.
2. Emergency work may be modified with input from the CA representative if the work can be done safely and without impacting the timing of power restoration requirements.
3. ROW restoration requirements, if necessary, will also be discussed. For example temporary emergency works (e.g. watercourse crossing culverts, access roads) would typically be removed after work is completed. However, these works may be left in place with the agreement of the CA SPOC, any affected property owners and federal government agencies (e.g. DFO) where federal legislation applies. Where development will remain, it should be designed and constructed based on CA policies. Additional studies may be required by the CA to ensure the development will not cause negative impacts.
4. The CA SPOC may raise any additional concerns for discussion and if feasible will be addressed.
5. Any ROW restoration work will be carried out in accordance with a written record of concurrence between Hydro One and the CA SPOC

6.0 Fees

For both CA regulated lands and CA owned lands, it is recognized that there may be circumstances where the review/assessment of work activities is considered major and funding to compensate for time and effort may be negotiated between Hydro One and the CA.

7.0 Access on CA Owned Lands

7.1 Planned Maintenance and Capital Works

1. Hydro One will obtain advance permission from the CA SPOC as per each CA's protocols and will agree on the details of such access prior to commencement of work. This will apply to both direct access to CA owned property via public road or indirect access across CA owned property to Hydro One ROWs.
2. The CA SPOC will notify and consult with other applicable CA staff and provide Hydro One with site specific information and/or property use requirements in writing.

7.2 Emergency Works

It is recognized that CAs as landowners do not relinquish any property rights through the application of this section.



**MEMORANDUM OF UNDERSTANDING
CONSERVATION ONTARIO & HYDRO ONE**

1. Hydro One and the CA SPOC will endeavour to pre-identify access routes to ROWs that cross areas of significant environmental sensitivity.
2. Hydro One will endeavour to gain access to CA-owned lands that will minimize the risk of potential negative environmental impacts to the greatest extent possible.
3. Hydro One shall make best efforts to make contact with the CA SPOC or Emergency Contact as soon as reasonably possible. If necessary and if time allows, a site visit with the CA representative and the Hydro One contact shall be conducted.

8.0 MOU Amendment

The parties agree to review and amend this MOU as required (e.g. due to regulatory changes, etc).

Approved and Accepted by:

D. Pearson
General Manager
Conservation Ontario

Dated: March 21, 2011

J. MacNamara
VP- Health Safety & Environment
Hydro One Networks Inc.

Dated: MARCH 17/11



MEMORANDUM OF UNDERSTANDING CONSERVATION ONTARIO & HYDRO ONE

Appendix A:

Letter Agreement from B. McCormick, Hydro One Environmental Services and Approvals, to D. Pearson, Conservation Ontario pg 1 of 2

Hydro One Networks Inc.
483 Bay Street
TCT12, North Tower
Toronto, Ontario, M5G 2P5
mccormick.bj@hydroone.com

Tel: 416-345-6597
Fax: 416-345-6919
Cell: 416-525-1051



June 12, 2009

Mr. Don Pearson
General Manager
Conservation Ontario
Box 11, 120 Bayview Parkway
Newmarket, Ontario
L3Y 4W3

**Re: Hydro One Requirement for Permits to Work in Regulated Areas as defined under
the *Conservation Authorities Act***

Last Thursday, June 4th, staff from our office made a presentation to the *Conservation
Ontario/MNR*

Section 28 Peer Review & Implementation Committee regarding our status with respect to permitting
requirements under the *Conservation Authorities Act*.

Members of the Committee advised us that the permit requirements under the *Conservation
Authorities Act* do not apply to the Crown, Crown agencies or Crown corporations and we were
therefore asked to confirm Hydro One Network Inc.'s status.

We have checked with our Law Division and have been told the following: Hydro One Inc.
(the holding company of Hydro One Networks Inc.) is a Crown corporation, and it therefore
follows that its wholly-owned subsidiaries, of which Hydro One Networks Inc. is one, are also
crown corporations. I was told that whether a corporation is a Crown corporation is based on
a common-law test: for example, whether 50% plus one of the shares are Government-owned
(100% of Hydro One Inc.'s shares are owned by Ontario's Minister of Energy and
Infrastructure); whether 50% plus one of the members of the corporation's board are
Government-appointed (100% of Hydro One Inc.'s directors are appointed by the Minister);
whether the Government has the authority to fire 50% plus one of the directors (the Minister
can fire 100% of Hydro One Inc.'s directors); and there are other indicia, as well, which
illustrate that the Hydro One family of companies are Crown corporations. Therefore, Hydro
One Networks Inc. is a Crown corporation.

It is therefore our understanding, based on the fact that Hydro One Networks Inc. is a Crown
corporation and your advice that the permit requirements do not apply to Crown corporations,
that Hydro One Networks Inc. is not subject to the permit requirements under Ontario's
Conservation Authority Regulations.



**MEMORANDUM OF UNDERSTANDING
CONSERVATION ONTARIO & HYDRO ONE**

**Letter Agreement from B. McCormick, Hydro One Environmental Services and Approvals,
to D. Pearson, Conservation Ontario pg 2 of 2**

As discussed during the meeting, Hydro One will nevertheless work closely with Conservation Ontario to develop a protocol to communicate with individual Conservation Authorities and ensure that we review any concerns and where required, implement appropriate mitigation to minimize construction impacts when working in regulated areas.

Sincerely,

A handwritten signature in black ink, appearing to read "B. McCormick".

Brian McCormick, Manager
Environmental Services & Approvals



MEMORANDUM OF UNDERSTANDING CONSERVATION ONTARIO & HYDRO ONE

Appendix B **Best Management Practices**

The Best Management Practices (BMPs) listed below have been compiled from the Hydro One Environmental Guidelines and various Conservation Authority Planning and Regulation Policies and Guidelines. It is intended that these practices may be utilized by Hydro One staff or contractors employed by Hydro One during the completion of construction and maintenance activities on transmission and distribution lines when Hydro One work activities are planned or undertaken on lands regulated under the *Conservation Authorities Act* and lands owned by the CAs.

Implementation of all BMPs will be utilized whenever practical. It is mutually understood that implementation of all BMPs may not be possible in all situations or in the event that the works are of an emergency nature. Also, it is mutually understood that more stringent requirements may be necessary in extreme circumstances.

Both partners are encouraged to share innovative solutions and/or to share failures in order to build knowledge and capacity within each agency and facilitate continuous improvement.

Watercourse and Wetland Crossings

- Hydro One projects may be subject to the *Fisheries Act*. The applicable CA should be notified of any in-water works for review pursuant to the *Fisheries Act* as per the Level of agreement with DFO. Should the CA have a Level I agreement with DFO, Hydro One is encouraged to contact DFO directly.
- Travel across any watercourse or wetland should be avoided or minimized to the extent possible and will be discussed and agreed to with the CA SPOC (e.g. requirement for full span bridge, use of culvert, temporary/permanent installation, use of stone/geo-textile, timing, etc).

Works in Proximity to a Watercourse

- Distribution lines will be designed, constructed and located to span water courses and minimize potential risks from erosion and flooding hazards and minimize adverse impacts to natural heritage features and functions.
- Minimize travel on slopes adjacent to watercourses.
- Time activities when ground conditions are stable (dry or frozen) to avoid rutting.
- Appropriate sediment control measures (i.e. sediment fence) should be installed between machinery access points/disturbed areas and the watercourse.
- Retain vegetation along watercourses that will not require maintenance or encroach on safe line clearance requirements.



MEMORANDUM OF UNDERSTANDING CONSERVATION ONTARIO & HYDRO ONE

- Downed trees, brush or chips will not be left in watercourses or along banks, and will be removed from the work area and/or floodplain entirely if necessary.
- Herbicides will be applied as per Hydro One's internal guidelines and in a manner consistent with DFO and Ministry of the Environment (MOE) requirements.
- Equipment washing and refuelling will be conducted at least 100 metres from watercourses where practical.
- Spill kits will be available on site and workers trained in response.
- Activities should be planned and/or limited to avoid breeding seasons for sensitive aquatic and terrestrial species whenever possible.

Works Within and In Proximity to Wetlands

- Avoid all wetland areas whenever possible.
- Activities should be planned and/or limited to avoid breeding seasons for sensitive aquatic and terrestrial species whenever possible.
- Time activities when ground conditions are most stable (dry or frozen) to avoid rutting.
- Access and staging areas will be discussed and agreed to with the CA SPOC.
- Minimize vegetation removal and other works to avoid hydrologic and hydro-geological impacts to the wetland unless vegetation will require maintenance or encroach on safe line clearance requirements.
- Install appropriate sediment control measures (i.e. sediment fence) as required.
- Herbicides will be applied as per Hydro One's internal guidelines/policies and in a manner consistent with DFO and MOE requirements.
- Equipment washing and refuelling will be conducted at least 100 metres from wetlands where practical.

Works on/near Steep Slopes

- Consult with the CA SPOC with regard to stabilization for exposed slope areas.
- Minimize vegetation removal on steep slopes to prevent erosion unless vegetation will require maintenance or encroach on safe line clearance requirements.
- Minimize travel/skidding in areas of high erosion potential (steep slopes and exposed soils).



MEMORANDUM OF UNDERSTANDING CONSERVATION ONTARIO & HYDRO ONE

- Use vehicles with low bearing pressure.

Works that May Impact Natural Heritage

- Hydro One shall request CA natural heritage information and/or advice based on the CA's best available information. As per current practice, Hydro One shall continue to consult directly with MNR for natural heritage information and/or advice.
- Activities should be planned and/or limited to avoid breeding seasons for sensitive aquatic and terrestrial species whenever possible.

Site Restoration

- The applicable CA shall be contacted to discuss restoration options.
- Invasive species are not suitable for planting and will not be used in site restoration.
- Consultation regarding seed mixes should be undertaken with the CA SPOC prior to seeding to determine if seeding is required to stabilize bare soils and to establish if any special seeding requirements exist for specific sites. Seed cover options may include crops such as;
 - On unstable slopes, a fast-establishing temporary ground cover can be provided through the use of non-persistent, annual grass seed [i.e. annual oats (*Avena sativa*) and/or annual rye grass (*Lolium multiflorum*)].
 - Virginia wild rye (*Elymus virginianus*) is a native, fast-establishing species that can be used to stabilize soils in lowland and riparian habitats.
 - Canada wild rye (*Elymus canadensis*) and/or Poverty oats grass (*Danthonia spicata*) are native, fast-establishing species that can be used to stabilize soils in upland habitats.
- When used, native seeds should be acquired from suppliers which sell seed stock obtained from the locality where the seeding is taking place.
- Restoration plans in extreme circumstances may include the planting of regionally native woody vegetation. Species selection will consider Hydro One's maintenance and line clearance requirements as well as the conditions present in the surrounding natural areas.



SOURCE WATER PROTECTION

TIER 3 WATER BUDGETS

*Presentation to Puslinch Township Council
November 4, 2015*

Presentation Outline

- **Source Protection**
- **Water Budgets & Tier 3 Risk Assessments**
- **Guelph/Guelph-Eramosa Tier 3 WQRA**
- **RMOW/Guelph Tier 3 Overlap**
- **Municipal Peer Review & Next Steps**

Presentation to Puslinch Township Council

SOURCE PROTECTION

Lake Erie Source Protection Region



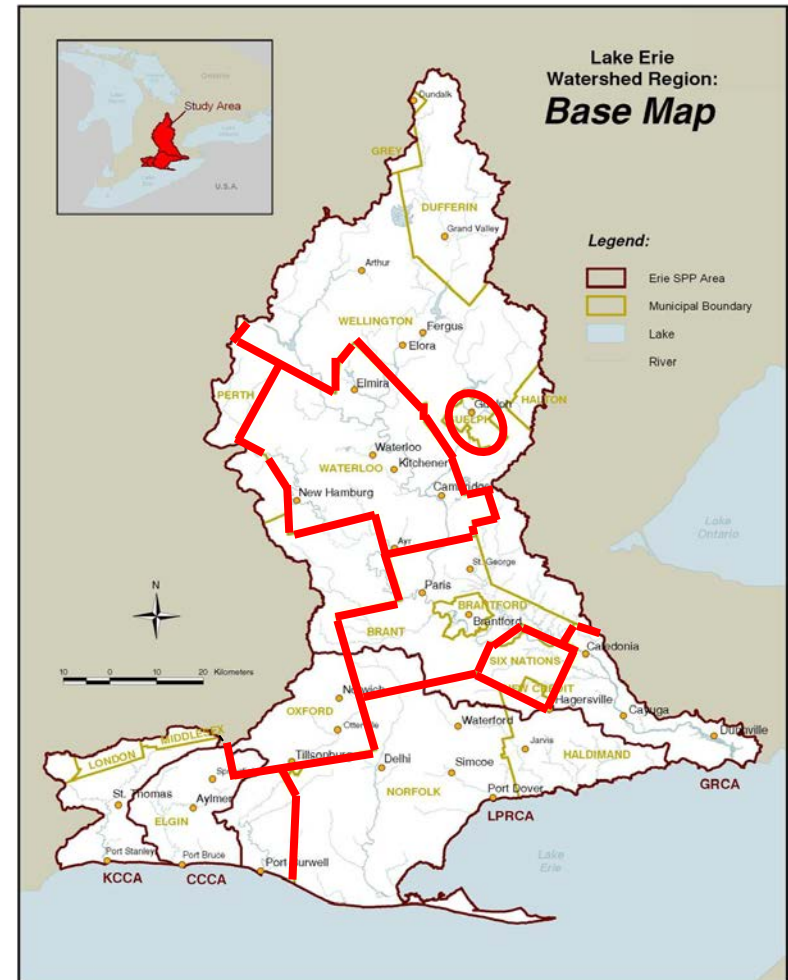
- Kettle Creek
 - Catfish Creek
 - Long Point Region
 - Grand River
- One plan for each watershed

“Source protection planning should be done as much as possible at a local (watershed) level by those who will be most directly affected (municipalities and other affected local groups).”

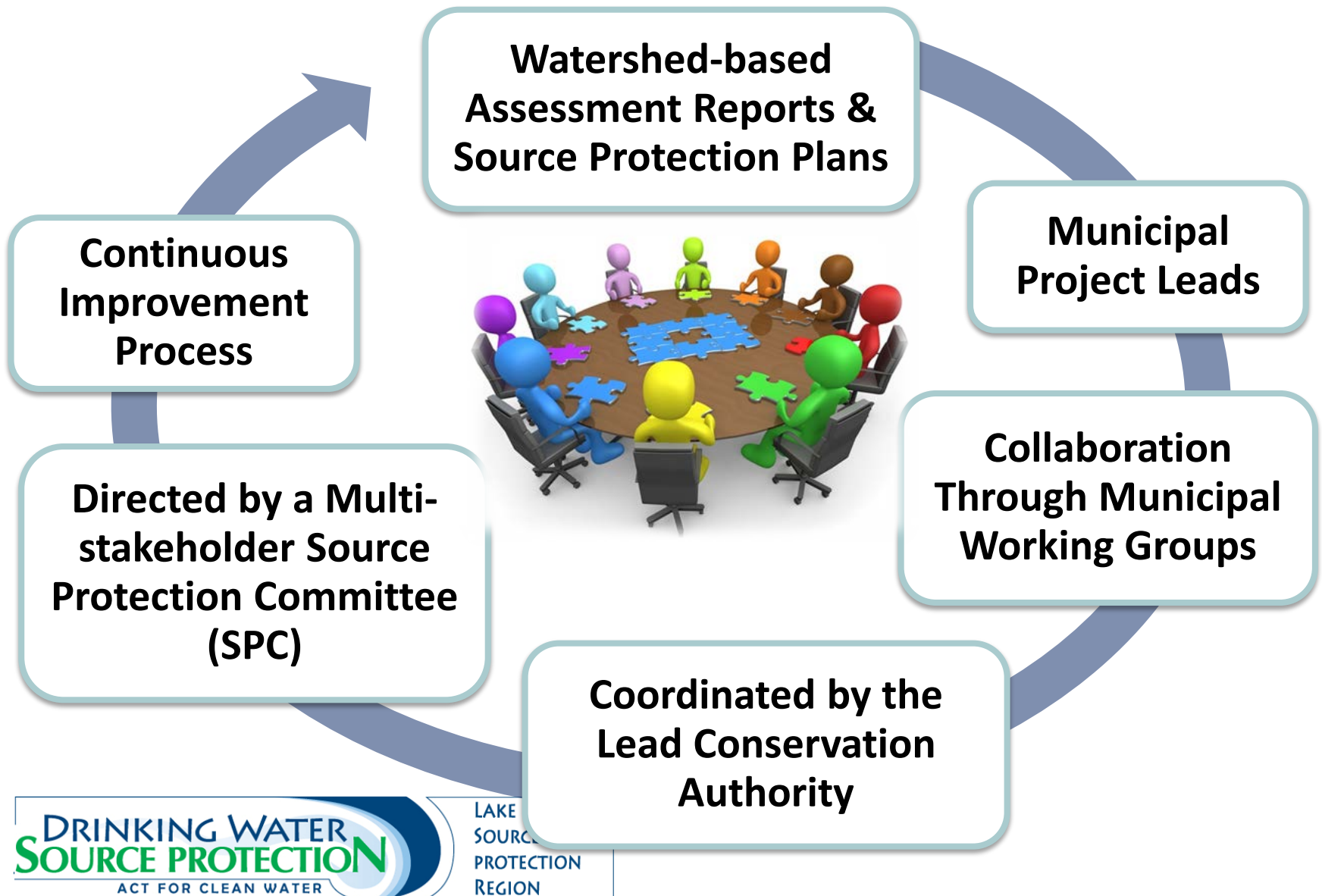
- Justice Dennis O'Connor

Lake Erie Region Source Protection Committee

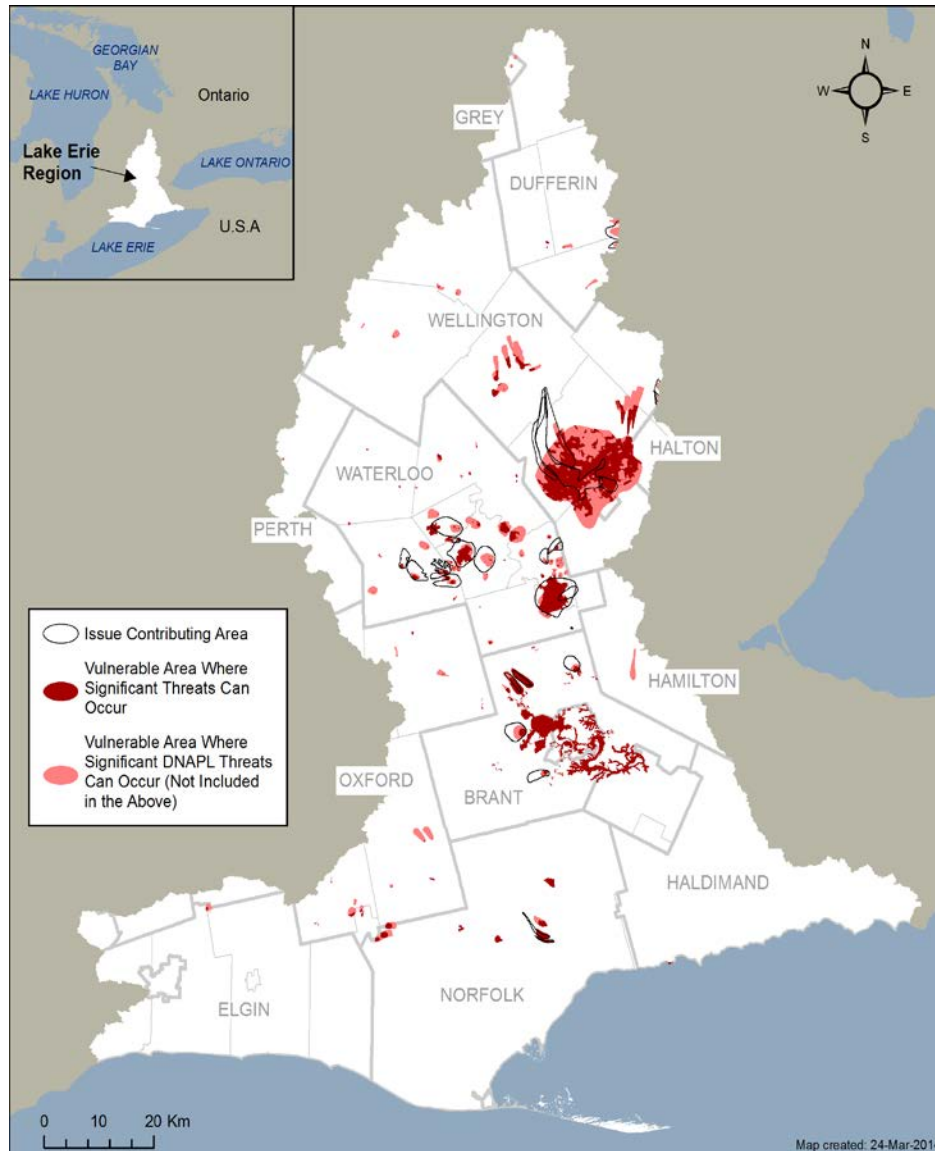
- **Multi-Stakeholder Composition:**
 - 7 municipal representatives
 - Wellington/Dufferin/Halton, Guelph, Waterloo Region, Perth/Oxford, Brant/Brantford/Hamilton, Haldimand/Norfolk, Elgin/London/Middlesex
 - 7 sector representatives
 - 3 agricultural
 - 3 industry/business
 - 1 aggregate
 - 7 public interest representatives
 - 1 Elgin Primary water
 - 6 citizens-at-large
 - 3 First Nations
 - 1 Chair
- **Responsible for guiding development of Source Protection Plans**



