



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
2016 COUNCIL MEETING

**AGENDA**

**DATE:** Wednesday, November 23, 2016

**CLOSED MEETING:** 6:00 P.M.

**REGULAR MEETING:** 7:00 P.M.

**≠ Denotes resolution prepared**

1. Call the Meeting to Order
2. Disclosure of Pecuniary Interest & the General Nature Thereof.
3. **CLOSED ITEMS ≠**
  - (a) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding the security of the property of the municipality or local board, with respect to 23 Brock Road.
  - (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 and advice that is subject to solicitor client privilege, including communications necessary for that purpose – Reid – 7827 Wellington Road 36 - Normal Farm Practices Board Hearing
  - (c) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Development agreements.
4. Adoption and Receipt of Minutes of the Previous Meeting.≠
  - (a) Council Meeting – November 9, 2016
  - (b) Closed Council Meeting – November 9, 2016
5. Business Arising Out of the Minutes.
  - a. Ontario taking action to take water.
6. **PUBLIC MEETINGS**

None
7. **COMMUNICATIONS**
  1. Ontario Municipal Partnership Fund municipal allocations 2017
    - (a) Correspondence from the Ministry of Finance dated November 10, 2016
    - (b) Correspondence from AMO dated November 10, 2016



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2. Monthly Monitoring Report, Mill Creek Pit, License #5738, 7115 Concession 2
  - a. Correspondence from Dufferin Aggregates dated November 10, 2016
3. Mini Lakes Groundwater and Surface Water Quarterly Monitoring Report – Q2
  - a. Correspondence from Burnside dated November 3, 2016
4. Township Staff
  - a. Correspondence from David Deacon, dated November 7, 2016
5. Notification of Application for Permit to Take Water, Mini Lakes Condominium Community
  - a. Correspondence from the Ministry of the Environment dated November 9, 2016
6. Expansion of the Greenbelt Plan Area
  - a. Correspondence from Ted Arnott, Wellington-Halton Hills MPP
7. **Intergovernmental Affairs**
  - (a) Various correspondence for review.

**DELEGATIONS / PRESENTATIONS ≠**

- 7:15 p.m. – Jeff Buisman, van Harten with respect to Staff Report PD-2016-031  
Site Plan Agreement – Slood Construction Ltd
- 7:25 p.m. – Stephen and Jessica Goyda with respect to Staff Report PD-2016-  
031 Site Plan Agreement – Slood Construction Ltd

8. **REPORTS**

1. **Puslinch Fire and Rescue Services**  
None
2. **Finance Department**  
None
3. **Administration Department**  
None



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
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4. **Planning and Building ≠**

- (a) Report PD-2016-031 Site Plan Agreement – Sloat Construction Ltd., property described as Rear Part Lot 7, Concession 9, municipally known as 599 Arkell Road, Township of Puslinch. ≠
- (b) Report PD-2016-032 Telecommunication Application File A12/MET – Metrolinx, Greater Toronto Transit Authority, Plan 847, Part Block 1, RP61R8973, Parts 3- 4, located on Wellington Road 46 ≠

5. **Roads & Parks Department**

None

6. **Recreation Department**

None

7. **Mayor's Updates**

None

9. **NOTICES OF MOTION**

- a. Mayor Lever- Municipal Election Act- signatures of 25 supporters
- b. Mayor Lever- Closing of the Fiscal gap

10. **COMMITTEE MINUTES**

- a. Heritage Committee Minutes – September 26, 2016
- b. Planning and Development, Committee of Adjustment Minutes – October 11, 2016
- c. Planning and Development Minutes – October 11, 2016

11. **MUNICIPAL ANNOUNCEMENTS**

12. **UNFINISHED BUSINESS**

13. **BY-LAWS**

14. **CONFIRMING BY-LAW ≠**

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



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
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15. **ADJOURNMENT** ≠





## **MINUTES**

**DATE:** Wednesday, November 9, 2016

**CLOSED MEETING:** 12:00 P.M.

**REGULAR MEETING:** 1:00 P.M.

The November 9, 2016 Regular Council Meeting was held on the above date and called to order at 12:00 p.m. in the Council Chambers, Aberfoyle.

### **1. ATTENDANCE:**

Mayor Dennis Lever  
Councillor Matthew Bulmer  
Councillor Susan Fielding  
Councillor Ken Roth  
Councillor John Sepulis

### **STAFF IN ATTENDANCE:**

1. Karen Landry, CAO/Clerk
2. Mary Hasan, Director of Finance/Treasurer
3. Don Creed, Director of Public Works and Parks
4. Robert Kelly, Chief Building Official
5. Nina Lecic, Deputy Clerk

### **OTHERS IN ATTENDANCE**

1. Karen Lever
2. Steve Smith
3. Julio D'Antonio
4. Sara Bailey
5. Kevin Johnson
6. Doug Smith
7. Tom Lusic

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

Councillor Fielding declared a pecuniary interest with respect to Item 9(4) (b) – County of Wellington Notice of Decision On Application for Approval of Draft Plan of Subdivision, DRS Developments Ltd.- as a family member has dealings with the principal of DRS. Councillor Fielding left the Council table and did not partake in any discussions or voting on the matter.

### **3. CLOSED MEETING**

Council was in closed session from 12:02 p.m. to 12:19 p.m.  
Council recessed from 12:19 p.m. to 1 p.m.

**Resolution No. 2016-398:** Moved by Councillor Sepulis and  
Seconded by Councillor Fielding

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

- a. Confidential Verbal Report from Karen Landry, CAO/Clerk 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 Road 36 - Normal Farm Practices Board Hearing**
- 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, and personal matters about an**



identifiable individual, including municipal or local board employees with respect to 4006 Highway 6.

- c. Confidential Report from Julio D' Antonio, Jeffrey and Spence Insurance and Steven Smith, Frank Cowan Company, 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 – Insurance Claim Matters.

**CARRIED**

**Resolution No. 2016-399:** Moved by Councillor Fielding and  
Seconded by Councillor Sepulis

**THAT Council move into open session.**

**CARRIED**

Council resumed into open session at 12:19 p.m.

**Resolution No. 2016-400:** Moved by Councillor Sepulis and  
Seconded by Councillor Fielding

**That Council receives the:**

- a. Confidential Verbal Report from Karen Landry, CAO/Clerk 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 Road 36 - Normal Farm Practices Board Hearing
- 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, and personal matters about an identifiable individual, including municipal or local board employees with respect to 4006 Highway 6.
- c. Confidential Report from Julio D' Antonio, Jeffrey and Spence Insurance and Steven Smith, Frank Cowan Company, 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 – Insurance Claim Matters.

**And that staff proceed as directed.**

**CARRIED**

**4. ADOPTION OF THE MINUTES: ≠**

- (a) Public Meeting Minutes (2) - October 4, 2016
- (b) Special Council Meeting – October 6, 2016
- (c) Special Closed Council Meeting - October 6, 2016
- (d) Budget Meeting - October 12, 2016
- (e) Council Meeting – October 19, 2016
- (f) Closed Council Meeting – October 19, 2016
- (g) Budget Meeting - October 26, 2016

**Resolution No. 2016-401:** Moved by Councillor Fielding and  
Seconded by Councillor Sepulis

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

- (a) Special Council Meeting – October 6, 2016



- (b) **Special Closed Council Meeting - October 6, 2016**
- (c) **Budget Meeting - October 12, 2016**
- (d) **Council Meeting – October 19, 2016**
- (e) **Closed Council Meeting – October 19, 2016**
- (f) **Budget Meeting - October 26, 2016**

**And that the minutes of the following meetings be received:**

- (a) **Public Meeting Minutes (2) - October 4, 2016**

**CARRIED**

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

**6. PUBLIC MEETINGS:**

- 1. Public Meeting – Rezoning Application File D14/ONT – 1340464 Ontario Ltd. (Weber), Concession 3, Part Lots 3-5, municipally known as 4576 Wellington Road 32

- (a) Report PD-2016-030 Public Meeting – Rezoning Application File D14/ONT – 1340464 Ontario Ltd. (Weber), Concession 3, Part Lots 3-5, municipally known as 4576 Wellington Road 32

\*note this Public Information Meeting will be held on November 10, 2016 at 7:00 p.m. at the Municipal Complex – 7404 Wellington Rd. 34

**7. COMMUNICATIONS: #**

- 1. Groundwater Science Corp correspondence dated October 17, 2016
  - a. Puslinch Pit- License No. 17600 (North Half Lot 26, Con 1), Monitoring Report Update
- 2. Environmental Registry Alert
  - a. Mini Lakes Residents Association
- 3. AMO- LAS correspondence dated October 10, 2016
  - a. LAS Natural Gas Program – 2014-15 Period Reserve Fund Rebate
- 4. Dufferin Aggregates correspondence dated October 13, 2016
  - a. Monthly Monitoring Report, Mill Creek Pit, License #5738, Pt Lot 24, Conc 1 and Pt Lots 21-24, Conc 2, Site Plan
- 5. Lafarge correspondence dated October 11, 2016
  - a. Compliance Assessment Report, McMillan Pit, License #10671
- 6. Union Gas correspondence dated October 26, 2016
  - a. Union Gas Limited - 2017 Rates - Notice of Application

**7. Intergovernmental Affairs#**

**Resolution No. 2016-402:**

Moved by Councillor Sepulis and  
Seconded by Councillor Fielding

**That the Intergovernmental Affairs correspondence items listed on the Council Agenda for November 9, 2016 Council meeting be received.**

**CARRIED**

**8. DELEGATIONS/PRESENTATIONS#**



1:05 p.m. – Julio D'Antonio, Jeffrey & Spence Ltd. and Steven Smith, Frank Cowan Company – Presentation – 2017 Municipal Insurance Program.  
2017 Municipal Insurance Program Renewal

Frank Cowan Company 2017 Municipal Insurance Program Renewal Report for the Policy Term February 1, 2017 to February 1, 2018. ≠

**Resolution No. 2016-403:** Moved by Councillor Fielding and  
Seconded by Councillor Sepulis

**That Council receives the delegation from Julio D'Antonio, Jeffery & Spence Ltd. and Steven Smith, Frank Cowan Company – Presentation – 2017 Municipal Insurance Program and the Frank Cowan Company 2017 Municipal Insurance Program Renewal Report for the Policy Term February 1, 2017 to February 1, 2018; and**

**That the Township renews its insurance coverage with the Frank Cowan Company as outlined in the 2017 Municipal Insurance Program Renewal Report for the Policy Term February 1, 2017 to February 1, 2018.**

**CARRIED**

1:30 p.m. – Tom Lusic, Economic Development, County of Wellington, regarding Economic Development programs designed to help employers in Wellington County

**Resolution No. 2016-404:** Moved by Councillor Sepulis and  
Seconded by Councillor Fielding

**That Council receives the presentation by Tom Lusic, Economic Development, County of Wellington, regarding Economic Development programs designed to help employers in Wellington County.**

**CARRIED**

**9. REPORTS: ≠**

**1. Puslinch Fire and Rescue Services ≠**

None

**2. Finance Department ≠**

a. Applications for Cancellation, Reduction or Refund of Taxes re: Chapter 25, Section 357, 358 – Municipal Act ≠

**Resolution No. 2016-405:** Moved by Councillor Fielding and  
Seconded by Councillor Sepulis

**That Council does hereby authorize the applications for Cancellation, Reduction or Refund of Taxes chapter 25, section 357 or 358 of the Municipal Act, 2001 as follows:**

Year	Application #	Roll #	Write Off Amount
2016	10/16	3-25500	\$ 572.26
2016	09/16	3-25600	\$ 689.77
2016	11/16	3-11900	\$ 506.25
2016	12/16	2-17500	\$ 54.86

**CARRIED**

**3. Administration Department**



- a. Report ADM-2016-017 Municipal Complaint Policy ≠

**Resolution No. 2016-406:**

Moved by Councillor Sepulis and  
Seconded by Councillor Fielding

Page 2 and 3 of the Policy were amended.

**THAT Council approves the Township of Puslinch Municipal Complaint Policy.**

**CARRIED**

- b. Report ADM-2016-021 County of Wellington- Road Maintenance Agreement ≠

**Resolution No. 2016-407:**

Moved by Councillor Fielding and  
Seconded by Councillor Sepulis

**THAT Council receive Report ADM-2016-021 regarding County of Wellington – Road Maintenance Agreement; and**

**THAT Council enact a By-law to authorize the entering into a road maintenance agreement with the County of Wellington in accordance with Report ADM-2016-021.**

**CARRIED**

**4. Planning and Building Department ≠**

- a. Chief Building Official – October, 2016 ≠

**Resolution No. 2016-408:**

Moved by Councillor Roth and  
Seconded by Councillor Bulmer

**That Council receives the Chief Building Official Report for October 2016.**

**CARRIED**

Councillor Fielding disclosed a pecuniary interest, left the Council table, and refrained from discussion on item # (b) below:

- b. County of Wellington Notice of Decision On Application for Approval of Draft Plan of Subdivision, DRS Developments Ltd.  
c. County of Wellington Report- 2014 Provincial Policy Statement Review- Agriculture and Mineral Aggregate Resource Policies

**Resolution No. 2016-409:**

Moved by Councillor Roth and  
Seconded by Councillor Bulmer

**That Council receives the County of Wellington Report- 2014 Provincial Policy Statement Review- Agriculture and Mineral Aggregate Resource Policies;**

**AND THAT Council supports the recommendations as outlined in the report.**

**CARRIED**

- d. Astrid J. Clos, Planning Consultants, correspondence dated November 1, 2016 ≠  
i. Request for extension of draft plan approval, Fox Run Phase 2

**Resolution No. 2016-410:**

Moved by Councillor Bulmer and  
Seconded by Councillor Roth

**That Council receives the request for extension of draft plan approval from Astrid J. Clos Planning Consultants dated November 1, 2016;**



**AND that Council supports the request for an extension of draft plan approval for 1 year to December 21, 2017.**

**CARRIED**

- e. Report PD-2016-029 Holding (h1) Removal – Rezoning Application – Karen Bonneville – Lot 245 (2 Dogwood Road PVT) - File No. D14/BON - Part Lot 21, Concession 8, Plan 61M203, formerly municipally known as 7541 Wellington Road 34, Township of Puslinch. ≠

**Resolution No. 2016-411:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

**THAT Report PD-2016-029 regarding the Rezoning Application – Karen Bonneville – Lot 245 (2 Dogwood Road PVT) - File No. D14/BON - Part Lot 21, Concession 8, Plan 61M203, formerly municipally known as 7541 Wellington Road 34, Township of Puslinch be received; and**

**THAT Council authorize the request to remove the Holding (h1) Provision from Zoning By-law 19/85, as amended, for Lot 245 (2 Dogwood Road PVT), on the lands described as Part Lot 21, Concession 8, Plan 61M203, formerly municipally known as 7541 Wellington Road 34; and**

**THAT Council enact a by-law to authorize the removal of the Holding (h1) Provision.**

**CARRIED**

**5. Roads & Parks Department**

None

**6. Recreation Department**

- (a) Report REC-2016-010 ORC Pad Committee Recommendations ≠  
Kevin Johnson, Committee Member, was in attendance to answer questions

Council requested a separation of the vote.

**Resolution No. 2016-412:** Moved by Councillor Roth and  
Seconded by Councillor Sepulis

**That the timing of the replacement of the ice resurfer be deferred to 2019, to coincide with the report on the results of the pilot program being considered by Council in Spring 2018.**

**LOST**

**Resolution No. 2016-413:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

**That Report REC-2016-010 ORC Pad Committee Recommendations be received; and**

**That Council directs staff to:**

- seek business sponsorship for the Christmas Holiday Public Skate
- work with the website service provider to create a banner on the website that links and creates awareness of the ORC scheduling calendar





That the 2017 User Fee By-law establish a non-prime rate for ice of \$55.00/hour exclusive of taxes; and

That the following schedule of hours of operation for the Ice Pad be implemented as a pilot for the 2016 to 2018 ice seasons:

Monday to Friday 10:00 am to 10:00 pm

Saturday and Sunday 10:00 am to 7:00 pm\*

\*subject to league bookings

That staff develop a free skate and shinny schedule, upon league scheduling being confirmed no later than November 14, 2016; and

That the Township facilitate the rental of seasonal league bookings (minimum 8 bookings by a group) only during this pilot program; and

That the Family Day Weekend continue to be made available for the purpose of a Community Event rental; and

That upon completion of the 2016/2017 and 2017/2018 season, that staff report back to Council on the results of the pilot program; and

That staff track the utilization of the gym and ice for the various community free skate programs and compare it to similar facilities; and

That the proposed 2017 Budget for Account 01-0015-2600 be reduced by \$11,000.00; and

That the proposed 2017 Budget for Account Numbers 01-0080-4001, 01-0080-4101, and 01-0080-4103 be reduced by \$1,160, \$105, and \$35 respectively.

CARRIED

7. **Mayor's Updates**

None

10. **NOTICE OF MOTION:**

None

11. **COMMITTEE MINUTES**

None

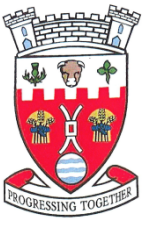
12. **MUNICIPAL ANNOUNCEMENTS**

- (a) Councillor Roth noted that the Remembrance Day service is taking place on Friday, November 11, 2016.
- (b) Councillor Bulmer noted that he attended the disability hall of fame event as a member of the Wellington Accessibility Advisory Committee.
- (c) Councillor Fielding noted that Don Creed, Director of Public Works and Parks was the guest speaker at the October 26, 2016 COPS Meeting.
- (d) Mayor Dennis notified Council of the upcoming Wellington County ARA report.

13. **UNFINISHED BUSINESS**

14. **BY-LAWS:**

- (a) 077-2016 A BY-LAW TO AMEND BY-LAW NUMBER 19/85, AS AMENDED BEING THE ZONING BY-LAW OF THE OF THE TOWNSHIP OF PUSLINCH To remove the



Holding Symbol for Lot 245 of the Mini Lakes Residents Association Condominium. As per Item 9(4)(e)

- (b) 078-2016 Being a by-law to authorize the entering into an Agreement with The Corporation of the County of Wellington regarding the road maintenance agreement. As per Item 9(3)(b)
- (c) 079-2016 Being a by-law to delegate authority to the Chief Building Official and the CAO/Clerk to execute Agreements for the collection of securities for the purpose of an owner to be able to maintain accessory structures on a property in order to demolish a dwelling and construct a new dwelling. (As per Report PD-2016-028)

**Resolution No. 2016-414:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

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

- (a) 077-2016 A BY-LAW TO AMEND BY-LAW NUMBER 19/85, AS AMENDED BEING THE ZONING BY-LAW OF THE OF THE TOWNSHIP OF PUSLINCH To remove the Holding Symbol for Lot 245 of the Mini Lakes Residents Association Condominium.
- (b) 078-2016 Being a by-law to authorize the entering into an Agreement with The Corporation of the County of Wellington regarding the road maintenance agreement.
- (c) 079-2016 Being a by-law to delegate authority to the Chief Building Official and the CAO/Clerk to execute Agreements for the collection of securities for the purpose of an owner to be able to maintain accessory structures on a property in order to demolish a dwelling and construct a new dwelling.

**CARRIED**

#### 15. **CONFIRMING BY-LAW**

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

**Resolution No. 2016-415:** 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:

By-Law 080/16 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 9th day of November, 2016.

**CARRIED**

#### 16. **ADJOURNMENT:**

**Resolution No. 2016-416:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council hereby adjourns at 2:55 p.m.

**CARRIED**

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Dennis Lever, Mayor

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Karen Landry, CAO/Clerk



**Ministry of Finance**

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7<sup>th</sup> Floor  
Frost Building South  
7 Queen's Park Cr  
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**Ministry of  
Municipal Affairs**

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www.mah.gov.on.ca



**RECEIVED**  
**NOV 15 2016**  
**Township of Puslinch**

November 10, 2016

Dear Head of Council:

We are writing to announce the release of the Ontario Municipal Partnership Fund (OMPF) municipal allocations for 2017.

In 2017, the province will maintain OMPF funding at \$505 million, which will provide unconditional support to 388 municipalities across the province. The province will continue to provide unconditional funding in 2017 and beyond.

When the OMPF is combined with the provincial uploads, the municipal benefit will total more than \$2.4 billion in 2017. This is nearly four times the level of funding provided in 2004, and is the equivalent of 13 per cent of municipal property tax revenue.

As you know, the OMPF was redesigned in 2014 following consultations with municipalities from across the province. Consultations with municipalities and the Association of Municipalities of Ontario (AMO) have continued over the past year and have focused on refining the program to ensure it meets the long-term priorities of municipalities.

The 2017 OMPF reflects the core objectives of the redesigned program, while balancing the range of views expressed by municipalities through this year's consultations.

The 2017 program will further target support to municipalities with more challenging fiscal circumstances by increasing the Northern and Rural Fiscal Circumstances Grant to \$82 million from \$67 million in 2016. This is an increase of over 20 per cent to this grant component and means that municipalities with more challenging fiscal circumstances will see their funding through this grant component increase in 2017.

Through the consultation process, we heard positive feedback on the funding enhancement introduced last year that is targeted to municipalities with the highest levels of farm land, in recognition of their unique challenges. In 2017, the Rural Communities Grant will be increased to \$148 million from \$143 million in 2016 to further target funding to municipalities across the province with the highest levels of farm land.

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Township of Puslinch

Finally, in order to help municipalities as they adjust to the redesigned program, municipalities will continue to receive a guaranteed minimum level of funding. The 2017 minimum funding guarantee for municipalities in southern Ontario will be at least 85 per cent of their 2016 OMPF allocations and for municipalities in northern Ontario will be at least 90 per cent of their 2016 OMPF allocations.

Municipalities in all regions of the province with the most challenging fiscal circumstances will continue to have their funding maintained at 100 per cent of the prior year's allocation.

The Ministry of Finance's (MOF) Provincial-Local Finance Division will be providing your municipal Treasurers and Clerk-Treasurers with further details on the 2017 OMPF. This information and other supporting materials will be posted in both English and French on the MOF website: <http://www.fin.gov.on.ca/en/budget/ompf/2017>

Our government has a very strong record of supporting and working with municipalities. As outlined in the 2016 Ontario Budget, we are pleased to fulfil our commitment to the upload of social assistance benefit programs, as well as court security and prisoner transportation costs, off the local property tax base. These uploads will be fully implemented by 2018. As a result of the uploads, municipalities will benefit from more than \$1.9 billion in reduced costs in 2017 alone.

Our commitment to the provincial uploads means that overall support to municipalities will continue to increase. In 2017, municipalities will benefit from more than \$4 billion in ongoing support through the OMPF, provincial uploads, and other provincial initiatives – an increase of \$2.9 billion from the level provided in 2003.

Going forward, the government's focus will be on investing in the infrastructure that is vital to the health, prosperity and quality of life of Ontarians. In partnership with communities, Ontario is making significant infrastructure investments to create jobs and help the province grow and prosper.

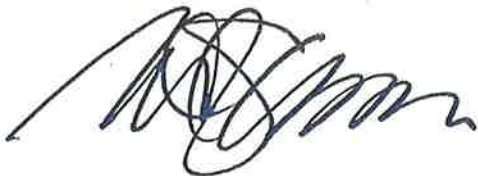
The province's infrastructure commitments include transit, transportation and other priority infrastructure through Moving Ontario Forward that is supported by \$31.5 billion in dedicated funds. As part of Moving Ontario Forward, the Ontario Community Infrastructure Fund (OCIF) is being expanded to \$300 million per year by 2018-19, which will provide ongoing support for critical local infrastructure priorities. The expanded fund was launched in July of 2016.

In addition, the 2016 Budget announced that the government is introducing a new Connecting Links program that will provide \$20 million in 2016-17 to help municipalities pay for construction and repair costs for municipal roads that connect two ends of a provincial highway through a community or to a border crossing. Funding for this program will increase to \$30 million per year by 2018-19.

In September, the province signed a bilateral agreement with the federal government to make funding available under the federal Clean Water and Wastewater Fund (CWWF). The Province will contribute about \$270 million in funding through the program to support immediate improvements to water distribution and treatment infrastructure, starting in 2016-17. This is in addition to a federal contribution of about \$570 million.

We remain committed to consulting with our municipal partners to ensure the design of the OMPF reflects municipal priorities. We look forward to continuing the strong partnership we have with communities across Ontario.

Sincerely,



Charles Sousa  
Minister of Finance



Bill Mauro  
Minister of Municipal Affairs

**From:** [Mary Hasan](#)  
**To:** [Nina Lecic](#)  
**Subject:** FW: AMO Policy Update - 2017 Ontario Municipal Partnership Fund (OMPF) Allocations Announced  
**Date:** November-14-16 8:53:05 AM

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**From:** AMO Communications [<mailto:communicate@amo.on.ca>]  
**Sent:** Thursday, November 10, 2016 4:25 PM  
**To:** Mary Hasan <[mhasan@puslinch.ca](mailto:mhasan@puslinch.ca)>  
**Subject:** AMO Policy Update - 2017 Ontario Municipal Partnership Fund (OMPF) Allocations Announced

November 10, 2016

## 2017 Ontario Municipal Partnership Fund (OMPF) Allocations Announced

Today the Ministry of Finance issued 2017 allocation notices from the Ontario Municipal Partnership Fund (OMPF). The total funding envelope to municipalities will be maintained at \$505 million.

Letters to heads of council and treasurers are being sent at this time. Allocation notices may also be viewed on the Ministry's [website](#). Below are the key aspects of the 2017 funding announcement:

1. An overall cut of 10% for municipalities in northern Ontario, the same cut experienced in 2016.
2. An overall cut of 15% for municipalities in southern Ontario, also the same cut experienced in 2016.
3. A reallocation of \$5 million (over 2016) from within the Transition Grant envelope to target rural communities with the highest percentage of farmland (over 70%) using a new Farm Area Measure.
4. A reallocation of \$15 million from within the Transition Grant envelope to target municipalities that are faced with challenging fiscal circumstances (Municipal Fiscal Circumstances Index). This is an increase of over 20 per cent to the Northern and Rural Fiscal Circumstances Grant.

The chart below illustrates the changes to each of the grant components over time.

### Historical OMPF Allocation by Grant (in millions of \$)

Component	2012	2013	2014	2015	2016	2017
Social Services Grant	25	0	0	0	0	0
Policing Grant	94	0	0	0	0	0
Farmland and Managed Forests Grant	46	0	0	0	0	0
Assessment Equalization Grant	147	0	149	149	149	149
Northern Communities Grant	86	0	79	79	84	84
Rural Communities Grant	162	0	138	138	143	148
Northern and Rural Fiscal Circumstances Grant	0	0	50	55	67	82
Transitional and Stabilization Grants	38	0	134	94	61	41

<b>TOTAL OMPF</b>	<b>598</b>	<b>575</b>	<b>550</b>	<b>515</b>	<b>505</b>	<b>505</b>
-------------------	------------	------------	------------	------------	------------	------------

The Ministry's changes for 2017 demonstrate a continued effort to distribute OMPF allocations based on need and the specific fiscal challenges of different types of municipalities. The remaining transitional and stabilization grants are an integral part of the overall envelope in future years. There remains an enduring need for a strong equalization program across the province.

**AMO Contact:** Matthew Wilson, Senior Advisor, 416.971.9856 ext. 323, [mwilson@amo.on.ca](mailto:mwilson@amo.on.ca).

---

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**Ontario Municipal Partnership Fund (OMPF)  
2017 Allocation Notice**



**Township of Puslinch  
County of Wellington**

2301

**2017 Highlights for the Township of Puslinch**

- The Township of Puslinch's 2017 OMPF allocation is \$370,200, which is the equivalent of 10% of the Township's municipal property tax revenue.
- The estimated total benefit of the 2017 provincial uploads for the County of Wellington is \$5,845,900, which is the equivalent of 5% of all municipal property tax revenue in the County.