Source Protection Planning Process

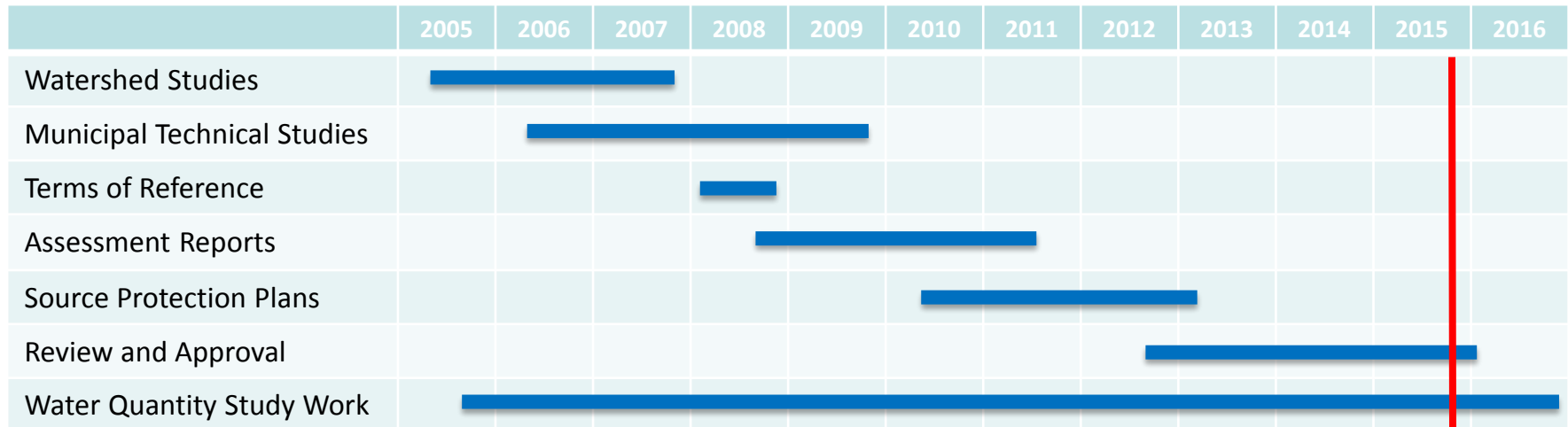


Footprint of Source Protection



- Areas where the proposed water quality policies apply
- Focus is areas surrounding municipal wells and intakes
- **Water quantity policy areas still to be determined**

Lake Erie Region Timeline



LER Review & Approvals	MOECC Issued Review Comments	Finalized Responses	Public Consultation	Re-Submission of Plan	Plan Approved by MOECC	Plan Comes into Effect
Grand River	✓	Feb/Mar 2015	Mar.16 – Apr.2 2015	July 22, 2015	TBD	TBD
Long Point	✓	✓	Feb.9 – Mar.10 2015	June 18, 2015	TBD	TBD
Catfish Creek	✓	✓	✓	✓	✓	Jan. 1, 2015
Kettle Creek	✓	✓	✓	✓	✓	Jan. 1, 2015

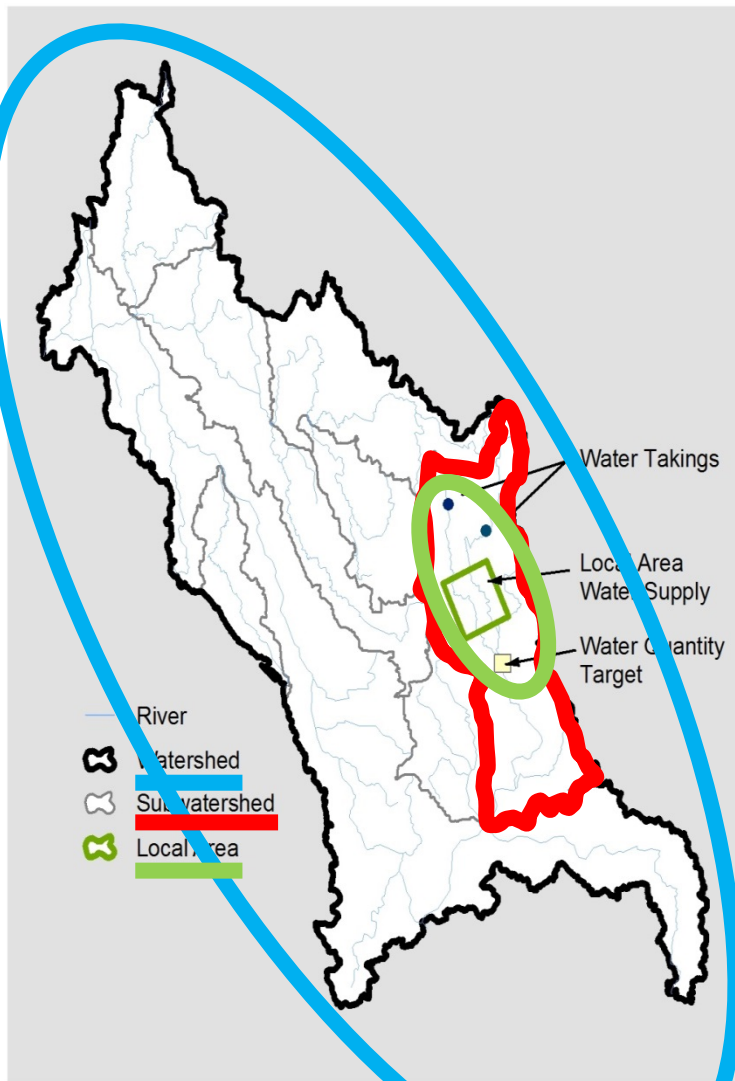
Lake Erie Region Program Status

- Grand River Source Protection Plan expected to be approved late 2015 with effective date in 2016.
- Only covers water quality aspects
- Water quantity studies (ie Tier 3) ongoing (e.g., for Guelph/Guelph Eramosa systems)
- Water quantity aspects to be included in future plan updates

Presentation to Puslinch Township Council

WATER BUDGETS & TIER 3 RISK ASSESSMENTS

Tiered Process for Water Budgets



Scoping of Potential Stress to Water Supply

Tier 1 (\$) – Watershed (Use simple tools to eliminate subwatersheds from further study)
- **COMPLETED 2009**

Tier 2 (\$\$) – Watershed / Subwatershed (Use complex tools to identify subwatersheds requiring further study)
- **COMPLETED 2009**

Tier 3 (\$\$\$) – Local Area (Assess the sustainability of municipal water takings and potential impact to receptors)

■ **Modeling**
■ **More Complexity**

■ **Scale**
■ **More Certainty**

Water Budgets

Water quantity staff characterize the watershed, using models, statistics and estimates to track the volume of water entering, moving through and leaving the watershed for sustainable water use.

Climate

Surficial Geology

Streamflow

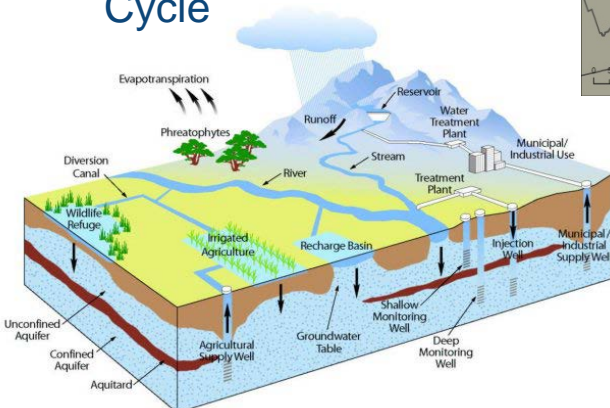
Recharge

Discharge

Groundwater Levels

Water Use

Hydrologic Cycle

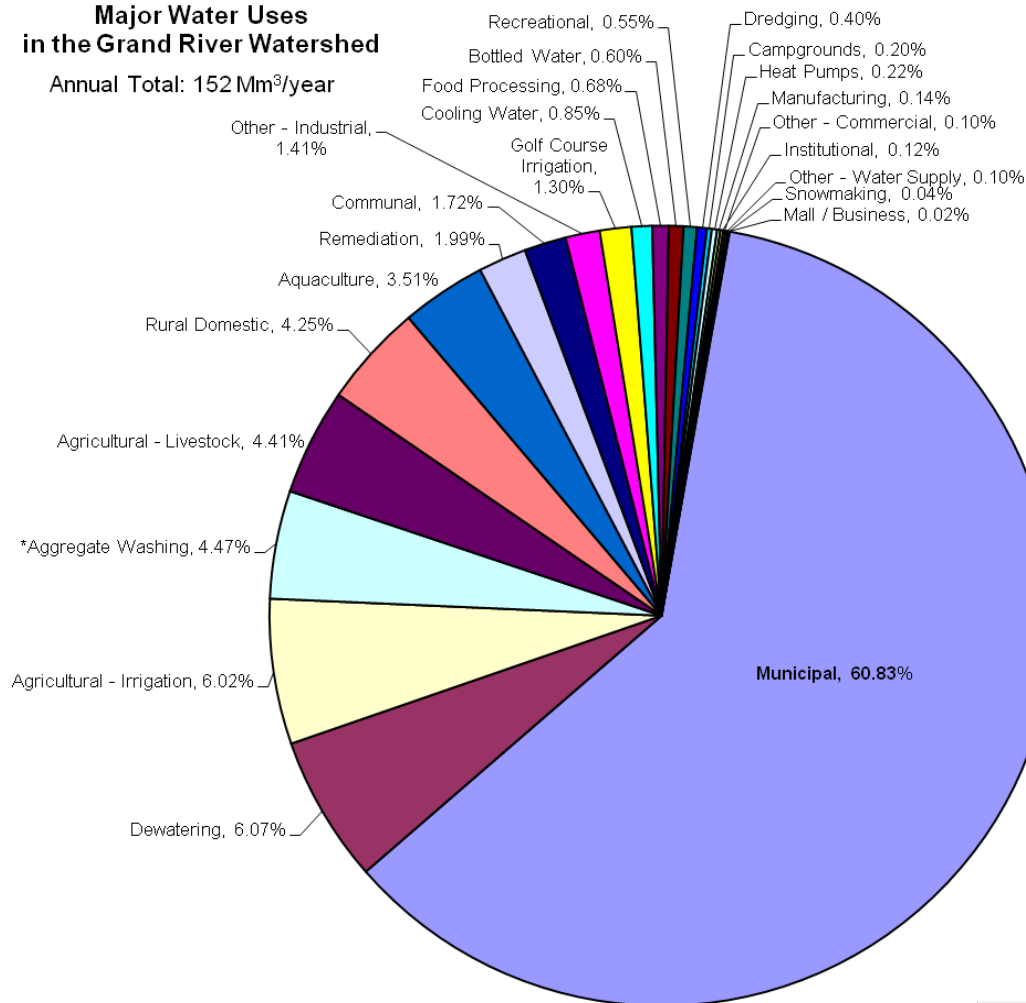


LAKE ERIE
SOURCE
PROTECTION
REGION

Grand River Watershed Water Uses

Major Water Uses in the Grand River Watershed

Annual Total: 152 Mm³/year



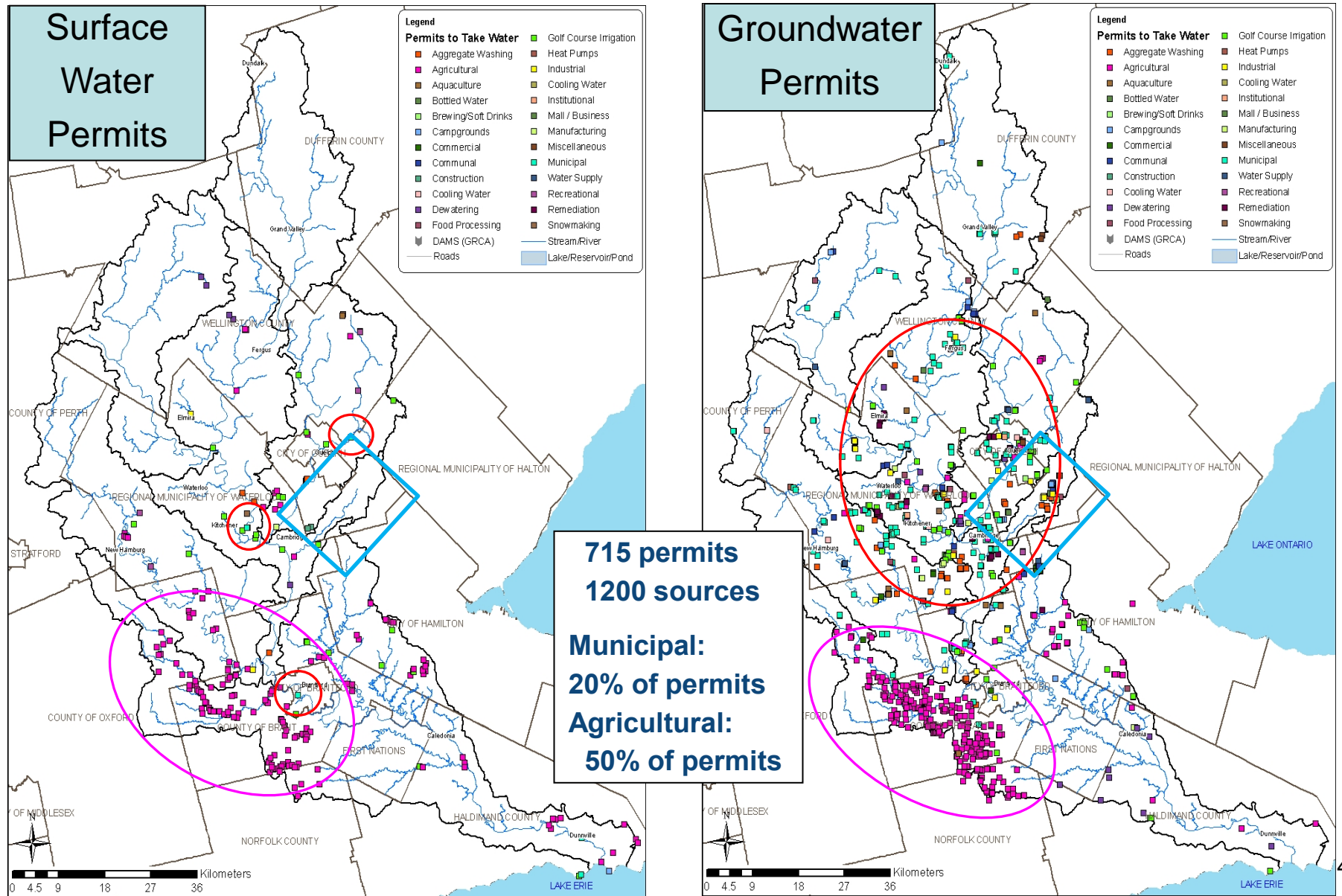
1. Municipal > 60%

Uses from 4-6%:

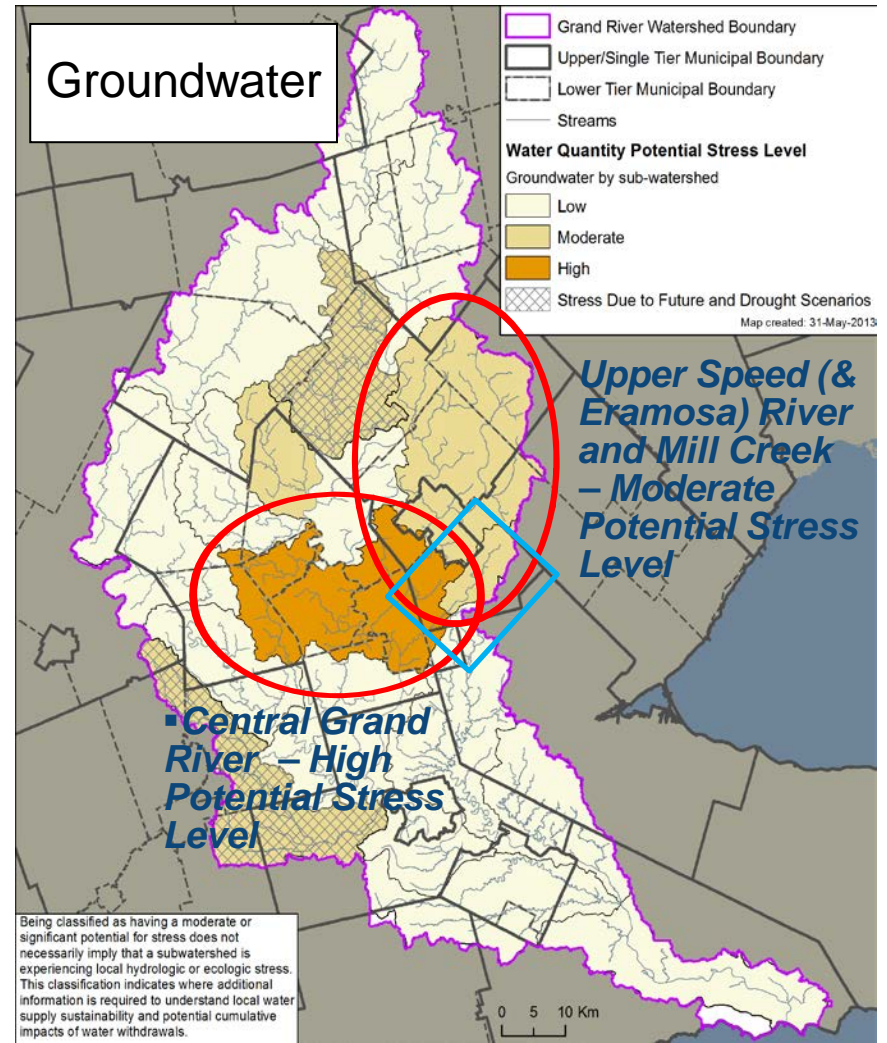
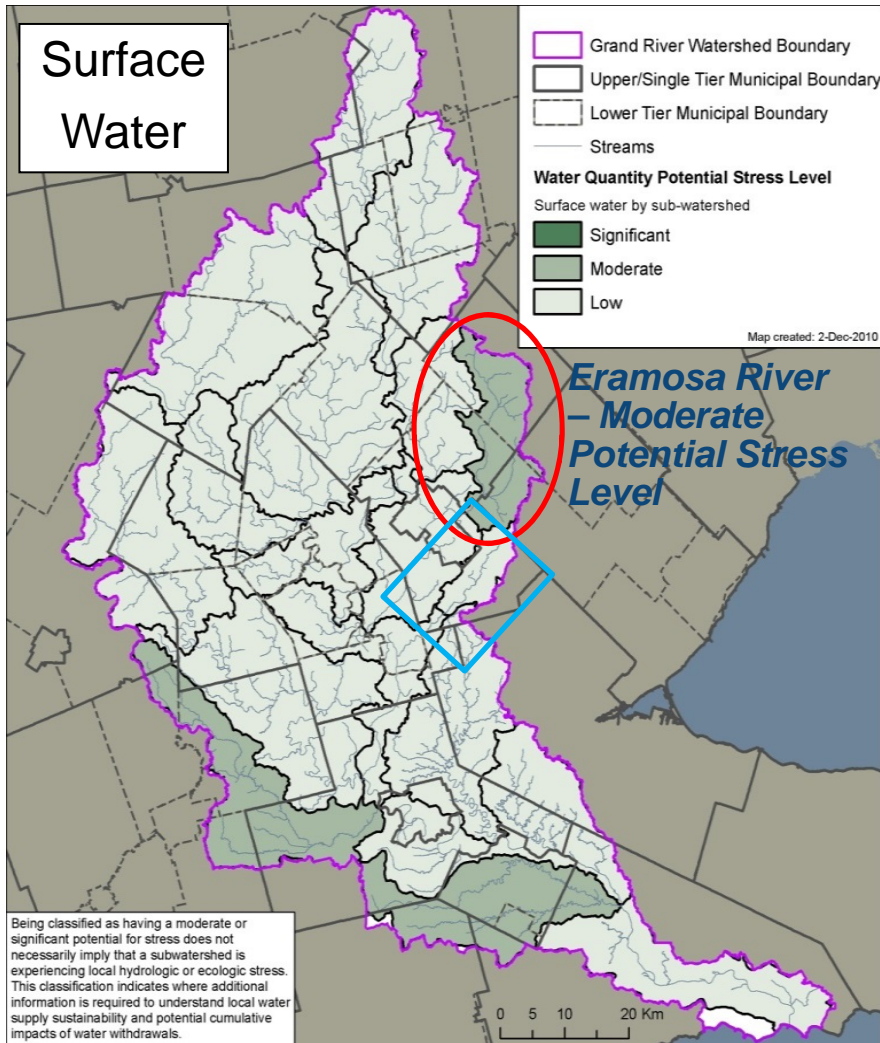
2. Dewatering
3. Agricultural irrigation
4. Aggregate washing
5. Agriculture: Livestock watering
6. Rural Domestic

* Accounts for recirculation

Water Use Permits



Water Quantity Demand



Tier 3 Risk Assessment

Where?