**A Total 2017 OMPF \$370,200**

1. Assessment Equalization Grant	-
2. Northern Communities Grant	-
3. Rural Communities Grant	\$364,700
4. Northern and Rural Fiscal Circumstances Grant	\$5,500
5. Transitional Assistance	-

**B Upper-Tier 2017 Provincial Uploads**

**The estimated total benefit of the 2017 provincial uploads for the County of Wellington is \$5,845,900.**

The removal of these costs off the property tax base benefits all taxpayers within the County of Wellington, including those residing in the Township of Puslinch.

**C Other Ongoing Provincial Support n/a**

1. Public Health	n/a
2. Land Ambulance	n/a

**D Key OMPF Data Inputs**

1. Households	2,742
2. Total Weighted Assessment per Household	\$783,526
3. Rural and Small Community Measure	100.0%
4. Farm Area Measure	46.6%
5. Northern and Rural Municipal Fiscal Circumstances Index	0.2
6. 2017 Guaranteed Level of Support	85.0%
7. 2016 OMPF (Line A from 2016 Allocation Notice)	\$405,400

Note: see line item descriptions on the following page.

# Ontario Municipal Partnership Fund (OMPF)

## 2017 Allocation Notice



Township of Puslinch  
County of Wellington

2301

### 2017 OMPF Allocation Notice - Line Item Descriptions

- A** The OMPF grants are described in detail in the 2017 OMPF Technical Guide - this document can be found on the Ministry of Finance's website at: <http://www.fin.gov.on.ca/en/budget/ompf/2017>
- A5** If applicable, reflects the amount of transitional support provided to assist the municipality in adjusting to the redesigned OMPF program.
- B** Information regarding the 2017 provincial uploads for the County of Wellington can be found in the accompanying 2017 Upload Notice Insert.
- C1** The estimated 2017 municipal benefit resulting from the upload of public health costs from a provincial share of 50 per cent in 2004 to 75 per cent in 2007. In two-tier systems, this benefit is identified at the upper-tier level. Actual municipal savings may not correspond with the Allocation Notice due to budget approvals made by the local Board of Health. Municipalities may provide additional funding beyond their obligated cost share or receive additional savings through other provincial grants for public health programs and initiatives. Any additional municipal funding or savings are not included in the calculation of the public health figure.
- C2** The estimated 2017 municipal benefit of the Province's 50 per cent share of land ambulance funding relative to its share in 2005. This incremental increase in land ambulance funding delivers on the Province's commitment to strengthen land ambulance services and maintain the 50:50 sharing of land ambulance costs. In two-tier systems, this benefit is identified at the upper-tier level.
- D2** Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
- D3** Represents the proportion of a municipality's population residing in rural areas or small communities. For additional information, see the 2017 OMPF Technical Guide.
- D4** Represents the percentage of a municipality's land area comprised of farm land. Additional details regarding the calculation of the Farm Area Measure are provided in the 2017 OMPF Technical Guide.
- D5** The northern and rural Municipal Fiscal Circumstances Index (MFCI) measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province, and ranges from 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances. For additional information, see the 2017 OMPF Technical Guide.
- D6** Represents the guaranteed level of support the municipality will receive from the Province through the 2017 OMPF. For additional information, see the 2017 OMPF Technical Guide.
- D7** 2016 OMPF allocation

*Note: Provincial funding and other ongoing provincial support initiatives rounded to multiples of \$100.*



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

November 10, 2016

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

RECEIVED  
NOV 14 2016  
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 October 2016. As indicated, there were no exceedances to report in this month.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Ron Van Ooteghem", with a long horizontal flourish extending to the right.

Ron Van Ooteghem  
Site Manager

C.c.

Karen Landry (Township of Puslinch)  
Sonja Strynatka (GRCA)  
Maria Topalovic (Dufferin Aggregates)  
University of Guelph



Monthly Reporting  
Mill Creek Aggregates Pit  
October 2016

Date	DP21 (mASL)	Threshold Value (mASL)	Exceedance
6-Oct-16	305.77	305.58	NO
13-Oct-16	305.76	305.58	NO
18-Oct-16	305.77	305.58	NO
27-Oct-16	305.78	305.58	NO

Date	BH13 (mASL)	DP21 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Oct-16	306.09	305.77	0.32	0.09	NO
13-Oct-16	306.08	305.76	0.32	0.09	NO
18-Oct-16	306.12	305.77	0.35	0.09	NO
27-Oct-16	306.14	305.78	0.36	0.09	NO

Date	DP17 (mASL)	Threshold Value (mASL)	Exceedance
6-Oct-16	305.22	305.17	NO
13-Oct-16	305.22	305.17	NO
18-Oct-16	305.18	305.17	NO
27-Oct-16	305.19	305.17	NO

Date	BH92-12 (mASL)	DP17 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Oct-16	305.34	305.22	0.12	0.04	NO
13-Oct-16	305.31	305.22	0.09	0.04	NO
18-Oct-16	305.31	305.18	0.13	0.04	NO
27-Oct-16	305.32	305.19	0.13	0.04	NO

Date	DP3 (mASL)	Threshold Value (mASL)	Exceedance
6-Oct-16	304.71	304.54	NO
13-Oct-16	304.71	304.54	NO
18-Oct-16	304.72	304.54	NO
27-Oct-16	304.72	304.54	NO

Date	DP6 (mASL)	DP3 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Oct-16	305.71	304.71	1.00	0.55	NO
13-Oct-16	305.70	304.71	0.99	0.55	NO
18-Oct-16	305.63	304.72	0.91	0.55	NO
27-Oct-16	305.66	304.72	0.94	0.55	NO

Date	DP2 (mASL)	Threshold Value (mASL)	Exceedance
6-Oct-16	304.18	303.55	NO
13-Oct-16	304.15	303.55	NO
18-Oct-16	303.92	303.55	NO
27-Oct-16	304.14	303.55	NO

Date	BH92-27 (mASL)	DP2 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Oct-16	304.85	304.18	0.67	0.34	NO
13-Oct-16	304.83	304.15	0.68	0.34	NO
18-Oct-16	304.81	303.92	0.89	0.34	NO
27-Oct-16	304.81	304.14	0.67	0.34	NO

Date	DP1 (mASL)	Threshold Value (mASL)	Exceedance
6-Oct-16	304.27	303.96	NO
13-Oct-16	304.23	303.96	NO
18-Oct-16	304.24	303.96	NO
27-Oct-16	304.26	303.96	NO

Date	BH92-29 (mASL)	DP1 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Oct-16	305.28	304.27	1.01	0.19	NO
13-Oct-16	305.18	304.23	0.95	0.19	NO
18-Oct-16	305.16	304.24	0.92	0.19	NO
27-Oct-16	305.16	304.26	0.90	0.19	NO

Date	DP5C (mASL)	Threshold Value (mASL)	Exceedance
6-Oct-16	303.00	302.84	NO
13-Oct-16	302.98	302.84	NO
18-Oct-16	302.98	302.84	NO
27-Oct-16	303.00	302.84	NO

Date	OW5-84 (mASL)	DP5C (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Oct-16	303.51	303.00	0.51	0.25	NO
13-Oct-16	303.51	302.98	0.53	0.25	NO
18-Oct-16	303.53	302.98	0.55	0.25	NO
27-Oct-16	303.51	303.00	0.51	0.25	NO

**Notes:**

- No exceedances to report

Monthly Reporting  
Mill Creek Aggregates Pit  
October 2016

		Max. Allowable as per PTTW- Main Pond										
Total Monthly Precipitation (mm): 35.8		Waterloo-Wellington Airport (October Actual)										
Total Monthly Normal Precipitation (mm): 67		Waterloo-Wellington Airport (30-year Normal)										
		(Imperial Gallons)								(Litres)		
		2,500								per minute		
		1,800,000								per day		
										11,365		
										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-Oct-16	0	0	0	0	--	--	--	--	--	--	--	--
2-Oct-16	0	0	0	0	--	--	--	--	--	--	--	--
3-Oct-16	4250	0	1,590,598	1,718,180	306.36	NO	305.88	NO	305.53	NO	305.84	NO
4-Oct-16	6000	0	1,485,452	2,344,872	306.36	NO	305.88	NO	305.52	NO	305.83	NO
5-Oct-16	6000	0	1,646,030	2,259,304	306.37	NO	305.86	NO	305.52	NO	305.81	NO
6-Oct-16	6000	0	1,638,111	2,325,075	306.38	NO	305.86	NO	305.51	NO	305.79	NO
7-Oct-16	2500	0	1,581,579	1,887,996	306.38	NO	305.84	NO	305.50	NO	305.78	NO
8-Oct-16	0	0	0	0	--	--	--	--	--	--	--	--
9-Oct-16	0	0	0	0	--	--	--	--	--	--	--	--
10-Oct-16	0	0	0	0	--	--	--	--	--	--	--	--
11-Oct-16	5000	0	1,630,632	2,285,920	306.36	NO	305.83	NO	305.47	NO	305.82	NO
12-Oct-16	5250	0	1,639,431	2,082,449	306.35	NO	305.83	NO	305.47	NO	305.81	NO
13-Oct-16	4250	0	1,627,772	1,879,197	306.35	NO	305.83	NO	305.47	NO	305.81	NO
14-Oct-16	500	0	1,463,895	1,323,775	306.34	NO	305.83	NO	305.46	NO	305.80	NO
15-Oct-16	0	0	0	0	--	--	--	--	--	--	--	--
16-Oct-16	0	0	0	0	--	--	--	--	--	--	--	--
17-Oct-16	5750	0	1,620,953	2,224,549	306.32	NO	305.81	NO	305.43	NO	305.82	NO
18-Oct-16	5000	0	1,636,351	2,236,647	306.31	NO	305.81	NO	305.42	NO	305.81	NO
19-Oct-16	5750	0	1,655,709	2,162,958	306.27	NO	305.81	NO	305.42	NO	305.80	NO
20-Oct-16	6000	0	1,602,916	1,088,628	306.26	NO	305.80	NO	305.41	NO	305.80	NO
21-Oct-16	3000	0	1,549,463	2,054,953	306.26	NO	305.81	NO	305.41	NO	305.83	NO
22-Oct-16	0	0	0	0	--	--	--	--	--	--	--	--
23-Oct-16	0	0	0	0	--	--	--	--	--	--	--	--
24-Oct-16	6000	0	1,627,332	2,393,265	306.24	NO	305.79	NO	305.42	NO	305.83	NO
25-Oct-16	6000	0	1,047,274	1,967,845	306.23	NO	305.79	NO	305.42	NO	305.83	NO
26-Oct-16	5500	0	0	0	306.25	NO	305.78	NO	305.37	NO	305.79	NO
27-Oct-16	4250	0	1,566,621	0	306.26	NO	305.79	NO	305.37	NO	305.79	NO
28-Oct-16	2500	0	1,499,530	1,432,000	306.24	NO	305.79	NO	305.36	NO	305.87	NO
29-Oct-16	0	0	0	0	--	--	--	--	--	--	--	--
30-Oct-16	0	0	0	0	--	--	--	--	--	--	--	--
31-Oct-16	5750	0	1,630,412	2,047,694	306.18	NO	305.76	NO	305.35	NO	305.85	NO
<b>Total</b>	<b>95250</b>	<b>0</b>	<b>29,740,062</b>	<b>35,715,307</b>								
<b>Avg./ day</b>	<b>3072.6</b>	<b>0.00</b>	<b>959,356.85</b>	<b>1,152,106.68</b>	<b>306.30</b>	<b>NO</b>	<b>305.82</b>	<b>NO</b>	<b>305.44</b>	<b>NO</b>	<b>305.81</b>	<b>NO</b>

Notes:  
-No exceedances to report



November 3, 2016

**Via: Mail & Email**

Ms. Karen Landry  
CAO/Clerk  
Township of Puslinch  
7404 Wellington Road 34  
Guelph ON N1H 6H9

**RECEIVED**

**NOV 07 2016**

**Township of Puslinch**

Dear Ms. Landry:

**Re: Mini Lakes Groundwater and Surface Water Quarterly Monitoring Report - Q2  
Project No.: 300038558.3000**

R.J. Burnside & Associates Ltd. was retained by Wellington Common Elements Condominium Corporation #214 to complete the 3<sup>rd</sup> quarterly report for the 2016 groundwater and surface water monitoring at Mini Lakes. The report is required for the Condo Corp to meet requirements in the Operation and Maintenance Sewer Agreement signed with the Township in August 2014.

Enclosed is a copy of the report. Should you have any questions, please do not hesitate to contact me.

Yours truly,

**R.J. Burnside & Associates Limited**

Jackie Kay, P.Eng., MBA  
JK:js

Enclosure(s) Mini Lakes Groundwater and Surface Water Quarterly Monitoring Report – Q2

cc: Ms. Dianne Paron, MF Property Management Ltd (enc.) (Via: Email and Mail)

161103\_Landry  
03/11/2016 3:52 PM



**BURNSIDE**

**Mini Lakes Quarterly Monitoring  
Report - Q3 2016**

**Wellington Common Elements  
Condominium Corporation #214  
7541 Wellington County Road 34  
Puslinch ON N0B 2J0**

**R.J. Burnside & Associates Limited  
292 Speedvale Avenue West Unit 20  
Guelph ON N1H 1C4 CANADA**

**October 31, 2016  
300038558.0000**

Mini Lakes Quarterly Monitoring Report - Q3 2016  
 October 31, 2016

## Distribution List

No. of Hard Copies	PDF	Email	Organization Name
1	Yes	Yes	Township of Puslinch
1	Yes	Yes	Wellington Common Elements Condominium Corporation #214 c/o M.F. Property Management Ltd.
0	Yes	Yes	American Water Services Canada Corporation

## Record of Revisions

Revision	Date	Description
0	October 31, 2016	Initial Submission to Township of Puslinch

## R.J. Burnside & Associates Limited

### Report Prepared By:

Sean Quinlan, B.E.S., C. Tech.  
 Environmental Technologist  
 SQ:mp

### Report Reviewed By:

Dave Hopkins, B.Sc., P.Geo.  
 Senior Hydrogeologist  
 DH:mp

Mini Lakes Quarterly Monitoring Report - Q3 2016  
October 31, 2016

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## Appendices

- Appendix A Q3 - Certificate of Analysis
- Appendix B Environmental Compliance Approval Number 2391-9KCJUS

Mini Lakes Quarterly Monitoring Report - Q3 2016  
October 31, 2016

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Mini Lakes Quarterly Monitoring Report - Q3 2016  
October 31, 2016

## 1.0 Introduction

R.J. Burnside & Associates Limited (Burnside) was retained by Wellington Common Elements Condominium Corporation #214, to report quarterly on the water quality samples from a network of monitoring wells and surface water locations at Mini Lakes Mobile Home Community (Mini Lakes). Mini Lakes is a private community located just outside of Aberfoyle off of Wellington County Road 34 in the Township of Puslinch as shown on Figure 1. This report highlights the water quality results from the September 2016 sampling event. A detailed discussion of the water quality is provided in the annual water quality report.

The site is serviced by a communal wastewater treatment plant (WWTP) that discharges treated effluent to a subsurface dispersal system. The five leaching beds are located on the north east corner of the property (Figure 2).

The system operates according to amended Environmental Compliance Approval (ECA) Number 2391-9KCJUS, issued June 1, 2016 (Appendix B). The ECA addresses a reduction of the units the system services from 400 units to 292 units due to a recent Plan of Subdivision which restricted development. The ECA also includes proposed plant upgrades to improve nitrate compliance, and allows an increase in the nitrate concentration in the effluent from 5.0 to 8.0 mg/L due to the reduction in units served. The ECA eliminated surface water monitoring locations SW2 and SW7 and added two additional monitoring locations (SP1 and SP2) to intercept the plume close to the water's edge.

## 2.0 Deviations from the Monitoring Program

The second quarter (Q3) sampling was completed by American Water Canada Corporation (AWC) on September 15, 2016 and September 22, 2016. AWC is the operator of both the water works system and sewage treatment system. The scheduled water quality monitoring program is presented in Table 1. Required parameters are listed in Table 2.



Mini Lakes Quarterly Monitoring Report - Q3 2016  
October 31, 2016

### 3.0 Summary of Monitoring Locations

The following section contains a reference data sheet which summarizes information for each monitoring location including setting, historical water quality and the current Q3 results. The 2 year average is the average of last eight sampling events and the 5 year average is the average of the last twenty sampling events. When the analytical results were below the reported detection limit, half the detection limit was used to calculate the historical averages.

<b>Monitoring Location</b>	<b>MW1</b>
<b>Top of Pipe Elevation</b>	323.41
<b>Ground Surface Elevation</b>	323.46
<b>Water Level Elevation</b>	321.21
<b>Bottom of Well Elevation</b>	319.48
<b>Stickup (m ags)</b>	-0.05
<b>Water Level (m btop)</b>	1.20

#### Setting

MW1 is a flushmount well located at the northern edge of the site, near gate 3. The well is located 396 m northwest of the leaching beds. MW1 is a 0.05 m diameter PVC well that extends approximately 3.93 m below the ground surface.

#### Summary of Water Quality Results

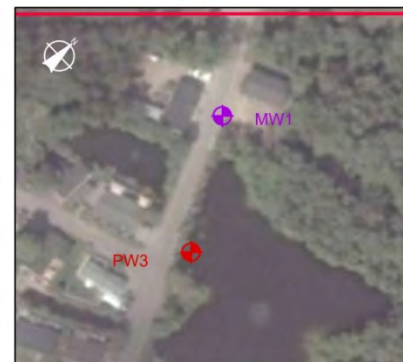
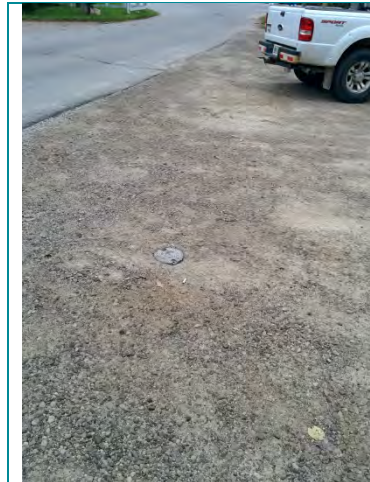
Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate(mg/L)	0.05	0.06	<0.1
Phosphorous (mg/L)	0.38	0.15	0.15
E.coli (CFU/100 mL)	3	7	0

#### Historical Water Quality

MW1 is considered a background well and isn't impacted by the leaching bed. Total Phosphorus shows a decreasing trend while nitrate typically is below the detection limit.

#### Q3 - Key Sampling Results

The maximum total phosphorus result at the site during the Q3 sampling event was observed at MW1 with a concentration of 0.15 mg/L.



Mini Lakes Quarterly Monitoring Report - Q3 2016  
October 31, 2016

<b>Monitoring Location</b>	<b>MW2</b>
----------------------------	------------

<b>Top of Pipe Elevation</b>	324.20
<b>Ground Surface Elevation</b>	323.26
<b>Water Level Elevation</b>	321.55
<b>Bottom of Well Elevation</b>	319.52
<b>Stickup (m ags)</b>	0.94
<b>Water Level (m btop)</b>	2.66

#### Setting

MW2 is located in a grass field 28 m west of the leaching beds. MW2 is a 0.05 m diameter PVC well that extends approximately 4.68 m below the ground surface.



Summary of Water Quality Results			
Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	3.90	4.57	1.83
Phosphorous (mg/L)	0.02	0.01	0.026
E.coli (CFU/100mL)	1	0	0



#### Historical Water Quality

MW2 is impacted by the leaching beds due to its proximity and groundwater flow direction. Nitrate concentrations tend to peak in the spring with the peaks relatively stable since 2013. Total phosphorus concentrations were below the detection limit from December 2014 to June 2016.

#### Q3 - Key Sampling Results

Nitrate concentrations at MW2 show seasonal fluctuations with maximum concentrations in the spring and minimum concentrations in the fall.

Mini Lakes Quarterly Monitoring Report - Q3 2016  
October 31, 2016

<b>Monitoring Location</b>	<b>MW4</b>
<b>Top of Pipe Elevation</b>	323.24
<b>Ground Surface Elevation</b>	322.22
<b>Water Level Elevation</b>	320.82
<b>Bottom of Well Elevation</b>	319.62
<b>Stickup (m ags)</b>	1.02
<b>Water Level (m btop)</b>	2.42

#### Setting

MW4 is located in a grass field 22 m west of the leaching beds. MW4 is a 0.05 m diameter PVC well that extends approximately 3.62 m below the ground surface.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	6.36	6.59	2.92
Phosphorous (mg/L)	0.13	0.01	<0.02
E.coli (CFU/100mL)	0	1	6

#### Historical Water Quality

MW4 is impacted by the leaching beds due to its proximity and groundwater flow direction. The nitrate concentration is slightly increasing over time. Nitrate concentrations (similar to MW2) are highest in the spring and are lowest in the fall. Total phosphorus concentrations have been below the detection limit since March 2014.

#### Q3 - Key Sampling Results

The nitrate concentration at MW4 was elevated at 2.92 mg/L which was the highest concentration on the site during the Q3 sampling event. However, this is the lowest nitrate concentration measured at this location.

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<b>Monitoring Location</b>	<b>MW5</b>
<b>Top of Pipe Elevation</b>	323.04
<b>Ground Surface Elevation</b>	322.12
<b>Water Level Elevation</b>	320.78
<b>Bottom of Well Elevation</b>	318.99
<b>Stickup (m ags)</b>	0.92
<b>Water Level (m btop)</b>	2.27

#### Setting

MW5 is located on the edge of a forest. The well is 208 m southwest of the leaching beds. MW5 is a 0.05 m diameter PVC well that extends approximately 4.05 m below the ground surface.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.44	0.37	0.48
Phosphorous (mg/L)	0.28	0.01	0.32
E.coli (CFU/100mL)	0	0	0

#### Historical Water Quality

MW5 is 208 m cross gradient from the leaching beds which suggests the detectable concentrations of nitrate may be from the agricultural land use immediately to the south. Nitrate concentrations are typically below 0.5 mg/L and have been generally stable. Total phosphorus concentrations were below the detection limit from December 2014 to June 2016.

#### Q3 - Key Sampling Results

The Q3 nitrate concentration was slightly above the historic average at 0.48 mg/L. Phosphorus was above the detection limit for the first time since September 2014, at a concentration of 0.032 mg/L.

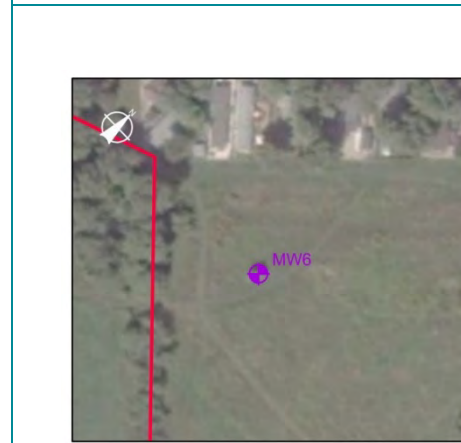


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<b>Monitoring Location</b>	<b>MW6</b>
<b>Top of Pipe Elevation</b>	321.93
<b>Ground Surface Elevation</b>	320.93
<b>Water Level Elevation</b>	319.67
<b>Bottom of Well Elevation</b>	318.10
<b>Stickup (m ags)</b>	1.00
<b>Water Level (m btop)</b>	2.27

#### Setting

MW6 is located in a grassed field; the well is 360 m southwest of the leaching beds. MW6 is a 0.05 m diameter PVC well that extends approximately 3.83 m below the ground surface.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.46	0.44	0.47
Phosphorous (mg/L)	0.14	0.01	<0.02
E.coli (CFU/100mL)	1	0	0

#### Historical Water Quality

MW6 is 306 m cross gradient from the leaching beds which suggests the detectable concentrations of nitrate may be from the agricultural land use immediately to the south. Nitrate concentrations are typically around 0.5 mg/L and range from 0.65 mg/L to a low of 0.29 mg/L with a long term stable trend. Total phosphorus concentrations have been below the detection limit since December 2014.

#### Q3 - Key Sampling Results

The nitrate concentration at MW6 (0.47 mg/L) during the Q3 sampling event was within the historic range.

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<b>Monitoring Location</b>	<b>MW7</b>
<b>Top of Pipe Elevation</b>	321.18
<b>Ground Surface Elevation</b>	320.25
<b>Water Level Elevation</b>	319.20
<b>Bottom of Well Elevation</b>	317.13
<b>Stickup (m ags)</b>	0.93
<b>Water Level (m btop)</b>	1.99

### Setting

MW7 is located along the eastern property boundary adjacent to Pine Lane. The well is 505 m southwest of the leaching beds. MW7 is a 0.05 m diameter PVC well that extends approximately 3.83 m below the ground surface.

### Summary of Water Quality Results

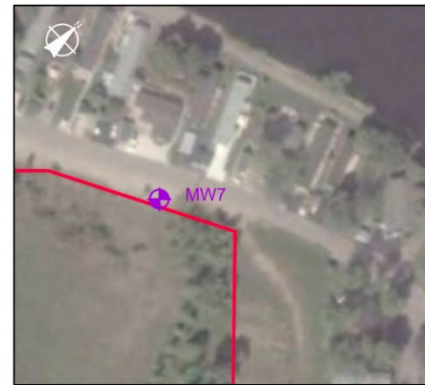
Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.05	0.04	<0.10
Phosphorous (mg/L)	0.10	0.01	0.041
E.coli (CFU/100mL)	0	0	0

### Historical Water Quality

MW7 is not impacted by the leaching bed. Nitrate concentrations are consistently below the detection limit. Total phosphorus concentrations were been below the detection limit from December 2014 to June 2016.

### Q3 - Key Sampling Results

Nitrate concentrations were below the detection limit (0.10 mg/L) while total phosphorus (0.041 mg/L) was above the detection limit of 0.02 mg/L.



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<b>Monitoring Location</b>	<b>MW8</b>
<b>Top of Pipe Elevation</b>	320.56
<b>Ground Surface Elevation</b>	319.76
<b>Water Level Elevation</b>	318.66
<b>Bottom of Well Elevation</b>	315.72
<b>Stickup (m ags)</b>	0.80
<b>Water Level (m btop)</b>	1.90

#### Setting

MW8 is located near the gate 1 entrance in a grassy area adjacent to the road. The well is 730 m west of the leaching beds. MW8 is a 0.05 m diameter PVC well that extends approximately 4.84 m below the ground surface.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.05	0.04	<0.10
Phosphorous (mg/L)	0.24	0.03	0.029
E.coli (CFU/100mL)	0	0	0

#### Historical Water Quality

MW8 is considered to be the downgradient property boundary well. MW8 is not impacted by the leaching bed. Nitrate concentrations are below the detection limit. Total phosphorus concentrations have been steadily decreasing to below the detection limit.

#### Q3 - Key Sampling Results

Total phosphorus was slightly above the detection limit of 0.02 mg/L at a concentration of 0.029 mg/L.

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<b>Monitoring Location</b>	<b>MW9</b>
<b>Top of Pipe Elevation</b>	322.84
<b>Ground Surface Elevation</b>	322.02
<b>Water Level Elevation</b>	321.52
<b>Bottom of Well Elevation</b>	320.17
<b>Stickup (m ags)</b>	0.82
<b>Water Level (m btop)</b>	1.32

#### Setting

MW9 is located along the northern property boundary. The well is 269 m northwest of the leaching beds. MW9 is a 0.05 m diameter PVC well that extends approximately 2.67 m below the ground surface.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.05	0.04	<0.10
Phosphorous (mg/L)	0.16	0.07	0.064
E.coli (CFU/100mL)	110	143	130

#### Historical Water Quality

MW9 is not impacted by the leaching bed. Nitrate concentrations are below the detection limit. Total phosphorus has ranged from 0.68 mg/L to below the detection limit. E.coli has historically been present at MW9, ranging from 1,000 cfu/100 mL to 0 cfu/100 mL.