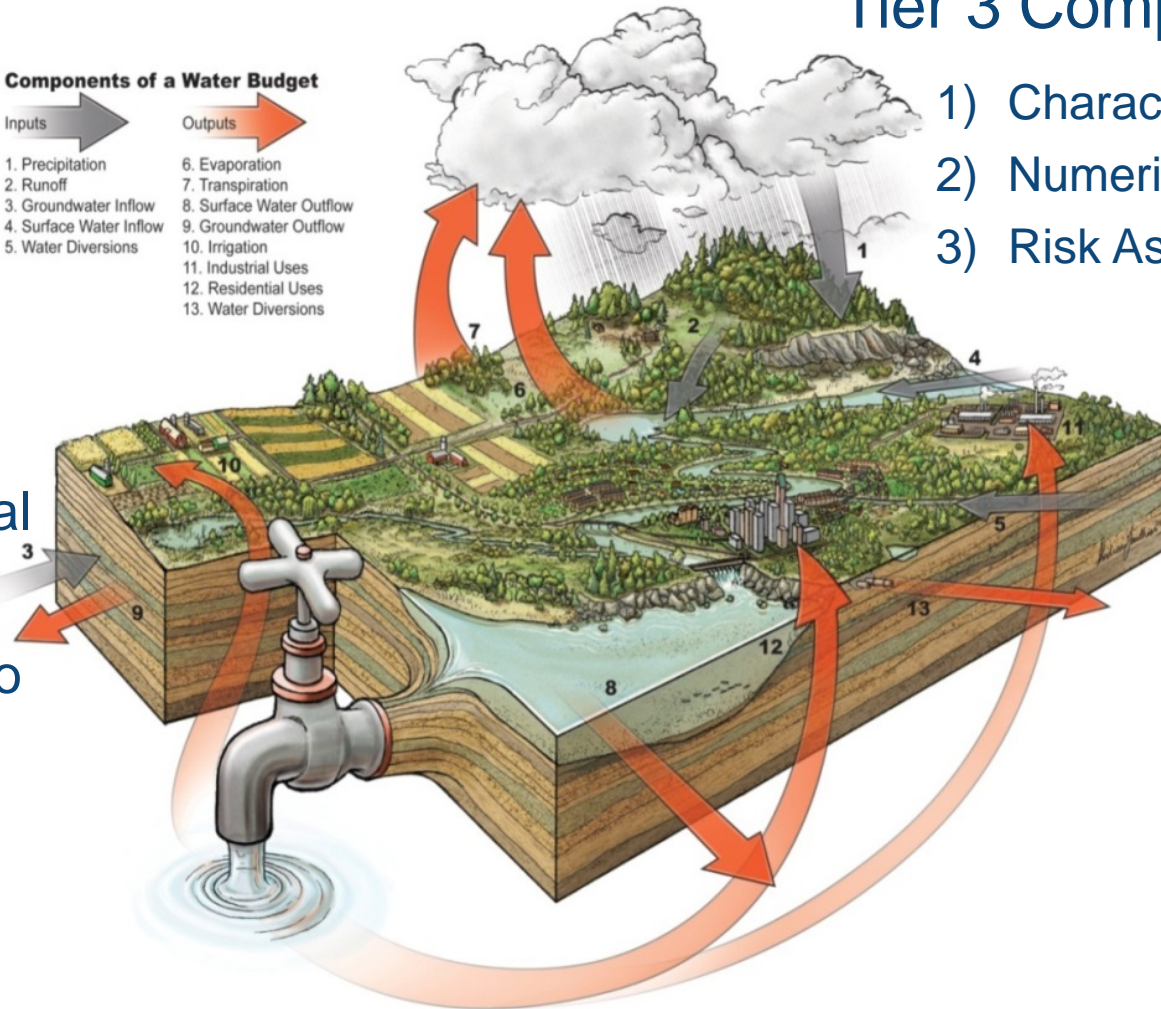
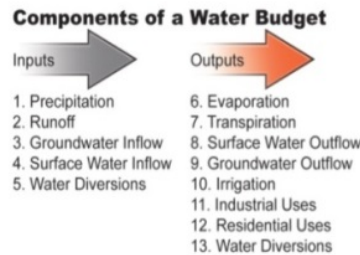
- Tier Two Assessment Moderate or Significant stress,

Approach

- Risk of municipal well / intake infrastructure not being able to sustain planned pumping.

Tier 3 Components

- 1) Characterization
- 2) Numeric Model
- 3) Risk Assessment



Tier 3 Local Area Risk Assessment

Methodology

1. Develop the Conceptual and Numerical Tier Three Assessment Models
2. Characterize Municipal Wells and Intakes
3. Estimate the Allocated Quantity of Water
4. Identify and Characterize Potential Drinking Water Quantity Threats
5. Characterize Future Land Use
6. Characterize Other Water Uses
7. Delineate Vulnerable Areas
8. Evaluate Risk Scenarios
9. Assign Risk Level

Presentation to Puslinch Township Council

GUELPH / GUELPH- ERAMOSIA TIER 3 WQRA

Guelph/Guelph-Eramosa Tier 3

Chronology

- 2008 commence City of Guelph Tier 3 Water Budget as a pilot project (prior to completion of Tier 2)
- 2008-2009 field studies
- 2011 Characterization and Numeric Model Reports finalized
- 2012 review overlap with RMOW Tier 3 before commencing Risk Assessment
- 2013 City of Guelph Draft Risk Assessment Report submitted for peer review
- Late 2013 commence Guelph-Eramosa Tier 3 Water Budget and Water Quantity Risk Assessment
- 2014 Guelph/Guelph-Eramosa Risk Assessment Report peer reviewed

Guelph/Guelph-Eramosa Tier 3 WQRA DRAFT Results

- 2014 Guelph/Guelph-Eramosa Risk Assessment Report has identified a *significant* risk to water quantity in the Local Area mapping
- WQRA studies that identify *significant* risks to municipal drinking water supplies require the municipality to undertake a Risk Management Measures Evaluation Process (RMMEP) to identify strategies that mitigate risks to municipal water supply infrastructure sustainability



Risk Management Measures Evaluation Process

Task 1: Review - Identification of Drinking Water Threats

- Review Tier 3 results
- Update and refine threats
- Identify additional municipal wells/intakes for impact assessment
- Review memo

Task 2: Identify Percentage Impacts and Rank the Tier 3 Local Area Significant Threats

- Update Tier 3 model
- Threats Ranking modelling
- Presentation of results (Memo and meeting)

Task 3a: Select Preliminary Risk Management Measures (RMM) and Evaluate

- Background review to select potential RMM
- RMM Scenario development
- RMM Scenario modelling (5)
- Presentation of results (memo and meeting)

Task 3b: Select Additional RMM and Evaluate (if necessary)

- Background review to select additional RMM
- RMM Scenario development
- RMM Scenario modelling
- Presentation of results (memo and meeting)

Task 4: Prepare Draft Threats Management Strategy

- Develop proposed management targets and policy outcomes
- Preparation of Threats Management Strategy memo
- Final report incorporating comments from partners

Throughout the process, there is consultation and agreement amongst municipal partners (meetings, tele-conferences)

1) Kick-off meeting
2) Agree on threats identification and additional intakes/wells (telecon)

3) Meeting to review Threats Ranking results and develop RMM scenarios

4) Agree on preliminary RMM scenarios (telecon)
5) Meeting to review RMM Scenario results

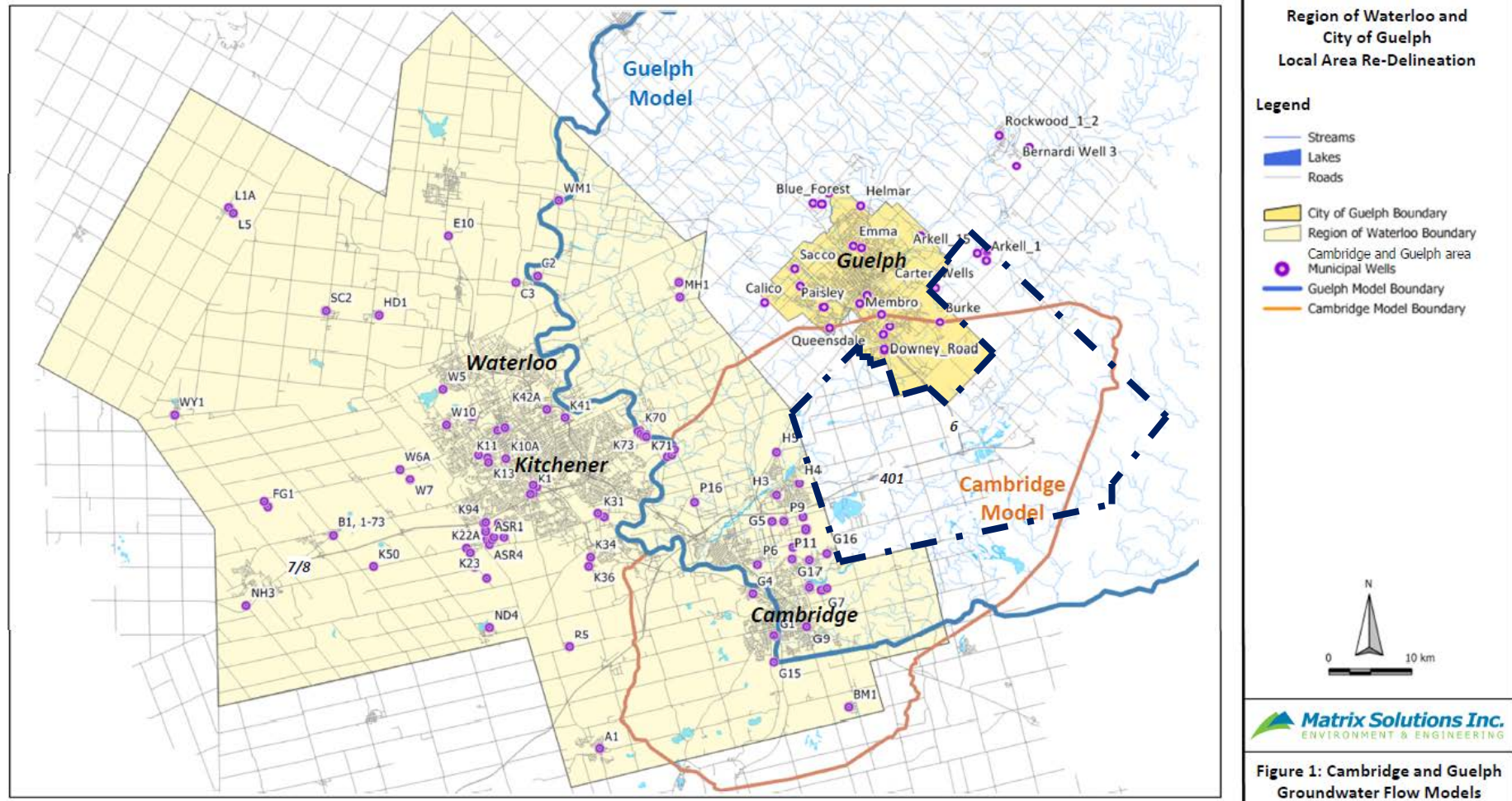
7) Agree on additional RMM scenarios (telecon, if necessary)
8) Meeting to review RMM Scenario results (if necessary)

9) Workshop to refine proposed management targets and policy outcomes
10) Agree on Draft Threats Management Strategy (telecon)

Presentation to Puslinch Township Council

REGION OF WATERLOO / GUELPH TIER 3 OVERLAP

Tier 3 WQRA Model Boundaries

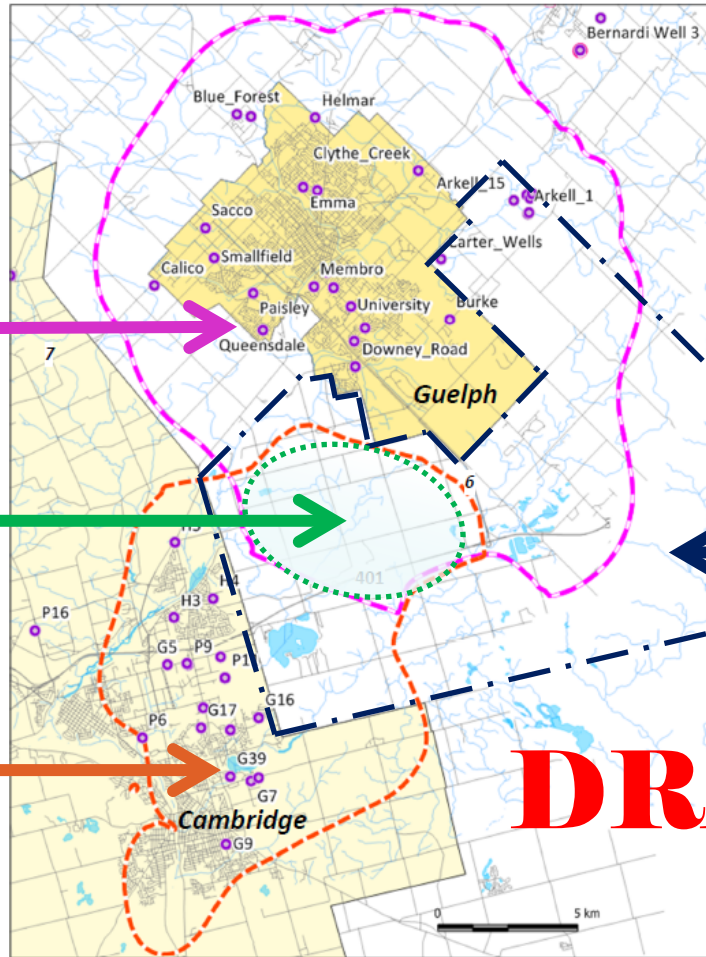


Tier 3 DRAFT Water Quantity Local Area Boundaries

Guelph Local Area A
(**Significant** Risk)

Local Area Overlap

Cambridge Local Area B
(**Low** Risk)



Region of Waterloo and
City of Guelph
Local Area Re-Delineation

Legend

- Municipal Wells
- Roads
- Rivers/ Streams
- Lakes
- Region of Waterloo Boundary
- City of Guelph Boundary
- Region of Waterloo Local Area B
- Guelph Local Area A

Puslinch
Township

DRAFT

Matrix Solutions Inc.
ENVIRONMENT & ENGINEERING

Figure 10: Region of Waterloo
and City of Guelph Local Areas

Presentation to Puslinch Township Council

MUNICIPAL PEER REVIEW & NEXT STEPS

Municipal Peer Review

- July 2014, LESPR staff meet with Wellington County and Township representatives to discuss completion of the Guelph/Guelph-Eramosa Tier 3 WQRA
- The Township of Guelph-Eramosa and Puslinch municipal engineering consultants identified data gaps and technical concerns that were not addressed as part of the Peer Review process
- Fall 2014, Township of Guelph-Eramosa, Puslinch and Erin municipal engineering consultants were invited to submit municipal peer review comments to be addressed by the Tier 3 study consultant (Matrix Solutions Inc.)

Peer Review Comments

- The LESPR included funding in the 2015-16 Technical Studies Budget to cover the cost of municipal peer review expenses for the Townships of Guelph-Eramosa and Puslinch
- Comments received were categorized as items requiring amendment to the WQRA report and items that could be addressed through the Risk Management Measures Evaluation process (RMMEP)

Next Steps

- The Ministry of Natural Resources & Forestry (MNRF) has agreed that a process could be developed to allow concurrent completion of the Guelph/Guelph-Eramosa WQRA and commencement of the RMMEP
- LESPR staff, along with the Townships of Guelph-Eramosa and Puslinch, the MNRF and Matrix Solutions Inc. are working on a Terms of Reference to allow the finalizing of the WQRA and the commencement of the RMMEP

Presentation to Puslinch Township Council

QUESTIONS



TOWNSHIP OF PUSLINCH

COUNCIL REPORT

To: Mayor Dennis Lever and Members of Puslinch Council
From: Linda Dickson, MCIP, RPP, Emergency Manager/CEMC
Date: November 4, 2015
Re: **Emergency Management Program Report for 2015**

Background

The following outlines the municipality's requirements as set out in the Emergency Management and Civil Protection Act and how the municipality has fulfilled these requirements for 2015.

Program Committee

A joint Emergency Management Program Committee was held March 27, 2015 and included HIRA training (Geoff Coulson and Weather Trends) and a focused discussion. On September 28, 2015 Township staff met to review the Township's Hazard Identification and Risk Assessment and specific Township program items.

Emergency Response Plan:

Minor changes to the Emergency Response Plan were reviewed at the Joint Emergency Management Program Committee meeting on March 27, 2015. It was supported that the changes are minor and will be brought forward for consideration in 2016 with other changes to the plan including Source Water Protection policies.

Training:

Several members of the Township's Control Group have attended provincially mandated training for 2015 which included training and information from Geoff Coulson of Environment Canada on March 27, 2015 regarding weather trends. A training session on Service Continuity (Business Continuity) and the importance of note taking was held on August 11, 2015. There is another session on November 18, 2015 for those who haven't taken the training. Those requiring the training will be sent a reminder email. Attendance lists are being recorded for these training sessions.

Additional training included a workshop for elected Officials on January 28, 2015 which all of Council attended, and a Crisis communication workshop which Councillor Roth attended on June 4, 2015.

Exercises

On September 1, 2015 a notification exercise was held and included Township staff and members of the Municipal Emergency Control Group



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The Township held its required annual emergency management exercise on September 17, 2015 and was a continuation of the exercise held in 2014. The scenario transitioned from the response phase of the emergency into and included the recovery phase.

The aim of the exercise was to review and test the recovery policies of the Emergency Response Plan, test the Incident Management System and activation and set up of the Emergency operation centre.

There were observations/recommendations included in the After Action Report but everyone agreed that this was a different but good exercise and gave participants an understanding of the decisions and services to be delivered to recovery from a large scale hazardous materials incident in the community. It gave them a chance to review and discuss the recovery policies of the emergency response plan.

Critical Infrastructure

The Emergency Management and Civil Protection Act require municipalities to identify facilities and other elements of critical infrastructure that are at risk of being affected by emergencies. Staff reviews this list annually and updates as necessary.

The Critical Infrastructure mapping was completed this summer on the County's Emergency Management COP using the County's GeoGortex GIS mapping. Training for municipal staff will be arranged.

Public Education

A number of public education events were held this year. The following is a list of the main public education initiatives held.

1. The "Be Better Prepared" Booklet was updated and redistributed to all households in 2015. Additional copies of the booklet can be acquired by contacting the Emergency Management Division or on the County's website
2. Emergency management information was made available at the Wellington County Libraries and Municipal Offices during Emergency Preparedness Week.
3. A County-wide draw for a generator along with municipal draws for weather radios were held throughout the County of Wellington's 14 Library Branches and each Municipal Office during week
4. The County page in the Wellington Advertiser regularly contains emergency public information.



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5. Emergency Management staff attended the Puslinch Fire Departments Breakfast on June 6, 2015 at the Fire Hall.

Further Enhancements:

1. **Strategic Planning:** The After Action Reports from both the April 2013 and December 2013 Ice Storms provided good lessons learned and recommendations to improve our emergency management programs. Many of these recommendations were applicable on a County wide basis. In order to develop a more appropriate and consistent response framework to events like the ice storms that often impact several municipalities within the same jurisdiction, a focus discussion group session was proposed to include an invite to all of the members of the County and member municipalities Emergency Management Control Groups.

At the March 27, 2015 joint Emergency Management Program Committee meeting a focused discussion was held and participants were divided into groups to consider the following topics:

- i. Shelters/Cooling Centres/Evacuation Centres
- ii. Generators/funding –
- iii. Time Frames (48 -72 hours)
- iv. Crisis Communications

The following are the key recommendations from the focused discussion session.

- Pre-identify shelters/evacuation centres and promote the location to residents as part of our public education program. However, there are very few sites with back-up power that meet the Health Canada requirements for overnight accommodations within the County of Wellington. Emergency Management and Social Services will continue to work with Red Cross to identify appropriate sites in the County suitable for overnight accommodations.
- Agreed that if any part of the community is in need reception centres/shelters should be opened and where possible we should avoid using fire halls for reception centres/shelters. Shelters should be opened within 48 hours of a situation (power outage) and it should be the decision of the EOC when to open and what sites to open.



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- Make list be made of all potential shelter sites, identify if they have back-up power and what facilities in the site are available with or without back-up power.
- Have a pool of municipal generators that could be moved around the county. It was suggested/agreed to that this could be funded through the County; or County staff could assist with bulk buying of generators.
- Need to maintain fuel supply for generators, generally 72 hours is considered appropriate time frame.
- Continue to promote 72 hour “Be Better Prepared” in our public education across the County.
- Create a standardized heat and cold weather extreme policy. This policy is currently being drafted.
- Where and if possible promote a staged evacuation process such as Stage 1 – elderly, those with very young children and those with medical need; Stage 2- would be the rest of the community.
- We need to ensure we make appropriate use of all forms of technology available. Different demographics use different technologies. Create ready to use communication templates.
- There needs to be ongoing training for communication officers and spokespersons.
- For single municipal events, local staff may be able to deal with the communication needs of an emergency but for larger and county wide events need to access the resources of the County Communications Division and the Wellington OPP media officers.

The objective for the 2016 work plan is to look at each of these bullet points in more detail in order to determine the feasibility of implementing each of the recommendation.

2. ODRAP Review

In 2015, the Province of Ontario – Ministry of Municipal Affairs and Housing - undertook a review of the Ontario Disaster Relief Assistance Program which has been in existence for approximately 50 years. The Ontario Association of Municipalities set up a task force to provide comments on the review process. The Emergency Manager/CEMC also submitted comments to the province. During the AMO conference in August, the



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Minister announced that new Disaster Recovery Assistance Programs have been developed and these programs will launch in 2016. Emergency Management will continue to monitor the roll out of these programs and provide details as they become available.

3. Public Alerting

Bruce Power has submitted to the CRTC a Part 1 Application (2015-0522-3) requesting the CRTC to mandate wireless carriers to put in place wireless public alerting now, similar to the alerts now being forwarded to the public by Television and Radio Broadcasters.

The consultation period for this application closed on July 4, 2015, and Bruce Power is still awaiting an outcome from the submission, but they have met with government agencies and other organizations recently to further discuss the status of Public Alerting in Canada.

The Emergency Management Division has reached out to Bruce Nuclear and they have advised that they will keep our office informed of any decision or direction from the CRTC. We support their request and will be monitoring and reviewing the CRTC website for information as well as correspondence from Bruce Power as it becomes available. More information on the application can be found on the CRTC website.

4. FCM Consultation

The Emergency Manager/CEMC has been asked to participate in a consultation process regarding new Federal emergency management programs including:

- A Federal emergency preparedness funding program. The former Joint Emergency Preparedness Program which provided municipalities with monies to prepare and promote emergency management programs. This funding program has not been supported by the Federal Government since 2013.
- Opportunities to expand the National Disaster Mitigation Program (NDMP). The Emergency Manager/CEMC provided feedback and information to FCM staff during their submission to the Federal Government on the program.
- Consider ways to improve the Disaster Financial Assistance Arrangements (DFAA) program eligibility Guidelines.



TOWNSHIP OF PUSLINCH

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RECOMMENDATION:

THAT Council for the Township of Puslinch accepts the annual emergency management report, and further **THAT** this report serves as the annual review of the Township's Emergency Management Program for 2015.

Respectfully submitted

Linda Dickson, MCIP, RPP
Emergency Manager

ANNUAL MUNICIPAL MAINTENANCE CHECKLIST 2015

NAME OF COMMUNITY: Township of Puslinch

Date submitted:

Please submit all requested documentation below to Monique Laplante at monique.laplante@ontario.ca, or via mail at the following address:

Monique Laplante
3767 Highway 69 South Floor 6
Sudbury, ON
P3G 1E7

The following information must be provided to the Monitor, Audit, and Review Unit to document compliance		
CEMC DESIGNATION AND TRAINING Please provide: <ol style="list-style-type: none"> Names of the primary and alternate CEMCs, and their email and 24/7 phone number Date that they have completed the required training, including: <ol style="list-style-type: none"> EM 200 (Basic Emergency Management) EM 300 (CEMC Course) EM 240 (Note Taking Course) IMS 100 (Introduction to IMS) IMS 200 (Basic IMS) See O. Reg. 380/04 Part II Section 10 paras 1 – 4 and Fire Marshal & Chief, Emergency Management Guidance: 2015-01-08 (O. Reg 380/04 Training Requirements)	Primary CEMC	Name Linda Dickson Email lindad@wellington.ca Phone 519.846.8058
	Trained? Yes/date or no EM 200 (Basic Emergency Management) EM 300 (CEMC Course) EM 240 (Note Taking Course) IMS 100 (Introduction to IMS) IMS 200	Yes – December 2003 Yes – June 2003 Yes – May 2015 Yes- July 2009 Yes – September 2010
	1 st Alternate	Name Bridgette Francis Email bridgettef@wellington.ca Phone 519.837.2600 x3324
	Trained? Yes/date or no EM 200 (Basic Emergency Management) EM 300 (CEMC Course) EM 240 (Note Taking Course) IMS 100 (Introduction to IMS) IMS 200	Yes Nov. 14&15, 2013 Yes April 21, 2015 Yes Yes Yes Oct. 14 &15, 2014
	2 nd Alternate	name email phone
	Trained? Yes/date or no EM 200 (Basic Emergency Management) EM 300 (CEMC Course) EM 240 (Note Taking Course) IMS 100 (Introduction to IMS) IMS 200	

The following information must be provided to the Monitor, Audit, and Review Unit to document compliance		
EMERGENCY MANAGEMENT PROGRAM COMMITTEE Please provide: <ol style="list-style-type: none"> 1. List or attach a list of committee members, and 2. The dates on which the committee met. See O. Reg. 380/04 Part II Section 11	Names of committee members	See attached minutes
	Dates of Meetings	March 27, 2015 and September 28, 2007
PROGRAM BY-LAW Please provide: <ol style="list-style-type: none"> 1. Date the current By-Law was passed and By-Law number 2. If the by-law has been amended or replaced, provide a copy of the new version to the Monitor, Audit, and Review Unit See EMCPA 2.1 (1)	Date and Number	
	If by-law has been amended or replaced; has a copy been provided to OFMEM? Yes/no	No change
HAZARD IDENTIFICATION AND RISK ASSESSMENT (HIRA) Please confirm: <ol style="list-style-type: none"> 1. The date on which the HIRA was reviewed by the Program Committee 3. If the HIRA has been updated or amended, provide a copy to the Monitor, Audit, and Review Unit See EMCPA 2.1 (3 – 8 inclusive)	On what date or dates was the HIRA reviewed and by whom.	September 28, 2007 by Township Program Committee
	If HIRA was amended or updated, has a copy been provided to OFMEM?	Attached
EMERGENCY RESPONSE PLAN Please provide: <ol style="list-style-type: none"> 1. The date that the plan was reviewed, 2. By whom it was reviewed, and 3. If amended, a copy of the revised plan, and a copy of the current by-law See EMCPA Section 3 all and EMCPA Section 14 all Also O. Reg. 380/04 Part II Section 15	Date that plan was reviewed.	March 27, 2015
	Who reviewed the plan?	Joint Emergency Management Programme Committee.
	If plan was amended, has a copy of the new approved plan and by-law been forwarded to OFMEM and what is the date of approval/passing of revised Plan?	No change
EMERGENCY OPERATION CENTRE (EOC) Please provide:	Location/address of EOC and alternate(s)	

The following information must be provided to the Monitor, Audit, and Review Unit to document compliance		
<ol style="list-style-type: none"> 1. The location/address and phone number (if available) of the designated EOC, and alternate(s) 2. That the EOC has appropriate communications equipment <p>See O. Reg. 380/04 Part II Section 13.(1) and (2)</p>	<p>Date that CEMC or Program Committee confirmed that the EOC has appropriate communications equipment and that it has been tested where possible. CEMC to explain what has changed and when changes were made.</p>	<p>Puslinch Municipal Offices, 7404 Wellington Rd. 34 Guelph, ON N1M 6H9</p> <p>Alternate: Shared EOC facility with Guelph Eramosa at 8348 Wellington Rd. 124 P.O.BOX 700 Rockwood, ON N0B 2K0</p>
<p>CRITICAL INFRASTRUCTURE(CI) LIST Please provide:</p> <ol style="list-style-type: none"> 1. The date on which the CI list was reviewed, 2. By whom it was reviewed, and 3. If the CI list has been amended or updated, a copy of the revised CI list. <p>See EMCPA Section (3)</p>	<p>Date that CI list was reviewed.</p>	<p>Summer 2015</p>
	<p>Who reviewed the CI list?</p>	<p>A summer student was hired to review and update the lists for all municipalities, under supervision of the Emergency Manager/CEMC and appropriate agency staff</p>
	<p>If CI list has been amended, has copy been provided to OFMEM and on what date?</p>	<p>As set out the EMCPA, as amended, a copy will not be provided because of freedom of information requirements and that there is information in the records of agencies outside the control of the municipalities. Copies are available for viewing at the office of the Emergency Manager, 474 Wellington Rd 18, Fergus, ON</p>

The following information must be provided to the Monitor, Audit, and Review Unit to document compliance		
ANNUAL TRAINING Please provide: <ol style="list-style-type: none"> 1. Date of training, 2. Type of training conducted, and 3. List of attendees See EMCPA Section 2.1 (2) (b) Also EMCPA Section 3.5 Also O. Reg. 380/04 Part II Section 12 (3) Also Fire Marshal & Chief, Emergency Management Guidance: 2015-01-08 (O. Reg 380/04 Training Requirements)	Date(s) of Training	January 28, 2015, June 4, 2015, August 11 and November 18.
	Type of training (including note taking, continuity of operations, and hazard-specific training) lasting at least 4 hours	See copy of report to Council on November 4, 2015 attached. See attached copy of presentation and exercise material. June 4 was a crisis communication/emergency information workshop by Jim Stanton and Associates. Held an Elected Official's workshop. Copy of the presentation material is attached
	List of attendees	See attached
ANNUAL EXERCISE Please provide: <ol style="list-style-type: none"> 1. Date of the exercise, 2. Type of exercise conducted, 3. Aim of the exercise, 4. List of participants, 5. Findings of evaluators, and 6. Corrective Actions proposed based on findings of the evaluators. See EMCPA Section 3(5) Also O. Reg. 380/04 Part II Section 12(6)	Date of Exercise	September 17, 2015
	Type of exercise	Table Top – recovery exercises
	Aim of exercise	See attached After Action Report
	List of participants	See attached
	Findings	See attached after action report
	Corrective Actions proposed	See attached after action report
EMERGENCY INFORMATION OFFICER (EIO) Please provide: <ol style="list-style-type: none"> 1. The name of the designated Emergency Information Officer. See O. Reg. Part II Section 14 all	Name of EIO	See attached list
	Date appointed	See attached list
	24/7 contact info	See Attached list
PUBLIC EDUCATION Please provide: <ol style="list-style-type: none"> 1. A description of the Public Education activities conducted by the municipality. 2. Copies of any Public Information materials distributed or utilized. See EMCPA 2.1(2) (c)	Brief description of Public Education Program	See attached report to Council date November 4, 2015
ANNUAL REVIEW Please provide: <ol style="list-style-type: none"> 1. A signed original copy of the "Emergency Management Program 	Date of Annual Program review by Program Committee	November 4, 2015

The following information must be provided to the Monitor, Audit, and Review Unit to document compliance		
Statement of Completion” form and “Annual Municipal Maintenance Checklist”. See O. Reg. 380/04 Part II Section 11(6)	Date Annual Forms submitted to OFMEM	



REPORT FIN-2015-034

TO: Mayor and Members of Council

FROM: Paul Creamer, Director of Finance/Treasurer

MEETING DATE: November 4, 2015

SUBJECT: 2016 User Fees and Charges By-law and Update on Grant Application Policy and Fee Reduction Waiver Policy
File No. C01 FEE

RECOMMENDATIONS

That Report FIN-2015-034 regarding the 2016 User Fees and Charges By-law and Update on Grant Application Policy and Fee Reduction Waiver Policy be received; and

That Council enact a by-law to adopt the 2016 User Fees and Charges in accordance with the by-law laid out in Schedule A of Report FIN-2015-029 – 2016 Proposed User Fees and Charges.

That Council proceeds with the current Grant Application Policy and Fee Reduction Waiver Policy for the 2016 Budget and staff report back to Council in the spring of 2016.

DISCUSSION

Purpose

The purpose of this report is to:

1. Report on the results of the public meetings held on September 17, 2015 for:
 - Proposed 2016 User Fees and Charges
 - Grant Application Policy and Fee Reduction Waiver Policy
2. Seek approval from Council to enact the 2016 User Fees and Charges By-law.

Background

Each year Council sets the amount of each Township fee and charge. The approved fees and charges are then used as an input into the annual operating budget by forecasting the associated revenues the Township will collect. To ensure the public has

an opportunity to provide comments on the proposed user fees and charges a public meeting is held each year.

A public meeting was held on September 17, 2015 at 7:00 pm at the Puslinch Community Centre in regards to:

- **2016 Proposed User Fees and Charges - Report FIN-2015-029**

The public meeting did not result in any changes to the proposed 2016 fees and charges. There was one question from a member of the public asking if the fees related to baseball were increasing, which they are not. No other concerns with regard to the proposed 2016 User Fees and Charges were expressed.

- **Grant Application Policy and Fee Reduction Waiver Policy – Report FIN-2015-027:**

As a result of the public input on the proposed policies staff recommends proceeding with of the 2016 User Fees and Charges By-law without a change to the Grant Application Policy and Fee Reduction Waiver Policy. Staff will report back to Council in the Spring of 2016; this will ensure sufficient time to implement any changes to either policy for the 2017 budget.

FINANCIAL IMPLICATIONS

The fees in the User Fees and Charges By-law will be incorporated in the 2016 Operating Budget.

APPLICABLE LEGISLATION AND REQUIREMENTS

Section 391(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality may pass By-laws imposing fees or charges for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality, and for the use of its property including property under its control.

Section 7(1) of the Building Code Act, 1992, S.O. 1992, c. 23, as amended, provides that a municipality may pass By-laws imposing fees and charges.

Section 69 of the Planning Act, R.S.O. 1990, c.P.13, as amended provides that the Council of a municipality may by By-law establish a tariff of fees for the processing of applications made in respect of planning matters.

ATTACHMENTS

1. Report FIN-2015-029 – 2016 Proposed User Fees and Charges



REPORT FIN-2015-029

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: August 12, 2015

SUBJECT: 2016 Proposed User Fees and Charges
File No. C01 FEE

RECOMMENDATIONS

That Report FIN-2015-029 regarding the 2016 Proposed User Fees and Charges be received; and

That Council directs staff to proceed with holding a Public Meeting on September 17, 2015 at 7:00 p.m. at the Puslinch Community Centre in conjunction with the 2015 Grant Application Policy and Fee Reduction/Waiver Policy to obtain public input on the proposed User Fees and Charges By-law as outlined in Schedule A to Report FIN-2015-029; and

That staff publish notice in the Puslinch Pioneer and Township website to advise any persons of the Public Meeting; and

That staff report back on the results of the Public Meeting.

DISCUSSION

Purpose

The purpose of this report is to provide Council with the proposed changes to the User Fees and Charges By-law and to obtain direction from Council to proceed with holding a public meeting to solicit input on the proposed by-law.

Background

In addition to property tax revenues, municipalities may charge for goods and services, such as recreational programs, development applications, building permits, etc. through authority which is set and approved by a By-law adopted by Council.

Changes to Fee Structure

The proposed fees have been established to better reflect cost recovery for the services provided taking into consideration the following:

- Costs for providing the service;
- fees charged by the same comparator municipalities used to establish the 2015 User Fees and Charges By-law No. 076/14; and
- the 2016 projected Consumer Price Index inflation rate of 2.0% based on Ontario Ministry of Finance and Statistics Canada.

Administration

It is recommended that the meeting investigator fees for closed meeting investigations be discontinued for openness and transparency in accordance with the Accountability and Transparency Policy passed through By-law No. 60/08. These fees have been included in the Township's User Fees and Charges by-law since January 1, 2009. Based on the review of the user fee by-laws of the Township's comparator municipalities, a meeting investigator fee is currently not charged for closed meeting investigations.

Finance

It is recommended that the invoice administration fee be discontinued. The practice in the past has been to charge an invoice administration fee for invoices issued by the Finance Department. The Finance Department issues invoices for the recovery of consulting costs incurred by the Township for planning applications and recoveries for motor vehicle collisions, open air burning permit violations, etc. The following is the data obtained from the comparator municipalities:

- Milton - No fee charged
- Cambridge - No fee charged
- Centre Wellington - \$25 for all rebilling only (ie. invoicing developers for third party consultant costs)
- Guelph - No fee charged
- Hamilton . No fee charged
- Wellington North . No fee charged
- Mapleton . No fee charged
- Erin - \$125 annual rebilling fee to developers for rebilling of consultant costs
- Minto - No fee charged
- Guelph/Eramosa . No fee charged

In the 2015 Budget By-law No. 017/15 the Township has budgeted \$3,000 in the Finance department's operating budget, account number 01-0015-1180 for invoice administration fees. Therefore, the impact of discontinuing this fee is minimal.

Corporate

No changes have been proposed to the fees.

Public Works

It is recommended that the entrance permit fee be increased by the 2016 projected Consumer Price Index inflation rate of 2.0% based on Ontario Ministry of Finance and Statistics Canada.

Fire and Rescue Services

It is recommended that a fee be included for locking water tank lids closed. The proposed fee of \$17.80 net of HST is the actual cost to the Township of purchasing a water tank lock.

Building

The Building Code Act requires that the total amount of building permit fees meets the total costs for the municipality to administer and enforce the Building Code Act and Regulations. Building permit fees were established to fully recover the Township's cost of providing building permit services, including an allocation of administrative overhead/indirect costs. Any surplus revenue from building permit fees is transferred to a reserve fund, to be drawn upon in years of declining building activity.

The Township's Building Reserve Fund balance over the past four years is as follows:

	December 31, 2011	December 31, 2012	December 31, 2013	December 31, 2014
Building Reserve Fund Balance	\$119,000	\$536,972	\$528,023	\$494,289

In 2012 and 2013, the Township issued significant industrial building permits resulting in the increase to the Building Reserve Fund. In 2014, the building department had higher expenses compared to revenues primarily attributed to the filling of two positions that are funded by the Building Department. The Development Coordinator position was partially funded in 2014 and the Building & Enforcement Inspector Officer position was fully funded by the Building Department. Therefore, it is recommended that the fees included in the Building department appendices be increased by the 2016 projected Consumer Price Index inflation rate of 2.0% based on Ontario Ministry of Finance and Statistics Canada.

There are also proposed changes to the Building Department's fees based on comparator municipality data and costs incurred for providing the service as outlined below:

Farm Building Permit – Minimum Permit Fee

It is proposed that a minimum permit fee of \$300 for farm building permits be added to the Building department's fees and charges schedule for recouping the administrative, review and inspection costs of providing the service. It is estimated that the minimum number of staff hours to issue a farm building permit are 0.50 hours for administrative work, 3 hours for review work, and 3 hours for inspection work. The following comparator municipality data was obtained for minimum permit fees:

- Milton: \$124
- Cambridge: \$110
- Minto: Administration fee of \$100 plus a specific fee per square foot
- Centre Wellington: \$88
- Guelph: \$95
- Hamilton: \$216
- Wellington North: Administration fee of \$126 plus a specific fee per square foot
- Mapleton: \$200
- Erin: \$200

Institutional, Commercial & Industrial Building Permit – Construction Value Up to \$3,000,000

The following municipalities (who have the same fee structure as the Township) have the following fees for institutional, commercial and industrial building permits with construction values up to \$3,000,000.

- Wellington North - \$13.00 per \$1,000 of construction value
- Mapleton - \$15.00 per \$1,000 of construction value
- Minto - \$9.00 per \$1,000 of construction value

Therefore, it is recommended that the Township increase its fee for institutional, commercial and industrial building permits from \$10.00 to \$11.00 per \$1,000 of construction value.

Alternative Solution Application

In the previous User Fees and Charges By-law, the Township included a flat fee of \$350 for alternative solution applications. It is recommended that two separate fees be established for alternative solution applications.

- Alternative Solution Application - Part 9 Residential Buildings
 - It is recommended that this fee be increased by the 2016 projected Consumer Price Index inflation rate of 2.0% based on Ontario Ministry of Finance and Statistics Canada.
 - This fee is to be applied for residential and accessory structures.

- There are no third party review fees
- Alternative Solution Application . Part 3 and Part 9 Other than Residential Buildings
 - It is recommended that a higher fee of \$650 be established for alternative solution applications for Part 3 and Part 9 Other than Residential Buildings to allow for third party review of applications as well as staff time for researching the proposal.
 - The following comparator municipality data was obtained from municipalities with a similar fee structure:
 - Milton - \$756
 - Centre Wellington - \$392 plus third party costs
 - Guelph - \$1,000
 - Hamilton - \$491 plus \$139 per hour

Sign Permits

It is recommended that a stand-alone fee be included for sign permits in order to appropriately recover the costs for the administration and inspection of issuing a sign permit. The practise has been to charge a fee based on the fee structure used for institutional, commercial and industrial building permits. The proposed 2016 fee of \$255 is based on actual staff time to administer and inspect a sign permit. The inspection time consists of 2 inspections (footing and final inspection).

The following comparator municipality data was obtained from municipalities with a similar fee structure:

- Milton - \$16 per \$1,000 of construction value
- Cambridge - \$50 administration fee plus \$50 per \$1,000 of construction value
- Centre Wellington - \$276
- Guelph - \$50 per \$1,000 of construction value
- Hamilton - \$340
- Wellington North - \$252 administration fee plus \$13 per \$1,000 of construction value
- Mapleton - \$15 per \$1,000 of construction value
- Erin - \$100
- Minto - \$9 per \$1,000 of construction value

Re-inspection Fees and Partial Inspection Fees

The practice in the past has been to not charge a fee for re-inspection by the Building Department for works not ready or code violations/deficiencies. It is recommended that re-inspection and partial inspection fees be established to recover the staff time associated with performing re-inspections and partial inspections. The proposed 2016 fees of \$153 for re-inspecting works not ready, \$76 for re-inspecting code violations/deficiencies, and \$76 for partial inspections are for cost recovery purposes.

The following comparator municipality data was obtained from municipalities with similar fees:

Milton: \$91(re-inspection) and \$124 (partial inspection)

Cambridge: No fee

Centre Wellington - \$106 (inspection to clear outstanding deficiencies)

Guelph . No fee

Hamilton - \$141 per hour of review time

Wellington North - \$126 (reapplication fee)

Mapleton - \$100

Erin . No fee

Minto - \$150 (investigation fee where work has commenced prior to the issuance of the required building permit); \$75 (inspection requested and not ready)

Sewage System Evaluation

The building department obtains sewage system evaluations which apply to additions/renovations. The practice in the past has been to not charge a fee for sewage system evaluations. It is recommended that a sewage system evaluation review fee of \$153 be established to recover the staff time associated with reviewing sewage system evaluations.

Planning and Development

Legislation

Section 69 (1) of the Planning Act stipulates that planning application fees be designed to meet only the anticipated costs to the municipality. The application fees set out in Schedule A to this report for minor and standard zoning by-law amendment applications include an estimate of the anticipated costs associated with processing these applications. The anticipated costs include disbursements, third party fees, and staff time involved in processing these applications based on applications recently completed or currently in progress. This provides an applicant with an understanding of the total fees payable to the Township for the processing of a zoning by-law amendment application. This is in accordance with Section 69(1) of the Planning Act.

It is recommended that a future analysis be conducted on other planning application fees such as applications related to site plan control, minor variances, zoning by-law amendment . aggregate, etc. to determine the total anticipated costs associated with processing these applications.

Commencing in 2013, the Township began to utilize the Keystone Accounts Receivable module for all invoicing including the invoices to developers to recoup the costs associated with disbursements and third party consultant fees for the processing of planning applications. Reducing staff time spent on invoice administration and collection facilitates the reallocation of staff resources on other responsibilities such as the periodical review of security and grading deposits, the establishment of a consistent

time sheet administration system, preparing the required legislative reports to Council (ie. lease financing, investments, development charges, etc.), and assisting with grant application and reporting processes.

Centre Wellington, Guelph Eramosa, Mapleton, Minto, Wellington North, and Erin charge an administration fee and obtain a deposit from the applicant for third party expenses incurred for processing of planning applications. Therefore, comparator municipality data was obtained from those municipalities who include all of the anticipated costs in their application fee as outlined in Schedule C to this report.