#### Q3 - Key Sampling Results

The long term trend of total phosphorus is decreasing with a Q3 concentration of 0.064 mg/L. The site maximum total E.coli of 130 cfu/100 mL was also observed at MW9. The long term trend for E.coli at MW9 is increasing.



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<b>Monitoring Location</b>	<b>MW10</b>
<b>Top of Pipe Elevation</b>	325.16
<b>Ground Surface Elevation</b>	324.06
<b>Water Level Elevation</b>	322.09
<b>Bottom of Well Elevation</b>	318.26
<b>Stickup (m ags)</b>	1.10
<b>Water Level (m btop)</b>	3.07

### Setting

MW10 is located along the northern property boundary beside the septic beds. MW10 is the closest well to the septic bed, located 5 m to the east. MW10 is a 0.05 m diameter PVC well that extends approximately 6.90 m below the ground surface.



Summary of Water Quality Results			
Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.05	0.05	<0.10
Phosphorous (mg/L)	4.35	0.49	0.031
E.coli (CFU/100mL)	0	0	0

### Historical Water Quality

MW10 does not appear to be impacted by the leaching bed. Nitrate concentrations are below the laboratory detection limit. Total phosphorus levels have varied from 19 mg/L to below the detection limit. The concentrations in 2013 were elevated, but have subsequently declined; total phosphorus concentrations have been below the detection limit since June 2015.

### Q3 - Key Sampling Results

Nitrate was below the laboratory detection limit. The total phosphorus concentration was 0.031 mg/L which is below the average historical long term concentration (4.35 mg/L).

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<b>Monitoring Location</b>	<b>SP1</b>
<b>Top of Pipe Elevation</b>	320.21
<b>Ground Surface Elevation</b>	319.16
<b>Water Level Elevation</b>	NA
<b>Bottom of Piezo Elevation</b>	317.38
<b>Stickup (m ags)</b>	1.05
<b>Water Level (m btop)</b>	NA

#### Setting

SP1 is located along the south side of the main pond. SP1 is located 317 m west of the septic beds. SP1 is a 0.03 m diameter stainless steel piezometer that extends approximately 1.81 m below the ground surface.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	NA	NA	0.73
Phosphorous (mg/L)	NA	NA	0.04
E.coli (CFU/100mL)	NA	NA	0

#### Historical Water Quality

The September 2016 sampling event was the first time the piezometer was sampled. Therefore there is no historical water quality data.

#### Q3 - Key Sampling Results

Nitrate was detected at 0.73 mg/L. The total phosphorus concentration was 0.04 mg/L while E.coli was not detected.

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<b>Monitoring Location</b>	<b>SP2</b>
<b>Top of Pipe Elevation</b>	320.29
<b>Ground Surface Elevation</b>	319.24
<b>Water Level Elevation</b>	NA
<b>Bottom of Well Elevation</b>	317.43
<b>Stickup (m ags)</b>	1.05
<b>Water Level (m btop)</b>	NA

#### Setting

SP2 is located northeast side of the large pond. SP2 is located 280 m to the west of the septic beds. SP2 is a 0.03 m diameter stainless steel piezometer that extends approximately 1.81 m below the ground surface.



Summary of Water Quality Results			
Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	NA	NA	0.74
Phosphorous (mg/L)	NA	NA	0.15
E.coli (CFU/100mL)	NA	NA	0

#### Historical Water Quality

The September 2016 sampling event was the first time the piezometer was sampled. Therefore there is no historical water quality data.

#### Q3 - Key Sampling Results

Nitrate was detected at 0.74 mg/L. The total phosphorus concentration was 0.15 mg/L while E.coli was not detected.

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### Monitoring Location **SW1**

#### Setting

SW1 is located in a narrow section of pond located near the northern property boundary. Mobile homes are located to the north and south and thick vegetation is present to the east. SW1 is located 229 m northwest of the leaching beds.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.06	0.02	<0.10
Phosphorous (mg/L)	0.02	0.02	0.059
E.coli (CFU/100mL)	55	38	98

#### Historical Water Quality

SW1 does not appear to be impacted by the leaching beds. Nitrate concentrations have been below the detection limit since June 2014. Total phosphorus concentrations fluctuate between below the detection limit to 0.06 mg/L. The E.coli concentration has fluctuated from 210 cfu/100 mL to 1 cfu/100 mL.

#### Q3 - Key Sampling Results

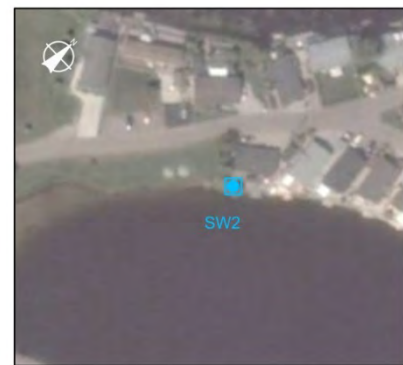
The total phosphorus at SW1 was above the detection limit (0.02 mg/L) at a concentration of 0.059 mg/L.

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<b>Monitoring Location</b>	<b>SW2</b>
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<b>Setting</b>
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<p>SW2 is located on the north side of the large pond. Mobile homes are located to the north and grass vegetation is present to the west. SW2 is located 518 m west of the leaching beds.</p>
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Summary of Water Quality Results			
Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.10	0.08	NA
Phosphorous (mg/L)	0.02	0.02	NA
E.coli (CFU/100mL)	84	28	NA

<b>Historical Water Quality</b>
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<p>SW2 does not appear to be impacted by the leaching beds. Nitrate concentrations have fluctuated from 0.35 mg/L to below the laboratory detection limit. Total phosphorus concentrations are typically below the detection limit. The E.coli concentration were initially elevated, but have decreased since June 2015.</p>
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<b>Q3 - Key Sampling Results</b>
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<p>SW2 is no longer part of required sampling program per the current ECA issued June 1, 2016.</p>
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### Monitoring Location **SW3**

#### Setting

SW3 is located on the south side of the large pond. Mobile homes are located to the east and west and grass vegetation is present to the south. SW3 is located 420 m west of the leaching beds.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.09	0.10	<0.10
Phosphorous (mg/L)	0.01	0.01	0.04
E.coli (CFU/100mL)	26	22	44

#### Historical Water Quality

SW3 does not appear to be impacted by the leaching bed. Nitrate concentrations have fluctuated from 0.27 mg/L to below the laboratory detection limit. Total phosphorus concentrations are typically below the detection limit. The E.coli concentrations fluctuate and have ranged from 82 cfu/100 mL to 0 cfu/100 mL

#### Q3 - Key Sampling Results

Total Phosphorus (0.04 mg/L) was detected above the detection limit of 0.02 mg/L. The Q3 E.coli concentration of 44 cfu/100 mL was above the long term historical average (26 cfu/100 mL).

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### Monitoring Location **SW4**

#### Setting

SW4 is located on the west side of the large pond. Mobile homes are located to the east and roads and grass vegetation is present to the south and west. SW4 is located 598 m west of the leaching beds.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.07	0.04	<0.10
Phosphorous (mg/L)	0.01	0.01	0.033
E.coli (CFU/100mL)	48	65	220

#### Historical Water Quality

SW4 does not appear to be impacted by the leaching bed. Nitrate concentrations have fluctuated from 0.31 mg/L to below the laboratory detection limit. Total phosphorus concentrations are typically below the detection limit. The E.coli concentrations fluctuate and have ranged from 200 cfu/100 mL to 0 cfu/100 mL.

#### Q3 - Key Sampling Results

Total Phosphorus was detected above the detection limit at 0.033 mg/L. The Q3 E.coli concentration of 220 cfu/100 mL was above the long term historical average (48 cfu/100 mL). This was the highest concentration of E.coli onsite during the Q3 sampling event.



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### Monitoring Location **SW5**

#### Setting

SW5 is located at the culvert on the southeast side of Wellington County Road 34 near Gate 1. Trees and grass vegetation are present to the south. SW5 is located 790 m west of the leaching beds.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.37	0.37	0.42
Phosphorous (mg/L)	0.02	0.01	0.035
E.coli (CFU/100mL)	118	118	140

#### Historical Water Quality

SW5 does not appear to be impacted by the leaching bed. Nitrate is present in samples at this location and fluctuates from 0.51 mg/L to below the detection limit. Total phosphorus concentrations are typically below the detection limit. Average E.coli concentrations have been the highest at this location. Concentrations range from 720 cfu/100 mL to 3 cfu/100 mL.

#### Q3 - Key Sampling Results

The only Q3 detection of nitrate in surface water was at SW5 with a concentration of 0.42 mg/L. Total phosphorus was present at a concentration of 0.035 mg/L. The second highest total E.coli concentration during the Q3 sampling event was 140 cfu/100 mL at SW5.

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### Monitoring Location **SW6**

#### Setting

SW6 is located at the west end of the site near Gate 1. The surface water sampling location is located at the west end of a small pond with grass vegetation present to the north. SW6 is located 750 m southwest of the leaching beds.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.07	0.05	<0.10
Phosphorous (mg/L)	0.02	0.02	0.048
E.coli (CFU/100mL)	22	39	52

#### Historical Water Quality

SW6 does not appear to be impacted by the leaching bed. Nitrate and total phosphorous concentrations are typically below the detection limit. E.coli concentrations vary from 2,400 cfu/100 mL to 0 cfu/100 mL.

#### Q3 - Key Sampling Results

Total phosphorus was present at a concentration of 0.048 mg/L.

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### Monitoring Location **SW7**

#### Setting

SW7 is located at a culvert at the southwest side of Victoria Road South. The surface water sampling location is taken at a creek with grass vegetation present to the east and west. SW7 is located 1,200 m southwest of the leaching beds.



#### Summary of Water Quality Results

Parameter	5 Year Average	2 Year Average	Sept. 2016
Nitrate (mg/L)	0.13	0.12	NA
Phosphorous (mg/L)	0.02	0.02	NA
E.coli (CFU/100mL)	56	25	NA

#### Historical Water Quality

SW7 does not appear to be impacted by the leaching bed. Nitrate concentrations have fluctuated from 0.31 mg/L to below the detection limit. Total phosphorus concentrations are typically below the detection limit. E.coli concentrations range from 520 cfu/100 mL to 0 cfu/100 mL.

#### Q3 - Key Sampling Results

SW7 is no longer part of required sampling program per the current ECA issued June 1, 2016.

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## 4.0 Groundwater Elevations

Groundwater levels are measured at each monitoring well prior to purging. The groundwater levels are subtracted from the measuring point elevation to establish groundwater elevations based on metres above sea level (MASL). The Q3 water levels were collected on September 22, 2016 and are compared to groundwater elevations collected during the Q3 sampling event in 2015 and are summarized in Table 3. The static water level at MW7 was recorded as 0.985 m below top of pipe (m btop). After graphing the water level elevation for MW7 it was concluded that the actual water level was more likely 1.985 m btop which better matched the seasonal decline. It is recommended that field staff check historical values and verify water levels if they are outside the historic range.

Groundwater elevations were an average of 0.06 m higher during 2016 – Q3 when compared to 2015 – Q3. The maximum difference was observed at MW1 and MW9 with an increase of 0.21 m and 0.16 m respectively. Figure 3 displays the water levels measured quarterly since 2011.

## 5.0 Significant Groundwater Results

The Q3 groundwater samples were collected on September 22, 2016 and submitted to Maxxam Analytics for analysis. The laboratory certificates of analysis are located in Appendix A. A summary of key indicator parameters (nitrate, total phosphorus and E.coli), is located in Table 4. Table 4 compares the Q3 results to the Ontario Drinking Water Quality Standards (ODWQS) and the Reasonable Use Policy (RUP).

### 5.1 Nitrate

Nitrate concentrations are highest at wells located near the septic bed. Historically, MW4 has the highest nitrate concentration while MW1, MW7, MW8, MW9 and MW10 generally have the lowest nitrate concentrations, typically below the detection limit.

MW2 and MW4 are immediately downgradient of the leaching bed. The maximum nitrate concentration of 2.92 mg/L was observed at MW4 during Q3 sampling. The nitrate concentration at MW2 was also elevated (1.83 mg/L). MW2 is the closet downgradient well to the leaching beds and the nitrate concentration is below the effluent criteria.

The downgradient well, MW8, was below the reportable detection limit for nitrate and therefore below the screening criteria OWDQS (10.0 mg/L) and RUP (2.74 mg/L).

### 5.2 Total Phosphorus

Historically, MW10 has the highest average total phosphorus concentration. MW1, MW8 and MW9 have the highest number of total phosphorus detections. MW10 is located

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near the leaching beds while MW1, MW8 and MW9 are not located near the leaching beds, but are on the perimeter of the property.

The maximum total phosphorus concentration of 0.15 mg/L was observed at MW1 and SP2 during Q3 sampling.

MW8, the downgradient property boundary well, had a total phosphorus concentration of 0.029 mg/L which was slightly above the laboratory detection limit (0.020 mg/L).

### **5.3 Escherichia coli**

E.coli concentrations are historically highest at MW9 while MW4, MW5 and MW10 historically have the lowest average concentrations. The maximum E.coli concentration of 130 cfu/100 mL was observed at MW9 during Q3 sampling.

The E.coli concentration at downgradient property boundary well MW8 was 0 cfu/100 mL, which is also the ODWQS limit.

## **6.0 Significant Surface Water Results**

The Q3 surface water samples were collected on September 15, 2016 and submitted to Maxxam Analytics for analysis. The laboratory Certificates of Analysis are located in Appendix A. A summary of key indicator parameters (nitrate, total phosphorus and E.coli) is located in Table 5. The table compares the Q3 results to the Provincial Water Quality Objectives (PWQO) and Canadian Environmental Quality Guidelines (CEQG).

### **6.1 Nitrate**

Nitrate concentrations are historically highest at SW5 while SW1, SW4 and SW6 historically had the lowest average nitrate concentrations. The only detection of nitrate in Q3 was at SW5 with a concentration of 0.42 mg/L.

The downstream property boundary surface water monitoring location, SW6, was below the reportable detection limit for nitrate (<0.10 mg/L).

### **6.2 Total Phosphorus**

Total phosphorus concentrations are historically highest at SW1 and SW6, while SW3 has historically had the lowest average total phosphorus concentrations. The maximum total phosphorus concentration of 0.059 mg/L was observed at SW1 during Q3 sampling. The total phosphorus at SW3 was also above the laboratory detection limit at a concentration of 0.04 mg/L.

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SW6, the downstream property boundary surface water monitoring location, had a total phosphorus concentration of 0.048 mg/L which was also above the PWQO screening criteria (0.020 mg/L).

### 6.3 Escherichia coli

E.coli concentrations are historically highest at SW5 while SW3 has historically had the lowest average total concentrations. The maximum total E.coli of 220 cfu/100 mL was observed at SW4 during Q3 sampling. The lowest total E.coli concentration was 44 cfu/100 mL at SW3.

The downstream property boundary surface water monitoring location, SW6, had an E.coli concentration of 52 cfu/100 mL.

## 7.0 Wastewater Treatment Plant Effluent Monitoring

As previously mentioned the Mini Lakes site is serviced by a communal WWTP that discharges treated effluent to a subsurface dispersal system. AWC operates the WWTP in accordance with ECA Number 2391-9KCJUS.

### 7.1 Compliance with Quantity Criteria

The ECA states the disposal system is re-rated at approximately 158 m<sup>3</sup>/d average daily flow. The maximum daily flow of 2016 occurred in August with a flow rate of 177.4 m<sup>3</sup>/d. Flows exceeded design capacity on two days in August. The average annual daily flow from January 2016 to September 2016 is 96.8 m<sup>3</sup>/d.

#### Sewage Flow Volumes

Month (2016)	Average Daily Flow (m <sup>3</sup> /d)	Maximum Daily Flow (m <sup>3</sup> /d)
January	92.6	128.6
February	88.5	127.6
March	89.0	115.1
April	93.5	125.5
May	94.9	128.8
June	94.5	131.3
July	103.2	129.7
August	108.5	177.4
September	106.1	130.2
Annual Average Daily Flow	96.8	

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## 7.2 Compliance with Quality Criteria

Table 1 of the ECA lists the required treated effluent sampling parameters and minimum frequency. Table 4 of the ECA also defines the effluent limits for CBOD<sub>5</sub>, total suspended solids (TSS), nitrate and total phosphorus (TP). Table 6, of this report, displays a summary of AWCs sampling. The annual average concentrations are below the effluent limits for each effluent parameter. The effluent laboratory Certificates of Analysis are located in Appendix A.

### Summary of Effluent Sampling Results

	<b>CBOD<sub>5</sub></b>	<b>TSS</b>	<b>Total Phosphorus</b>	<b>Nitrate</b>
<b>Effluent Limit</b>	<b>20</b>	<b>20</b>	<b>1</b>	<b>8</b>
12-Jan-16	3	6	0.08	5.31
8-Feb-16	8	6	0.10	6.17
18-Mar-16	7	4	0.05	5.92
22-Apr-16	8	4	0.09	6.42
17-May-16	22	4	0.11	6.07
22-Jun-16	11	5	0.14	2.55
12-Jul-16	14	6	0.09	2.20
8-Aug-16	14	5	0.05	3.19
7-Sep-16	10	9	0.09	4.27
<b>Annual Average Concentration</b>	<b>10.8</b>	<b>5.4</b>	<b>0.10</b>	<b>4.7</b>

The May 2016 effluent sample had a CBOD<sub>5</sub> concentration of 22 mg/L which was above the calendar effluent limit of 20 mg/L, however, the annual average effluent limit of CBOD<sub>5</sub>, based on the 2016 calendar year thus far is 10.8 mg/L which is well below the effluent limit of 20 mg/L.

TSS was consistently below the effluent limit during the first nine sampling events in 2016 with an annual average of 5.4 mg/L which is well below the effluent limit of 20 mg/L. The highest concentration of TSS (9 mg/L) was observed in September. TP was consistently below the effluent limit during the first nine sampling events in 2016 with an annual average of 0.1 mg/L which is well below the effluent limit of 1 mg/L. The highest concentration of TP (0.14 mg/L) was observed in June.

Nitrate was consistently below the effluent limit (8 mg/L) during the first nine sampling events in 2016 with an annual average of 4.7 mg/L. The highest concentration of nitrate (6.42 mg/L) was observed in April.





# BURNSIDE

[ THE DIFFERENCE IS OUR PEOPLE ]

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## Tables

**Table 1**  
**Mini Lakes**  
**Water Quality Monitoring Program**

<b>Groundwater</b>		
<b>Location</b>	<b>Type of Location</b>	<b>Sampling Frequency</b>
MW1	Monitoring Well	Quarterly
MW2	Monitoring Well	Quarterly
MW4	Monitoring Well	Quarterly
MW5	Monitoring Well	Quarterly
MW6	Monitoring Well	Quarterly
MW7	Monitoring Well	Quarterly
MW8	Monitoring Well	Quarterly
MW9	Monitoring Well	Quarterly
MW10	Monitoring Well	Quarterly
SP1	Piezometer	Quarterly
SP2	Piezometer	Quarterly

<b>Surface Water</b>		
<b>Parameter</b>	<b>Description</b>	<b>Sampling Frequency</b>
SW1	upgradient background	Quarterly
SW3	one location within the main pond	Quarterly
SW4	outlet from the main pond	Quarterly
SW5	upgradient tributaries	Quarterly
SW6	outlet from the property	Quarterly

**Table 2**  
**Mini Lakes**  
**Parameter List**

<b>Groundwater</b>		
<b>Parameter</b>	<b>Type of Sample</b>	<b>Minimum Frequency</b>
CBOD5	Grab	Quarterly
Total Suspended Solids	Grab	Quarterly
Total Phosphorus	Grab	Quarterly
Total Ammonia	Grab	Quarterly
Nitrate Nitrogen	Grab	Quarterly
Nitrite Nitrogen	Grab	Quarterly
Total Kjeldahl Nitrogen	Grab	Quarterly
E. coli	Grab	Quarterly
Dissolved Organic Carbon	Grab	Quarterly

<b>Surface Water</b>		
<b>Parameter</b>	<b>Type of Sample</b>	<b>Minimum Frequency</b>
Total Phosphorus	Grab	Quarterly
Total Ammonia	Grab	Quarterly
Nitrogen	Grab	Quarterly
Nitrate Nitrogen	Grab	Quarterly
Nitrite Nitrogen	Grab	Quarterly
Total Kjeldahl Nitrogen	Grab	Quarterly
E. coli	Grab	Quarterly

**Table 3**  
**Mini Lakes**  
**Groundwater Monitoring Program**  
**Comparison between Ground Water Elevations - Q3 - 2015 vs. Q3 - 2016**

Well No.	Ground (masl)	Top (masl)	Stick-Up Height (m)	September 2015		September 2016		Variance between 2015 and 2016 (m)
				Water Level (mbtop)	Water Elevation (masl)	Water Level (mbtop)	Water Elevation (masl)	
MW1	322.46	322.41	-0.05	1.41	321.00	1.20	321.21	0.21
MW2	323.26	324.20	0.94	2.70	321.50	2.66	321.55	0.05
MW4	322.22	323.24	1.02	2.47	320.77	2.42	320.82	0.05
MW5	322.12	323.04	0.92	2.33	320.71	2.27	320.78	0.07
MW6	320.93	321.93	1.00	2.31	319.62	2.265	319.67	0.05
MW7	320.25	321.18	0.93	1.99	319.19	1.985	319.20	0.00
MW8	319.76	320.56	0.80	1.82	318.74	1.90	318.66	-0.08
MW9	322.02	322.84	0.82	1.48	321.36	1.32	321.52	0.16
MW10	324.06	325.16	1.10	3.14	322.02	3.07	322.09	0.07

**Notes:**  
(-) - indicates decrease in groundwater level between the same quarter (2015 and 2016)  
(+) - indicates increase in groundwater level  
m - meters  
masl - meters above sea level  
mbtoc - meters below top of pipe

**Table 4**  
**Mini Lakes**  
**Summary of Groundwater Concentrations**  
**Q3- September 2016**

Location	Nitrates (mg/L)		
	ODWQS -MAC	RUP	Q3 - Results
*MW1	10.0	2.74	<0.10
MW2	10.0	2.74	1.83
MW4	10.0	2.74	2.92
MW5	10.0	2.74	0.48
MW6	10.0	2.74	0.47
MW7	10.0	2.74	<0.10
**MW8	10.0	2.74	<0.10
MW9	10.0	2.74	<0.10
MW10	10.0	2.74	<0.10
SP1	10.0	2.74	0.73
SP2	10.0	2.74	0.74

Location	Total Phosphorus (mg/L)		
	ODWQS -MAC	RUP	Q3 - Results
*MW1	NA	NA	0.150
MW2	NA	NA	0.026
MW4	NA	NA	<0.100
MW5	NA	NA	0.032
MW6	NA	NA	<0.020
MW7	NA	NA	0.041
**MW8	NA	NA	0.029
MW9	NA	NA	0.064
MW10	NA	NA	0.031
SP1	NA	NA	0.040
SP2	NA	NA	0.150

Location	Escherichia coli (CFU/100mL)		
	ODWQS -MAC	RUP	Q3 - Results
*MW1	0	NA	0
MW2	0	NA	0
MW4	0	NA	6
MW5	0	NA	0
MW6	0	NA	0
MW7	0	NA	0
**MW8	0	NA	0
MW9	0	NA	130
MW10	0	NA	0
SP1	0	NA	0
SP2	0	NA	0

- \* MW1 - upstream property boundary
- \*\* MW8 - downstream property boundary
- exceeds RUP or ODWQS at property boundary
- ND - Non-detectable
- NA - Not Applicable
- RUP - Reasonable Use Policy Guideline
- ODWQS -Ontario Drinking Water Quality Standard

**Table 5**  
**Mini Lakes**  
**Summary of Surface Water Concentrations**  
**Q3- September 2016**

<b>Nitrates (mg/L)</b>			
<b>Location</b>	<b>CEQG</b>	<b>PWQO</b>	<b>Q3 - Results</b>
*SW1	13.0	NA	<0.10
SW3	13.0	NA	<0.10
SW4	13.0	NA	<0.10
SW5	13.0	NA	0.42
**SW6	13.0	NA	<0.10

<b>Total Phosphorus (mg/L)</b>			
<b>Location</b>	<b>CEQG</b>	<b>PWQO</b>	<b>Q3 - Results</b>
*SW1	NA	0.02	0.059
SW3	NA	0.02	0.040
SW4	NA	0.02	0.033
SW5	NA	0.02	0.035
**SW6	NA	0.02	0.048

<b>Escherichia coli (CFU/100mL)</b>			
<b>Location</b>	<b>CEQG</b>	<b>PWQO</b>	<b>Q3 - Results</b>
*SW1	NA	100	98
SW3	NA	100	44
SW4	NA	100	220
SW5	NA	100	140
**SW6	NA	100	52

- \* SW1 - upstream property boundary
- \*\* SW6 - downstream property boundary
- NA - Not Applicable
- PWQO - Provincial Water Quality Objective
- CEQG - Canadian Environmental Quality Guidelines
- 
 - exceeds PWQO or CEQG at property boundary

**Table 6**  
**Mini Lakes**  
**Summary of Effluent Sampling Results**  
**Q3- September 2016**

	<b>Total Ammonia</b>	<b>Total Carbonaceous BOD</b>	<b>Total Kjeldahl Nitrogen</b>	<b>Dissolved Oxygen</b>	<b>pH</b>	<b>Total Phosphorus</b>	<b>Total Suspended Solids</b>	<b>Nitrite</b>	<b>Nitrate</b>	<b>Escherichia coli</b>
	mg/L	mg/L	mg/L	mg/L		mg/L	mg/L	mg/L	mg/L	/100 ml
<b>Effluent Limit</b>	na	20	na	na	na	1	20	na	8	na
<b>Sampling Date</b>										
12-Jan-16	3.2	3	4.3	8.3	7.47	0.08	6	0.62	5.31	17,000
8-Feb-16	3.1	8	4.3	7.4	7.33	0.10	6	0.70	6.17	24,000
18-Mar-16	3.2	7	4.3	8.62	7.7	0.05	4	0.43	5.92	17,000
22-Apr-16	2.8	8	3.6	8.76	7.19	0.09	4	0.49	6.42	2,100
17-May-16	3.1	<b>22</b>	3.8	8.01	6.96	0.11	4	0.25	6.07	1,800
22-Jun-16	3.4	11	5.2	7.1	7.25	0.14	5	0.39	2.55	140,000
12-Jul-16	3.1	14	3.9	7.79	7.32	0.09	6	0.54	2.20	86,000
8-Aug-16	2.9	14	3.9	5.22	7.05	0.05	5	0.83	3.19	11,000
7-Sep-16	3.1	10	4.6	7.38	6.94	0.09	9	0.69	4.27	23,000
<b>Annual Average Concentration</b>	3.1	10.8	4.2	7.6	7.2	0.1	5.4	0.5	4.7	35,767





# BURNSIDE

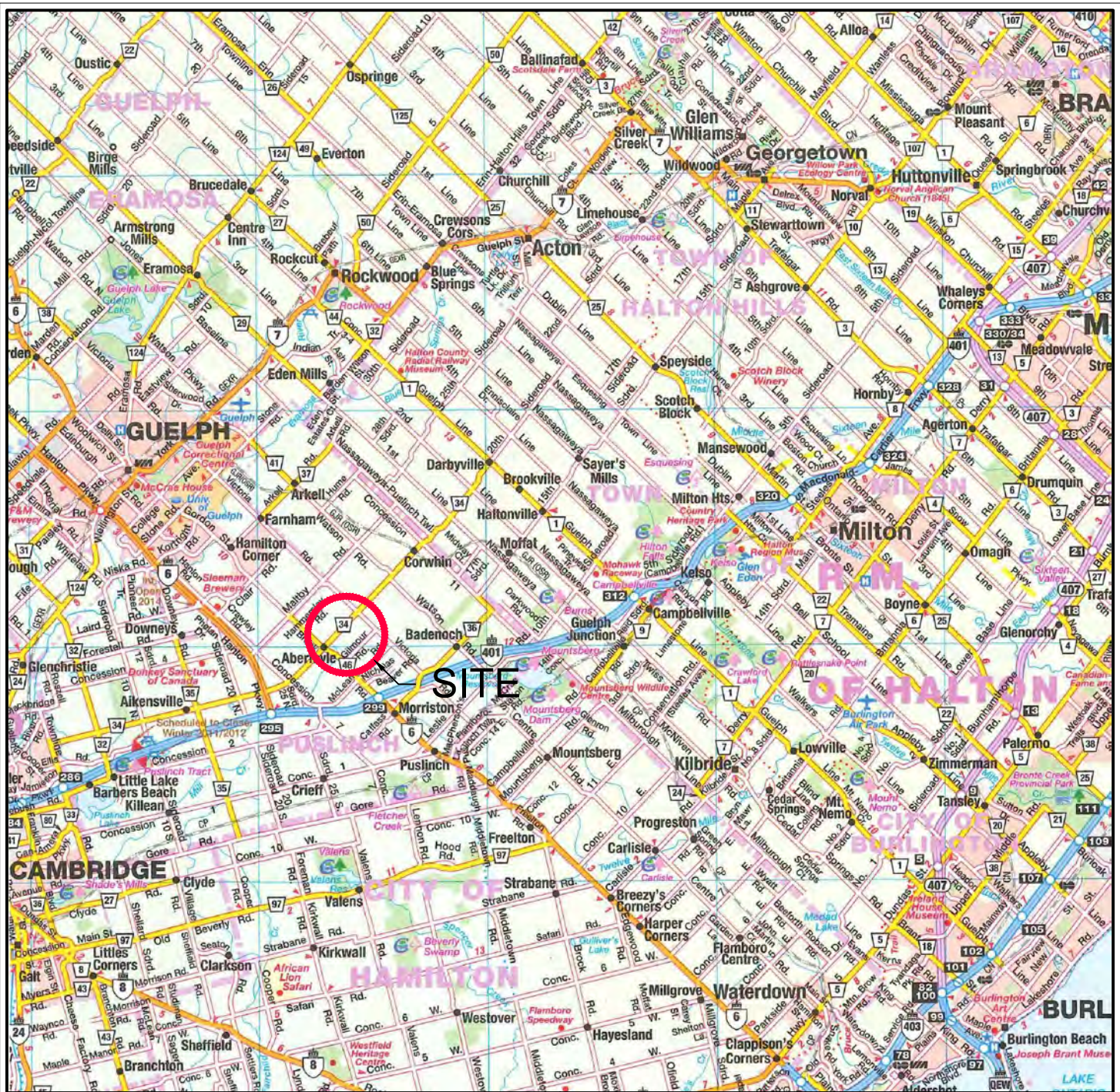
[ THE DIFFERENCE IS OUR PEOPLE ]

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**Figures**

Figures





Location of Detail



Client  
**WELLINGTON COMMON ELEMENTS  
 CONDOMINIUM CORPORATION #214**

Figure Title  
**MINI LAKES MOBILE HOME COMMUNITY  
 WATER QUALITY REPORT  
 SITE LOCATION PLAN**

Drawn CD	Checked SQ	Date July 2016	Figure No. <b>1</b>
Scale N.T.S.	Project No. 300038558.4000		

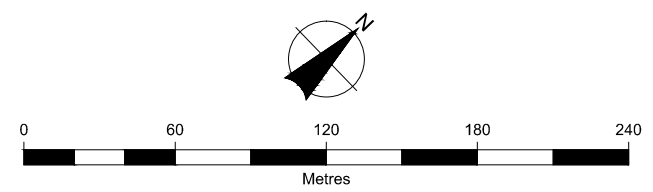




**LEGEND**

- APPROXIMATE PROPERTY BOUNDARY
- ⊕ PRODUCTION WELL LOCATION
- ⊕ MONITORING WELL LOCATION
- ▲ PIEZOMETER LOCATION
- SURFACE WATER SAMPLE LOCATION

Air Photo Source:  
 Background 2013 Air Photo obtained from Google Earth Professional / DigitalGlobe © Google Earth, use of products are subject to the Terms and Conditions of Licensed Google Earth Software.



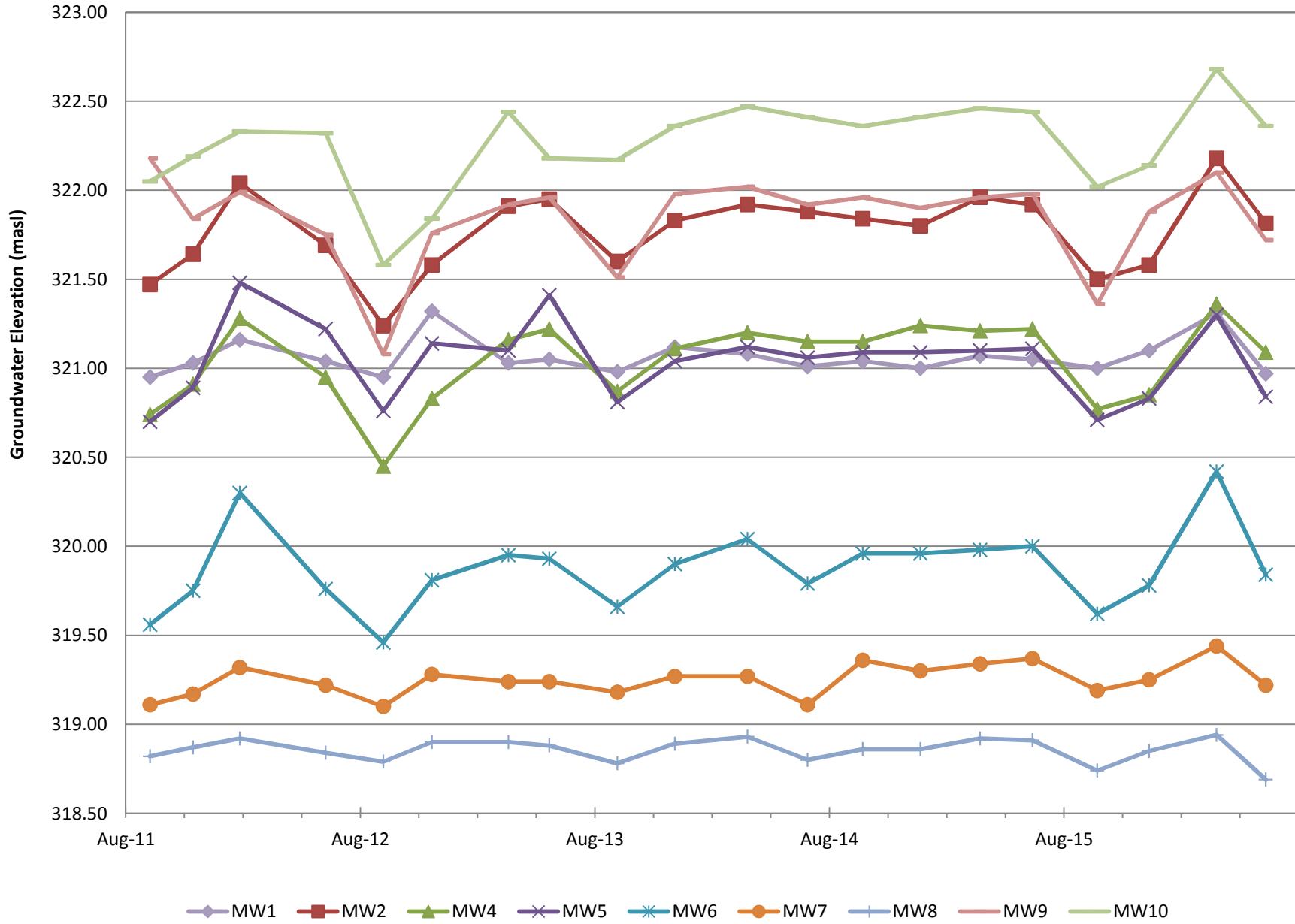
Client  
**WELLINGTON COMMON ELEMENTS  
 CONDOMINIUM CORPORATION #214**

Figure Title  
**MINI LAKES MOBILE HOME COMMUNITY  
 WATER QUALITY REPORT  
 SITE PLAN AND MONITORING LOCATIONS**

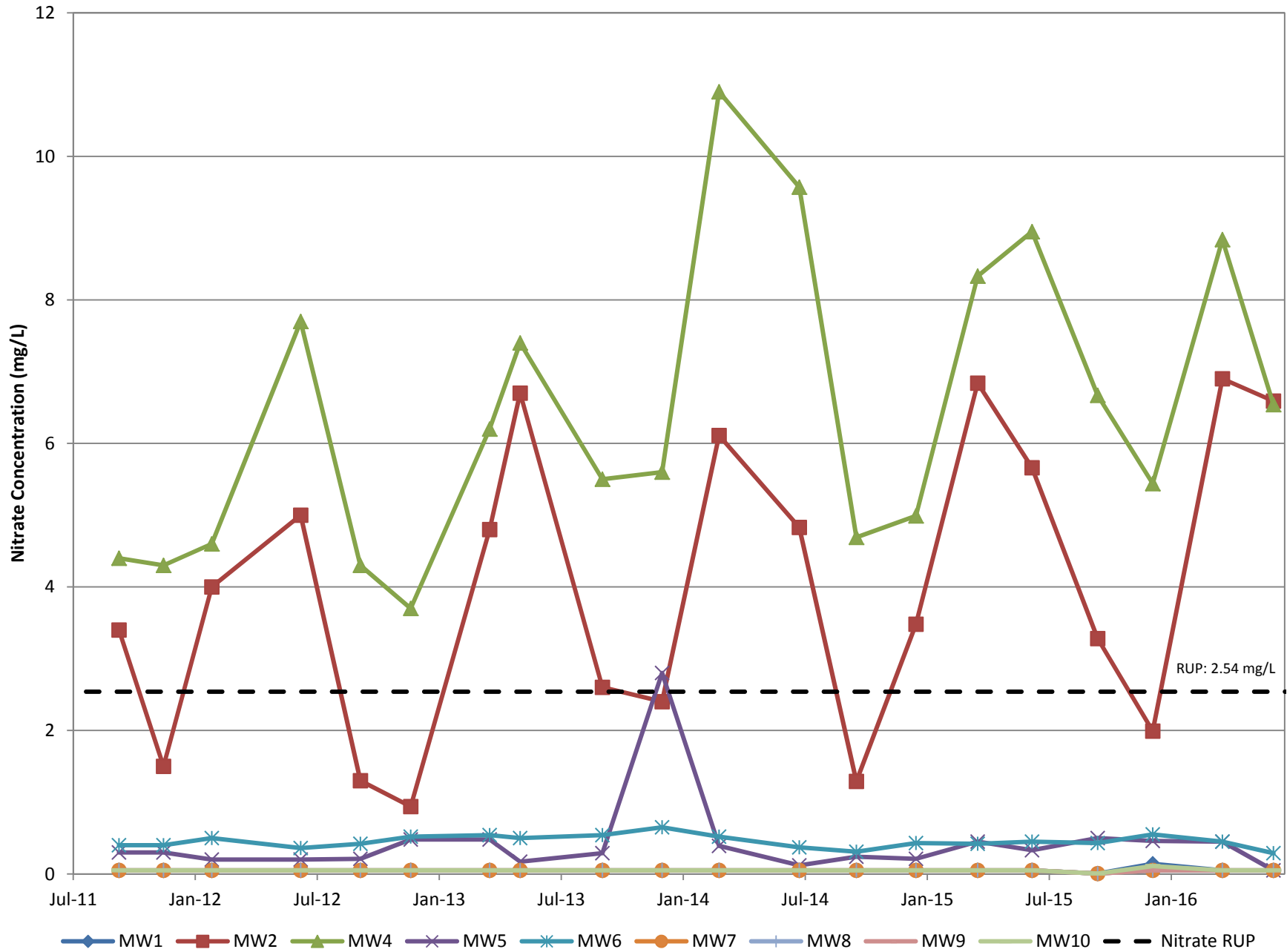
Drawn CD	Checked SQ	Date July 2016	Figure No. <b>2</b>
Scale 1:3,000	Project No. 300038558.4000		



**Mini Lakes**  
**Figure 3: Groundwater Elevations - 2011-2016**

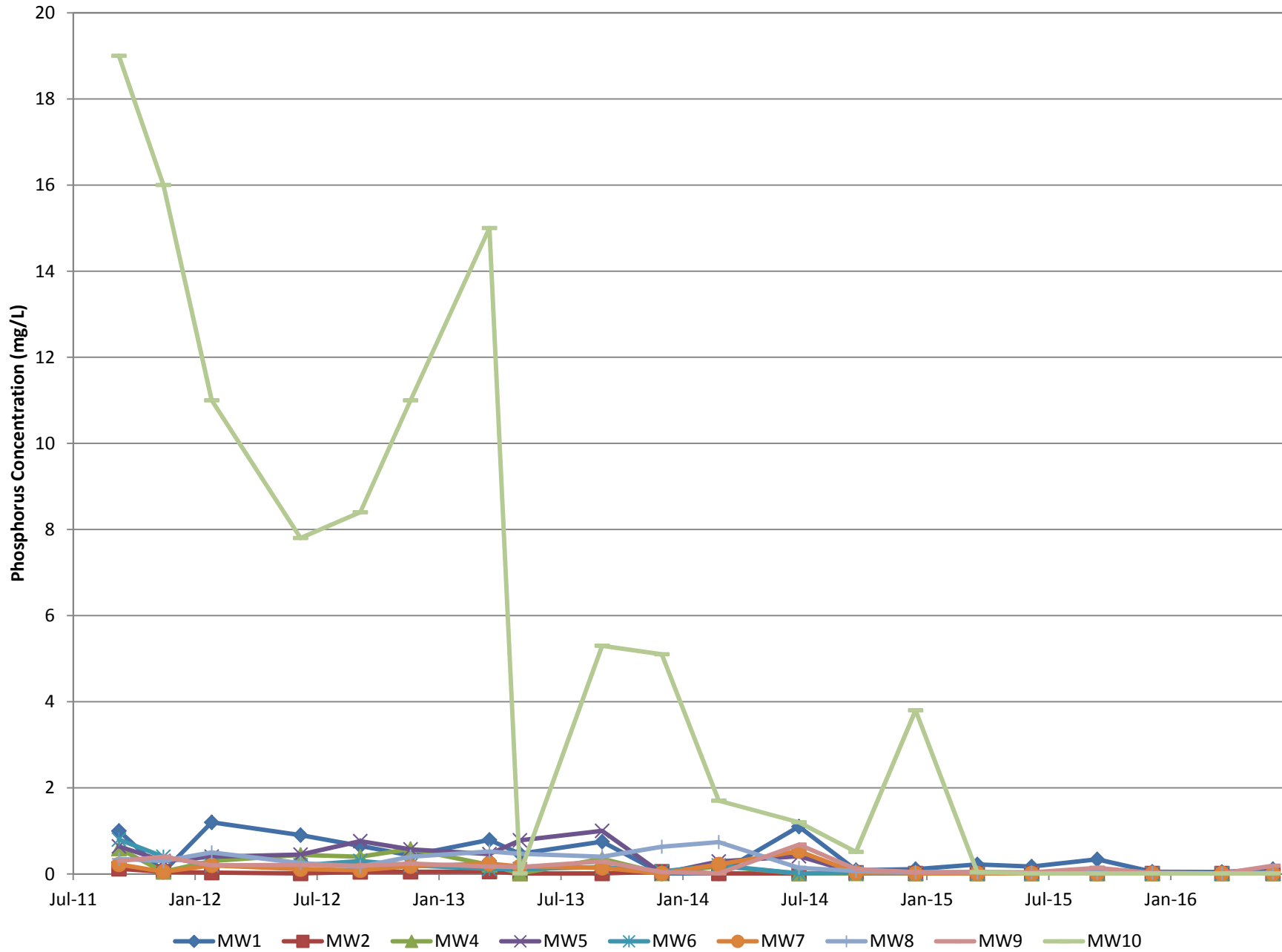


**Mini Lakes**  
**Figure 4: Nitrate Concentration in Groundwater Over Time**



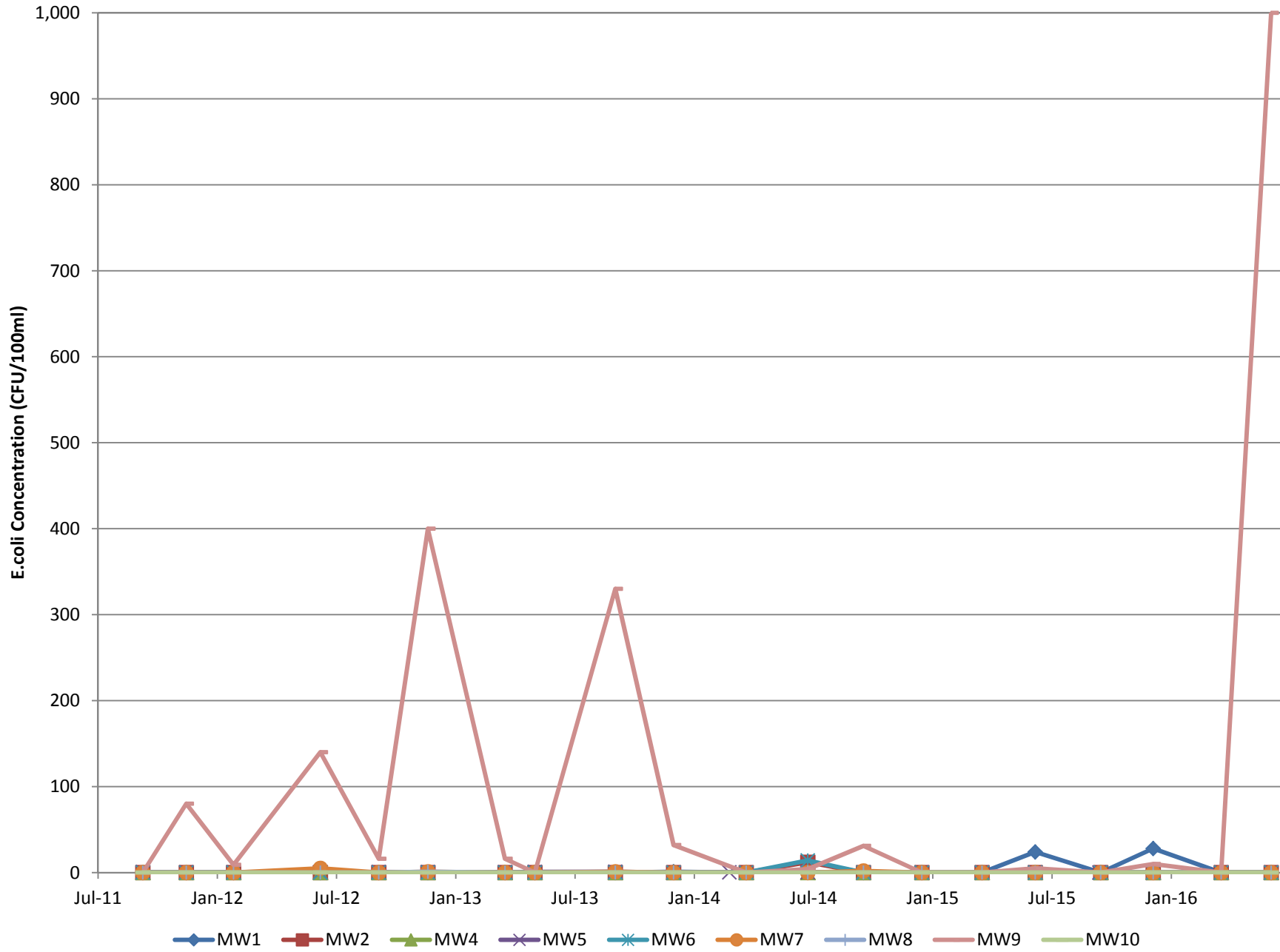
# Mini Lakes

## Figure 5: Phosphorus Concentration in Groundwater Over Time



# Mini Lakes

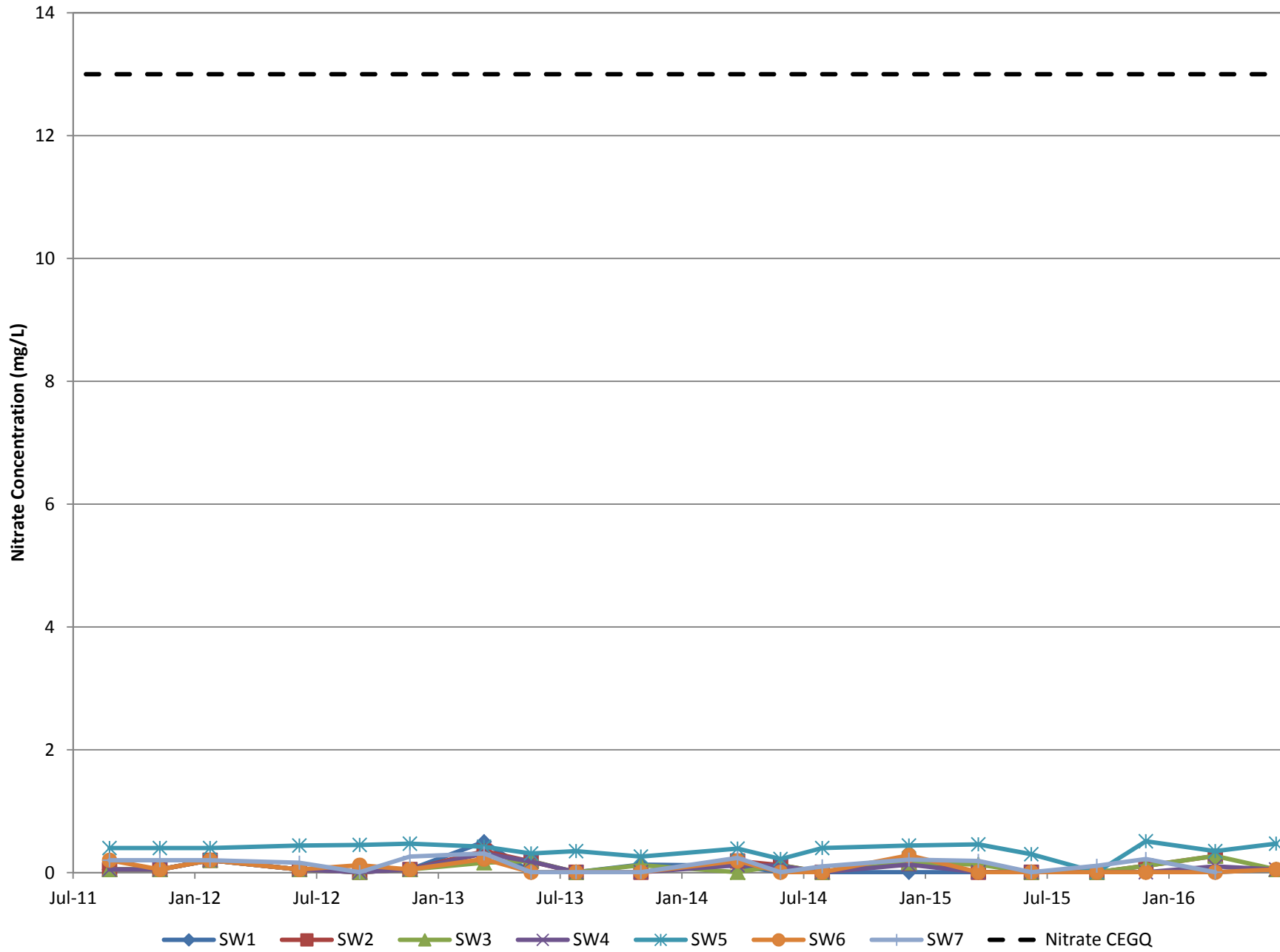
## Figure 6: E.coli Concentration in Groundwater Over Time