Zoning By-law Amendment Applications

It is recommended that a standard zoning by-law amendment fee be established as well as a minor zoning by-law amendment fee. The Township currently has a separate zoning by-law amendment fee for aggregate applications. The fees recommended below for the various classes of applications were determined based on estimates of the actual costs incurred for processing these applications.

A Standard Zoning By-law Amendment Application may include, but is not limited, to the following:

- Change in zoning category;
- Larger commercial/industrial/residential applications;
- A major change of use to an existing building or structure;
- Requirement of technical studies (ie. storm water management, geotechnical, hydrological, environmental impact assessment, etc.)

The fee proposed for the processing of a standard zoning by-law amendment application is \$11,200.

Township staff have the discretion to determine whether a zoning by-law amendment application is classified as minor.

A Minor Zoning By-law Amendment Application may include, but is not limited, to the following:

- The change in use is compatible with the current zoning designation and does not require the submission of any technical studies;
- Adding a low impact use to an existing zone;
- Temporary use;
- Low impact zone changes involving single or semi-detached dwellings;
- No change in zoning category

The fee proposed for the processing of a minor zoning by-law amendment application is \$3,600.

Zoning By-law Amendment - Aggregate Application

The Township currently charges an administration fee of \$7,500 for zoning by-law amendments related to aggregate applications. The Township also invoices applicants for disbursements and third party consulting fees for the processing of these applications. It is recommended that the administration fee of \$7,500 be increased to \$15,000 as it relates to the staff time and resources that are required for processing zoning by-law amendment applications for aggregate operations. Schedule C includes comparator municipality and conservation authority fees for aggregate applications. Township staff will monitor the third party consulting fees associated with these aggregate applications and perform a further detailed analysis once there is more recent data available to determine a fee which encompasses the total anticipated costs.

Telecommunication Tower Proposals

Schedule C includes comparator municipality data for telecommunication tower proposals. It is recommended that a fee of \$500 be established to recover the costs associated with staff time and coordination involved with these proposals.

Consent Review and Condition Clearances

The County of Wellington processes consent applications on behalf of its local municipalities. Comparator municipality data was not obtained from Cambridge, Guelph, Hamilton, and Milton as these municipalities are the authorities responsible for fully processing consent applications. Therefore, comparator municipality data related to consent review and condition clearance was obtained from Mapleton, Centre Wellington, Minto, and Wellington North.

- Mapleton
 - Clearances for Severance Conditions - \$125
- Centre Wellington
 - Clearance of Severance Conditions - \$122
- Minto
 - Severance Clearance of Conditions - \$50
- Wellington North
 - Clearances for Severance Conditions - \$125

Consent review and condition clearance must be obtained from the Director of Public Works, the Fire Chief, Director of Finance/Treasurer (to ensure all financial obligations are met), and the Development Coordinator (for zoning matters). It is recommended that a fee of \$125 be established to recover the costs associated with staff time for the review and clearing of conditions associated with consent applications.

Minor Variance and Site Plan Control

It is recommended that the application fees associated with Minor Variances and Site Plan Control be increased by the 2016 projected Consumer Price Index inflation rate of 2.0% based on Ontario Ministry of Finance and Statistics Canada.

By-Law

Grading Deposit – Pool Enclosure Permit

It is recommended that the pool grading deposit amount of \$500 be increased to \$600 to cover the costs associated with third party consulting fees. The Township refunds deposit funds received in excess of consulting fees incurred.

Consumer Price Index Inflation Increase – By-law

It is recommended that the following fees be increased by the 2016 projected Consumer Price Index inflation rate of 2.0% based on Ontario Ministry of Finance and Statistics Canada:

- Inspection Permit . LCBO
- Kennel Licence
- Pool Enclosure Permit

Site Alteration Permit Application

The Township currently charges a fee of \$250 plus \$50 per hectare (rounded to the greater whole aggregate) for site alteration permit applications. Comparator data was obtained from other municipalities with site alteration by-laws and other agencies (conservation authorities) as outlined below:

Municipality/Agency	Base Fee	Per Hectare Fee
Grand River Conservation Authority	\$8,360	N/A
Halton Conservation Authority	\$7,965	N/A
Hamilton Conservation Authority	\$3,190	N/A
Milton	\$350	\$292
Cambridge	\$500	\$100
Centre Wellington	\$1,282	N/A
Guelph	\$250	\$50
Hamilton	\$500	\$25
Wellington North	\$100	plus disbursements and third party fees

Municipality/Agency	Base Fee	Per Hectare Fee
Erin	\$1,000	N/A
Guelph Eramosa	\$500	N/A
Average (excluding highest and lowest)	\$1,800	\$75

Therefore, it is recommended that the site alteration permit application fee be increased to \$1,800 plus \$75 per hectare (rounded to the greater whole aggregate) to be in line with comparator municipalities and agencies.

The fees related to site alteration will be further evaluated during the review of the Site Alteration By-law No. 31/12.

Parks

No changes have been proposed to the fees.

Optimist Recreation Centre

No changes have been proposed to the fees. However, Township staff completed a review of ice rental . prime and ice rental . non-prime fees by obtaining data from comparator municipalities as outlined in Schedule B to Report FIN-2015-029. It was noted that the median fee (excluding the highest and lowest fees) amounted to \$172 per hour for ice rental - prime and \$96 per hour for ice rental - non-prime. The Township's proposed ice rental . prime fee is \$155 per hour (no change from last year) and ice rental . non-prime fee is \$78 per hour (no change from last year).

Based on 2014 actuals, revenues in the Optimist Recreation Centre are 40% of expenditures. Also, a majority of the ice rinks in the comparator municipalities are full-sized indoor rinks. The Township's ice rink is outdoor and this causes the possibility of the ice surface not being available where inclement weather conditions occur.

Puslinch Community Centre

Township staff have included a new fee at the Archie MacRobbie Hall during non-prime times. This fee is \$45.63 (net of HST) per hour after 4 hours. The recreational bookings area receives requests to rent the hall for less than the full day rental (ie. 8 hours or more). This per hour fee after 4 hours allows those requesting to use the facility for 5 to 7 hours to have that option without paying the full day rental rate.

Committees

Staff met with the Recreation Committee on September 21, 2015 and provided the draft User Fees and Charges schedules for Parks, Optimist Recreation Centre, and Puslinch Community Centre to solicit input and feedback. No changes were recommended.

A member from the Committee requested information and an analysis to be conducted on expenses vs. revenues for other municipalities for recreation related services. Township staff will provide this analysis for the local municipalities of the County of Wellington.

Fee Reductions/Waivers

The proposed by-law attached as Schedule A to this report is subject to change based on the results of the Public Meeting to be held on September 17, 2015. Report FIN-2015-027 recommended that a reduced rate of 40% be applied to not-for-profit organizations and unincorporated community groups and be incorporated in the Township's updated user fees by-law. The proposed by-law will include the specific items that the reduced rate applies to and the applicant qualification criteria to be eligible for the reduced rate.

FINANCIAL IMPLICATIONS

The fees in the User Fees and Charges By-law will be incorporated in the 2016 Operating Budget.

APPLICABLE LEGISLATION AND REQUIREMENTS

Section 391(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality may pass By-laws imposing fees or charges for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality, and for the use of its property including property under its control.

Section 7(1) of the Building Code Act, 1992, S.O. 1992, c. 23, as amended, provides that a municipality may pass By-laws imposing fees and charges.

Section 69 of the Planning Act, R.S.O. 1990, c.P.13, as amended provides that the Council of a municipality may by By-law establish a tariff of fees for the processing of applications made in respect of planning matters.

ATTACHMENTS

Schedule A: Proposed User Fees and Charges By-law

Schedule B: Comparator Municipal Data . Ice Rental Fees

Schedule C: Comparator Municipal Data . Planning Fees

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NO XX/15

SCHEDULE A to Report FIN-2015-029.

A by-law to permit the Municipality to impose fees or charges with respect to services or activities provided, related costs payable, and for the use of its property.

WHEREAS Section 391(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality may pass By-laws imposing fees or charges for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality, and for the use of its property including property under its control; and

WHEREAS Section 7(1) of the Building Code Act, 1992, S.O. 1992, c. 23, as amended, provides that a municipality may pass By-laws imposing fees and charges; and

WHEREAS Section 69 of the Planning Act, R.S.O. 1990, c.P.13, as amended provides that the Council of a municipality may by By-law establish a tariff of fees for the processing of applications made in respect of planning matters; and

WHEREAS The Council of the Corporation of the Township of Puslinch deems it appropriate to update the Township's User Fees and Charges By-law.

NOW THEREFORE the Council of the Corporation of the Township of Puslinch enacts as follows:

1. For the purpose of this by-law:
 - a.) **"Costs"** means any and all disbursements incurred by the municipality, and includes, but is not restricted to, any registration costs, title search costs, corporate search costs, survey costs, reference plan costs, advertising costs, outside counsel fees, paralegal fees, site inspection costs and any applicable taxes including P.S.T. and H.S.T.;
 - b.) **"Property Owner"** includes the registered owner of property or any person, firm or corporation having control over or possession of the property or any portion thereof, including a property manager, mortgagee in possession, receiver and manager, trustee and trustee in bankruptcy;
 - c.) **"Township"** means the Corporation of the Township of Puslinch.
2. Any person requesting, applying or utilizing the services or approvals listed in the attached schedules and forming part of this by-law shall pay the fees listed for that service or approval as set out in the attached schedules.
3. These fees are applicable to residents and non-residents at the rates noted unless there is a specified exemption in the attached schedules.
4. No request by any person for a service or approval listed in the attached schedules shall be acknowledged or performed by the Township unless and until the person requesting the service or approval has paid the fee or charge for the service or approval as set out in the attached schedules, unless noted otherwise.

- 5. The Township may request a deposit of up to fifty percent (50%) of the applicable fee or charge in certain user fees and charges as noted in the attached schedules.
- 6. All Township accounts and invoices are due and payable when rendered.
- 7. All unpaid fees or charges imposed by this By-law on a person constitute a debt of the person to the municipality.
- 8. The Treasurer shall add the fees and charges imposed pursuant to this by-law to the tax roll for any real property in the Township for which all of the property owners are responsible for paying fees and charges under this by-law and collect them in the same manner as municipal taxes in accordance with Section 398 of the Municipal Act, 2001 S.O. Chapter 25 as amended.
- 9. If peer or legal review costs are incurred by the Township in the processing of a planning application by the Township, the applicant is required to pay these costs to the Township.
- 10. The Township is not obligated to further process a planning application until all outstanding third party fees and other disbursements have been paid by the applicant.
- 11. The fees and charges listed in the schedules to this by-law shall, where applicable, be subject to any applicable provincial and federal taxes.
- 12. Any fee or charge:
 - a. authorized by a by-law that comes into effect on the same or a later date than this By-law; or
 - b. included in a valid agreement entered into by the Township and one or more other parties,shall be the approved and imposed fee or charge for the service, activity or use of property specified.
- 13. The payment of any fee or charge in this By-law shall be in Canadian currency.
- 14. The following Schedules form part of this By-law:

Schedule	Department
A	Administration
B	Finance
C	Corporate
D	Public Works
E	Fire and Rescue Services
F	Building
G	Planning and Development
H	By-law
I	Parks
J	Optimist Recreation Centre
K	Puslinch Community Centre

- 15. The rates and service charges, as outlined in the schedules attached hereto and forming part of this by-law, shall be implemented and take effect on January 1, 2016.
- 16. Should any part of this By-law including any part of the schedules, be determined by a Court of competent jurisdiction to be invalid or of no force and effect, such invalid part of the By-law shall be severable and that the remainder of this By-law including the remainder of the Schedules, as applicable, shall continue to operate and to be in force and effect.

- 17. This by-law shall be known as the ~~User Fees and Charges By-law~~.
- 18. That By-law No. 076/14 is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS XX DAY OF OCTOBER, 2015.

Dennis Lever, Mayor

Karen Landry, CAO/Clerk

DRAFT

SCHEDULE A: ADMINISTRATION REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016

Attachment 1

			2016 RATE								
TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS			
Freedom of Information	Charged at the rate permitted per the legislation.						E	Regulated by Statute			
Investigator Fees	Flat Fee	\$ 175.00	\$ -	\$ -	\$ -	-100%	T	Removal of fee recommended - See Report FIN-2015-029			
Investigator Fees	Flat Fee	\$ 350.00	\$ -	\$ -	\$ -	-100%	T	Removal of fee recommended - See Report FIN-2015-029			
Signature of Commissioner	Per Document	\$ 10.00	\$ 10.00	\$ 1.30	\$ 11.30	0%	T				

**SCHEDULE B: FINANCE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016**

Attachment 1

			2016 RATE					
TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Administration Fee	Per Invoice	\$ 25.00	\$ -	\$ -	\$ -	-100%	T	Removal of fee recommended - See Report FIN-2015-029
NSF Cheque	Per NSF	\$ 40.00	\$ 40.00	\$ -	\$ 40.00	0%	E	
Tax Certificate	Per Certificate	\$ 60.00	\$ 60.00	\$ -	\$ 60.00	0%	E	
Tax Sale Charges	Actual costs incurred						T	Cost recovery of fees and disbursements as charged by consultants and solicitors

SCHEDULE C: CORPORATE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016

Attachment 1

			2016 RATE					
TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Canadian Flag	Per Flag	\$ 22.12	\$ 22.12	\$ 2.88	\$ 25.00	0%	T	
Photocopy	Per Page	\$ 0.25	\$ 0.25	\$ 0.03	\$ 0.28	0%	T	Photocopy costs for community groups and neighbourhood associations are exempt
Township Flag	Per Flag	\$ 44.25	\$ 44.25	\$ 5.75	\$ 50.00	0%	T	

SCHEDULE D: PUBLIC WORKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016

			2016 RATE					
TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Entrance Permit	Flat Fee	\$ 225.00	\$ 230.00	\$ -	\$ 230.00	2%	E	
Oversize-Overweight Load Permits	Annual Fee	\$ 400.00	\$ 400.00	\$ -	\$ 400.00	0%	E	
Oversize-Overweight Load Permits	Per Trip	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	0%	E	
Tender Fees	Per Package	\$ 40.00	\$ 40.00	\$ -	\$ 40.00	0%	E	Tender fees applicable for Public Works projects administered by the Township's engineering consultant
Third Party Cost Recovery	Actual costs incurred + \$100.00 administration fee						T	Material, equipment, labour/benefits, and administration costs

SCHEDULE E: FIRE AND RESCUE SERVICES REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016

Attachment 1

			2016 RATE					
TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Boarding or Barricading Plus Materials	Per Hour Per Truck	\$ 410.00	\$ 410.00	\$ -	\$ 410.00	0%	E	Standard MTO Rate
Burning Permit Violations or Unauthorized Open Air Burning	Per Hour Per Truck	\$ 410.00	\$ 410.00	\$ -	\$ 410.00	0%	E	Emergency responses to illegal burning or burning without a permit Standard MTO Rate
Daycare & Homeday Care Inspections	Per Inspection	\$ 100.00	\$ 100.00	\$ 13.00	\$ 113.00	0%	T	As mandated in the Fire Code
Emergency Responses to Motor Vehicle Occurrence/Incident/Collision	Per Hour Per Truck	\$ 410.00	\$ 410.00	\$ -	\$ 410.00	0%	E	Township residents are exempt from payment of fee for emergency responses where emergency occurs on a Township of Puslinch or County of Wellington Road Standard MTO Rate
Fire Alarm False Alarm Calls	Per Hour Per Truck	\$ 410.00	\$ 410.00	\$ -	\$ 410.00	0%	E	A false alarm call after the second false alarm in any calendar year Standard MTO Rate
Fire Extinguisher Training	Per Person	\$ 15.00	\$ 15.00	\$ 1.95	\$ 16.95	0%	T	
Fire Safety Plan Review	Per Plan	\$ 120.00	\$ 120.00	\$ 15.60	\$ 135.60	0%	T	
Industrial/Commercial/Institutio nal/Assembly/Apartment	Base Inspection	\$ 100.00	\$ 100.00	\$ 13.00	\$ 113.00	0%	T	Any inspections completed by the fire department that are new, complaint driven, requested or mandated
Industrial/Commercial/Institutio nal/Assembly/Apartment	Plus each tenant/occupant/apartment unit	\$ 25.00	\$ 25.00	\$ 3.25	\$ 28.25	0%	T	
Information or Fire Reports Regarding Emergency Incidents	Per Report	\$ 75.00	\$ 75.00	\$ -	\$ 75.00	0%	E	
Key Boxes	Per Box	\$ 100.00	\$ 100.00	\$ 13.00	\$ 113.00	0%	T	For rapid entry for firefighters
Occupancy Load	Flat Fee	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	0%	E	

SCHEDULE E: FIRE AND RESCUE SERVICES REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016

Attachment 1

TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	2016 RATE			% CHANGE	HST STATUS	COMMENTS
			RATE (NO TAX)	13% HST	RATE INCL HST			
Open Air Burning Permit Inspection Fee	Per Inspection	\$ 40.00	\$ 40.00	\$ 5.20	\$ 45.20	0%	T	As a result of a request to modify the terms and conditions of the Open Air Burning Permit
Open Air Burning Permit	Per Permit	\$ 20.00	\$ 20.00	\$ -	\$ 20.00	0%	E	Permit must be renewed annually
Post Fire Watch	Per Hour per Truck	\$ 410.00	\$ 410.00	\$ -	\$ 410.00	0%	E	Standard MTO Rate
Replacement of Equipment and Resources Used	Actual costs incurred	Actual Costs incurred				0%	T	Foam and absorbal used in emergency responses to motor vehicle occurrence/incident/collision, open air burning permit violations, or unauthorized open air burning
Sale of Fireworks Permit	Per Permit	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	0%	E	
Setting Off or Discharge of High Hazard Fireworks Permit	Per Permit	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	0%	E	
Water Tank Locks	Per Lock	\$ -	\$17.80	\$ 2.31	\$ 20.11	100%	T	For locking water tank lids closed
Smoke Alarm	Per Alarm	No fee at this time						
Special Events - Requests for Attendance	Per Event	No fee at this time						

**SCHEDULE F: BUILDING REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016**

Attachment 1

			2016 RATE					
TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Minimum Permit Fee (For all work unless otherwise noted)	Minimum Permit Fee	\$ 150	\$ 153	\$ -	\$ 153	2%	E	
Minimum Permit Fee - Farm Buildings	Minimum Permit Fee	\$ -	\$ 300	\$ -	\$ 300	100%	E	
CONSTRUCTION - NEW BUILDINGS & ADDITIONS								
AGRICULTURAL								
Farm Buildings	Per Sq. Foot	\$ 0.26	\$ 0.27	\$ -	\$ 0.27	2%	E	Minimum Permit Fee of \$300
RESIDENTIAL								
Single Family Dwelling	Per Sq. Foot	\$ 1.40	\$ 1.43	\$ -	\$ 1.43	2%	E	up to 225 m2 (2,421 sq. foot) - total area
Single Family Dwelling	Per Sq. Foot	\$ 1.85	\$ 1.89	\$ -	\$ 1.89	2%	E	over 225 m2 (2,421 sq. foot) - total area
Interior Renovations and Finished Basements	Per Sq. Foot	\$ 0.50	\$ 0.51	\$ -	\$ 0.51	2%	E	
Residential Deck	Flat Fee	\$ 150	\$ 153	\$ -	\$ 153	2%	E	
Accessory Buildings/Attached Garage	Per Sq. Foot	\$ 0.70	\$ 0.71	\$ -	\$ 0.71	2%	E	
INSTITUTIONAL, COMMERCIAL & INDUSTRIAL								
Construction Value Up to \$3,000,000	Per \$1,000 of Construction Value	\$ 10.00	\$ 11.00	\$ -	\$ 11.00	10%	E	
Construction Value Over \$3,000,000	Per \$1,000 of Construction Value	\$ 7.00	\$ 7.14	\$ -	\$ 7.14	2%	E	
OTHER PERMIT FEES								
Alternative Solution Application	Flat Fee	\$ 350.00	N/A - See Below					
Alternative Solution Application - Part 9 Residential Buildings	Flat Fee	\$ -	\$ 357.00	\$ -	\$ 357	100%	E	Fee to be applied to residential and accessory structures. Third party review likely not required.

**SCHEDULE F: BUILDING REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016**

Attachment 1

			2016 RATE					
TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Alternative Solution Application - Part 3 and Part 9 Other than Residential Buildings	Flat Fee	\$ -	\$ 650.00	\$ -	\$ 650	100%	E	Fee includes third party review of applications as well as staff time for researching the proposal.
Sign Permits	Flat Fee	\$ -	\$ 255.00	\$ -	\$ 255	100%	E	
Conditional Permits	20% of permit fee						E	Fee is in addition to all other required permit fees
Deferral of Revocation of Permit	Flat Fee	\$ 150.00	\$ 153.00	\$ -	\$ 153	2%	E	
Demolition Permit	Flat Fee	\$ 150.00	\$ 153.00	\$ -	\$ 153	2%	E	
Designated Structure Permit	Flat Fee	\$ 400.00	\$ 408.00	\$ -	\$ 408.00	2%	E	Listed per Div.A, 1.3.1.1 Solar
Occupancy Permit	Flat Fee	\$ 150.00	\$ 153.00	\$ -	\$ 153.00	2%	E	
Reactivate Abandoned Permit	Flat Fee	\$ 150.00	\$ 153.00	\$ -	\$ 153.00	2%	E	
Reproduction of Drawings	Flat Fee	\$ 50.00	\$ 50.00	\$ 6.50	\$ 56.50	0%	T	Current rate covers costs
Revision to a Permit	Flat Fee	\$ 150.00	\$ 153.00	\$ -	\$ 153.00	2%	E	Before Permit is issued
Revision to a Permit	Flat Fee	\$ 300.00	\$ 306.00	\$ -	\$ 306.00	2%	E	After Permit is issued
Septic System	Flat Fee	\$ 600.00	\$ 612.00	\$ -	\$ 612.00	2%	E	New system
Septic System	Flat Fee	\$ 450.00	\$ 459.00	\$ -	\$ 459.00	2%	E	Alter, Repair or extend existing system
Special Inspection Fee	Flat Fee	\$ 100.00	\$ 102.00	\$ 13.26	\$ 115.26	2%	T	
Tent or Marquee Application Fee	Per Permit	\$ 250.00	\$ 255.00	\$ -	\$ 255.00	2%	E	Tents and air-supported structures shall be in conformance with the Building Code and Section 2.9 of the Fire Code
Transfer of Permit	Flat Fee	\$ 150.00	\$ 153.00	\$ -	\$ 153.00	2%	E	
Re-inspect works not ready	Flat Fee	\$ -	\$ 153.00	\$ -	\$ 153.00	100%	E	Fee payable before re-inspection
Re-inspect code violations/deficiencies	Flat Fee	\$ -	\$ 76.00	\$ -	\$ 76.00	100%	E	Fee payable before re-inspection and applies after first re-inspection

**SCHEDULE F: BUILDING REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016**

Attachment 1

			2016 RATE					
TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Partial Inspection	Flat Fee	\$ -	\$ 76.00	\$ -	\$ 76.00	100%	E	Fee payable before inspection for part of a prescribed inspection
Sewage System Evaluation	Flat Fee	\$ -	\$ 153.00	\$ -	\$ 153.00	100%	E	Applies to the review of sewage system evaluations by the Building department.