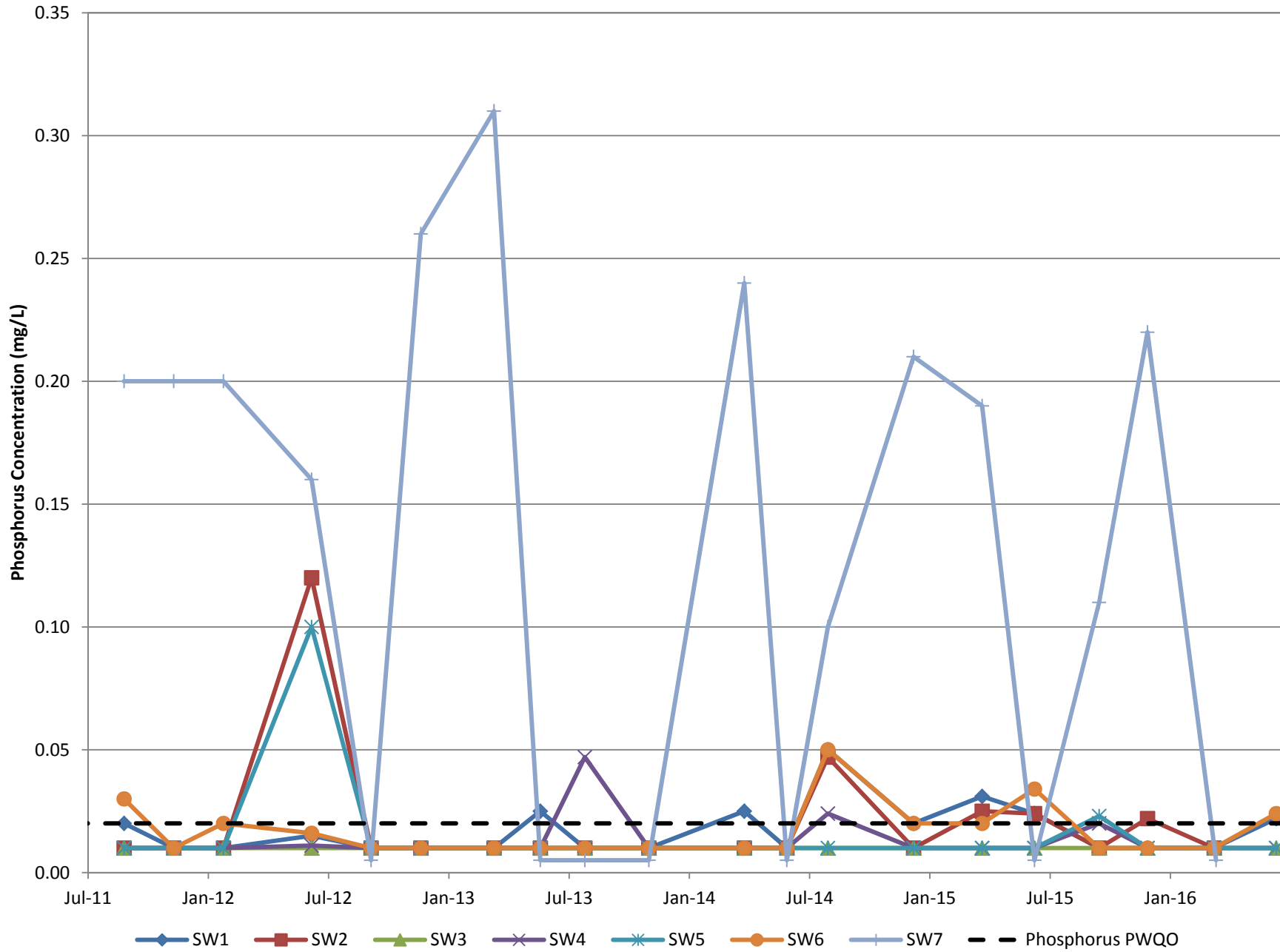
# Mini Lakes

## Figure 7: Nitrate Concentration in Surface water Over Time



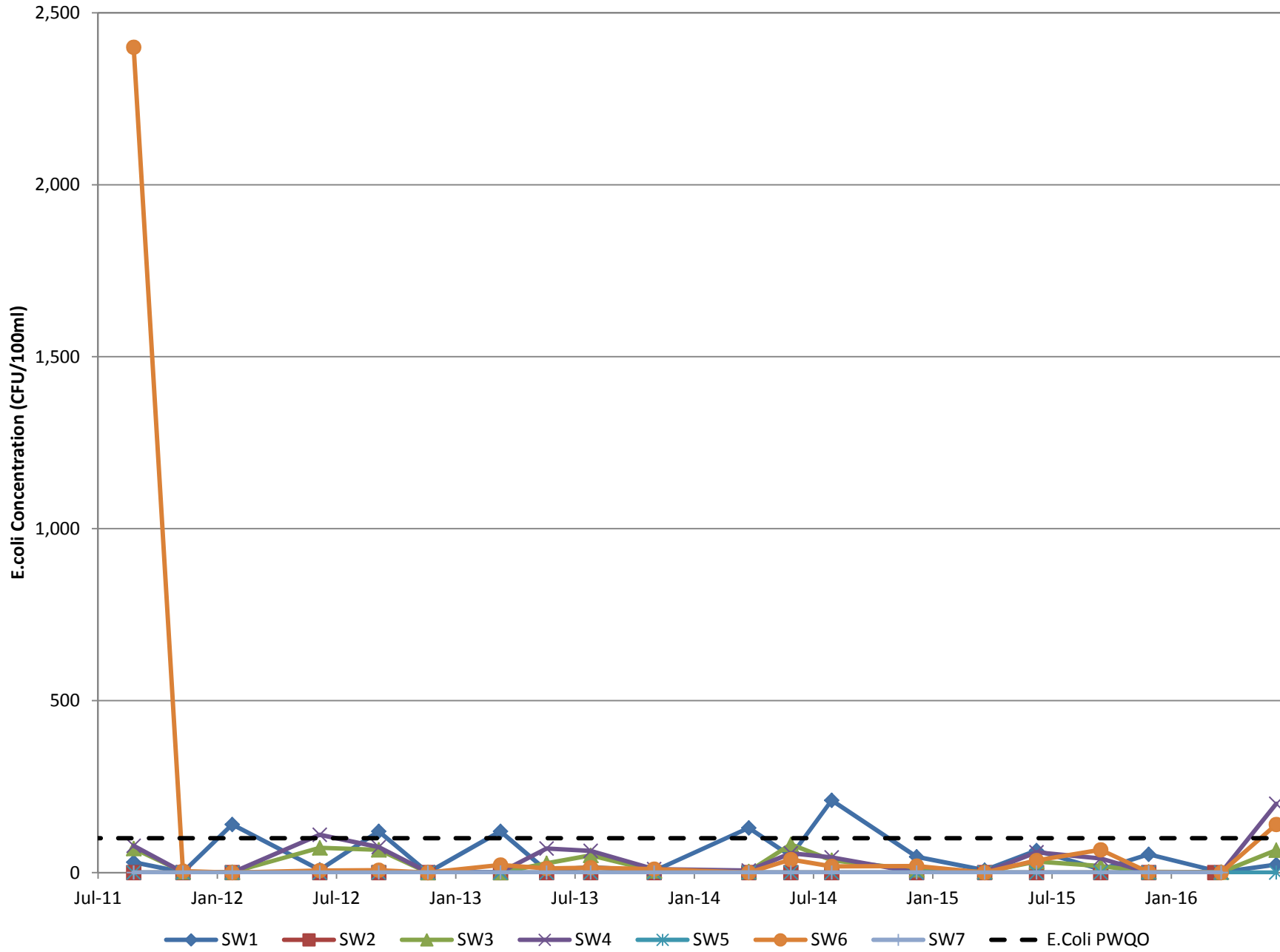
# Mini Lakes

## Figure 8: Phosphorus Concentration in Surface water Over Time



# Mini Lakes

## Figure 9: E.coli Concentration in Surface water Over Time





# BURNSIDE

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## Appendix A

### Q3 - Certificate of Analysis

Your Project #: MINI LAKES  
 Site Location: GUELPH, ON  
 Your C.O.C. #: na, 120DB, 120DD

**Attention:Shane Morris**

American Water Services Canada Corp  
 701 Main Street W  
 Suite 100  
 Hamilton, ON  
 L8S 1A2

**Report Date: 2016/07/19**  
 Report #: R4072605  
 Version: 1 - Final

**CERTIFICATE OF ANALYSIS**

**MAXXAM JOB #: B6E3638**  
**Received: 2016/07/12, 15:05**

Sample Matrix: Water  
 # Samples Received: 2

Analyses	Quantity	Date		Laboratory Method	Reference
		Extracted	Analyzed		
Carbonaceous BOD	2	N/A	2016/07/17	CAM SOP-00427	SM 22 5210B m
Dissolved Oxygen	1	N/A	2016/07/12	CAM SOP-00427	SM 22 4500 O G m
E.coli, (CFU/100mL)	1	N/A	2016/07/12	CAM SOP-00552	MOE LSB E3371
Total Ammonia-N	2	N/A	2016/07/19	CAM SOP-00441	EPA GS I-2522-90 m
Nitrate (NO3) and Nitrite (NO2) in Water (1)	1	N/A	2016/07/14	CAM SOP-00440	SM 22 4500-NO3I/NO2B
pH	2	N/A	2016/07/14	CAM SOP-00413	SM 4500H+ B m
Total Kjeldahl Nitrogen in Water	2	2016/07/15	2016/07/15	CAM SOP-00938	OMOE E3516 m
Total Phosphorus (Colourimetric)	2	2016/07/15	2016/07/18	CAM SOP-00407	SM 22 4500 P B H m
Total Suspended Solids	1	N/A	2016/07/14	CAM SOP-00428	SM 22 2540D m
Low Level Total Suspended Solids	1	N/A	2016/07/14	CAM SOP-00428	SM 22 2540D m

Reference Method suffix "m" indicates test methods incorporate validated modifications from specific reference methods to improve performance.

\* RPDs calculated using raw data. The rounding of final results may result in the apparent difference.

(1) Values for calculated parameters may not appear to add up due to rounding of raw data and significant figures.

**Encryption Key**

Please direct all questions regarding this Certificate of Analysis to your Project Manager.  
 Hongmei Zhao (Grace), Project Manager  
 Email: GZhao@maxxam.ca  
 Phone# (905)817-5752

Maxxam has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per section 5.10.2 of ISO/IEC 17025:2005(E), signing the reports. For Service Group specific validation please refer to the Validation Signature Page.

**RESULTS OF ANALYSES OF WATER**

Maxxam ID		CRO281			CRO282		
Sampling Date		2016/07/12 12:40			2016/07/12 13:00		
COC Number		120DB			120DD		
	UNITS	PRIMARY CLARIFIER	RDL	QC Batch	EFFLUENT CHAMBER	RDL	QC Batch
<b>Inorganics</b>							
Total Ammonia-N	mg/L	19	0.50	4579894	3.1	0.050	4579894
Total Carbonaceous BOD	mg/L	94	2	4575058	14	2	4575058
Total Kjeldahl Nitrogen (TKN)	mg/L	24	1.0	4579824	3.9	0.50	4579824
Dissolved Oxygen	mg/L			4575639	7.79		4575639
pH	pH	7.05		4577483	7.32		4577483
Total Phosphorus	mg/L	3.4	0.10	4580463	0.088	0.020	4580463
Total Suspended Solids	mg/L	330	50	4577774	6	2	4577778
Nitrite (N)	mg/L				0.535	0.010	4576937
Nitrate (N)	mg/L				2.20	0.10	4576937
Nitrate + Nitrite (N)	mg/L				2.74	0.10	4576937
RDL = Reportable Detection Limit							
QC Batch = Quality Control Batch							

**MICROBIOLOGY (WATER)**

<b>Maxxam ID</b>		CRO282	
<b>Sampling Date</b>		2016/07/12 13:00	
<b>COC Number</b>		120DD	
	<b>UNITS</b>	<b>EFFLUENT CHAMBER</b>	<b>QC Batch</b>
<b>Microbiological</b>			
Escherichia coli	CFU/100mL	86000	4575236
QC Batch = Quality Control Batch			



**GENERAL COMMENTS**

Each temperature is the average of up to three cooler temperatures taken at receipt

Package 1	10.7°C
-----------	--------

**Results relate only to the items tested.**

### QUALITY ASSURANCE REPORT

QA/QC Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	UNITS	QC Limits
4575058	FZH	QC Standard	Total Carbonaceous BOD	2016/07/17		98	%	85 - 115
4575058	FZH	Method Blank	Total Carbonaceous BOD	2016/07/17	ND,RDL=2		mg/L	
4575058	FZH	RPD	Total Carbonaceous BOD	2016/07/17	NC		%	25
4576937	C_N	Matrix Spike	Nitrite (N)	2016/07/14		102	%	80 - 120
			Nitrate (N)	2016/07/14		105	%	80 - 120
4576937	C_N	Spiked Blank	Nitrite (N)	2016/07/14		103	%	80 - 120
			Nitrate (N)	2016/07/14		101	%	80 - 120
4576937	C_N	Method Blank	Nitrite (N)	2016/07/14	ND, RDL=0.010		mg/L	
			Nitrate (N)	2016/07/14	ND, RDL=0.10		mg/L	
4576937	C_N	RPD	Nitrite (N)	2016/07/14	NC		%	25
			Nitrate (N)	2016/07/14	NC		%	25
4577483	SAU	Spiked Blank	pH	2016/07/14		102	%	98 - 103
4577483	SAU	RPD	pH	2016/07/14	0.057		%	N/A
4577774	LWA	QC Standard	Total Suspended Solids	2016/07/14		99	%	85 - 115
4577774	LWA	Method Blank	Total Suspended Solids	2016/07/14	ND, RDL=10		mg/L	
4577774	LWA	RPD	Total Suspended Solids	2016/07/14	NC		%	25
4577778	LWA	QC Standard	Total Suspended Solids	2016/07/14		96	%	85 - 115
4577778	LWA	Method Blank	Total Suspended Solids	2016/07/14	ND,RDL=1		mg/L	
4577778	LWA	RPD [CRO282-01]	Total Suspended Solids	2016/07/14	NC		%	25
4579824	RTY	Matrix Spike	Total Kjeldahl Nitrogen (TKN)	2016/07/15		NC	%	80 - 120
4579824	RTY	QC Standard	Total Kjeldahl Nitrogen (TKN)	2016/07/15		105	%	80 - 120
4579824	RTY	Spiked Blank	Total Kjeldahl Nitrogen (TKN)	2016/07/15		105	%	80 - 120
4579824	RTY	Method Blank	Total Kjeldahl Nitrogen (TKN)	2016/07/15	ND, RDL=0.10		mg/L	
4579824	RTY	RPD	Total Kjeldahl Nitrogen (TKN)	2016/07/15	1.4		%	20
4579894	AHA	Matrix Spike	Total Ammonia-N	2016/07/19		97	%	80 - 120
4579894	AHA	Spiked Blank	Total Ammonia-N	2016/07/19		101	%	85 - 115
4579894	AHA	Method Blank	Total Ammonia-N	2016/07/19	ND, RDL=0.050		mg/L	
4579894	AHA	RPD	Total Ammonia-N	2016/07/19	NC		%	20
4580463	SNR	Matrix Spike	Total Phosphorus	2016/07/18		98	%	80 - 120
4580463	SNR	QC Standard	Total Phosphorus	2016/07/18		99	%	80 - 120
4580463	SNR	Spiked Blank	Total Phosphorus	2016/07/18		100	%	80 - 120
4580463	SNR	Method Blank	Total Phosphorus	2016/07/18	ND, RDL=0.020		mg/L	

**QUALITY ASSURANCE REPORT(CONT'D)**

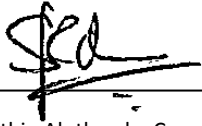
QA/QC				Date				
Batch	Init	QC Type	Parameter	Analyzed	Value	Recovery	UNITS	QC Limits
4580463	SNR	RPD	Total Phosphorus	2016/07/18	3.9		%	20
<p>N/A = Not Applicable</p> <p>Duplicate: Paired analysis of a separate portion of the same sample. Used to evaluate the variance in the measurement.</p> <p>Matrix Spike: A sample to which a known amount of the analyte of interest has been added. Used to evaluate sample matrix interference.</p> <p>QC Standard: A sample of known concentration prepared by an external agency under stringent conditions. Used as an independent check of method accuracy.</p> <p>Spiked Blank: A blank matrix sample to which a known amount of the analyte, usually from a second source, has been added. Used to evaluate method accuracy.</p> <p>Method Blank: A blank matrix containing all reagents used in the analytical procedure. Used to identify laboratory contamination.</p> <p>NC (Matrix Spike): The recovery in the matrix spike was not calculated. The relative difference between the concentration in the parent sample and the spiked amount was too small to permit a reliable recovery calculation (matrix spike concentration was less than 2x that of the native sample concentration).</p> <p>NC (Duplicate RPD): The duplicate RPD was not calculated. The concentration in the sample and/or duplicate was too low to permit a reliable RPD calculation (one or both samples &lt; 5x RDL).</p>								

### VALIDATION SIGNATURE PAGE

The analytical data and all QC contained in this report were reviewed and validated by the following individual(s).


\_\_\_\_\_  
Ewa Pranjic, M.Sc., C.Chem, Scientific Specialist



\_\_\_\_\_  
Sirimathie Aluthwala, Campobello Micro

---

Maxxam has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per section 5.10.2 of ISO/IEC 17025:2005(E), signing the reports. For Service Group specific validation please refer to the Validation Signature Page.



INVOICE INFORMATION:		REPORT INFORMATION (if differs from invoice):		PROJECT INFORMATION:		MAXXAM JOB NUMBER:
Company Name: Wellington Common Client #13044	Company Name: American Water Canada Corp	Quotation #: B07520				
Contact Name: Accounts Payable	Contact Name: Greg Prangley	P.O. #:				
Address: 28 Bett Court	Address: 701 Main Street West, Suite 100	Project #:				
Guelph, ON, N1C-0A5	Hamilton, Ontario, L8S 1A2	Project Name: Mini Lakes				
Phone: 519-763-1385 Fax: 519-763-5474	Phone: (905) 979-0585 Fax: 905-544-266	Location: Guelph, ON				
email: na	Email: gprangley@amwater.com	Sampled By: Shané Morris				
						CLIENT ID #: 9206

REGULATORY CRITERIA	ANALYSIS REQUESTED ( Please be specific ):	TURNAROUND TIME (TAT) REQUIRED:																						
<p>Note: For regulated drinking water samples - please use the Drinking Water Chain of Custody Form</p> <p><input type="checkbox"/> MISA <input type="checkbox"/> Reg. 153 <input type="checkbox"/> Sewer Use <input checked="" type="checkbox"/> Other</p> <p><input type="checkbox"/> PWQO <input type="checkbox"/> Table 1 <input type="checkbox"/> Sanitary <b>MONITOR</b></p> <p><input type="checkbox"/> Reg. 558 <input type="checkbox"/> Table 2 <input type="checkbox"/> Storm <input type="checkbox"/> specify</p> <p><input type="checkbox"/> Table 3 <input type="checkbox"/> Region: _____</p> <p>Report Criteria on C of A? <input checked="" type="checkbox"/></p>	<table border="1"> <tr><td>Regulated Drinking Water? (Y/N)</td><td></td></tr> <tr><td>Metals Field Filtered? (Y/N)</td><td></td></tr> <tr><td>CBOD<sub>5</sub></td><td></td></tr> <tr><td>Total Suspended Solids</td><td></td></tr> <tr><td>Total Phosphorus</td><td></td></tr> <tr><td>Total Ammonia Nitrogen</td><td></td></tr> <tr><td>Nitrate/Nitrite Nitrogen</td><td></td></tr> <tr><td>Total Kjeldahl Nitrogen</td><td></td></tr> <tr><td>E. Coli</td><td></td></tr> <tr><td>Dissolved Oxygen</td><td></td></tr> <tr><td>pH</td><td></td></tr> </table>	Regulated Drinking Water? (Y/N)		Metals Field Filtered? (Y/N)		CBOD <sub>5</sub>		Total Suspended Solids		Total Phosphorus		Total Ammonia Nitrogen		Nitrate/Nitrite Nitrogen		Total Kjeldahl Nitrogen		E. Coli		Dissolved Oxygen		pH		<p><b>PLEASE PROVIDE ADVANCE NOTICE FOR RUSH PROJECTS</b></p> <p>Regular (Standard) TAT: <input checked="" type="checkbox"/> 5 to 7 Working Days</p> <p>Rush TAT: Rush Confirmation # _____ (call Lab for #)</p> <p><input type="checkbox"/> 1 day <input type="checkbox"/> 2 days <input type="checkbox"/> 3 days</p> <p>DATE Required: _____</p> <p>TIME Required: _____</p> <p>Please note that TAT for certain tests such as BOD and Dioxins/Furans are &gt; 5 days - contact your Project Manager for details</p>
Regulated Drinking Water? (Y/N)																								
Metals Field Filtered? (Y/N)																								
CBOD <sub>5</sub>																								
Total Suspended Solids																								
Total Phosphorus																								
Total Ammonia Nitrogen																								
Nitrate/Nitrite Nitrogen																								
Total Kjeldahl Nitrogen																								
E. Coli																								
Dissolved Oxygen																								
pH																								

**SAMPLES MUST BE KEPT COOL (< 10 °C) FROM TIME OF SAMPLING UNTIL DELIVERY TO MAXXAM**

Sample Identification	WaterTrax #	Date Sampled	Time Sampled	Matrix (GW, SW, Soil, etc.)	Regulated Drinking Water? (Y/N)	Metals Field Filtered? (Y/N)	CBOD <sub>5</sub>	Total Suspended Solids	Total Phosphorus	Total Ammonia Nitrogen	Nitrate/Nitrite Nitrogen	Total Kjeldahl Nitrogen	E. Coli	Dissolved Oxygen	pH	# of Cont	COMMENTS / TAT COMMENTS
1 Primary Clarifier	120DB	July 12/16	12:40	SEWAGE	n	n	x	x	x	x	x	x	x	x	x	4	
2 Effluent Chamber	120DD	July 12/16	13:00	SEWAGE	n	n	x	x	x	x	x	x	x	x	x	6	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	
12																	

12-Jul-16 15:05  
 Hongmei Zhao (Grace)  
  
 B6E3638  
 MK3 ENV-1181

RELINQUISHED BY: (Signature/Print) <i>Shane Morris / Shane Morris</i>	RECEIVED BY: (Signature/Print) <i>GP GURPREET KA</i>	Date: July 12, 2016	Time: 15:05 hrs	Laboratory Use Only
				Temperature (°C) on Receipt 12/10/10
				Condition of Sample on Receipt <input type="checkbox"/> OK <input type="checkbox"/> SIF

\* MANDATORY SECTIONS IN GREY MUST BE FILLED OUT. AN INCOMPLETE CHAIN OF CUSTODY MAY RESULT IN ANALYTICAL DELAYS

ONICC.

Your Project #: MINI LAKES  
 Site Location: GUELPH, ON  
 Your C.O.C. #: na

**Attention:Shane Morris**

American Water Services Canada Corp  
 701 Main Street W  
 Suite 100  
 Hamilton, ON  
 L8S 1A2

**Report Date: 2016/08/15**  
 Report #: R4114382  
 Version: 1 - Final

**CERTIFICATE OF ANALYSIS**

**MAXXAM JOB #: B6G6017**  
**Received: 2016/08/08, 15:12**

Sample Matrix: Water  
 # Samples Received: 2

Analyses	Quantity	Date		Laboratory Method	Reference
		Extracted	Analyzed		
Carbonaceous BOD	2	N/A	2016/08/14	CAM SOP-00427	SM 22 5210B m
Dissolved Oxygen	1	N/A	2016/08/08	CAM SOP-00427	SM 22 4500 O G m
E.coli, (CFU/100mL)	1	N/A	2016/08/08	CAM SOP-00552	MOE LSB E3371
Total Ammonia-N	2	N/A	2016/08/11	CAM SOP-00441	EPA GS I-2522-90 m
Nitrate (NO3) and Nitrite (NO2) in Water (1)	1	N/A	2016/08/09	CAM SOP-00440	SM 22 4500-NO3I/NO2B
pH	1	N/A	2016/08/09	CAM SOP-00413	SM 4500H+ B m
pH	1	N/A	2016/08/10	CAM SOP-00413	SM 4500H+ B m
Total Kjeldahl Nitrogen in Water	2	2016/08/11	2016/08/11	CAM SOP-00938	OMOE E3516 m
Total Phosphorus (Colourimetric)	2	2016/08/11	2016/08/11	CAM SOP-00407	SM 22 4500 P B H m
Total Suspended Solids	1	N/A	2016/08/09	CAM SOP-00428	SM 22 2540D m
Low Level Total Suspended Solids	1	N/A	2016/08/09	CAM SOP-00428	SM 22 2540D m

Reference Method suffix "m" indicates test methods incorporate validated modifications from specific reference methods to improve performance.

\* RPDs calculated using raw data. The rounding of final results may result in the apparent difference.

(1) Values for calculated parameters may not appear to add up due to rounding of raw data and significant figures.

**Encryption Key**

Please direct all questions regarding this Certificate of Analysis to your Project Manager.

Hongmei Zhao (Grace), Project Manager

Email: GZhao@maxxam.ca

Phone# (905)817-5752

=====  
 Maxxam has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per section 5.10.2 of ISO/IEC 17025:2005(E), signing the reports. For Service Group specific validation please refer to the Validation Signature Page.

**RESULTS OF ANALYSES OF WATER**

Maxxam ID		CVO095			CVO096		
Sampling Date		2016/08/08 12:30			2016/08/08 12:45		
COC Number		na			na		
	UNITS	PRIMARY CLARIFIER	RDL	QC Batch	EFFLUENT CHAMBER	RDL	QC Batch
<b>Inorganics</b>							
Total Ammonia-N	mg/L	17	0.50	4614132	2.9	0.050	4612399
Total Carbonaceous BOD	mg/L	68	2	4611611	14	2	4611611
Total Kjeldahl Nitrogen (TKN)	mg/L	22	1.0	4615263	3.9	0.50	4615263
Dissolved Oxygen	mg/L				5.22		4611138
pH	pH	7.07		4613426	7.05		4611888
Total Phosphorus	mg/L	2.5	0.040	4615148	0.051	0.020	4615148
Total Suspended Solids	mg/L	53	10	4611998	5	1	4612182
Nitrite (N)	mg/L				0.827	0.010	4611729
Nitrate (N)	mg/L				3.19	0.10	4611729
Nitrate + Nitrite (N)	mg/L				4.02	0.10	4611729
RDL = Reportable Detection Limit QC Batch = Quality Control Batch							

**MICROBIOLOGY (WATER)**

<b>Maxxam ID</b>		CVO096	
<b>Sampling Date</b>		2016/08/08 12:45	
<b>COC Number</b>		na	
	<b>UNITS</b>	<b>EFFLUENT CHAMBER</b>	<b>QC Batch</b>
<b>Microbiological</b>			
Escherichia coli	CFU/100mL	11000	4611069
QC Batch = Quality Control Batch			



**GENERAL COMMENTS**

Each temperature is the average of up to three cooler temperatures taken at receipt

Package 1	15.3°C
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**Results relate only to the items tested.**

### QUALITY ASSURANCE REPORT

QA/QC Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	UNITS	QC Limits
4611611	FZH	QC Standard	Total Carbonaceous BOD	2016/08/14		99	%	85 - 115
4611611	FZH	Method Blank	Total Carbonaceous BOD	2016/08/14	ND,RDL=2		mg/L	
4611611	FZH	RPD	Total Carbonaceous BOD	2016/08/14	8.2		%	25
4611729	C_N	Matrix Spike	Nitrite (N)	2016/08/09		100	%	80 - 120
			Nitrate (N)	2016/08/09		102	%	80 - 120
4611729	C_N	Spiked Blank	Nitrite (N)	2016/08/09		101	%	80 - 120
			Nitrate (N)	2016/08/09		103	%	80 - 120
4611729	C_N	Method Blank	Nitrite (N)	2016/08/09	ND, RDL=0.010		mg/L	
			Nitrate (N)	2016/08/09	ND, RDL=0.10		mg/L	
4611729	C_N	RPD	Nitrite (N)	2016/08/09	NC		%	25
			Nitrate (N)	2016/08/09	NC		%	25
4611888	NYS	Spiked Blank	pH	2016/08/09		102	%	98 - 103
4611888	NYS	RPD	pH	2016/08/09	0.98		%	N/A
4611998	AS6	QC Standard	Total Suspended Solids	2016/08/09		98	%	85 - 115
4611998	AS6	Method Blank	Total Suspended Solids	2016/08/09	ND, RDL=10		mg/L	
4611998	AS6	RPD	Total Suspended Solids	2016/08/09	2.9		%	25
4612182	AS6	QC Standard	Total Suspended Solids	2016/08/09		99	%	85 - 115
4612182	AS6	Method Blank	Total Suspended Solids	2016/08/09	ND,RDL=1		mg/L	
4612182	AS6	RPD [CVO096-01]	Total Suspended Solids	2016/08/09	11		%	25
4612399	COP	Matrix Spike	Total Ammonia-N	2016/08/11		NC	%	80 - 120
4612399	COP	Spiked Blank	Total Ammonia-N	2016/08/11		98	%	85 - 115
4612399	COP	Method Blank	Total Ammonia-N	2016/08/11	ND, RDL=0.050		mg/L	
4612399	COP	RPD	Total Ammonia-N	2016/08/11	0.29		%	20
4613426	SAU	Spiked Blank	pH	2016/08/10		102	%	98 - 103
4613426	SAU	RPD	pH	2016/08/10	0.46		%	N/A
4614132	COP	Matrix Spike	Total Ammonia-N	2016/08/11		96	%	80 - 120
4614132	COP	Spiked Blank	Total Ammonia-N	2016/08/11		96	%	85 - 115
4614132	COP	Method Blank	Total Ammonia-N	2016/08/11	ND, RDL=0.050		mg/L	
4614132	COP	RPD	Total Ammonia-N	2016/08/11	0.44		%	20
4615148	SNR	Matrix Spike	Total Phosphorus	2016/08/11		101	%	80 - 120
4615148	SNR	QC Standard	Total Phosphorus	2016/08/11		104	%	80 - 120
4615148	SNR	Spiked Blank	Total Phosphorus	2016/08/11		101	%	80 - 120
4615148	SNR	Method Blank	Total Phosphorus	2016/08/11	ND, RDL=0.020		mg/L	
4615148	SNR	RPD	Total Phosphorus	2016/08/11	2.5		%	20
4615263	AAY	Matrix Spike	Total Kjeldahl Nitrogen (TKN)	2016/08/11		NC	%	80 - 120
4615263	AAY	QC Standard	Total Kjeldahl Nitrogen (TKN)	2016/08/11		102	%	80 - 120
4615263	AAY	Spiked Blank	Total Kjeldahl Nitrogen (TKN)	2016/08/11		103	%	80 - 120
4615263	AAY	Method Blank	Total Kjeldahl Nitrogen (TKN)	2016/08/11	ND, RDL=0.10		mg/L	

**QUALITY ASSURANCE REPORT(CONT'D)**

QA/QC				Date				
Batch	Init	QC Type	Parameter	Analyzed	Value	Recovery	UNITS	QC Limits
4615263	AAY	RPD	Total Kjeldahl Nitrogen (TKN)	2016/08/11	NC		%	20

N/A = Not Applicable

Duplicate: Paired analysis of a separate portion of the same sample. Used to evaluate the variance in the measurement.

Matrix Spike: A sample to which a known amount of the analyte of interest has been added. Used to evaluate sample matrix interference.

QC Standard: A sample of known concentration prepared by an external agency under stringent conditions. Used as an independent check of method accuracy.

Spiked Blank: A blank matrix sample to which a known amount of the analyte, usually from a second source, has been added. Used to evaluate method accuracy.

Method Blank: A blank matrix containing all reagents used in the analytical procedure. Used to identify laboratory contamination.

NC (Matrix Spike): The recovery in the matrix spike was not calculated. The relative difference between the concentration in the parent sample and the spiked amount was too small to permit a reliable recovery calculation (matrix spike concentration was less than 2x that of the native sample concentration).

NC (Duplicate RPD): The duplicate RPD was not calculated. The concentration in the sample and/or duplicate was too low to permit a reliable RPD calculation (one or both samples < 5x RDL).

**VALIDATION SIGNATURE PAGE**

The analytical data and all QC contained in this report were reviewed and validated by the following individual(s).



Brad Newman, Scientific Specialist



Sirimathie Aluthwala, Campobello Micro

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Maxxam has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per section 5.10.2 of ISO/IEC 17025:2005(E), signing the reports. For Service Group specific validation please refer to the Validation Signature Page.



6740 Campobello Road Mississauga, ON M5R 1N7  
 Phone 905-817-5700 Fax 905-817-5777 Toll Free (800) 563-6266

CHAIN OF CUSTODY RECORD

Page 1 of 1

INVOICE INFORMATION:		REPORT INFORMATION (if differs from invoice):		PROJECT INFORMATION:		MAXXAM JOB NUMBER:	
Company Name: Wellington Common Client #13044	Company Name: American Water Canada Corp	Quotation #: B07520	Project #:		CLIENT ID #:		
Contact Name: Accounts Payable	Contact Name: Greg Prangley	P.O. #:	Project Name: Mini Lakes		9206		
Address: 28 Belt Court	Address: 701 Main Street West, Suite 100	Location: Guelph, ON		Sampled By: Shane Morris			
Guelph, ON, N1C-0A5	Hamilton, Ontario, L8S 1A2						
Phone 519-763-1365 Fax 519-763-5474	Phone (905) 979-0585 Fax 905-544-2666						
Email: na	Email: gprangley@amwater.com						

REGULATORY CRITERIA	ANALYSIS REQUESTED ( Please be specific ):	TURNAROUND TIME (TAT) REQUIRED:
<p>Note: For regulated drinking water samples - please use the Drinking Water Chain of Custody Form</p> <p><input type="checkbox"/> MISA Reg 153 Sewer Use <input checked="" type="checkbox"/> Other  <input type="checkbox"/> PWQO <input type="checkbox"/> Table 1 <input type="checkbox"/> Sanitary <input type="checkbox"/> Table 2 <input type="checkbox"/> Storm <input type="checkbox"/> Table 3 <input type="checkbox"/> Region: _____  <input type="checkbox"/> Reg 558 Report Criteria on C of A? <input checked="" type="checkbox"/></p> <p><b>MONITOR</b> specify</p>	<p>Regulated Drinking Water? (Y/N)</p> <p>Metals Field Filtered? (Y/N)</p> <p>CROD<sub>5</sub></p> <p>Total Suspended Solids</p> <p>Total Phosphorus</p> <p>Total Ammonia Nitrogen</p> <p>Nitrate/Nitrite Nitrogen</p> <p>Total Kjeldahl Nitrogen</p> <p>E. Coli</p> <p>Dissolved Oxygen</p> <p>pH</p>	<p><b>PLEASE PROVIDE ADVANCE NOTICE FOR RUSH PROJECTS</b></p> <p>Regular (Standard) TAT:  <input checked="" type="checkbox"/> 5 to 7 Working Days</p> <p>Rush TAT: Rush Confirmation # _____          (call Lab for #)</p> <p><input type="checkbox"/> 1 day <input type="checkbox"/> 2 days <input type="checkbox"/> 3 days</p> <p>DATE Required: _____</p> <p>TIME Required: _____</p> <p>Please note that TAT for certain tests such as BOD and Diatoms/Furans are &gt; 5 days - contact your Project Manager for details.</p>

SAMPLES MUST BE KEPT COOL (< 10 °C) FROM TIME OF SAMPLING UNTIL DELIVERY TO MAXXAM				Regulated Drinking Water? (Y/N)	Metals Field Filtered? (Y/N)	CROD <sub>5</sub>	Total Suspended Solids	Total Phosphorus	Total Ammonia Nitrogen	Nitrate/Nitrite Nitrogen	Total Kjeldahl Nitrogen	E. Coli	Dissolved Oxygen	pH	# of Cont	COMMENTS / TAT COMMENTS
Sample Identification	WaterTrax #	Date Sampled	Time Sampled (GW, SW, Sol, etc.)													
1 Primary Clarifier	120DB	Aug 8/2016	1230	SEWAGE	n	n	x	x	x	x	x	x	x	x	4	
2 Effluent Chamber	120DD	Aug 8/2016	1245	SEWAGE	n	n	x	x	x	x	x	x	x	x	6	
4																
5																
6																
7																
8																
9																
10																
11																
12																

08-Aug-16 15:12  
 Hongmei Zhao (Grace)  
  
 B6G6017  
 PP2 ENV-1208

RELINQUISHED BY: (Signature/Print) Shane Morris / Shane Morris	RECEIVED BY: (Signature/Print) Shane Morris / Shane Morris	Date: Aug 8, 2016	Time: 15:12	Laboratory Use Only
			Temperature (°C) on Receipt 15/16/15	Condition of Sample on Receipt <input type="checkbox"/> OK <input type="checkbox"/> SIF

\* MANDATORY SECTIONS IN GREY MUST BE FILLED OUT. AN INCOMPLETE CHAIN OF CUSTODY MAY RESULT IN ANALYTICAL DELAYS

GW ICE PACK

Your Project #: MINI LAKES  
 Site Location: GUELPH, ON  
 Your C.O.C. #: n/a, 120DB, 120DD

**Attention:Shane Morris**

American Water Services Canada Corp  
 701 Main Street W  
 Suite 100  
 Hamilton, ON  
 L8S 1A2

**Report Date: 2016/09/14**  
 Report #: R4167380  
 Version: 1 - Final

**CERTIFICATE OF ANALYSIS**

**MAXXAM JOB #: B6J0816**  
**Received: 2016/09/07, 15:07**

Sample Matrix: Water  
 # Samples Received: 2

Analyses	Quantity	Date		Laboratory Method	Reference
		Extracted	Analyzed		
Carbonaceous BOD	2	N/A	2016/09/13	CAM SOP-00427	SM 22 5210B m
Dissolved Oxygen	1	N/A	2016/09/08	CAM SOP-00427	SM 22 4500 O G m
E.coli, (CFU/100mL)	1	N/A	2016/09/07	CAM SOP-00552	MOE LSB E3371
Total Ammonia-N	2	N/A	2016/09/11	CAM SOP-00441	EPA GS I-2522-90 m
Nitrate (NO3) and Nitrite (NO2) in Water (1)	1	N/A	2016/09/09	CAM SOP-00440	SM 22 4500-NO3I/NO2B
pH	2	N/A	2016/09/09	CAM SOP-00413	SM 4500H+ B m
Total Kjeldahl Nitrogen in Water	2	2016/09/12	2016/09/13	CAM SOP-00938	OMOE E3516 m
Total Phosphorus (Colourimetric)	1	2016/09/10	2016/09/12	CAM SOP-00407	SM 22 4500 P B H m
Total Phosphorus (Colourimetric)	1	2016/09/12	2016/09/12	CAM SOP-00407	SM 22 4500 P B H m
Total Suspended Solids	1	N/A	2016/09/10	CAM SOP-00428	SM 22 2540D m
Low Level Total Suspended Solids	1	N/A	2016/09/10	CAM SOP-00428	SM 22 2540D m

Reference Method suffix "m" indicates test methods incorporate validated modifications from specific reference methods to improve performance.

\* RPDs calculated using raw data. The rounding of final results may result in the apparent difference.

(1) Values for calculated parameters may not appear to add up due to rounding of raw data and significant figures.

**Encryption Key**

Please direct all questions regarding this Certificate of Analysis to your Project Manager.

Hongmei Zhao (Grace), Project Manager

Email: GZhao@maxxam.ca

Phone# (905)817-5752

=====  
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**RESULTS OF ANALYSES OF WATER**

Maxxam ID		DAG235			DAG236		
Sampling Date		2016/09/07 12:30			2016/09/07 13:00		
COC Number		120DB			120DD		
	UNITS	PRIMARY CLARIFIER	RDL	QC Batch	EFFLUENT CHAMBER	RDL	QC Batch
<b>Inorganics</b>							
Total Ammonia-N	mg/L	19	0.50	4654950	3.1	0.050	4654950
Total Carbonaceous BOD	mg/L	52	2	4651916	10	2	4651916
Total Kjeldahl Nitrogen (TKN)	mg/L	24	1.0	4656131	4.6	0.50	4656131
Dissolved Oxygen	mg/L			4653014	7.38		4653014
pH	pH	7.15		4652706	6.94		4652706
Total Phosphorus	mg/L	1.6	0.10	4656274	0.085	0.020	4655752
Total Suspended Solids	mg/L	55	10	4654182	9	1	4654729
Nitrite (N)	mg/L				0.687	0.010	4652241
Nitrate (N)	mg/L				4.27	0.10	4652241
Nitrate + Nitrite (N)	mg/L				4.96	0.10	4652241
RDL = Reportable Detection Limit							
QC Batch = Quality Control Batch							

**MICROBIOLOGY (WATER)**

<b>Maxxam ID</b>		DAG236	
<b>Sampling Date</b>		2016/09/07 13:00	
<b>COC Number</b>		120DD	
	<b>UNITS</b>	<b>EFFLUENT CHAMBER</b>	<b>QC Batch</b>
<b>Microbiological</b>			
Escherichia coli	CFU/100mL	23000	4651282
QC Batch = Quality Control Batch			



**GENERAL COMMENTS**

Each temperature is the average of up to three cooler temperatures taken at receipt

Package 1	11.7°C
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**Results relate only to the items tested.**

### QUALITY ASSURANCE REPORT

QA/QC Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	UNITS	QC Limits
4651916	HSH	QC Standard	Total Carbonaceous BOD	2016/09/13		92	%	85 - 115
4651916	HSH	Method Blank	Total Carbonaceous BOD	2016/09/13	ND,RDL=2		mg/L	
4651916	HSH	RPD	Total Carbonaceous BOD	2016/09/13	11		%	25
4652241	C_N	Matrix Spike	Nitrite (N)	2016/09/09		103	%	80 - 120
			Nitrate (N)	2016/09/09		102	%	80 - 120
4652241	C_N	Spiked Blank	Nitrite (N)	2016/09/09		103	%	80 - 120
			Nitrate (N)	2016/09/09		101	%	80 - 120
4652241	C_N	Method Blank	Nitrite (N)	2016/09/09	ND, RDL=0.010		mg/L	
			Nitrate (N)	2016/09/09	ND, RDL=0.10		mg/L	
4652241	C_N	RPD	Nitrite (N)	2016/09/09	NC		%	25
			Nitrate (N)	2016/09/09	NC		%	25
4652706	SAU	Spiked Blank	pH	2016/09/09		102	%	98 - 103
4652706	SAU	RPD	pH	2016/09/09	0.55		%	N/A
4654182	AS6	QC Standard	Total Suspended Solids	2016/09/10		97	%	85 - 115
4654182	AS6	Method Blank	Total Suspended Solids	2016/09/10	ND, RDL=10		mg/L	
4654182	AS6	RPD	Total Suspended Solids	2016/09/10	NC		%	25
4654729	ZSK	QC Standard	Total Suspended Solids	2016/09/10		100	%	85 - 115
4654729	ZSK	Method Blank	Total Suspended Solids	2016/09/10	ND,RDL=1		mg/L	
4654729	ZSK	RPD	Total Suspended Solids	2016/09/10	NC		%	25
4654950	COP	Matrix Spike	Total Ammonia-N	2016/09/11		87	%	80 - 120
4654950	COP	Spiked Blank	Total Ammonia-N	2016/09/11		95	%	85 - 115
4654950	COP	Method Blank	Total Ammonia-N	2016/09/11	ND, RDL=0.050		mg/L	
4654950	COP	RPD	Total Ammonia-N	2016/09/11	3.8		%	20
4655752	SNR	Matrix Spike	Total Phosphorus	2016/09/12		NC	%	80 - 120
4655752	SNR	QC Standard	Total Phosphorus	2016/09/12		98	%	80 - 120
4655752	SNR	Spiked Blank	Total Phosphorus	2016/09/12		97	%	80 - 120
4655752	SNR	Method Blank	Total Phosphorus	2016/09/12	ND, RDL=0.020		mg/L	
4655752	SNR	RPD	Total Phosphorus	2016/09/12	2.6		%	20
4656131	AAY	Matrix Spike	Total Kjeldahl Nitrogen (TKN)	2016/09/13		109	%	80 - 120
4656131	AAY	QC Standard	Total Kjeldahl Nitrogen (TKN)	2016/09/13		107	%	80 - 120
4656131	AAY	Spiked Blank	Total Kjeldahl Nitrogen (TKN)	2016/09/13		101	%	80 - 120
4656131	AAY	Method Blank	Total Kjeldahl Nitrogen (TKN)	2016/09/13	ND, RDL=0.10		mg/L	
4656131	AAY	RPD	Total Kjeldahl Nitrogen (TKN)	2016/09/13	NC		%	20
4656274	SNR	Matrix Spike	Total Phosphorus	2016/09/12		97	%	80 - 120
4656274	SNR	QC Standard	Total Phosphorus	2016/09/12		97	%	80 - 120
4656274	SNR	Spiked Blank	Total Phosphorus	2016/09/12		98	%	80 - 120
4656274	SNR	Method Blank	Total Phosphorus	2016/09/12	ND, RDL=0.020		mg/L	

**QUALITY ASSURANCE REPORT(CONT'D)**

QA/QC				Date				
Batch	Init	QC Type	Parameter	Analyzed	Value	Recovery	UNITS	QC Limits
4656274	SNR	RPD	Total Phosphorus	2016/09/12	1.2		%	20
<p>N/A = Not Applicable</p> <p>Duplicate: Paired analysis of a separate portion of the same sample. Used to evaluate the variance in the measurement.</p> <p>Matrix Spike: A sample to which a known amount of the analyte of interest has been added. Used to evaluate sample matrix interference.</p> <p>QC Standard: A sample of known concentration prepared by an external agency under stringent conditions. Used as an independent check of method accuracy.</p> <p>Spiked Blank: A blank matrix sample to which a known amount of the analyte, usually from a second source, has been added. Used to evaluate method accuracy.</p> <p>Method Blank: A blank matrix containing all reagents used in the analytical procedure. Used to identify laboratory contamination.</p> <p>NC (Matrix Spike): The recovery in the matrix spike was not calculated. The relative difference between the concentration in the parent sample and the spiked amount was too small to permit a reliable recovery calculation (matrix spike concentration was less than 2x that of the native sample concentration).</p> <p>NC (Duplicate RPD): The duplicate RPD was not calculated. The concentration in the sample and/or duplicate was too low to permit a reliable RPD calculation (one or both samples &lt; 5x RDL).</p>								

### VALIDATION SIGNATURE PAGE

The analytical data and all QC contained in this report were reviewed and validated by the following individual(s).

*Cristina Carriere*

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Cristina Carriere, Scientific Services

*Vimukthi Gunawardhan*

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Vimukthi Gunawardhan

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6740 Campobello Road, Mississauga, ON M6R 1N7  
 Phone: 905-817-5700 Fax: 905-817-5777 Toll Free: (800) 563-6266

c 07-Sep-16 15:07  
 Hongmei Zhao (Grace)



B6J0816

JFU ENV-990

INVOICE INFORMATION:		REPORT INFORMATION (if differs from invoice):		PROJECT INFORMATION	
Company Name: Wellington Common Client #13044	Company Name: American Water Canada Corp	Quotation #: B07520			
Contact Name: Accounts Payable	Contact Name: Greg Prangle	P.O. #:			
Address: 28 Bett Court	Address: 701 Main Street West, Suite 100	Project #:	9206		
Guelph, ON, N1C-0A5	Hamilton, Ontario, L8S 1A2	Project Name: Mini Lakes			
Phone: 519-763-1365 Fax: 519-763-5474	Phone: (905) 979-0585 Fax: 905-544-0266	Location: Guelph, ON			
email: na	Email: gprangle@amwater.com	Sampled By: Shane Morris			

REGULATORY CRITERIA				ANALYSIS REQUESTED ( Please be specific ):										TURNAROUND TIME (TAT) REQUIRED:			
Note: For regulated drinking water samples - please use the Drinking Water Chain of Custody Form <input type="checkbox"/> MISA Reg 153 Sewer Use <input checked="" type="checkbox"/> Other <input type="checkbox"/> PWQO Table 1 <input type="checkbox"/> Sanitary MONITOR <input type="checkbox"/> Table 2 <input type="checkbox"/> Storm specify <input type="checkbox"/> Table 3 Region: _____ <input type="checkbox"/> Reg. 558 Report Criteria on C of A ? <input checked="" type="checkbox"/>				Regulated Drinking Water ? ( Y / N ) Metals Field Filtered ? ( Y / N ) CSODs Total Suspended Solids Total Phosphorus Total Ammonia Nitrogen Nitrate/Nitrite Nitrogen Total Kjeldahl Nitrogen E. Coli Dissolved Oxygen pH										<b>PLEASE PROVIDE ADVANCE NOTICE FOR RUSH PROJECTS</b> Regular (Standard) TAT: <input checked="" type="checkbox"/> 5 to 7 Working Days Rush TAT: Rush Confirmation # _____ (call Lab for #) <input type="checkbox"/> 1 day <input type="checkbox"/> 2 days <input type="checkbox"/> 3 days DATE Required: _____ TIME Required: _____ Please note that TAT for certain tests such as BOD and Dissins/Furans are + 5 days - contact your Project Manager for details.			
<b>SAMPLES MUST BE KEPT COOL ( &lt; 10 °C ) FROM TIME OF SAMPLING UNTIL DELIVERY TO MAXXAM</b>																	
Sample Identification	WaterTrax #	Date Sampled	Time Sampled	Matrix (gw, sw, soil, etc.)	Regulated Drinking Water ? ( Y / N )	Metals Field Filtered ? ( Y / N )	CSODs	Total Suspended Solids	Total Phosphorus	Total Ammonia Nitrogen	Nitrate/Nitrite Nitrogen	Total Kjeldahl Nitrogen	E. Coli	Dissolved Oxygen	pH	# of Cont.	COMMENTS / TAT COMMENTS
1 Primary Clarifier	120DB	Sept 7, 2016	12:30	SEWAGE	n	n	X	X	X	X	X	X	X	X	X	4	
2 Effluent Chamber	120DD	Sept 7, 2016	13:00	SEWAGE	n	n	X	X	X	X	X	X	X	X	X	6	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	
12																	

RELINQUISHED BY: (Signature/Print) Shane Morris	RECEIVED BY: (Signature/Print) DANY MARQUEZ	Date: Sept 7, 2016	Time: 15:07	Laboratory Use Only	
				Temperature (°C) on Receipt 13/12/10	Condition of Sample on Receipt <input type="checkbox"/> OK <input type="checkbox"/> SIF

\* MANDATORY SECTIONS IN GREY MUST BE FILLED OUT. AN INCOMPLETE CHAIN OF CUSTODY MAY RESULT IN ANALYTICAL DELAYS  
 ON ICE  
 PACK

Your Project #: MINI LAKES  
Site Location: GUELPH, ON

**Attention:Shane Morris**

American Water Services Canada Corp  
701 Main Street W  
Suite 100  
Hamilton, ON  
L8S 1A2

Your C.O.C. #: na, 120FB, 120FE, 120FF, 12102, 12100

**Report Date: 2016/09/22**  
Report #: R4176897  
Version: 1 - Final

**CERTIFICATE OF ANALYSIS**

**MAXXAM JOB #: B6J8052**

**Received: 2016/09/15, 15:15**

Sample Matrix: Water  
# Samples Received: 5

Analyses	Quantity	Date Extracted	Date Analyzed	Laboratory Method	Reference
E.coli, (CFU/100mL)	5	N/A	2016/09/15	CAM SOP-00552	MOE LSB E3371
Total Ammonia-N	5	N/A	2016/09/21	CAM SOP-00441	EPA GS I-2522-90 m
Nitrate (NO3) and Nitrite (NO2) in Water (1)	1	N/A	2016/09/20	CAM SOP-00440	SM 22 4500-NO3I/NO2B
Nitrate (NO3) and Nitrite (NO2) in Water (1)	4	N/A	2016/09/21	CAM SOP-00440	SM 22 4500-NO3I/NO2B
Total Kjeldahl Nitrogen in Water	5	2016/09/19	2016/09/20	CAM SOP-00938	OMOE E3516 m
Total Phosphorus (Colourimetric)	4	2016/09/20	2016/09/21	CAM SOP-00407	SM 22 4500 P B H m
Total Phosphorus (Colourimetric)	1	2016/09/21	2016/09/21	CAM SOP-00407	SM 22 4500 P B H m
Total Suspended Solids	5	N/A	2016/09/19	CAM SOP-00428	SM 22 2540D m

Reference Method suffix "m" indicates test methods incorporate validated modifications from specific reference methods to improve performance.

\* RPDs calculated using raw data. The rounding of final results may result in the apparent difference.

(1) Values for calculated parameters may not appear to add up due to rounding of raw data and significant figures.

**Encryption Key**

Please direct all questions regarding this Certificate of Analysis to your Project Manager.

Hongmei Zhao (Grace), Project Manager

Email: GZhao@maxxam.ca

Phone# (905)817-5752

=====

Maxxam has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per section 5.10.2 of ISO/IEC 17025:2005(E), signing the reports. For Service Group specific validation please refer to the Validation Signature Page.

**RESULTS OF ANALYSES OF WATER**

Maxxam ID		DBQ501		DBQ502	DBQ503		
Sampling Date		2016/09/15 10:00		2016/09/15 10:20	2016/09/15 10:40		
COC Number		120FB		120FE	120FF		
	UNITS	SW#1 UPGRADIENT TRIB	QC Batch	SW#3 MAIN POND#2	SW#4 MAIN POND OUTLET	RDL	QC Batch

Inorganics							
Total Ammonia-N	mg/L	ND	4666892	ND	ND	0.050	4666892
Total Kjeldahl Nitrogen (TKN)	mg/L	0.31	4666965	0.28	0.29	0.10	4666965
Total Phosphorus	mg/L	0.059	4669431	0.040	0.033	0.020	4668421
Total Suspended Solids	mg/L	ND	4665318	ND	ND	10	4665318
Nitrite (N)	mg/L	ND	4666261	ND	ND	0.010	4666235
Nitrate (N)	mg/L	ND	4666261	ND	ND	0.10	4666235
Nitrate + Nitrite (N)	mg/L	ND	4666261	ND	ND	0.10	4666235

RDL = Reportable Detection Limit  
QC Batch = Quality Control Batch  
ND = Not detected

Maxxam ID		DBQ504	DBQ505		
Sampling Date		2016/09/15 11:40	2016/09/15 11:10		
COC Number		12102	12100		
	UNITS	SW#5 COUNTY RD 34	SW#6 PROPERTY OUTLET	RDL	QC Batch

Inorganics					
Total Ammonia-N	mg/L	ND	ND	0.050	4666892
Total Kjeldahl Nitrogen (TKN)	mg/L	0.15	0.30	0.10	4666965
Total Phosphorus	mg/L	0.035	0.048	0.020	4668421
Total Suspended Solids	mg/L	ND	ND	10	4665318
Nitrite (N)	mg/L	ND	ND	0.010	4666235
Nitrate (N)	mg/L	0.42	ND	0.10	4666235
Nitrate + Nitrite (N)	mg/L	0.42	ND	0.10	4666235

RDL = Reportable Detection Limit  
QC Batch = Quality Control Batch  
ND = Not detected



**MICROBIOLOGY (WATER)**

<b>Maxxam ID</b>		DBQ501	DBQ502	DBQ503	DBQ504	
<b>Sampling Date</b>		2016/09/15 10:00	2016/09/15 10:20	2016/09/15 10:40	2016/09/15 11:40	
<b>COC Number</b>		120FB	120FE	120FF	12102	
	<b>UNITS</b>	<b>SW#1 UPGRADIENT TRIB</b>	<b>SW#3 MAIN POND#2</b>	<b>SW#4 MAIN POND OUTLET</b>	<b>SW#5 COUNTY RD 34</b>	<b>QC Batch</b>

<b>Microbiological</b>						
Escherichia coli	CFU/100mL	98	44	220	140	4662916

QC Batch = Quality Control Batch

<b>Maxxam ID</b>		DBQ505	
<b>Sampling Date</b>		2016/09/15 11:10	
<b>COC Number</b>		12100	
	<b>UNITS</b>	<b>SW#6 PROPERTY OUTLET</b>	<b>QC Batch</b>

<b>Microbiological</b>			
Escherichia coli	CFU/100mL	52	4662916

QC Batch = Quality Control Batch

**GENERAL COMMENTS**

Each temperature is the average of up to three cooler temperatures taken at receipt

Package 1	12.0°C
-----------	--------

**Results relate only to the items tested.**

### QUALITY ASSURANCE REPORT

QA/QC Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	UNITS	QC Limits
4665318	RAY	QC Standard	Total Suspended Solids	2016/09/19		96	%	85 - 115
4665318	RAY	Method Blank	Total Suspended Solids	2016/09/19	ND, RDL=10		mg/L	
4665318	RAY	RPD [DBQ501-02]	Total Suspended Solids	2016/09/19	NC		%	25
4666235	C_N	Matrix Spike	Nitrite (N)	2016/09/21		102	%	80 - 120
			Nitrate (N)	2016/09/21		90	%	80 - 120
4666235	C_N	Spiked Blank	Nitrite (N)	2016/09/21		104	%	80 - 120
			Nitrate (N)	2016/09/21		94	%	80 - 120
4666235	C_N	Method Blank	Nitrite (N)	2016/09/21	ND, RDL=0.010		mg/L	
			Nitrate (N)	2016/09/21	ND, RDL=0.10		mg/L	
4666235	C_N	RPD	Nitrite (N)	2016/09/21	NC		%	25
			Nitrate (N)	2016/09/21	NC		%	25
4666261	C_N	Matrix Spike [DBQ501-01]	Nitrite (N)	2016/09/20		104	%	80 - 120
			Nitrate (N)	2016/09/20		98	%	80 - 120
4666261	C_N	Spiked Blank	Nitrite (N)	2016/09/20		104	%	80 - 120
			Nitrate (N)	2016/09/20		100	%	80 - 120
4666261	C_N	Method Blank	Nitrite (N)	2016/09/20	ND, RDL=0.010		mg/L	
			Nitrate (N)	2016/09/20	ND, RDL=0.10		mg/L	
4666261	C_N	RPD [DBQ501-01]	Nitrite (N)	2016/09/20	NC		%	25
			Nitrate (N)	2016/09/20	NC		%	25
4666892	COP	Matrix Spike [DBQ503-03]	Total Ammonia-N	2016/09/21		88	%	80 - 120
4666892	COP	Spiked Blank	Total Ammonia-N	2016/09/21		102	%	85 - 115
4666892	COP	Method Blank	Total Ammonia-N	2016/09/21	ND, RDL=0.050		mg/L	
4666892	COP	RPD [DBQ503-03]	Total Ammonia-N	2016/09/21	NC		%	20
4666965	RTY	Matrix Spike [DBQ502-03]	Total Kjeldahl Nitrogen (TKN)	2016/09/20		100	%	80 - 120
4666965	RTY	QC Standard	Total Kjeldahl Nitrogen (TKN)	2016/09/20		100	%	80 - 120
4666965	RTY	Spiked Blank	Total Kjeldahl Nitrogen (TKN)	2016/09/20		102	%	80 - 120
4666965	RTY	Method Blank	Total Kjeldahl Nitrogen (TKN)	2016/09/20	ND, RDL=0.10		mg/L	
4666965	RTY	RPD [DBQ502-03]	Total Kjeldahl Nitrogen (TKN)	2016/09/20	NC		%	20
4668421	SNR	Matrix Spike [DBQ503-03]	Total Phosphorus	2016/09/21		98	%	80 - 120
4668421	SNR	QC Standard	Total Phosphorus	2016/09/21		104	%	80 - 120
4668421	SNR	Spiked Blank	Total Phosphorus	2016/09/21		100	%	80 - 120
4668421	SNR	Method Blank	Total Phosphorus	2016/09/21	ND, RDL=0.020		mg/L	
4668421	SNR	RPD [DBQ503-03]	Total Phosphorus	2016/09/21	NC		%	20
4669431	SNR	Matrix Spike	Total Phosphorus	2016/09/21		102	%	80 - 120
4669431	SNR	QC Standard	Total Phosphorus	2016/09/21		101	%	80 - 120
4669431	SNR	Spiked Blank	Total Phosphorus	2016/09/21		95	%	80 - 120
4669431	SNR	Method Blank	Total Phosphorus	2016/09/21	ND, RDL=0.020		mg/L	

**QUALITY ASSURANCE REPORT(CONT'D)**

QA/QC									
Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	UNITS	QC Limits	
4669431	SNR	RPD	Total Phosphorus	2016/09/21	NC		%	20	
<p>Duplicate: Paired analysis of a separate portion of the same sample. Used to evaluate the variance in the measurement.</p> <p>Matrix Spike: A sample to which a known amount of the analyte of interest has been added. Used to evaluate sample matrix interference.</p> <p>QC Standard: A sample of known concentration prepared by an external agency under stringent conditions. Used as an independent check of method accuracy.</p> <p>Spiked Blank: A blank matrix sample to which a known amount of the analyte, usually from a second source, has been added. Used to evaluate method accuracy.</p> <p>Method Blank: A blank matrix containing all reagents used in the analytical procedure. Used to identify laboratory contamination.</p> <p>NC (Duplicate RPD): The duplicate RPD was not calculated. The concentration in the sample and/or duplicate was too low to permit a reliable RPD calculation (one or both samples &lt; 5x RDL).</p>									

### VALIDATION SIGNATURE PAGE

The analytical data and all QC contained in this report were reviewed and validated by the following individual(s).