Notes to Building

Note 1: Interpretations

- (a) Floor area of the proposed work is to be measured to the outer face of exterior walls
- (b) Unfinished basements and attached garages for new dwellings are not included in floor areas
- (c) Unfinished loft space or bonus room to be included in area calculations

Note 2: Where the fees are based on the cost of valuation of the proposed work, such cost or valuation shall mean the total cost of all work regulated by the permit and without restricting the generality of the foregoing, shall include the cost of all material, labour, equipment, overhead and professional and related services.

Note 3: Fees are to be rounded to the nearest dollar.

Note 4: The Chief Building Official may place a valuation on the cost of work and the permit applicant shall pay the prescribed fee(s) before issuing the permit.

**SCHEDULE G: PLANNING AND DEVELOPMENT REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016**

Attachment 1

TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	2016 RATE			% CHANGE	HST STATUS	COMMENTS
			RATE (NO TAX)	13% HST	RATE INCL HST			
Grading Review Deposit	Flat Fee	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	0%	E	Applicable for new dwellings
Minor Variance *	Administration fee	\$ 650.00	\$ 663.00	\$ -	\$ 663.00	2%	E	
Other Agreements *	Administration fee	\$ 500.00	\$ 500.00	\$ -	\$ 500.00	0%	E	For recovery of the costs of facilitating, preparing, and discharging any other planning and development agreements (ie. consent)
Part Lot Control Exemption By-law *	Administration fee	\$ 550.00	\$ 550.00	\$ -	\$ 550.00	0%	E	
Plan of Subdivision or Condominium Agreement *	Administration fee	\$ 750.00	\$ 750.00	\$ -	\$ 750.00	0%	E	For recovery of the costs of facilitating, preparing, and discharging a Plan of Subdivision or Condominium Agreement
Site Plan Control *	Administration fee	\$ 2,000.00	\$ 2,040.00	\$ -	\$ 2,040.00	2%	E	Site Plan Approval Application
Zoning By-law - Copy	Flat Fee	\$ 40.00	\$ 40.00	\$ 5.20	\$ 45.20	0%	T	
Zoning By-Law Amendment *	Administration fee	\$ 2,000.00	N/A - see below					
Standard Zoning By-Law Amendment	Flat Fee	\$ -	\$ 11,200.00	\$ -	\$ 11,200.00	100%	E	
Minor Zoning By-Law Amendment	Flat Fee	\$ -	\$ 3,600.00	\$ -	\$ 3,600.00	100%	E	
Zoning By-Law Amendment - Aggregate *	Administration fee	\$ 7,500.00	\$ 15,000.00	\$ -	\$ 15,000.00	100%	E	
Zoning Compliance Letter	Flat Fee	\$ 75.00	\$ 75.00	\$ -	\$ 75.00	0%	E	Fee charged is consistent for all Township departments
Consent Review and Condition Clearances	Flat Fee	\$ -	\$ 125.00	\$ -	\$ 125.00	100%	E	
Telecommunication Tower Proposals	Flat Fee	\$ -	\$ 500.00	\$ -	\$ 500.00	100%	E	

**SCHEDULE G: PLANNING AND DEVELOPMENT REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016**

Attachment 1

Notes to Planning

* the fees denoted with an asterisk are also subject to the Township's disbursements and third party consultant fees incurred for the processing of the application.

A Standard Zoning By-law Amendment Application may include, but is not limited, to the following:

- Change in zoning category;
- Larger commercial/industrial/residential applications;
- A major change of use to an existing building or structure;
- Requirement of technical studies (ie. storm water management, geotechnical, hydrological, environmental impact assessment, etc.)

Township staff have the discretion to determine whether a zoning by-law amendment application is classified as minor.

A Minor Zoning By-law Amendment Application may include, but is not limited, to the following:

- The change in use is compatible with the current zoning designation and does not require the submission of any technical studies;
- Adding a low impact use to an existing zone;
- Temporary use;
- Low impact zone changes involving single or semi-detached dwellings;
- No change in zoning category

**SCHEDULE H: BY-LAW REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016**

Attachment 1

			2016 RATE									
TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS				
Dog Tags	Per Tag	\$ 25.00	\$ 25.00	\$ -	\$ 25.00	0%	E	Maximum of 3 dogs				
Fence Viewer's Application	Per Application	\$ 300.00	\$ 300.00	\$ -	\$ 300.00	0%	E					
Grading Deposit	Flat Fee	\$ 500.00	\$ 600.00	\$ -	\$ 600.00	20%	E	Pool Enclosure Permit				
Inspection Permit - LCBO	Per Inspection	\$ 100.00	\$ 102.00	\$ -	\$ 102.00	2%	E	Requested or required inspection of licensed sales establishments (as defined by the Liquor Licence Establishment Board of Ontario) that requires an inspection and/or a letter				
Kennel Licence	Per Licence	\$ 175.00	\$ 179.00	\$ -	\$ 179.00	2%	E	More than 3 dogs				
Lottery Licence	3% of prize value						E	Fee regulated by AGCO (Nevada, Raffle, Bazaar, etc.)				
Mobile Food Service - Operator	Per License	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	0%	E	Fee dependent on Mobile Food Service Vehicle Licensing By-law				
Mobile Food Service - Owner	Per License	\$ 200.00	\$ 200.00	\$ -	\$ 200.00	0%	E					
Municipal Addressing Signs	Flat Fee	\$ 40.00	\$ 40.00	\$ 5.20	\$ 45.20	0%	T	To cover the costs of the blade and post. No cost for installation of the municipal addressing signs				
Pool Enclosure Permit	Flat Fee	\$ 350.00	\$ 357.00	\$ -	\$ 357.00	2%	E					
Septic Compliance Letter	Flat Fee	\$ 75.00	\$ 75.00	\$ -	\$ 75.00	0%	E	Fee charged is consistent for all Township departments				
Site Alteration Permit Service Fee	Per Tonne of Fill	\$ 0.06	\$ 0.06	\$ -	\$ 0.06	0%	E	Paid at time of application				
Site Alteration Permit Application *	Administration fee	\$250 plus \$50 per hectare	\$1,800 plus \$75 per hectare (rounded to the greater whole aggregate).				E					
Special Occasion Permit	Per Letter	\$ 75.00	\$ 75.00	\$ -	\$ 75.00	0%	E					
* the fees denoted with an asterisk are also subject to the Township's disbursements and third party consultant fees incurred for the processing of the application.												

**SCHEDULE I: PARKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016**

Attachment 1

TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	2016 RATE			% CHANGE	HST STATUS	COMMENTS
			RATE (NO TAX)	13% HST	RATE INCL HST			
Aberfoyle/Old Morriston Ball Parks	Per Hour before 8:30 pm	\$ 20.00	\$ 20.00	\$ 2.60	\$ 22.60	0%	T	Evening booking includes 1 dragging and lining Bookings available after May 1st of each year
Aberfoyle/Old Morriston Ball Parks	Per Hour after 8:30 pm	\$ 30.00	\$ 30.00	\$ 3.90	\$ 33.90	0%	T	Evening booking includes 1 dragging and lining Bookings available after May 1st of each year
Aberfoyle/Old Morriston/Morrison Meadows Ball Parks	Per Day	\$ 150.00	\$ 150.00	\$19.50	\$ 169.50	0%	T	Full day booking includes 2 draggings and linings Bookings available after May 1st of each year
Aberfoyle/Old Morriston/Morrison Meadows Ball Parks	Extra dragging and lining	\$ 40.00	\$ 40.00	\$ 5.20	\$ 45.20	0%	T	Only available with a minimum of 2 hour booking
Morrison Meadows Ball Park	Per Hour	\$ 20.00	\$ 20.00	\$ 2.60	\$ 22.60	0%	T	Evening booking includes 1 dragging and lining Bookings available after May 1st of each year
Ball Diamond Advertising	Per Season	\$ 175.00	\$ 175.00	\$22.75	\$ 197.75	0%	T	Available from May to October
Horse Paddock Rental	Per Day	\$ 200.00	\$ 200.00	\$26.00	\$ 226.00	0%	T	\$300.00 damage deposit; rental restricted to horse paddock and tractor pull area; bookings available from June 15 to September 15
Picnic Shelter	Per Hour	\$ 20.00	\$ 20.00	\$ 2.60	\$ 22.60	0%	T	To a maximum of \$80.00 per reservation
Sports Facility User Fees	Per Resident	\$ 10.00	\$ 10.00	\$ -	\$ 10.00	0%	E	Fees collected from Minor Soccer, Old Timers Baseball, Senior Ladies Baseball, Junior/Intermediate Men's Fastball, Minor Baseball, Morrison Men's League, and Tennis
Sports Facility User Fees	Per Non-Resident	\$ 25.00	\$ 25.00	\$ -	\$ 25.00	0%	E	
Security Deposit	Per Fireworks Display	\$ 500.00	\$ 500.00	\$ -	\$ 500.00	0%	E	Security deposit for the clean up of Township lands after use for fireworks display

SCHEDULE J: OPTIMIST RECREATION CENTRE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016

Attachment 1

			2016 RATE					
TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Arena Summer Rentals	Per Hour	\$ 65.00	\$ 65.00	\$ 8.45	\$ 73.45	0%	T	Includes use of change rooms
Ice Rental - Non - Prime	Per Hour	\$ 78.00	\$ 78.00	\$ 10.14	\$ 88.14	0%	T	Weekdays from 9 am to 5 pm
Ice Rental - Prime	Per Hour	\$ 155.00	\$ 155.00	\$ 20.15	\$ 175.15	0%	T	Weekdays from 5 to 10 pm, Saturday, Sunday
Gymnasium Rental	Per Hour	\$ 26.00	\$ 26.00	\$ 3.38	\$ 29.38	0%	T	
Rink Board Advertising	Per Year	\$ 350.00	\$ 350.00	\$ 45.50	\$ 395.50	0%	T	

SCHEDULE K: PUSLINCH COMMUNITY CENTRE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016

Attachment 1

TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	2016 RATE			% CHANGE	HST STATUS	COMMENTS
			RATE (NO TAX)	13% HST	RATE INCL HST			
Alf Hales Room	Per Hour	\$ 25.00	\$ 25.00	\$ 3.25	\$ 28.25	0%	T	
Archie MacRobbie Hall - Non-Prime	Per 4 Hour Rental	\$ 215.00	\$ 215.00	\$ 27.95	\$ 242.95	0%	T	Monday to Thursday and Sunday Rentals includes use of kitchen facilities
Archie MacRobbie Hall - Non-Prime	Per Hour after 4 Hours	\$ -	\$ 45.63	\$ 5.93	\$ 51.56	100%	T	Monday to Thursday and Sunday Rentals includes use of kitchen facilities Maximum of 8 hours
Archie MacRobbie Hall - Non-Prime	Full Day Rental	\$ 365.00	\$ 365.00	\$ 47.45	\$ 412.45	0%	T	Monday to Thursday Rentals includes use of kitchen facilities
Archie MacRobbie Hall - Prime	Full Day Rental	\$ 479.00	\$ 479.00	\$ 62.27	\$ 541.27	0%	T	Friday and Saturday Rentals includes use of kitchen facilities
Archie MacRobbie Hall - Non-Prime	Full Day Rental	\$ 357.00	\$ 357.00	\$ 46.41	\$ 403.41	0%	T	Sunday Rentals includes use of kitchen facilities
Commercial Rentals (ie. Auctions)	Full Day Rental	\$ 750.00	\$ 750.00	\$ 97.50	\$ 847.50	0%	T	Includes use of kitchen facilities
Use of Kitchen Facilities	Per 4 Hour Rental	\$ 105.00	\$ 105.00	\$ 13.65	\$ 118.65	0%	T	Dishes, silverware, cooking utensils, dishwasher, coffee maker
Use of Kitchen Facilities	Per Hour After 4 Hours	\$ 25.00	\$ 25.00	\$ 3.25	\$ 28.25	0%	T	Dishes, silverware, cooking utensils, dishwasher, coffee maker
Licenced Events Using Patio	Flat Rate	\$ 55.00	\$ 55.00	\$ 7.15	\$ 62.15	0%	T	Patio Fencing

SCHEDULE K: PUSLINCH COMMUNITY CENTRE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2016

Attachment 1

			2016 RATE					
TYPE OF REVENUE/USER	Unit/Descr	2015 RATE (NO TAX)	RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Rental Deposit	50% of total contract rental fee						T	Deposit is to be non-refundable and forfeited unless notice of cancellation is received by the Recreation Department 60 days prior to the event with the balance of the rental due 15 days before the event
Security Deposit	Per Booking	\$ 365.00	\$ 365.00	\$ -	\$ 365.00	0%	E	Deposit is refundable after function if there are no damages and key is returned
Bartenders	Flat Rate	\$ 115.00	\$ 115.00	\$ 14.95	\$ 129.95	0%	T	Smart Serve Certified
Bartenders	Per Hour of Overtime	\$ 20.00	\$ 20.00	\$ 2.60	\$ 22.60	0%	T	Smart Serve Certified
Fountain Pop Package	Per Pound	\$ 1.30	\$ 1.30	\$ 0.17	\$ 1.47	0%	T	Includes ice, cups, and fountain pop
9 oz Glasses	Per Package of 100	\$ 6.00	\$ 6.00	\$ 0.78	\$ 6.78	0%	T	
14 oz Glasses	Per Package of 50	\$ 6.00	\$ 6.00	\$ 0.78	\$ 6.78	0%	T	
Ice	Per Bag	\$ 2.00	\$ 2.00	\$ 0.26	\$ 2.26	0%	T	
Advertising Sign	Two lines/Week	\$ 32.00	\$ 32.00	\$ 4.16	\$ 36.16	0%	T	No charge for Puslinch Community Centre Facility rentals
Advertising Sign	Four Lines/Week	\$ 63.00	\$ 63.00	\$ 8.19	\$ 71.19	0%	T	No charge for Puslinch Community Centre Facility rentals

Schedule B - Comparator Municipal Data - Ice Rental Fees

	Milton	Cambridge	Centre Wellington	Guelph	Hamilton	Wellington North	Mapleton	Erin	Minto	Guelph Eramosa
Ice Rental: Non- Prime	Non-Prime = Monday - Friday - Open - 4:00 p.m. <u>Winter</u> Standard \$186.45 (Inclusive of HST)/Hour Non-Resident: \$176.44 (Inclusive of HST)/Hour	Regular Season (Sept. 1- Aug. 31) – Adults, Leagues, and Skating Parties: Non-Prime Hourly Rate - \$141.10+HST/Hour Regular Season (Sept.1-Aug.31) – Youth, Minor Sports, Students/Instructor: <u>Non-Prime Hourly Rate:</u> \$87.35+HST/Hour <u>Non-Prime Hourly Rate .</u> <u>Non-Resident:</u> \$104.82+HST/Hour	Non-Prime: \$108.00 (Inclusive of HST)/Hour	Non-Prime (Group Rate) - Monday - Friday, 8 a.m.-4 p.m.: \$131.11+HST/Hour Non-Prime (Single Skater Rate, Max 4 people): \$30.00+HST/Person/ Hour Non-Prime Late Night Rentals (beginning after 11:00 p.m.): \$131.11+HST/Hour	Non-Prime: \$189.23 (Inclusive of HST)/Hour	Non-Prime (Monday-Friday - 7:00 a.m. - 3:00 p.m.): \$87.00 (Inclusive of HST)/Hour	Non-Prime = Monday - Thursday before 5:00 p.m. and after 11:00 p.m. \$79.00 +HST/Hour	Non-Prime (Full Team of 17): \$96.00+HST/ Hour Non-Prime (14 skaters): \$70.00 +HST/Hour Schools: \$96.00+HST/ Hour	Non-Prime = Weekdays 9:00 a.m.- 5:00 p.m. \$60.00+HST/Hour	N/A
	\$ 161	\$ 111	\$ 96	\$ 131	\$ 167	\$ 77	\$ 79	\$ 87	\$ 60	N/A
Ice Rental: Non-Prime Hourly Rate (net of HST)	Median (excluding highest and lowest)	\$ 96								
Ice Rental: Prime	Prime = Weekday and Weekends - Monday - Friday Nights 4:00 p.m. - Close <u>Winter:</u> Standard: \$265.84 (Inclusive of HST)/Hour Non-Resident: \$199.38 (Inclusive of HST)/Hour <u>Summer:</u> Weekday Monday - Friday - 6 a.m. - midnight Standard: \$265.84 (Inclusive of HST)/Hour Non-Resident: \$292.42 (Inclusive of HST)/Hour	Regular Season (Sept. 1- Aug. 31) – Adults, Leagues, and Skating Parties: Prime Hourly Rate - \$235.20+HST/Hour Regular Season (Sept.1-Aug.31) – Youth, Minor Sports, Students/Instructor: <u>Prime-Time:</u> \$127.66+HST/Hour <u>Prime-Time . Non-Resident:</u> \$153.20+HST/Hour	Prime Time: \$192.00 (Inclusive of HST)/Hour	Prime Time (Monday - Friday, 6-8 a.m., after 4 p.m., and weekends: \$249.74+HST/Hour	Prime Time (Non-Subsidized): \$252.30 (Inclusive of HST)/Hour Prime-Time (Subsidized): \$136.36 (Inclusive of HST)/Hour	Minor Sports: \$102.00 (Inclusive of HST)/ hour Local Adults: \$120.50 (Inclusive of HST)/Hour Non-Resident: \$139.00 (Inclusive of HST)/ Hour School Rates: \$35.00 (Inclusive of HST)/hour	Prime Time: \$103.32 +HST/Hour	Prime Time (Standard): \$185.00+HST/ Hour Prime Time (Non-Resident): \$212 +HST/Hour	Adult: \$122.00+HST/Hour Local Youth Organized Sport (Saturdays): \$91.00+HST/Hour Local Youth Organized Sport: \$99.00+HST/Hour Non-Resident (Minor Only): \$110.00+HST/Hour School Physical Education Class: \$40.00+HST/Hour Private Shinny: Min. - \$40.00, Max. \$60.00/Hour Public Shinny: \$5.00/person (no HST) Sponsored Public Skating (Corporate): \$100.00+HST/ Session	N/A
	\$ 226	\$ 172	\$ 170	\$ 250	\$ 172	\$ 88	\$ 103	\$ 199	\$ 80	N/A
Ice Rental: Prime Hourly Rate (net of HST)	Median (excluding highest and lowest)	\$ 172								

TYPE OF REVENUE/USER FEE	Unit/Descr	2015 RATE (NO TAX)	2016 RATE (NO TAX)	Milton	Guelph	Hamilton	Cambridge
Zoning By-Law Amendment - Minor Application	Flat Fee	N/A	\$ 3,600	Type 1, 2, and 3 Base Fees - \$12,437 plus per unit fee Advertising Fee - per required notice - \$601	\$ 4,532	Routine Application - \$10,755 Advertising Fee - \$1,045 Recirculations - \$1,360 Removal of "H" Holding Provision - \$1,790	Base Fee - \$4,000 Preconsultation - \$300
Zoning By-Law Amendment - Standard Application	Flat Fee	N/A	\$ 11,200	Type 1, 2, and 3 Base Fees - \$12,437 plus per unit fee Advertising Fee - per required notice - \$601	\$ 8,323	Complex Application - Phase 1 . Services up to City Council Report - \$14,495 Complex Application - Phase 2 . Services subsequent to the Council resolution approval - \$7,010 Advertising Fee - \$1,045 Recirculations - \$1,360 Removal of "H" Holding Provision - \$1,790	Base Fee - \$8,000 Preconsultation - \$300
Zoning By-Law Amendment - Aggregate Note A	Flat Fee *	\$ 7,500	\$ 15,000	\$43,073 - Aggregate Extraction Application	No separate fee	Establish Pit - \$127,670 Expansion - \$51,070 Plus any costs pertaining to peer reviews and for an aggregate advisor, if required.	No separate fee
Telecommunication Tower Proposals	Flat Fee	N/A	\$ 500	\$ 6,916	Public Consultation required - \$300 No Public Consultation required - \$600	No fee	\$200 for site review

* the fees denoted with an asterisk are also subject to the Township's disbursements and third party consultant fees incurred for the processing of

Note A

Centre Wellington - \$10, 835 (plus disbursements and third party fees); Hamilton Conservation Authority - \$46,956; Region of Halton (Regional OPA) - \$129,036.10; Niagara Region (Regional OPA) - \$103,000 (plus aggregate advisor costs).

Grand River Conservation Authority
Below water table aggregate applications - \$8,360 (no features of interest within 120 metres of licence limit); \$36,416 (features of interest within 120 metres of licence limit)
Above water table aggregate applications - \$380 (no features of interest within 120 metres of licence limit); \$8,360 (features of interest within 120 metres of licence limit)

Conservation Halton
Below water table aggregate applications - \$8,360 (no features of interest within 120 metres of licence limit); \$85,000 (features of interest within 120 metres of licence limit)
Above water table aggregate applications - \$745 (no features of interest within 120 metres of licence limit); \$85,000 (features of interest within 120 metres of licence limit)



REPORT ADM-2015-018

TO: Mayor and Members of Council

FROM: Karen Landry, CAO/Clerk

MEETING DATE: November 4, 2015

SUBJECT: Revised 2015-2016 Council/Budget Meeting Schedule

RECOMMENDATIONS

That Report ADM-2015-018 regarding the Revised 2015-2016 Council/Budget Meeting Schedule, be received; and

That Council adopt the Revised 2015-2016 Council/Budget Meeting Schedule, attached as Appendix "A" to Report ADM-2015-018; and

That the revised schedule be circulated to the County of Wellington; and

That the Township's website be updated to reflect the changes.

DISCUSSION

Community Based Strategic Plan

The Township is currently developing a Community Based Strategic Plan (CBSP). As part of this process, two public consultation sessions were held on September 9th and 10th. At these sessions, a request was made to provide the public with an opportunity to review and comment on the draft CBSP prior to it being presented to Council for consideration.

Council at its meeting held on October 7, 2015 authorized the hosting of a public consultation session regarding the CBSP on November 19, 2015.

Staff met with John Whitesell, Whitesell and Company on October 23, 2015 to review the results of the session held on September 29, 2015 (details regarding this session are included separately on the November 4, 2015 Council agenda).

Further to our discussions with John Whitesell on October 23, 2015, it is recommended by staff that in lieu of a staff survey that was included as part of the request for proposal that a presentation to engage and seek input from all Township staff be held on December 4, 2015 prior to finalizing a draft CBSP for review at a public open house event.

As a result, staff recommends rescheduling the November 19, 2015 CBSP open house to January 14, 2016 at 7:00 p.m.

Final consideration of the CBSP is tentatively scheduled to occur at the February 17, 2016 Council meeting.

Outlined below is a summary of the various plans including budget that are scheduled to come before Council over the next 4 to 5 months.

Current		Proposed	
November 5	Public Meeting – Community Improvement Plan		
November 18	Council Meeting – Fire Master Plan Presentation (6:00 p.m. start – FMP at 7:00 p.m.)		
November 19	Public Input for CBSP	November 19	Cancelled and rescheduled
November 25	Operating/Capital Budget	November 25	Operating/Capital Budget
November 26		November 26	Open House – Parks Master Plan
December 2	Operating/Capital Budget	December 2	Operating/Capital Budget
January 14, 2016		January 14, 2016	Public Input for CBSP
January 20, 2016	Council Meeting	January 20, 2016	Council Meeting
January 21, 2016	Public Information Meeting for Budget Input	January 21, 2016	Public Information Meeting for Budget Input
February 3, 2016	Operating/Capital Budget	February 3, 2016	Operating/Capital Budget
February 17, 2016	Final Budget Approval	February 17, 2016	Final Budget Approval
February 17, 2016	Council Meeting	February 17, 2016	Council Meeting - Tentative CBSP Approval

FINANCIAL IMPLICATIONS

None

APPLICABLE LEGISLATION AND REQUIREMENTS

Procedure By-Law 59/08, as amended

ATTACHMENTS

Revised 2015 Council Budget Meeting Schedule

Revised 2016 Council Budget Meeting Schedule



2015 TOWNSHIP COUNCIL & BUDGET MEETING DATES

MEETING SCHEDULE - Revised - ADM-2015-018

JANUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
				1 H	2	3
4	5	6	7 C	8	9	10
11	12	13	14 CB	15	16	17
18	19	20	21 C	22	23	24
25	26	27	28 OB	29	30	31

FEBRUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4 C	5	6	7
8	9	10	11 PIM	12	13	14
15	16 H	17	18 C/OB	19	20	21
22	23	24	25	26 BT	27	28

MARCH						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4 C	5	6	7
8	9	10	11 PIM	12	13	14
15	16	17	18 C	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL						
SUN	MON	TUE	WED	THU	FRI	SAT
			1 C	2 PIM	3 H	4
5	6 H	7	8	9	10	11 RMP
12	13	14	15 C	16 PIM	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

April 16, 2015 - Recreation Master Plan

MAY						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6 C	7 PIM	8	9
10	11	12	13	14	15	16
17	18 H	19	20 C	21	22	23
24	25	26	27	28	29	30
31						

JUNE **						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3 C	4	5	6
7	8	9	10	11	12	13
14	15	16	17 C	18 PIM	19	20
21	22	23	24	25	26	27
28	29	30				

June 18, 2015 - PIM - Grant Applications

JULY						
SUN	MON	TUE	WED	THU	FRI	SAT
			1 H	2	3	4
5	6	7	8	9	10	11
12	13	14	15 C	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3 H	4	5	6	7	8
9	10	11	12 C	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER **						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2 C	3 PIM	4	5
6	7 H	8	9	10	11	12
13	14	15	16 C	17 PIM	18	19
20	21	22	23	24	25	26
27	28	29	30 CB			

September 17, 2015 - User Fees

OCTOBER **						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7 C	8 PIM	9	10
11	12 H	13	14 OPB	15	16	17
18	19	20	21 C	22	23	24
25	26	27	28 OP/C	29	30	31

NOVEMBER **						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4 C	5 PIM	6	7
8	9	10	11 H	12	13	14
15	16	17	18 C	19	20	21
22	23	24	25 OPB	26 PMP	27	28
29	30					

November 5, 2015 - Community Improvement Plan (CIP)

November 18, 2015 - Fire Master Plan Presentation to Council

November 26, 2015 - Parks Master Plan Open House

DECEMBER **						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2 OP/C	3	4	5
6	7	8	9	10	11	12
13	14	15	16 C	17	18	19
20	21	22	23	24 H	25 H	26
27	28 H	29	30	31		

PIM Public Information Meeting (7:00 p.m.)
H Denotes a Statutory Holiday/Offices Closed
C Council Meeting (1:00 p.m.)
C Council Meeting (7:00 p.m.)
PMP Open House -Parks Master Plan 7:00 p.m.

B Final Budget Approval
CB Capital Budget Meeting - 9:00 a.m.
OPB Operating Budget Meeting - 9:00 a.m.
BT Budget Tentative



2016 TOWNSHIP COUNCIL & BUDGET MEETING DATES

MEETING SCHEDULE - REVISED - ADM-2015-018

JANUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
					1 H	2
3	4	5	6 C	7	8	9
10	11	12 PDAC	13	14 PIM	15	16
17	18	19 REC	20 C	21 PIM	22	23
24	25	26	27	28	29	30
31	*January 14th - Community Based Strategic Plan Public Meeting *January 21st - 2016 Proposed Budget Public Meeting					

FEBRUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3 OB/C	4 PIM	5	6
7	8	9 PDAC	10	11	12	13
14	15 H	16 REC	17 B	18	19	20
21	22	23	24	25	26	27
28	29					

MARCH						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2 C	3 PIM	4	5
6	7	8 PDAC	9	10	11	12
13	14 March	15 REC	16 C	17 Break	18	19
20	21	22	23	24	25 H	26
27	28 H	29	30	31		

APRIL						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6 C	7 PIM	8	9
10	11	12 PDAC	13	14	15	16
17	18	19 REC	20 C	21	22	23
24	25	26	27	28	29	30

MAY						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4 C	5 PIM	6	7
8	9	10 PDAC	11	12	13	14
15	16	17 REC	18 C	19	20	21
22	23 H	24	25	26	27	28
29	30	31				

JUNE						
SUN	MON	TUE	WED	THU	FRI	SAT
			1 C	2 PIM	3	4
5	6	7	8	9	10	11
12	13	14 PDAC	15 C	16	17	18
19	20	21 REC	22	23 PIM	24	25
26	27	28	29	30		

JULY						
SUN	MON	TUE	WED	THU	FRI	SAT
					1 H	2
3	4	5	6	7	8	9
10	11	12 PDAC	13	14	15	16
17	18	19 REC	20 C	21	22	23
24	25	26	27	28	29	30
31						

AUGUST						
SUN	MON	TUE	WED	THU	FRI	SAT
	1 H	2	3	4	5	6
7	8	9 PDAC	10 C	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5 H	6	7 C	8 PIM*	9	10
11	12	13 PDAC	14	15	16	17
18	19	20 REC	21 C	22	23	24
25	26	27	28 CB	29	30	

* September 8, 2016 - User Fees

OCTOBER						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5 C	6 PIM	7	8
9	10 H	11 PDAC	12 OB	13	14	15
16	17	18 REC	19 C	20	21	22
23	24	25	26 OCB	27	28	29
30	31					

NOVEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8 PDAC	9 C	10 PIM	11 H	12
13	14	15	16	17	18	19
20	21	22 REC	23 C	24 PIM*	25	26
27	28	29	30			

* November 24, 2016- Budget Input

DECEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7 OCB	8 PIM	9	10
11	12	13 PDAC	14	15	16	17
18	19	20 REC	21 C	22	23	24
25	26 H	27 H	28	29	30	31

PIM Public Info. Meeting/Open House (7:00 p.m.)
H Denotes a Statutory Holiday/Offices Closed
C Council Meeting (1 p.m.)
C Council Meeting (7 p.m.)

B Final Budget Approval
CB Capital Budget Meeting - 9 a.m.
OB Operating Budget Meeting - 9 a.m.
PDAC Planning Development Advisory Committee - 7 p.m.
RC Recreation Committee Meeting - 7 p.m.

To: Mayor and Members of Township of Puslinch Council

From: Kyle Davis, Risk Management Official

Date: October 21, 2015

Subject: Risk Management Official and Inspector Appointments

Recommendations

That Council receive the Wellington Source Water Protection Report dated October 21, 2015, regarding appointment of Risk Management Official and Inspector; and

That Council adopt a by-law to appointment Kyle Davis as Risk Management Official and Risk Management Inspector and Robert Kelly as alternate for the Township of Puslinch

1.0 Background

The *Clean Water Act* (2006) provides the framework for the development and implementation of watershed-based Source Protection Plans. The Source Protection Plans identify the risks to municipal drinking water sources and establishes actions and policies to protect current and future sources of drinking water. The policies apply within Wellhead Protection Areas (WHPA) and Intake Protection Zones (IPZ) established around municipal wells or intakes.

There are 14 municipal drinking water systems within Wellington County in the following communities:

- Erin, Bel-Erin and Hillsburgh (Erin);
- Clifford, Palmerston, Minto Pines, and Harriston (Minto);
- Arthur and Mount Forest (Wellington North);
- Rockwood, Hamilton Drive (Guelph-Eramosa);
- Drayton and Moorefield (Mapleton); and
- Elora/Fergus (Centre Wellington).

The Wellhead Protection Areas (WHPA) from adjoining municipalities also enter into Wellington County and require protection by the Townships and Towns:

- City of Guelph
- Cambridge (Regional Municipality of Waterloo); and
- Acton and Georgetown (Halton Region)

1.1 Status of the Source Protection Plans

The County of Wellington is part of five Source Protection Regions (based on watershed or conservation authority boundaries). Four of the County Source Protection Plans have been approved by the Ontario Minister of the Environment and Climate Change: Ausable Bayfield Bayfield Maitland Valley (ABMV – Maitland Valley) Plan, the Credit Valley, Toronto and Region and Central Lake Ontario (CTC) Plan, the Halton-Hamilton Plan and the Saugeen, Grey Sauble, Northern Bruce Peninsula Plan. The ABMV – Maitland Valley Plan came into legal effect on April 1, 2015 while the CTC and Halton-Hamilton Plans come into legal effect on December 31, 2015. The Saugeen Plan comes into legal effect on July 1, 2016. The Grand River Plan has been submitted to the Minister and is awaiting approval.

With Source Protection Plans being approved and coming into legal effect, a number of requirements for a municipality are triggered either at or before the effective date including:

- Appointment of Risk Management Official (RMO) and Risk Management Inspector (RMI) prior to effective date
- Commencement of development application screening and issuing of notices under the *Clean Water Act* to applicants.
- Annual reporting requirements begin with appointment of RMO / RMI
- Timelines begin for updating of Official Plan, Zoning Bylaws, negotiating Risk Management Plans and mandatory education

1.2 Properties Potentially Requiring Risk Management Plans / Prohibitions

Approximately 10 commercial / industrial properties and 15 agricultural properties have been identified as potentially requiring a risk management plan or being subject to a prohibition. The activities on these properties relate generally to handling or storage of dense non-aqueous phase liquids or agricultural activities

such as spreading or storage of manure or commercial fertilizer or application and storage of pesticide. As reported previously to Council, commercial / industrial threat activity verification work is currently underway. Additional work is also underway to further refine the agricultural and residential fuel oil threat activity numbers, followed by outreach to those properties. This refinement includes analysis of recently obtained data from the Province on nutrient management approvals and from Union Gas on natural gas connections.

2.0 Appointment of Risk Management Official and Risk Management Inspector

Part IV Section 47 (6) of the *Clean Water Act, 2006*, states that the Council of a municipality that is responsible for the enforcement of this Part shall appoint a risk management official and such risk management inspectors as are necessary for that purpose. The Township of Puslinch is a municipality that is responsible for the enforcement of Part IV of the *Clean Water Act, 2006* per Section 47 (1) (b):

“the council of an upper-tier municipality or lower-tier municipality that has authority to pass by-laws respecting water production, treatment and storage under the *Municipal Act, 2001* is responsible for the enforcement of this Part in the municipality. 2006, c. 22, s. 47 (1).”

It is recommended that the Township of Puslinch appoint Kyle Davis as Risk Management Official and Risk Management Inspector and Robert Kelly as alternate Risk Management Official and alternate Risk Management Inspector. Kyle Davis is the County wide, shared Risk Management Official responsible for coordination of source protection implementation for all the municipalities within Wellington County. This is a shared position serving all seven, local Wellington County municipalities and the County and funded by the County through the Planning Budget. Robert Kelly is the Township of Puslinch’s Chief Building Official and a member of the Wellington Source Protection Working Group, an internal working group comprised of staff from all 8 municipalities (primarily Water, Building or Planning staff) and chaired by Mr. Davis. The Wellington Source Protection working group meets monthly to organize and guide source protection implementation activities County wide. Both Mr. Davis and Mr. Kelly have completed the mandatory training required by the *Clean Water Act*.

Given existing work load in the Building Department, further staffing of the risk management inspector may be necessary in the future. This is dependent on the work load generated by the source protection program in terms of risk management plans / prohibitions, education and outreach and development review. Further

analysis is currently underway to determine needs and options for further staffing of risk management inspectors within Wellington County including feasibility of a shared inspector / coordinator position between municipalities, shared between departments within a municipality, status quo and other options. Overall, the refinement of the threat activity numbers discussed above plus the experience gained in implementing development reviews, education and outreach, inspections and risk management plans will allow more accurate work load estimates in 2016 to support future recommendations for risk management inspector staffing if needed.

To date, only the Town of Minto has decided on their permanent staffing for the risk management inspector, establishing their Risk Management Inspector position as a new position that is shared with other job duties in the Building Department. The shared RMO has also been appointed in the Town of Minto. Given the pending effective date for the Halton-Hamilton Plan, the recommendation is to appoint the shared RMO along with the Township Chief Building Official as risk management inspector for interim purposes until a permanent decision can be made regarding risk management inspector for the Township of Puslinch.

3.0 Financial Impact

Funding for the Wellington County municipalities' source protection program has been allocated from a number of sources. Since 2013, the shared RMO position, office and operating budget has been funded by the County of Wellington Planning Department budget. In-kind support for source protection implementation including participation on the Wellington County Source Protection working group has been provided by all eight Wellington County municipalities for various staff members. The provincial Source Protection Municipal Implementation Fund (SPMIF) has provided for additional implementation support since December 2013.

The recommendation in front of Council utilizes staff funded either by the County or through existing Township of Puslinch budget (Building Department).

4.0 Consultation

Council, CAO, CBO

5.0 Communications Plan

Through regular Council meeting.

Item 9(a)

WHEREAS the Guelph Wellington Seniors' Pickleball Association (GWSPA) is a group of approximately 90 seniors who participate in pickleball activities at various locations throughout Guelph/Wellington and Region of Waterloo;

AND WHEREAS pickleball is a fast growing sport for seniors in Guelph/Wellington;

AND WHEREAS the residents of Puslinch have expressed an interest in the development of a pickleball league;

AND WHEREAS the Recreation and Parks Master Plan recommends that the Township identify potential opportunities for community-led programming and facility rentals, with an emphasis on low cost options for older adults/seniors and children/youth

AND WHEREAS the GWSPA has expressed interest in organizing and participating in a drop-in demonstration and instructional session for the residents of Puslinch, at the Optimist Recreation Centre gymnasium, in order to seek the interest and participation of Puslinch residents in the development of a Puslinch Pickleball League;

AND WHEREAS the GWSPA has indicated that they will provide instructors and equipment for the drop-in demonstration and instruction session at no cost to the Township;

AND WHEREAS Puslinch Recreation Committee supports the GWSPA request to provide a drop-in pickleball demonstration and instructional session;

NOW THEREFORE BE IT RESOLVED THAT the Council for the Township of Puslinch hereby approves the use of the Optimist Recreation Centre gymnasium by the GWSPA and hereby waives the rental fees associated with use of the gymnasium for the pickleball demonstration to be held for 3 days – Monday, Wednesday and Friday - from 9:00 a.m. to 12:00 noon during the week of November 30, 2015; and

FURTHER THAT upon conclusion of the demonstration should the GWSeniors' Pickleball Association wish to proceed with the development of a pickleball league at the Optimist Recreation Centre that GWSPA initiate discussions with Staff regarding the terms and conditions of use of the facility including costs, needs and resources and any agreement with respect to such be evaluated and considered by Council.



Committee of Adjustment Meeting
September 8, 2015
7:00 pm
Council Chambers, Aberfoyle

MINUTES

MEMBERS PRESENT:

John Sepulis, Chair
Dianne Paron
Councilor Ken Roth
Robin Wayne
Dennis O'Connor

OTHERS IN ATTENDANCE:

Kelly Patzer – Development Coordinator
Sarah Wilhelm – County of Wellington

1. OPENING REMARKS

- The meeting was called to order at 7:00 pm. The Chair welcomed the gallery.

2. DISCLOSURE OF PECUNIARY INTEREST

- None

3. APPROVAL OF MINUTES

- Moved by Ken Roth, Seconded by Dianne Paron
- That the minutes of the Tuesday August 11, 2015 Committee of Adjustment Meeting are hereby adopted.

CARRIED

4. COMMITTEE OF ADJUSTMENT – Applications for Minor Variance

- None

5. FUTURE MEETINGS

- Tuesday October 13, 2015

6. AJOURNMENT

- Moved by Dennis O'Connor, Seconded by Robin Wayne
- That the Committee of Adjustment meeting adjourned at 7:02 p.m.

CARRIED



MINUTES

MEMBERS PRESENT:

John Sepulis, Chair
Dianne Paron
Councilor Ken Roth
Dennis O'Connor
Robin Wayne

OTHERS IN ATTENDANCE:

Kelly Patzer – Development Coordinator
Sarah Wilhelm – County of Wellington

1. - 5. COMMITTEE OF ADJUSTMENT

- See September 8, 2015 Committee of Adjustment Minutes

DEVELOPMENT APPLICATIONS

6. OPENING REMARKS

- The Chair advised the gallery that the following portion of the Committee meeting will be reviewing and commenting on planning development applications.

7. DISCLOSURE OF PECUNIARY INTEREST

- None

8. APPROVAL OF MINUTES

- Moved by Ken Roth, Seconded by Dianne Paron
- That the minutes of the Tuesday August 11th, 2015 Planning & Development Advisory Committee Meeting are hereby adopted.

CARRIED

9. APPLICATIONS FOR SITE ALTERATION

- None

10. ZONING BY-LAW AMENDMENTS

10(a) Zoning By-law Amendment Application D14/FRO (Frosch)

Concession Gore, Part Lot 1, municipally known as 6505 Concession 1.
To rezone an existing barn to not house animals. County of Wellington Severance Application B32/15 severs a parcel which results in the existing barn on the retained parcel not meeting MDS 1 requirements.

Moved by Dianne Paron, Seconded by Dennis O'Connor that the following comments are made regarding application D14/FRO:

- Rezoning the barn will unnecessarily encumber the future agricultural use of the property
- Difficult to enforce the rezoning
- A barn is meant to be full to maintain its structure
- Any rezoning should be done as to not restrict any future agricultural operations or structures on the property

CARRIED

11. LAND DIVISION

11(a) **Severance Application B72/15 (D10/PLA)** – Jill Plaxton, Concession 9, Part Lot 16, municipally known as 7683 Maltby Road E.

Proposed severance is 76.2m fr x 76.2m = 0.58 hectare vacant lands for proposed rural residential use.

Retained parcel is 16.75 hectares with 325 m frontage, existing and proposed rural residential and agricultural use with existing dwelling, garage, barn, tack house & tennis court.

Moved by Ken Roth, Seconded by Robin Wayne that the following comments are forwarded to the County of Wellington Land Division Committee:

- MDS form not attached
- 29(a) has been checked that a rezoning has been done on this property. Note that there is not site-specific by-law on the lands

CARRIED

11(b) **Severance Application B75/15 (D10/NOO)** – Todd Noonan and Debbie McIntosh, Concession 1 , Part Lot 6, municipally known as 6620 Concession 1.

Proposed severance 66.54 m frontage x 60.96 m = 4050 square metres, vacant land for proposed rural residential use.