*Cristina Carriere*

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Cristina Carriere, Scientific Services

*Vimukthi Gunawardhan*

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Vimukthi Gunawardhan

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Maxxam

Fax 905-817-5777

Toll Free (800) 563-6266

15-Sep-16 15:15

Hongmei Zhao (Grace)

INVOICE INFORMATION:	REPORT INFORMATION (if differs from invoice):	PROJECT INFORMATION:
Company Name: Wellington Common Client# 13044 *	Company Name: American Water Canada Corp.	Quotation #: A42143
Contact Name: Accounts Payable	Contact Name: Greg Prangley	P.O. #:
Address: 28 Bell Court Guelph, ON, N1C-0A5	Address: 200 Eastport Blvd Hamilton, Ontario, L8H 7S4	Project #:
Phone: 519-763-1365	Phone: 905-521-4605 Fax: 905-521-9613	Project Name: Mimi Lakes
email: na	Email: gprangley@amwater.com	Location: Guelph, ON
		Sampled By: Shane Morris

Barcode: B6J8052

J\_L ENV-107

9206

REGULATORY CRITERIA				ANALYSIS REQUESTED (Please be specific):										TURNAROUND TIME (TAT) REQUIRED:		
Note: For regulated drinking water samples - please use the Drinking Water Chain of Custody Form  <input type="checkbox"/> MISA <input checked="" type="checkbox"/> Other Monitoring <input type="checkbox"/> PWQC specify _____ <input type="checkbox"/> Reg. 558 Report Criteria on C of A? <input type="checkbox"/>				Regulated Drinking Water? (Y/N) _____ Metals Field Filtered? (Y/N) _____ TSS _____ TP _____ Total Ammonia Nitrogen _____ Nitrate Nitrogen _____ Nitrite Nitrogen _____ Total Kjeldahl Nitrogen _____ E. Coli _____										<b>PLEASE PROVIDE ADVANCE NOTICE FOR RUSH PROJECTS</b> <b>Regular (Standard) TAT:</b> <input checked="" type="checkbox"/> 5 to 7 Working Days <b>Rush TAT:</b> Rush Confirmation # _____ (call Lab for #) <input type="checkbox"/> 1 day <input type="checkbox"/> 2 days <input type="checkbox"/> 3 days DATE Required: _____ TIME Required: _____ <small>Please note that TAT for certain tests such as BOD and Dissolved/Total Nitrate are &gt; 5 days - contact your Project Manager for details.</small>		
SAMPLES MUST BE KEPT COOL (< 10 °C) FROM TIME OF SAMPLING UNTIL DELIVERY TO MAXXAM				# of Cont.	COMMENTS / TAT COMMENTS											
Sample Identification	Watertrax#	Date Sampled	Time Sampled	Matrix (GW, SW, SIF, etc.)	Regulated Drinking Water? (Y/N)	Metals Field Filtered? (Y/N)	TSS	TP	Total Ammonia Nitrogen	Nitrate Nitrogen	Nitrite Nitrogen	Total Kjeldahl Nitrogen	E. Coli	PH	TEMP	
1 SW #1 Upgradient Trib	120FB	SEPT. 15/16	1000	Surface Water	N	N	X	X	X	X	X	X	X	4	8.38	17.6
2 SW #3 Main Pond #2	120FE	SEPT. 15/16	1020	Surface Water	N	N	X	X	X	X	X	X	X	4	8.23	20.6
3 SW #4 Main Pond Outlet	120FF	SEPT. 15/16	1040	Surface Water	N	N	X	X	X	X	X	X	X	4	8.25	20.8
4 SW #5 County Rd 34	12102	SEPT. 15/16	1140 am	Surface Water	N	N	X	X	X	X	X	X	X	4	8.41	18.8
5 SW #6 Property Outlet	12100	SEPT. 15/16	1110	Surface Water	N	N	X	X	X	X	X	X	X	4	8.21	21.2
6																
7																
8																
9																
10																
11																
12																
RELINQUISHED BY: (Signature/Print)				RECEIVED BY: (Signature/Print)				Date:		Time:		Laboratory Use Only				
Shane Morris / Shane Morris				Shane Morris				Sept. 15, 2016		15:15 hrs		Temperature (°C) on Receipt: 12/12/12		Condition of Sample on Receipt: <input type="checkbox"/> OK <input type="checkbox"/> SIF		

\* MANDATORY SECTIONS IN GREY MUST BE FILLED OUT. AN INCOMPLETE CHAIN OF CUSTODY MAY RESULT IN ANALYTICAL DELAYS

Your Project #: MINI LAKES  
Site Location: GUELPH, ON

**Attention:Shane Morris**

American Water Services Canada Corp  
701 Main Street W  
Suite 100  
Hamilton, ON  
L8S 1A2

Your C.O.C. #: na, 120F1, 120F2, 120F4, 120F5, 120F6, 120F7, 120F8,  
120F9, 120FA

**Report Date: 2016/09/30**  
Report #: R4186045  
Version: 1 - Final

**CERTIFICATE OF ANALYSIS**

**MAXXAM JOB #: B6K3998**

**Received: 2016/09/22, 15:35**

Sample Matrix: Water  
# Samples Received: 11

Analyses	Quantity	Date Extracted	Date Analyzed	Laboratory Method	Reference
Carbonaceous BOD	11	N/A	2016/09/28	CAM SOP-00427	SM 22 5210B m
Dissolved Organic Carbon (DOC) (1)	11	N/A	2016/09/25	CAM SOP-00446	SM 22 5310 B m
E.coli, (CFU/100mL)	11	N/A	2016/09/22	CAM SOP-00552	MOE LSB E3371
Total Ammonia-N	1	N/A	2016/09/28	CAM SOP-00441	EPA GS I-2522-90 m
Total Ammonia-N	10	N/A	2016/09/29	CAM SOP-00441	EPA GS I-2522-90 m
Nitrate (NO3) and Nitrite (NO2) in Water (2)	1	N/A	2016/09/26	CAM SOP-00440	SM 22 4500-NO3I/NO2B
Nitrate (NO3) and Nitrite (NO2) in Water (2)	10	N/A	2016/09/28	CAM SOP-00440	SM 22 4500-NO3I/NO2B
Total Kjeldahl Nitrogen in Water	10	2016/09/27	2016/09/27	CAM SOP-00938	OMOE E3516 m
Total Kjeldahl Nitrogen in Water	1	2016/09/27	2016/09/29	CAM SOP-00938	OMOE E3516 m
Total Phosphorus (Colourimetric)	11	2016/09/26	2016/09/27	CAM SOP-00407	SM 22 4500 P B H m
Total Suspended Solids	8	N/A	2016/09/23	CAM SOP-00428	SM 22 2540D m
Total Suspended Solids	3	N/A	2016/09/26	CAM SOP-00428	SM 22 2540D m

Reference Method suffix "m" indicates test methods incorporate validated modifications from specific reference methods to improve performance.

\* RPDs calculated using raw data. The rounding of final results may result in the apparent difference.

(1) Dissolved Organic Carbon (DOC) present in the sample should be considered as non-purgeable DOC.

(2) Values for calculated parameters may not appear to add up due to rounding of raw data and significant figures.

**Encryption Key**

Please direct all questions regarding this Certificate of Analysis to your Project Manager.

Hongmei Zhao (Grace), Project Manager

Email: GZhao@maxxam.ca

Phone# (905)817-5752

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**RESULTS OF ANALYSES OF WATER**

Maxxam ID		DCS190		DCS191	DCS192		DCS193		DCS194		
Sampling Date		2016/09/22 11:30		2016/09/22 10:30	2016/09/22 10:10		2016/09/22 12:40		2016/09/22 12:25		
COC Number		120F1		120F2	120F4		120F5		120F6		
	UNITS	MW1	RDL	MW-2	MW-4	QC Batch	MW-5	QC Batch	MW-6	RDL	QC Batch

Inorganics											
Total Ammonia-N	mg/L	2.1	0.050	ND	ND	4677631	0.14	4676532	ND	0.050	4677631
Total Carbonaceous BOD	mg/L	ND	2	ND	ND	4673681	ND	4673681	ND	2	4673681
Total Kjeldahl Nitrogen (TKN)	mg/L	2.7	0.10	ND	ND	4677521	0.31	4677512	ND	0.10	4677521
Dissolved Organic Carbon	mg/L	19	0.20	1.2	1.1	4674773	1.1	4674773	0.82	0.20	4674773
Total Phosphorus	mg/L	0.15	0.10	0.026	ND	4676396	0.032	4676396	ND	0.020	4676396
Total Suspended Solids	mg/L	78	10	ND	ND	4674213	ND	4675440	ND	10	4675440
Nitrite (N)	mg/L	ND	0.010	ND	ND	4676416	ND	4676416	ND	0.010	4676416
Nitrate (N)	mg/L	ND	0.10	1.83	2.92	4676416	0.48	4676416	0.47	0.10	4676416
Nitrate + Nitrite (N)	mg/L	ND	0.10	1.83	2.92	4676416	0.48	4676416	0.47	0.10	4676416

RDL = Reportable Detection Limit

QC Batch = Quality Control Batch

ND = Not detected

Maxxam ID		DCS195		DCS196	DCS197		DCS198		
Sampling Date		2016/09/22 11:50		2016/09/22 12:10	2016/09/22 11:10		2016/09/22 10:50		
COC Number		120F7		120F8	120F9		120FA		
	UNITS	MW-7	QC Batch	MW-8	MW-9	QC Batch	MW-10	RDL	QC Batch

Inorganics									
Total Ammonia-N	mg/L	ND	4677631	1.5	1.9	4677631	0.068	0.050	4677631
Total Carbonaceous BOD	mg/L	ND	4673681	ND	ND	4673681	ND	2	4673681
Total Kjeldahl Nitrogen (TKN)	mg/L	0.16	4677521	1.8	2.4	4677521	0.14	0.10	4677521
Dissolved Organic Carbon	mg/L	2.0	4674773	6.0	14	4674773	0.81	0.20	4674773
Total Phosphorus	mg/L	0.041	4676396	0.029	0.064	4676396	0.031	0.020	4676396
Total Suspended Solids	mg/L	ND	4675440	ND	15	4674213	ND	10	4674213
Nitrite (N)	mg/L	ND	4676416	ND	ND	4676416	ND	0.010	4674264
Nitrate (N)	mg/L	ND	4676416	ND	ND	4676416	ND	0.10	4674264
Nitrate + Nitrite (N)	mg/L	ND	4676416	ND	ND	4676416	ND	0.10	4674264

RDL = Reportable Detection Limit

QC Batch = Quality Control Batch

ND = Not detected

**RESULTS OF ANALYSES OF WATER**

Maxxam ID		DCS199		DCS200		
Sampling Date		2016/09/22 13:00		2016/09/22 13:45		
COC Number		na		na		
	UNITS	MW-11	RDL	MW-12	RDL	QC Batch
<b>Inorganics</b>						
Total Ammonia-N	mg/L	11	0.25	ND	0.050	4677631
Total Carbonaceous BOD	mg/L	130	2	ND	2	4673681
Total Kjeldahl Nitrogen (TKN)	mg/L	12	0.50	ND	0.10	4677521
Dissolved Organic Carbon	mg/L	4.0	0.20	1.2	0.20	4674773
Total Phosphorus	mg/L	0.040	0.020	0.15	0.10	4676396
Total Suspended Solids	mg/L	300	20	22	10	4674213
Nitrite (N)	mg/L	0.010	0.010	0.014	0.010	4676416
Nitrate (N)	mg/L	0.73	0.10	0.74	0.10	4676416
Nitrate + Nitrite (N)	mg/L	0.74	0.10	0.75	0.10	4676416
RDL = Reportable Detection Limit QC Batch = Quality Control Batch ND = Not detected						

**MICROBIOLOGY (WATER)**

<b>Maxxam ID</b>		DCS190	DCS191	DCS192	DCS193	DCS194	DCS195	DCS196	
<b>Sampling Date</b>		2016/09/22 11:30	2016/09/22 10:30	2016/09/22 10:10	2016/09/22 12:40	2016/09/22 12:25	2016/09/22 11:50	2016/09/22 12:10	
<b>COC Number</b>		120F1	120F2	120F4	120F5	120F6	120F7	120F8	
	<b>UNITS</b>	<b>MW1</b>	<b>MW-2</b>	<b>MW-4</b>	<b>MW-5</b>	<b>MW-6</b>	<b>MW-7</b>	<b>MW-8</b>	<b>QC Batch</b>

<b>Microbiological</b>									
Escherichia coli	CFU/100mL	0	0	6	0	0	0	0	4672793

QC Batch = Quality Control Batch

<b>Maxxam ID</b>		DCS197	DCS198	DCS199	DCS200	
<b>Sampling Date</b>		2016/09/22 11:10	2016/09/22 10:50	2016/09/22 13:00	2016/09/22 13:45	
<b>COC Number</b>		120F9	120FA	na	na	
	<b>UNITS</b>	<b>MW-9</b>	<b>MW-10</b>	<b>MW-11</b>	<b>MW-12</b>	<b>QC Batch</b>

<b>Microbiological</b>						
Escherichia coli	CFU/100mL	130	0	0	0	4672793

QC Batch = Quality Control Batch

**GENERAL COMMENTS**

Each temperature is the average of up to three cooler temperatures taken at receipt

Package 1	8.7°C
Package 2	9.0°C

**Results relate only to the items tested.**

### QUALITY ASSURANCE REPORT

QA/QC Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	UNITS	QC Limits
4673681	PRP	QC Standard	Total Carbonaceous BOD	2016/09/28		97	%	85 - 115
4673681	PRP	Method Blank	Total Carbonaceous BOD	2016/09/28	ND,RDL=2		mg/L	
4673681	PRP	RPD [DCS190-04]	Total Carbonaceous BOD	2016/09/28	NC		%	25
4674213	ZSK	QC Standard	Total Suspended Solids	2016/09/23		97	%	85 - 115
4674213	ZSK	Method Blank	Total Suspended Solids	2016/09/23	ND, RDL=10		mg/L	
4674213	ZSK	RPD	Total Suspended Solids	2016/09/23	NC		%	25
4674264	C_N	Matrix Spike	Nitrite (N)	2016/09/26		105	%	80 - 120
			Nitrate (N)	2016/09/26		94	%	80 - 120
4674264	C_N	Spiked Blank	Nitrite (N)	2016/09/26		106	%	80 - 120
			Nitrate (N)	2016/09/26		99	%	80 - 120
4674264	C_N	Method Blank	Nitrite (N)	2016/09/26	ND, RDL=0.010		mg/L	
			Nitrate (N)	2016/09/26	ND, RDL=0.10		mg/L	
4674264	C_N	RPD	Nitrite (N)	2016/09/26	1.1		%	25
			Nitrate (N)	2016/09/26	0.51		%	25
4674773	AHA	Matrix Spike [DCS195-01]	Dissolved Organic Carbon	2016/09/25		99	%	80 - 120
4674773	AHA	Spiked Blank	Dissolved Organic Carbon	2016/09/25		103	%	80 - 120
4674773	AHA	Method Blank	Dissolved Organic Carbon	2016/09/25	ND, RDL=0.20		mg/L	
4674773	AHA	RPD [DCS195-01]	Dissolved Organic Carbon	2016/09/25	0.20		%	20
4675440	LWA	QC Standard	Total Suspended Solids	2016/09/26		98	%	85 - 115
4675440	LWA	Method Blank	Total Suspended Solids	2016/09/26	ND, RDL=10		mg/L	
4675440	LWA	RPD	Total Suspended Solids	2016/09/26	NC		%	25
4676396	SNR	Matrix Spike [DCS195-03]	Total Phosphorus	2016/09/27		101	%	80 - 120
4676396	SNR	QC Standard	Total Phosphorus	2016/09/27		100	%	80 - 120
4676396	SNR	Spiked Blank	Total Phosphorus	2016/09/27		102	%	80 - 120
4676396	SNR	Method Blank	Total Phosphorus	2016/09/27	ND, RDL=0.020		mg/L	
4676396	SNR	RPD [DCS195-03]	Total Phosphorus	2016/09/27	NC		%	20
4676416	C_N	Matrix Spike	Nitrite (N)	2016/09/28		106	%	80 - 120
			Nitrate (N)	2016/09/28		NC	%	80 - 120
4676416	C_N	Spiked Blank	Nitrite (N)	2016/09/28		97	%	80 - 120
			Nitrate (N)	2016/09/28		96	%	80 - 120
4676416	C_N	Method Blank	Nitrite (N)	2016/09/28	ND, RDL=0.010		mg/L	
			Nitrate (N)	2016/09/28	ND, RDL=0.10		mg/L	
4676416	C_N	RPD	Nitrite (N)	2016/09/28	NC		%	25
			Nitrate (N)	2016/09/28	0.31		%	25
4676532	COP	Matrix Spike	Total Ammonia-N	2016/09/28		91	%	80 - 120
4676532	COP	Spiked Blank	Total Ammonia-N	2016/09/28		97	%	85 - 115
4676532	COP	Method Blank	Total Ammonia-N	2016/09/28	ND, RDL=0.050		mg/L	
4676532	COP	RPD	Total Ammonia-N	2016/09/28	NC		%	20
4677512	RTY	Matrix Spike	Total Kjeldahl Nitrogen (TKN)	2016/09/29		108	%	80 - 120
4677512	RTY	QC Standard	Total Kjeldahl Nitrogen (TKN)	2016/09/29		104	%	80 - 120
4677512	RTY	Spiked Blank	Total Kjeldahl Nitrogen (TKN)	2016/09/29		103	%	80 - 120

**QUALITY ASSURANCE REPORT(CONT'D)**

QA/QC Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	UNITS	QC Limits
4677512	RTY	Method Blank	Total Kjeldahl Nitrogen (TKN)	2016/09/29	ND, RDL=0.10		mg/L	
4677512	RTY	RPD	Total Kjeldahl Nitrogen (TKN)	2016/09/29	NC		%	20
4677521	RTY	Matrix Spike	Total Kjeldahl Nitrogen (TKN)	2016/09/27		103	%	80 - 120
4677521	RTY	QC Standard	Total Kjeldahl Nitrogen (TKN)	2016/09/27		100	%	80 - 120
4677521	RTY	Spiked Blank	Total Kjeldahl Nitrogen (TKN)	2016/09/27		103	%	80 - 120
4677521	RTY	Method Blank	Total Kjeldahl Nitrogen (TKN)	2016/09/27	ND, RDL=0.10		mg/L	
4677521	RTY	RPD	Total Kjeldahl Nitrogen (TKN)	2016/09/27	NC		%	20
4677631	COP	Matrix Spike	Total Ammonia-N	2016/09/29		92	%	80 - 120
4677631	COP	Spiked Blank	Total Ammonia-N	2016/09/29		101	%	85 - 115
4677631	COP	Method Blank	Total Ammonia-N	2016/09/29	ND, RDL=0.050		mg/L	
4677631	COP	RPD	Total Ammonia-N	2016/09/29	NC		%	20

Duplicate: Paired analysis of a separate portion of the same sample. Used to evaluate the variance in the measurement.

Matrix Spike: A sample to which a known amount of the analyte of interest has been added. Used to evaluate sample matrix interference.

QC Standard: A sample of known concentration prepared by an external agency under stringent conditions. Used as an independent check of method accuracy.

Spiked Blank: A blank matrix sample to which a known amount of the analyte, usually from a second source, has been added. Used to evaluate method accuracy.

Method Blank: A blank matrix containing all reagents used in the analytical procedure. Used to identify laboratory contamination.

NC (Matrix Spike): The recovery in the matrix spike was not calculated. The relative difference between the concentration in the parent sample and the spiked amount was too small to permit a reliable recovery calculation (matrix spike concentration was less than 2x that of the native sample concentration).

NC (Duplicate RPD): The duplicate RPD was not calculated. The concentration in the sample and/or duplicate was too low to permit a reliable RPD calculation (one or both samples < 5x RDL).

### VALIDATION SIGNATURE PAGE

The analytical data and all QC contained in this report were reviewed and validated by the following individual(s).

*Cristina Carriere*

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Cristina Carriere, Scientific Services

*Vimukthi Gunawardhan*

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Vimukthi Gunawardhan

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Maxxam has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per section 5.10.2 of ISO/IEC 17025:2005(E), signing the reports. For Service Group specific validation please refer to the Validation Signature Page.







**BURNSIDE**

[ THE DIFFERENCE IS OUR PEOPLE ]

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## Appendix B

**Environmental Compliance Approval  
Number 2391-9KCJUS**

**AMENDED ENVIRONMENTAL COMPLIANCE APPROVAL**NUMBER 2391-9KCJUS  
Issue Date: June 1, 2016

Wellington Common Elements Condominium Corporation No.214  
c/o MF Property Management Limited  
28 Bett Court  
Guelph, Ontario  
N1C 0A5

Site Location: 7541 Wellington County Road 34  
Puslinch Township, County of Wellington  
N1H 6H9

*You have applied under section 20.2 of Part II.1 of the Environmental Protection Act, R.S.O. 1990, c. E. 19 (Environmental Protection Act) for approval of:*

Upgrades to the existing sewage works comprising of a sanitary collection system, pumping stations and forcemains, a sewage treatment and subsurface disposal system re-rated at approx. 158 m<sup>3</sup>/d average daily flow serving the Mini Lakes Subdivision and Common Elements Condominium comprising of a maximum of 292 units (from the original 400 units) for year round use in the Township of Puslinch as follows:

**Proposed Works**

Modifications to the existing wastewater treatment plant as follows:

- upgrades to primary clarifier as follows:
  - installation of a partition wall separating the chamber in two compartments; an inlet and sludge storage compartment having a working volume of 73m<sup>3</sup> and a primary effluent compartment having a working volume of 23m<sup>3</sup>.
  - an influent baffle plate at the tank inlet
  - an outlet weir box and baffle plate at the tank outlet
  - sludge recirculation piping to the inlet chamber and sludge removal piping.
- modifications to the inlet of the denitrification tank to allow for crossover between trains for redundancy and option to operate on one (1) RBC train and two (2) tertiary treatment trains.

- one (1) new effluent pump and discharge piping to be located in the effluent pump chamber to recirculate treated effluent back to the inlet of the primary clarifier.
- a 3.5m x 4.12m chemical storage building housing the following:
  - a 600L capacity chemical storage tank to provide a carbon source and three (3) chemical metering pumps (one (1) spare), all located within secondary containment facilities.
  - a 2,300 L capacity bulk chemical storage tank for phosphorus removal and three (3) chemical metering pumps (one (1) spare), all located within secondary containment facilities.
  - an eyewash/shower system

all other controls, electrical equipment, instrumentation, pumps, piping, valves and appurtenances essential for the proper operation of the aforementioned sewage works;

all in accordance with the documents listed in Schedule 'B'.

## **Existing Works**

### **Sanitary Collection System**

All existing and proposed sewage collection system gravity mains, forcemains, and services as generally indicated on Drawing 1 - Site Servicing Plan dated February 25, 2008 as submitted by Stantec Consulting Ltd.

### **Pumping Stations and Forcemain**

#### 1. Sewage Pumping Station PS-1 (UTM NAD83: Zone 17, 569553 mE, 4814393 mN)

One (1) 1,200 mm diameter fibreglass package duplex sewage pumping station (located at the intersection of Ash Avenue, Cross Street and Pine Street servicing approximately 77 units), equipped with two (2) submersible pumps, each pump rated at 1.8 L/s at 28.98 m TDH and having a working volume of 0.405 m<sup>3</sup>, and a forcemain, approx. 29 m long, extending from the pump station before discharging into the common 75 mm forcemain from PS-2 and PS-3, where the common forcemain continues approximately 621 m to discharge directly to the Wastewater Treatment Plant (WWTP) described below.

#### 2. Sewage Pumping Station PS-2 (UTM NAD83: Zone 17, 569203 mE, 4814540 mN)

One (1) 1,200 mm diameter fibreglass package duplex sewage pumping station (located on Jasper Heights Drive approximately 110 m northeast of Garden Parkway servicing approximately 132 units), equipped with two (2) submersible pumps, each pump rated at 2.225 L/s at 33.82 m TDH and having a working volume of 0.501 m<sup>3</sup>, and a forcemain, approx. 224 m long, extending from the pump station before discharging into the common 75 mm forcemain from PS-3, where the common forcemain continues approximately 215 m to the junction with PS-1 and a further 621 m to discharge directly to the Wastewater Treatment Plant (WWTP) described below.

#### 3. Sewage Pumping Station PS-3 (UTM NAD83: Zone 17, 569349 mE, 4814559 mN)

One (1) 1,200 mm diameter fibreglass package duplex sewage pumping station (located on Lot 62 Hemlock, servicing approximately 42 units), equipped with two (2) submersible pumps, each pump rated at 1.075 L/s at 32.2 m TDH and having a working volume of 0.242 m<sup>3</sup>, and a forcemain, approx. 229 m long, extending from the pump station before discharging into the common 75 mm forcemain from PS-3, where the common forcemain continues approximately 215 m to the junction with PS-1 and a further 621 m to discharge directly to the Wastewater Treatment Plant (WWTP) described below.

4. Sewage Pumping Station PS-4 (UTM NAD83: Zone 17, 569491 mE, 4814533 mN)

One (1) 1,200 mm diameter fibreglass package duplex sewage pumping station (located adjacent and on the north corner of Lot 227 on Cedarbush Crescent, servicing approximately 53 units and a community centre), equipped with two (2) submersible pumps, each pump rated at 1.35 L/s at 7.27 m TDH and having a working volume of 0.304 m<sup>3</sup>, and a forcemain, approx. 358 m long, extending from the pump station before discharging directly to the Wastewater Treatment Plant (WWTP) described below.