Retained parcel is 41.26 hectares with 313.53m frontage, existing and proposed rural residential and horse boarding with existing 2 barns, farm house and additional house.

Moved by Dennis O'Connor, Seconded by Dianne Paron that the following comments be forwarded to the County of Wellington Land Division Committee:

- Site-specific by-law A-43 would need to be amended so the severed parcel would not be permitted to have two dwellings
- Minimum required lot area would also need to be amended on the severed and retained parcels

CARRIED

11(c) **Severance Application B77/15 (D10/OOS)** – Michael Oosterveld and Jennifer MacDonald, Part Lot 2, Plan 131 municipally known as 131 Cooks Mill Rd.

Proposed severance is 44m fr x 95m = 0.4 hectares, vacant land for proposed rural residential use.

Retained parcel is 1.1 hectares with 47m frontage on Cook's Mill Road and 11 metre frontage on Wellington Road 41, existing and proposed rural residential use with existing dwelling and shed.

Moved by Ken Roth, Seconded by Robin Wayne that the following comments be forwarded to the County of Wellington Land Division Committee:

- No Comments

CARRIED

11(d) **Severance Application B78/15 (D10/PIL)** – Douglas Pilkey, Concession 10, Part Lot 10, municipally known as 16 Hume Road

Proposed severance is 85m fr x 132m = 1.1 hectares, existing and proposed rural residential use with existing dwelling and garage.

Retained parcel is 11 hectares with 189 m frontage on Wellington Road 41 and 230m frontage on Hume road, existing and proposed agricultural and bushland.

Moved by Robin Wayne, Seconded by Dennis O'Connor that the following comments be forwarded to the County of Wellington Land Division Committee:

- No comments

CARRIED

11(e) Severance Application B79/15 (D10/MCA) Estate of Barbara McAllister, Concession 1, Part Lot 26, municipally known as 4195 Sideroad 25 South

Proposed lot line adjustment is 1.8 hectares with 46m frontage, vacant land to be added to abutting rural residential lot

Retained parcel is 37 hectares with 329 m frontage, existing and proposed agricultural and residential use with existing dwelling and barn.

Moved by Robin Wayne, Seconded by Dennis O'Connor that the following comments be forwarded to the County of Wellington Land Division Committee:

- No comments

CARRIED

11(f) Severance Application B80/15 (D10/YZE) – William Yzerman, Concession Gore, Part Lot 16, municipally known as 6895 Concession 1.

Proposed severance is 1.4 hectares with 77m frontage, existing agricultural and bush for proposed rural residential use.

Retained parcel is 35.3 hectares with 390m frontage, existing and proposed agricultural and residential use with existing dwelling, drive shed, coverall, bank barn and horse barn.

Moved by Ken Roth, Seconded by Dianne Paron that the following comments be forwarded to the County of Wellington Land Division Committee:

- Ensure that there is an adequate building envelope for residence and well and septic system on the lot to be severed

CARRIED

11(g) Severance Application B81/15 (D10/YZE) William Yzerman, Concession Gore, Part Lot 16, municipally known as 6895 Concession 1.

Proposed lot line adjustment is 0.7 hectares with 21 metre frontage, vacant land to be added to rural residential lot.

Retained parcel is 35.3 hectares with 390m frontage, existing and proposed agricultural and residential use with existing dwelling, drive shed, coverall, bank barn and horse barn.

Moved by Dianne Paron, Seconded by Ken Roth that the following comments be forwarded to the County of Wellington Land Division Committee:

- Well and septic locations are to be identified on "parcel 10"

CARRIED

12. OTHER MATTERS

- Second Unit Policy is under review at the County of Wellington. Timing is to be determined

13. CLOSED MEETING - no matters

14. FUTURE MEETINGS

- Tuesday October 11, 2015 @ 7:00 p.m.

15. ADJOURNMENT

- Moved by Robin Wayne and Seconded by Dennis O'Conner.
- That the Planning & Development Advisory Committee adjourns at 7:54 p.m.

CARRIED



MINUTES

MEMBERS PRESENT

Tom Jefferson, Vice-Chair
Daina Makinson
Nichole Caswell
June Williams – Arrived at 7:05 p.m.

MEMBERS ABSENT

Councillor, Stokley, Chair

TOWNSHIP STAFF

Donna Tremblay, Deputy Clerk
Marissa Herner, Communications Associate/C.S.R
Don Creed, Director, Public Works and Parks

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. APPROVAL OF MINUTES

a) July 21, 2015 – Regular Meeting

Moved by Nichole Caswell and then Seconded by Daina Makinson **REC-2015-29**

That the Minutes of the Recreation Committee meeting dated July 21, 2015 be adopted.

CARRIED

4. DELEGATIONS/PRESENTATIONS

None.

5. REGULAR BUSINESS

1. 2015 Recreation Committee – Work Plan

a) YMCA/YWCA – Meeting with Linda Killough, YMCA/YWCA Program Manager – Future Program Opportunities – Verbal Update – Donna Tremblay, Deputy Clerk.

Ms. Donna Tremblay, Deputy Clerk, advised that she was unable to schedule a follow up meeting with Ms. Linda Killough, YMCA/YWCA Program Manager during the summer. Ms. Tremblay advised that she anticipates scheduling a meeting with Ms. Killough in October and be able to provide the committee with an update at the next recreation meeting.



- b) Evergreen Seniors Community Centre – Verbal Update – Councillor Wayne Stokley and Township Staff – Meeting with GWSA (Guelph Wellington Seniors Association) on August 25, 2015.

Ms. Tremblay provided the committee with an update regarding a meeting that took place with Councillor Stokley, Township Staff and the GWSA on September 8, 2015.

Ms. Tremblay advised that the Township remains open to discussions and exploring opportunities with the GWSA to provide activities such as pickle ball in the Township and that this will include further discussions with the group.

Councillor Stokley and Staff will bring forward to the committee any future updates pertaining to this item.

2. Optimist Recreation Centre & Parks – Updates

- a) Replacement of the Arbour in Millennium Gardens – Verbal Update

Ms. June Williams advised the Committee that the project to replace the Arbour at the Millennium Garden has been completed. Ms. Williams advised that she has received positive comments from the public and is proud of all the time, hard work and dedication by volunteers devoted to the project.

3. Other

- a) Correspondence from Ms. Sally Whittle regarding pickle ball at the Optimist Recreation Centre gymnasium

The committee discussed the contents of the letter submitted by Ms. Whittle with respect to a pickle ball league for Puslinch Residents.

Moved by June Williams and then Seconded by Daina Makinson **REC-2015-030**

That the Recreation Committee receive Ms. Sally Whittle's letter regarding pickle ball at the Optimist Recreation Centre gymnasium; and

The committee will follow up with Ms. Whittle by letter and advise about the pickle ball opportunities and any updates with respect to this item.

CARRIED

6. FINANCIAL REPORTS

1. Revenue and Expenses

July 2015

- a) Parkland
- b) Optimist Recreation Centre
- c) Puslinch Community Centre



Moved by Nichole Caswell and then Seconded by Daina Makinson **REC-2015-031**

That the Recreation Committee receive the following:

Revenue and Expenses July 2015

- a) Parkland
- b) Optimist Recreation Centre
- c) Puslinch Community Centre

CARRIED

2. Revenue Summaries

- a) Yearly Revenue Comparison – Community Centre/Optimist Recreation Centre

Moved by Daina Makinson and then Seconded by Nichole Caswell **REC-2015-032**

That the Recreation Committee receive the Yearly Revenue Comparison – Puslinch Community Centre/Optimist Recreation Centre.

CARRIED

7. CLOSED MEETING

None.

8. ADJOURNMENT

Moved by Nichole Williams and then Seconded by Daina Makinson **REC-2015-033**

The Recreation Committee Meeting hereby adjourns at 7:45 p.m.

CARRIED

9. NEXT MEETING

Tuesday, October 20, 2015 at 7:00 p.m. in the Council Chambers.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 60/15

AUTHORIZING SPEED LIMITS

WHEREAS Section 128(2) of the *Highway Traffic Act R.S.O., 1990, c.H.8* authorizes the Council of a municipality for motor vehicles driven on a highway or portion of a highway under its jurisdiction, by by-law prescribe a rate of speed different from the rate set out in section 128(1) that is not greater than 100 kilometers per hour,

AND WHEREAS it is deemed expedient to establish different rates of speed on certain highways in the Corporation of the Township of Puslinch;

NOW THEREFORE the Council of the Corporation of the Township of Puslinch hereby enacts as follows:

- 1) Where signs to that effect are displayed on the highway or portion of a highway set out in Column 1 of Schedule "A" to this By-Law between the limits set out in Column 3 of Schedule "A" to this By-Law, the maximum rate of speed in kilometers per hour shall be that set out in the Column 2 of Schedule "A" to this By-Law.
- 2) The penalties provided in Section 128(14) of the *Highway Traffic Act* shall apply to offences under this By-Law.
- 3) By-Law Number 51/14 is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 4th DAY OF November, 2015.

Dennis Lever, Mayor

Karen Landry, C.A.O./Clerk

Schedule "A"
By-Law 60/15

Column 1 HIGHWAY	Column 2 RATE OF SPEED	Column 3 BETWEEN
Back Street	50 kilometres per hour	
Calfass Road	50 kilometres per hour	Concession 7 Road and Highway 6
Cambridge/Puslinch Townline Road	60 kilometres per hour	Blackbridge Road/Roszell Road and Wellington Road 34, Pinebush Road and Avenue Road/Gore Road
Carter Road	50 kilometres per hour	
Church Street	50 kilometres per hour	
Concession 1 Road	60 kilometres per hour	Between Lot 23 and Concession 7 through the Hamlet of Crieff
Concession 11	60 kilometres per hour	Hume Road to Small Road
Concession 2/2A Road	60 kilometres per hour	Sideroad 20 South and Concession 7 Road
Concession 4	60 kilometres per hour	Sideroad 12 to a distance of 200 meters west of Sideroad 10
Concession 7 N	60 kilometres per hour	Wellington Road 34 to Maltby Road
Concession 7 Road	60 kilometres per hour	Gore Road and McLean Road West and Wellington Road 34 and McLean Road West
Currie Drive	50 kilometres per hour	
Darkwood Road	60 kilometres per hour	Small Road and Little Road
Ellis Road	50 kilometres per hour	Wellington Road 33 and Wellington Road 32
Farnham Road	50 kilometres per hour	
Forestell Road	60 kilometres per hour	Wellington Road 32 and Roszell Road
Gilmour Road	60 kilometres per hour	Wellington Road 46 and Victoria Road South
Gore Road	60 kilometres per hour	Cambridge/Puslinch Townline Road and Hamilton –Wentworth Regional Road 552
Hammersley Road	60 kilometres per hour	Wellington Road 46 and deadend
Hume Road	60 kilometres per hour	Watson Road South and Nassagaweya-Puslinch Townline
Kerr Crescent	50 kilometres per hour	
Laing Court	50 kilometres per hour	
Laird Road West	60 kilometres per hour	Wellington Road 32 and Wellington Road 35/Downey Road

Schedule "A"
By-Law 60/15

Column 1 HIGHWAY	Column 2 RATE OF SPEED	Column 3 BETWEEN
Little Road	60 kilometres per hour	Darkwood Road and Wellington Road 36
MacPhersons Lane	60 kilometres per hour	Hwy 6 and Flamborough/Puslinch Townline
Main Street	50 kilometres per hour	
Maltby Road	60 kilometres per hour	Victoria Road to Nassagaweya/Puslinch Townline
Maple Leaf Lane	30 kilometres per hour	
McLean Road E	60 kilometres per hour	Victoria Road and deadend
McLean Road East	50 kilometres per hour	
McLean Road West	60 kilometres per hour	Concession 7 Road and Wellington Road 46
Midway Lane	60 kilometres per hour	Sideroad 17 and deadend
Nicholas Beaver	50 kilometres per hour	
Niska Road	50 kilometres per hour	Bailey Bridge to Whitelaw Road
Ochs Drive	50 kilometres per hour	
Old Brock Road	30 kilometres per hour	
Pioneer Trail	60 kilometres per hour	Laird Road and Niska Road
Roszell Road	60 kilometres per hour	Forestell Road and Cambridge/Puslinch Townline
Settler's Court	50 kilometres per hour	
Sideroad 10 North	60 kilometres per hour	Wellington Road 34 and Laird Road West
Sideroad 10 S	60 kilometres per hour	Gore Road and deadend north of Concession 2
Sideroad 12 N	60 kilometres per hour	Concession 4 and Forestell Road
Sideroad 17	60 kilometres per hour	Concession 11 and Midway Lane
Sideroad 20 N	60 kilometres per hour	Wellington Road 34 and deadend
Sideroad 20 S	60 kilometres per hour	Gore Road and Concession 2
Sideroad 25 N	60 kilometres per hour	Concession 7 and deadend
Sideroad 25 S	60 kilometres per hour	Gore Road and Concession 2
Small Road	60 kilometres per hour	Concession 11 and Darkwood Road

**Schedule “A”
By-Law 60/15**

Column 1 HIGHWAY	Column 2 RATE OF SPEED	Column 3 BETWEEN
Telfer Glen Street	50 kilometres per hour	
Travelled Road	15 kilometres per hour	
Victoria Road South	60 kilometres per hour	1.3 km south of Wellington County Road 34
Victoria Street	50 kilometres per hour	
Watson Road South	50 kilometres per hour	Wellington Road 37/Arkell Road and the Canadian Pacific Railway
Watson Road South	50 kilometres per hour	1.2 km north of Wellington County Road 34
Winer Road	50 kilometres per hour	

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**BY-LAW NUMBER _____****A BY-LAW TO AMEND BY-LAW NUMBER 19/85, AS AMENDED,
BEING THE ZONING BY-LAW OF THE TOWNSHIP OF PUSLINCH**

WHEREAS, the Council of the Corporation of the Township of Puslinch deems it appropriate and in the public interest to amend By-law No 19/85 pursuant to Section 34 of the Planning Act, R.S.O. 1990 as amended:

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PUSLINCH ENACTS AS
FOLLOWS:**

1. That Schedule 'A' to By-law 19/85 is hereby amended by rezoning a portion of Part of Lot 16, Concession 7, as illustrated on Schedule 'A' of this By-law as follows:
 - i. From Agricultural (A) to the site specific (IND-8) Zone.
 - ii. From Agricultural (A) to Natural Environment (NE) Zone.
2. That subsection 15 is amended to add the following site specific provision:

IND-8 (424 Maltby Road)

Notwithstanding any provisions of this By-law to the contrary, within the land zoned IND-8 on Schedule "A" hereto, only the following uses are permitted:

(i) Uses Permitted

- building or contractors establishment
- business office or professional office
- dry industrial uses
- medical office/medical clinic
- research establishment/laboratory
- self-storage facility
- service trades
- tree nursery/commercial greenhouses
- veterinarian's clinic (no keeping of animals outdoors)

Also permitted is an administration office, showroom, wholesale outlet, and other uses, buildings, and structures ancillary to an above listed permitted use. Uses or activities which contravene the provisions of subsection 3(22) are prohibited.

(ii) Special Zone Requirements

- Outdoor storage areas shall only be located to the rear of a permitted main building and not be visible from a public road or adjacent properties. Unless otherwise provided for in this section, outdoor storage areas shall be in accordance with the provisions of Section 3 (General Provisions) of the Zoning By-law.
- The establishment of the NE zone for the land surrounding the land zoned IND-8, includes the natural heritage features and the approved associated buffer areas. Accordingly, the setback provisions of Section 3(25) do not apply to the land zoned IND-8.
- Unless otherwise provided above, all applicable provisions of Zoning By-law 19/85, as amended, shall apply to the IND-8 Zone.

3. That SECTION 2 – DEFINITIONS, is amended with the addition of the following new definition and the subsequent renumbering of Section 2:

(169) **“SELF-STORAGE FACILITY”** means a building or group of buildings containing separate storage spaces, of similar or varying sizes, available for lease or rent, for the temporary storage of business, commercial, or personal goods and properties.

4. That the subject land as shown on Schedule ‘A’ to this By-law shall be subject to all applicable regulations of Zoning By-law 19/85, as amended.
5. This By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 4th DAY OF November, 2015.

Dennis Lever, Mayor

Karen Landry, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

EXPLANATION OF BY-LAW NO. _____

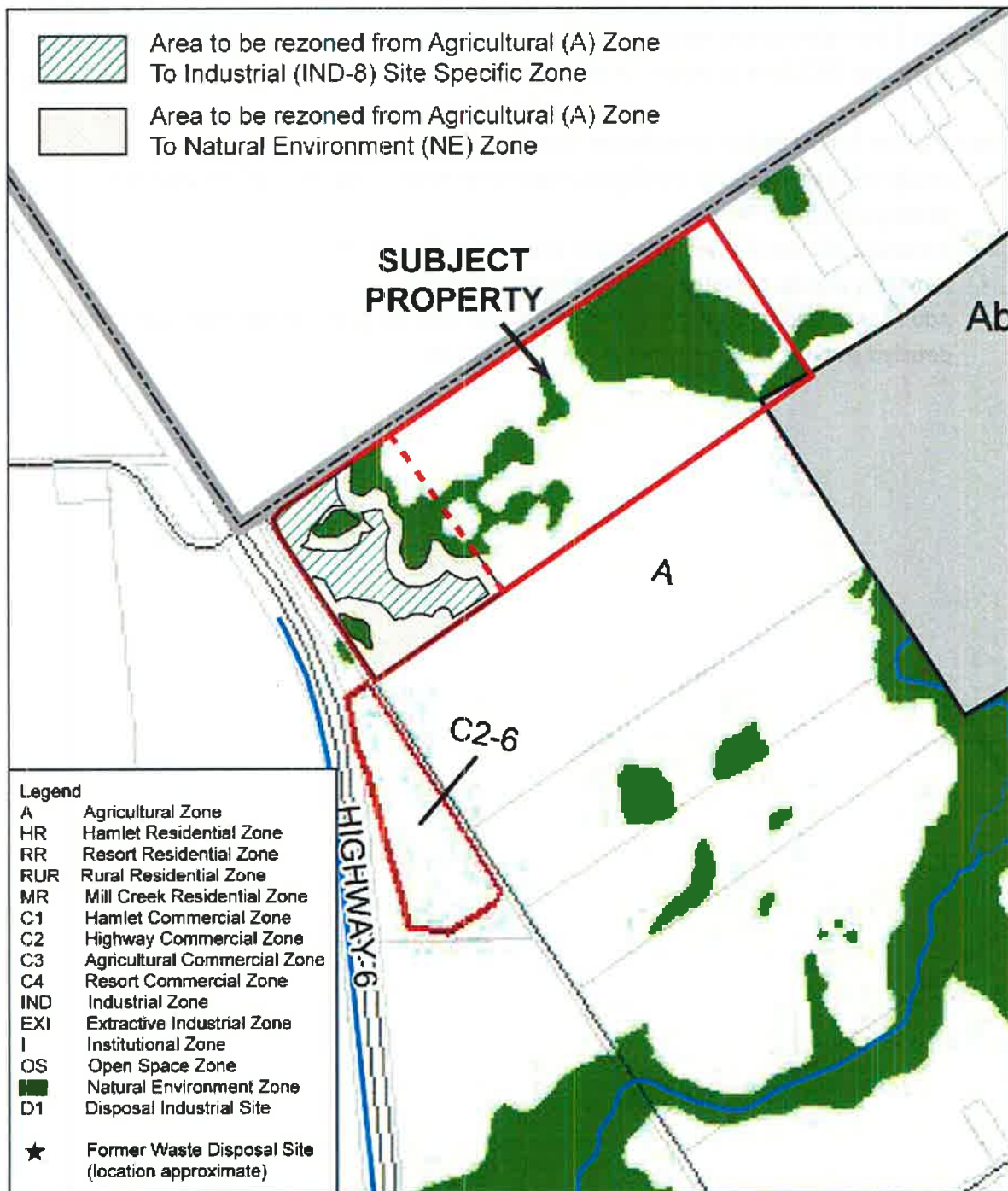
By-law Number _____ amends the Township of Puslinch Zoning By-law 19/85 by rezoning part of Lot 16, Concession 7 from the current Agricultural (A) Zone to a site specific Industrial (IND-8) Zone and Natural Environment (NE) Zone as shown on Schedule 'A' of this By-law.

The purpose of this Zoning By-law Amendment is to:

- Implement the policies of the Rural Employment Areas designation of the County of Wellington Official Plan;
- Introduce site specific permitted uses and special provisions;
- Provide a specific definition of "Self-Storage Facility";
- Add further land to the existing Natural Environment (NE) Zone as determined through a detailed study of the on-site environmental features.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

SCHEDULE 'A'



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER XX/15

Being a by-law to appoint Kyle Davis as
Risk Management Official and Risk Management Inspector
and Robert Kelly as alternate Risk Management Inspector
and alternate Risk Management Official for the Corporation of
the Township of Puslinch

WHEREAS paragraph 47(1)(b) of the *Clean Water Act, 2006*, makes the Corporation of the Township of Puslinch responsible for enforcing Part IV – Regulation of Drinking Water Threats of that Act; and

WHEREAS subsection 47(6) of the *Clean Water Act, 2006* requires the Corporation of the Township of Puslinch to appoint Risk Management Officials and Risk Management Inspectors for the purpose of such enforcement; and

WHEREAS section 23.1 of the *Municipal Act, 2001* permits the Corporation of the Township of Puslinch to delegate its power under subsection 47(6) of the *Clean Water Act, 2006*; and

NOW THEREFORE the Council of the Corporation of the Township of Puslinch enacts as follows:

1. That Kyle Davis is hereby appointed as Risk Management Official and Risk Management Inspector of the Corporation of the Township of Puslinch; and
2. That Robert Kelly is hereby appointed as alternate Risk Management Officer and alternate Risk Management Official for the Corporation of the Township of Puslinch.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 4th DAY OF November, 2015.

Dennis Lever, Mayor

Karen M. Landry, CAO/Clerk