5. Sewage Pumping Station PS-5 (UTM NAD83: Zone 17, 569720 mE, 4814755 mN)

One (1) 1,200 mm diameter precast concrete duplex sewage pumping station (located at the intersection of Water Street and Basswood to service Phase 2 and 3 development, and will ultimately service approximately 79 units), equipped with two (2) submersible pumps, each pump rated at 2.55 L/s at 14.75 m TDH and having a working volume of 0.469 m<sup>3</sup>, and a forcemain, approx. 207 m long, discharging into the 75 mm diameter forcemain from PS-4, where the common forcemain continues for approx 29 m before discharging directly to the Wastewater Treatment Plant (WWTP) described below.

### Wastewater Treatment Plant

A sewage treatment plant (with dual trains operating in parallel) to be located within a building housing a primary settlement tank, rotating biological contactors, intermediate clarifier, a denitrification tank and final clarifiers and effluent pump chamber as follows:

- a concrete common primary settlement tank with cover, approx. 8.1m wide x 8.5m long x 1.73m liquid depth discharging (via an outlet pipe to each treatment train) to the rotating biological contactors, complete with gear motor and drive mechanism;
- two (2) rotating biological contactors (RBCs) with 2.35m diameter rotor, each equipped with low profile fixed baffles and establish four (4) zones per rotor, and providing approx. 4,179 m<sup>2</sup> of bio-support media area;
- two (2) hopper bottom 3m x 3.6m intermediate clarifiers per treatment train, complete with inlet and outlet weir, sludge and scum transfer equipment and pumping systems;
- two (2) denitrification tanks, approx. 5.06m x 3.6m, each consisting with 4,704m<sup>2</sup> of submerged rigid media, complete with an adjustable flow distribution box;
- one (1) 900 L capacity chemical tank and chemical metering pump capable of feeding a carbon source to

the denitrification tanks, complete with spill containment facilities;

- chemical feed system comprising of one (1) 2,300 L capacity polyethylene chemical storage tank and metering pump (with standby pump) capable of feeding approx. 1.5 L/hr of alum into the last stage of the rotating biological contactor rotor, complete with spill containment facilities;
- two (2) hopper bottom 3m x 3.6m final clarifiers per treatment train, complete with inlet and outlet weirs and sludge transfer equipment and pumping systems;
- a 50,000 L capacity effluent pump chamber equipped with five (5) submersible pumps (with one additional standby pump), each rated at 2.7 L/s at 11m TDH (max.), to discharge treated effluent via a splitter valve and five (5) 75mm diameter forcemains, one forcemain to each absorption cell of the subsurface disposal system.

### Subsurface Disposal System

A subsurface disposal system comprising of five (5) shallow buried trench absorption cells, each cell comprising of six (6) zones with eight (8) laterals (each lateral located within a trench 18m long and 0.6m wide, with a hollow inverted semi-circular chamber housing a 25mm PVC pressurized pipe with 3.2mm holes spaced at 1m c/c) per zone, for a total of approx. 864m of piping per cell (total of approx. 4,320m of piping), and distribution valve assembly and manifold together with a relocation area (alternate subsurface disposal area) and the use of the existing leaching bed areas as contingencies for a period of three (3) years of operation of the sewage works,

all in accordance with the final plans and specifications prepared by P. J. Hannah Equipment Sales Corp. and Stantec Consulting Ltd., Consulting Engineers.

*For the purpose of this environmental compliance approval, the following definitions apply:*

"Annual Average Concentration" means the arithmetic mean of the Monthly Average Concentrations of a contaminant in the effluent calculated for any particular calendar year;

"Approval" means this entire document and any Schedules attached to it, and the application;

"Average Daily Flow" means the cumulative total sewage flow to the sewage works during a calendar year divided by the number of days during which sewage was flowing to the sewage works that year;

"BOD5" (also known as TBOD<sub>5</sub>) means five day biochemical oxygen demand measured in an unfiltered sample and includes carbonaceous and nitrogenous oxygen demand;

"CBOD5" means five day carbonaceous (nitrification inhibited) biochemical oxygen demand measured in an unfiltered sample;

"Daily Concentration" means the concentration of a contaminant in the effluent discharged over any single day, as measured by a composite or grab sample, whichever is required;

"Director" means a person appointed by the Minister pursuant to section 5 of the EPA for the purposes of Part II.1 of the EPA;

"District Manager" means the District Manager of the Guelph District Office:

"EPA" means the Environmental Protection Act , R.S.O. 1990, c.E.19, as amended;

"Equivalent Equipment" means a substituted equipment or like-for-like equipment that meets the required quality and performance standards of a named equipment;

"Limited Operational Flexibility" (LOF) means any modifications that the Owner is permitted to make to the Works under this Approval;

"Ministry" means the ministry of the government of Ontario responsible for the EPA and OWRA and includes all officials, employees or other persons acting on its behalf;

"Notice of Modifications" means the form entitled "Notice of Modifications to Sewage Works";

"Monthly Average Concentration" means the arithmetic mean of all Daily Concentrations of a contaminant in the effluent sampled or measured, or both, during a calendar month;

"Owner" means Wellington Common Elements Condominium Corporation No.214 and its successors and assignees;

"OWRA" means the Ontario Water Resources Act , R.S.O. 1990, c. O.40, as amended;



"Rated Capacity" means the Average Daily Flow for which the Works are approved to handle;

"Regional Director" means the Regional Director of the West Central Region of the Ministry;

"Substantial Completion" has the same meaning as "substantial performance" in the Construction Lien Act; and

"Works" means the sewage works described in the Owner's application, and this Approval, and includes Proposed Works, Previous Works, and modifications made under Limited Operational Flexibility.

*You are hereby notified that this environmental compliance approval is issued to you subject to the terms and conditions outlined below:*

## **TERMS AND CONDITIONS**

### **1. GENERAL PROVISIONS**

(1) The Owner shall ensure that any person authorized to carry out work on or operate any aspect of the Works is notified of this Approval and the conditions herein and shall take all reasonable measures to ensure any such person complies with the same.

(2) Except as otherwise provided by these conditions, the Owner shall design, build, install, operate and maintain the Works in accordance with the description given in this Approval, and the application for approval of the Works.

(3) Where there is a conflict between a provision of any document in the schedule referred to in this Approval and the conditions of this Approval, the Conditions in this Approval shall take precedence, and where there is a conflict between the documents in the schedule, the document bearing the most recent date shall prevail.

(4) Where there is a conflict between the documents listed in the Schedule B submitted documents, and the application, the application shall take precedence unless it is clear that the purpose of the document was to amend the application.

(5) The Conditions of this Approval are severable. If any Condition of this Approval, or the application of any requirement of this Approval to any circumstance, is held invalid or unenforceable, the application of such condition to other circumstances and the remainder of this Approval shall not be affected thereby.

2. EXPIRY OF APPROVAL

This Approval will cease to apply to those parts of the Proposed Works which have not been constructed within five (5) years of the date of this Approval.

3. CHANGE OF OWNER

(1) The Owner shall notify the District Manager and the Director, in writing, of any of the following changes within thirty (30) days of the change occurring:

(a) change of Owner;

(b) change of address of the Owner;

(c) change of partners where the Owner is or at any time becomes a partnership, and a copy of the most recent declaration filed under the Business Names Act , R.S.O. 1990, c.B17 shall be included in the notification to the District Manager;

(d) change of name of the corporation where the Owner is or at any time becomes a corporation, and a copy of the most current information filed under the Corporations Information Act , R.S.O. 1990, c. C39 shall be included in the notification to the District Manager;

(2) In the event of any change in ownership of the Works, other than a change to a successor municipality, the Owner shall notify in writing the succeeding owner of the existence of this Approval, and a copy of such notice shall be forwarded to the District Manager and the Director.

4. CONSTRUCTION

(1) The Owner shall ensure that the construction of the works is supervised by a licensed installer or a Professional Engineer, as defined in the Professional Engineers Act .

(2) Upon construction of the works, the Owner shall prepare a statement, certified by a licensed installer or a Professional Engineer, that the Works are constructed in accordance with this Approval, and upon request, shall make the written statement available for inspection by Ministry staff and staff of the local municipality.

5. MONITORING AND RECORDING

The Owner shall, upon commencement of operation of the Works, carry out the following monitoring program:

(1) All samples and measurements taken for the purposes of this Approval are to be taken at a time and in a location characteristic of the quality and quantity of the effluent stream over the time period being monitored.

(2) Samples of **treated effluent** (ahead of subsurface disposal system) shall be collected at the effluent

pump chamber and analyzed for at least the following parameters at the indicated **minimum** frequencies:

<b>Table 1 - Treated Effluent Sampling</b>		
Parameter	Type of Sample	Minimum Frequency
CBOD5	grab	monthly
Total Suspended Solids	grab	monthly
Total Phosphorus	grab	monthly
Total Ammonia Nitrogen	grab	monthly
Nitrate Nitrogen	grab	monthly
Nitrite Nitrogen	grab	monthly
Total Kjeldahl Nitrogen	grab	monthly
E. coli	grab	monthly
Dissolved Oxygen	grab	monthly
pH	grab	monthly

(3) Samples of **groundwater** shall be collected from the nine (9) monitoring wells MW-1, MW-2, MW-4 to MW-10 inclusive, located upgradient of the subsurface disposal beds, immediately downgradient of the subsurface disposal beds and at the property boundary in the downgradient flow path from the subsurface disposal beds, and two (2) additional monitoring wells to intercept the plume close to the water's edge, and analyzed for at least the following parameters at the indicated **minimum** frequencies:

<b>Table 2 - Groundwater Sampling</b>		
Parameter	Type of Sample	Minimum Frequency
CBOD5	grab	quarterly
Total Suspended Solids	grab	quarterly
Total Phosphorus	grab	quarterly
Total Ammonia Nitrogen	grab	quarterly
Nitrate Nitrogen	grab	quarterly
Nitrite Nitrogen	grab	quarterly
Total Kjeldahl Nitrogen	grab	quarterly
E. coli	grab	quarterly
Dissolved Organic Carbon	grab	quarterly

In addition, groundwater depths for each of the monitoring wells shall also be recorded to assess groundwater elevation and flow paths through the site.

(4) Samples of **surface water** shall be collected at the following five (5) locations and analyzed for at least the following parameters at the indicated **minimum** frequencies:

Surface water monitoring locations

- upgradient background (SW1)
- one location within the main pond (SW3)

- outlet from the main pond (SW4)
- outlet from the property (SW6)
- upgradient tributaries (SW5, located at County Road No. 34, approximately 50m upstream of the confluence of Mill Creek with the downstream location of the Mini Lakes outlet).

<b>Table 3 - Surface Water Sampling</b>		
Parameter	Type of Sample	Minimum Frequency
Total Phosphorus	grab	quarterly
Total Ammonia Nitrogen	grab	quarterly
Nitrate Nitrogen	grab	quarterly
Nitrite Nitrogen	grab	quarterly
Total Kjeldahl Nitrogen	grab	quarterly
E. coli	grab	quarterly

- (5) The monitoring outlined pursuant to subsections (3) and (4) shall be undertaken for a period of at least three (3) years following the start up of the Proposed Works.
- (6) Prior to the startup of the Works, background groundwater quality must be established by collecting groundwater samples and having them analyzed for the parameters outlined in Table 2.
- (7) The Owner shall measure and record the daily volume of effluent being discharged to subsurface disposal system.
- (8) The methods and protocols for sampling, analysis and recording shall conform, in order of precedence, to the methods and protocols specified in the following:
- (a) the Ministry's Procedure F-10-1, "Procedures for Sampling and Analysis Requirements for Municipal and Private Sewage Treatment Works (Liquid Waste Streams Only), as amended from time to time by more recently published editions;
  - (b) the Ministry's publication "Protocol for the Sampling and Analysis of Industrial/Municipal Wastewater" (January 1999), ISBN 0-7778-1880-9, as amended from time to time by more recently published editions; and
  - (c) the publication "Standard Methods for the Examination of Water and Wastewater" (21st edition), as amended from time to time by more recently published editions.
- (9) The Owner shall retain for a minimum of five (5) years from the date of their creation, all records and information related to or resulting from the monitoring activities required by this Approval.
- (10) Following completion of two (2) full years of operation of the sewage system, if the quality of effluent discharged to the subsurface disposal system satisfies the objectives stipulated in Condition 6 as evidenced by the results of the monitoring program required by this condition, the monitoring requirements may be revised by the District Manager is he/she is of the opinion that such a reduction is appropriate in the circumstances.

6. EFFLUENT LIMITS

(1) The Owner shall operate and maintain the Works such that the concentrations of the materials named below as effluent parameters are not exceeded in the effluent from the Works.

<b>Table 4 - Effluent Limits</b>	
<b>Effluent Parameters</b>	<b>Annual Average Concentration</b>
CBOD5	20 mg/L
Total Suspended Solids	20 mg/L
Nitrate Nitrogen	8 mg/L
Total Phosphorus	1 mg/L

(2) For the purposes of determining compliance with and enforcing subsection (1):

(a) Non-compliance with respect to the effluent parameters is deemed to have occurred when the annual average concentration of any of the effluent parameters (treated effluent discharge to the subsurface disposal system) named in subsection (1) above, based on all grab samples taken in accordance with Condition 5(2) above, supplemented by spot sampling by Ministry staff as necessary, during any calendar year, exceeds its corresponding stipulated effluent concentration indicated above.

(3) Paragraph (a) of subsection (2) shall apply upon the issuance of this Approval.

(4) The effluent limit set out in subsection (1) shall apply upon the issuance of this Approval.

(5) Only those monitoring results collected during the corresponding time period shall be used in calculating the Annual Average Concentration.

7. OPERATIONS AND MAINTENANCE

(1) The Owner shall prepare an operations manual within six (6) months of the introduction of sewage to the Works, that includes, but not necessarily limited to, the following information:

(a) operating procedures for routine operation of the Works;and

(b) inspection programs, including frequency of inspection, for the Works and the methods or tests employed to detect when maintenance is necessary.

(2) The Owner shall maintain the operations manual current and retain a copy at the location of the Works for the operational life of the Works. Upon request, the Owner shall make the manual available to Ministry staff.

(3) The Owner shall prepare and make available for inspection by Ministry staff, a maintenance agreement with the manufacturer for the treatment process/technology and a complete set of "as constructed" drawings within one (1) year of Substantial Completion of the Works. The maintenance agreement and drawings must be retained at the site and kept current.

(4) The Owner shall employ for the overall operation of the Works a person who possesses the level of training and experience sufficient to allow safe and environmentally sound operation of the Works.

## 8. REPORTING

(1) One week prior to the start up of the operation of the Works, the Owner shall notify the District Manager (in writing) of the pending start up date of the Proposed Works.

(2) The Owner shall prepare, and submit upon request, a performance report, on an annual basis, within ninety (90) days following the end of the period being reported upon. The first such report shall cover the first annual period following the commencement of operation of the Works and subsequent reports shall be submitted to cover successive annual periods following thereafter. The reports shall contain, but shall not be limited to, the following information:

(a) a summary and interpretation of all monitoring data and a comparison to the effluent limits outlined in Condition 6, including an overview of the success and adequacy of the Works;

(b) a tabulation of the daily volumes of effluent disposed through the subsurface disposal system during the reporting period;

(c) a summary of all maintenance carried out on any major structure, equipment, apparatus, mechanism or thing forming part of the Works;

(d) a description of any operating problems encountered and corrective actions taken.

(f) a copy of all Notice of Modifications submitted to the District Manager as a result of Schedule A, Section 1, with a status report on the implementation of each modification;

(g) a report summarizing all modifications completed as a result of Schedule A, Section 3;

(h) any other information the District Manager requires from time to time.

## 9. LIMITED OPERATIONAL FLEXIBILITY

(1) The Owner may make modifications to the Works in accordance with the Terms and Conditions of this Approval and subject to the Ministry's "Limited Operational Flexibility Criteria for Modifications to Sewage Works", included under Schedule A of this Approval, as amended.

(2) Sewage works under Limited Operational Flexibility shall adhere to the design guidelines contained within the Ministry's publication "Design Guidelines for Sewage Works 2008", as amended.

(3) The Owner shall ensure at all times, that the Works, related equipment and appurtenances which are installed or used to achieve compliance are operated in accordance with all Terms and Conditions of this Approval.

- (4) For greater certainty, the following are not permitted as part of Limited Operational Flexibility:
- (a) Modifications to the Works that result in an increase of the approved Rated Capacity of the Works;
  - (b) Modifications to the Works that may adversely affect the approved effluent quality criteria or the location of the discharge/outfall;
  - (c) Modifications to the treatment process technology of the Works, or modifications that involve construction of new reactors (tanks) or alter the treatment train process design;
  - (d) Modifications to the Works approved under s.9 of the EPA, and
  - (e) Modifications to the Works pursuant to an order issued by the Ministry.
- (5) Implementation of Limited Operational Flexibility is not intended to be used for piecemeal measures that result in major alterations or expansions.
- (6) If the implementation of Limited Operational Flexibility requires changes to be made to the Emergency Response, Spill Reporting and Contingency Plan, the Owner shall, provide a revised copy of this plan to the local fire services authority prior to implementing Limited Operational Flexibility.
- (7) For greater certainty, any modification made under the Limited Operational Flexibility may only be carried out after other legal obligations have been complied with, including those arising from the *Environmental Protection Act, Niagara Escarpment Planning and Development Act, Oak Ridges Moraine Conservation Act, Lake Simcoe Protection Act* and *Greenbelt Act*.
- (8) At least thirty (30) days prior to implementing Limited Operational Flexibility, the Owner shall complete a Notice of Modifications describing any proposed modifications to the Works and submit it to the District Manager.
- (9) The Owner shall not proceed with implementation of Limited Operational Flexibility until the District Manager has provided written acceptance of the Notice of Modifications or a minimum of thirty (30) days have passed since the day the District Manager acknowledged the receipt of the Notice of Modifications.



## SCHEDULE 'A'

### **Limited Operational Flexibility Criteria for Modifications to Industrial Sewage Works**

1. The modifications to sewage works approved under an Environmental Compliance Approval (Approval) that are permitted under the Limited Operational Flexibility (LOF), are outlined below and are subject to the LOF conditions in the Approval, and require the submission of the Notice of Modifications. If there is a conflict between the sewage works listed below and the Terms and Conditions in the Approval, the Terms and Conditions in the Approval shall take precedence.

#### 1.1 Sewage Pumping Stations

- a. Alter pumping capacity by adding or replacing equipment where new equipment is located within an existing sewage treatment plant site or an existing sewage pumping station site, provided that the modifications do not result in an increase of the sewage treatment plant Rated Capacity and the existing flow process and/or treatment train are maintained, as applicable.
- b. Forcemain relining and replacement with similar pipe size where the nominal diameter is not greater than 1,200mm.

#### 1.2 Sewage Treatment Process

- a. Installing additional chemical dosage equipment including replacing with alternative chemicals for pH adjustment or coagulants (non-toxic polymers) provided that there are no modifications of treatment processes or other modifications that may alter the intent of operations and may have negative impacts on the effluent quantity and quality.
- b. Expanding the buffer zone between a sanitary sewage lagoon facility or land treatment area and adjacent uses provided that the buffer zone is entirely on the proponent's land.
- c. Optimizing existing sanitary sewage lagoons with the purpose to increase efficiency of treatment operations provided that existing sewage treatment plant rated capacity is not exceeded and where no land acquisition is required.
- d. Optimizing existing sewage treatment plant equipment with the purpose to increase the efficiency of the existing treatment operations, provided that there are no modifications to the works that result in an increase of the approved Rated Capacity, and may have adverse effects to the effluent quality or location of the discharge.
- e. Replacement, refurbishment of previously approved equipment in whole or in part with Equivalent Equipment, like-for-like of different make and model, provided that the firm capacity, reliability, performance standard, level of quality and redundancy of the group of equipment is kept the same. For clarity purposes, the following equipment can be considered under this provision: pumps, screens, grit separators, blowers, aeration equipment, sludge thickeners, dewatering equipment, UV systems, chlorine contact equipment, bio-disks, and sludge digester systems.

### 1.3 Sanitary Sewers

- a. Pipe relining and replacement with similar pipe size within the Sewage Treatment Plant site, where the nominal diameter is not greater than 1,200mm.

### 1.4 Pilot Systems

- a. Installation of pilot systems for new or existing technologies provided that:
  - i. any effluent from the pilot system is discharged to the inlet of the sewage treatment plant or hauled off-site for proper disposal,
  - ii. any effluent from the pilot system discharged to the inlet of the sewage treatment plant or sewage conveyance system does not significantly alter the composition/concentration of the influent sewage to be treated in the downstream process; and that it does not add any inhibiting substances to the downstream process, and
  - iii. the pilot system's duration does not exceed a maximum of two years; and a report with results is submitted to the Director and District Manager three months after completion of the pilot project.
2. Sewage works that are exempt from section 53 of the OWRA by O. Reg. 525/98 continue to be exempt and are not required to follow the notification process under this Limited Operational Flexibility.
3. Normal or emergency operational modifications, such as repairs, reconstructions, or other improvements that are part of maintenance activities, including cleaning, renovations to existing approved sewage works equipment, provided that the modification is made with Equivalent Equipment, are considered pre-approved.
4. The modifications noted in section (3) above are not required to follow the notification protocols under Limited Operational Flexibility, provided that the number of pieces and description of the equipment as described in the Approval does not change.

## **SCHEDULE 'B'**

Environmental Compliance Approval (ECA) supporting documents:

1. Application for Environmental Compliance Approval (ECA) dated June 7, 2012 signed by Tom Boyd, President, Mini Lakes Residents Association, and supporting documents prepared by Stantec Consulting Ltd., Consulting Engineers.

## Notice of Modification to Sewage Works

RETAIN COPY OF COMPLETED FORM AS PART OF THE ECA AND SEND A COPY TO THE WATER SUPERVISOR (FOR MUNICIPAL) OR DISTRICT MANAGER (FOR NON-MUNICIPAL SYSTEMS)

### Part 1 – Environmental Compliance Approval (ECA) with Limited Operational Flexibility

*(Insert the ECA's owner, number and issuance date and notice number, which should start with "01" and consecutive numbers thereafter)*

ECA Number	Issuance Date (mm/dd/yy)	Notice number (if applicable)
ECA Owner		Municipality

### Part 2: Description of the modifications as part of the Limited Operational Flexibility

*(Attach a detailed description of the sewage works)*

Description shall include:

1. A detail description of the modifications and/or operations to the sewage works (e.g. sewage work component, location, size, equipment type/model, material, process name, etc.)
2. Confirmation that the anticipated environmental effects are negligible.
3. List of updated versions of, or amendments to, all relevant technical documents that are affected by the modifications as applicable, i.e. submission of documentation is not required, but the listing of updated documents is (design brief, drawings, emergency plan, etc.)

### Part 3 – Declaration by Professional Engineer

I hereby declare that I have verified the scope and technical aspects of this modification and confirm that the design:

1. Has been prepared or reviewed by a Professional Engineer who is licensed to practice in the Province of Ontario;
2. Has been designed in accordance with the Limited Operational Flexibility as described in the ECA;
3. Has been designed consistent with Ministry's Design Guidelines, adhering to engineering standards, industry's best management practices, and demonstrating ongoing compliance with s.53 of the Ontario Water Resources Act; and other appropriate regulations.

I hereby declare that to the best of my knowledge, information and belief the information contained in this form is complete and accurate

Name (Print)	PEO License Number
Signature	Date (mm/dd/yy)
Name of Employer	

### Part 4 – Declaration by Owner

I hereby declare that:

1. I am authorized by the Owner to complete this Declaration;
2. The Owner consents to the modification; and
3. This modifications to the sewage works are proposed in accordance with the Limited Operational Flexibility as described in the ECA.
4. The Owner has fulfilled all applicable requirements of the *Environmental Assessment Act*.

I hereby declare that to the best of my knowledge, information and belief the information contained in this form is complete and accurate

Name of Owner Representative (Print)	Owner representative's title (Print)
Owner Representative's Signature	Date (mm/dd/yy)

*The reasons for the imposition of these terms and conditions are as follows:*

1. Condition 1 is imposed to ensure that the Works are built and operated in the manner in which they were described for review and upon which approval was granted. This condition is also included to emphasize the precedence of Conditions in the Approval and the practice that the Approval is based on the most current document, if several conflicting documents are submitted for review. The condition also advises the Owners their responsibility to notify any person they authorized to carry out work pursuant to this Approval the existence of this Approval.
2. Condition 2 is included to ensure that, when the Works are constructed, the Works will meet the standards that apply at the time of construction to ensure the ongoing protection of the environment.
3. Condition 3 is included to ensure that the Ministry records are kept accurate and current with respect to the approved works and to ensure that subsequent owners of the Works are made aware of the Approval and continue to operate the Works in compliance with it.
4. Condition 4 is included to ensure that the works are constructed, and may be operated and maintained such that the environment is protected and deterioration, loss, injury or damage to any person or property is prevented.
5. Condition 5 is included to enable the Owner to evaluate and demonstrate the performance of the Works, on a continual basis, so that the Works are properly operated and maintained at a level which is consistent with the design objectives specified in the Approval.
6. Condition 6 is imposed to ensure that the effluent discharged from the Works to the subsurface disposal system meets the Ministry's effluent quality requirements thus minimizing environmental impact.
7. Condition 7 is included to require that the Works be properly operated, maintained, and equipped such that the environment is protected. As well, the inclusion of an operations manual, maintenance agreement with the manufacturer for the treatment process/technology and a complete set of "as constructed" drawings governing all significant areas of operation, maintenance and repair is prepared, implemented and kept up-to-date by the owner and made available to the Ministry. Such a information is an integral part of the operation of the Works. Its compilation and use should assist the Owner in staff training, in proper plant operation and in identifying and planning for contingencies during possible abnormal conditions. The manual will also act as a benchmark for Ministry staff when reviewing the Owner's operation of the work.
8. Condition 8 is included to provide a performance record for future references, to ensure that the Ministry is made aware of problems as they arise, and to provide a compliance record for all the terms and conditions outlined in this Approval, so that the Ministry can work with the Owner in resolving any problems in a timely manner.

9. Condition 9 is included to ensure that the Works are operated in accordance with the application and supporting documentation submitted by the Owner, and not in a manner which the Director has not been asked to consider. These Conditions are also included to ensure that a Professional Engineer has reviewed the proposed modifications and attests that the modifications are in line with that of Limited Operational Flexibility, and provide assurance that the proposed modifications comply with the Ministry's requirements stipulated in the Terms and Conditions of this Approval, MOE policies, guidelines, and industry engineering standards and best management practices.

**Upon issuance of the environmental compliance approval, I hereby revoke Approval No(s).  
2113-7M8RBP issued on February 18, 2009.**

*In accordance with Section 139 of the Environmental Protection Act, you may by written Notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 142 of the Environmental Protection Act provides that the Notice requiring the hearing shall state:*

1. The portions of the environmental compliance approval or each term or condition in the environmental compliance approval in respect of which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

*Pursuant to subsection 139(3) of the Environmental Protection Act, a hearing may not be required with respect to any terms and conditions in this environmental compliance approval, if the terms and conditions are substantially the same as those contained in an approval that is amended or revoked by this environmental compliance approval.*

*The Notice should also include:*

3. The name of the appellant;
4. The address of the appellant;
5. The environmental compliance approval number;
6. The date of the environmental compliance approval;
7. The name of the Director, and;
8. The municipality or municipalities within which the project is to be engaged in.

*And the Notice should be signed and dated by the appellant.*

*This Notice must be served upon:*

The Secretary\*  
Environmental Review Tribunal  
655 Bay Street, Suite 1500  
Toronto, Ontario  
M5G 1E5

AND

The Director appointed for the purposes of  
Part II.1 of the Environmental Protection Act  
Ministry of the Environment  
2 St. Clair Avenue West, Floor 12A  
Toronto, Ontario  
M4V 1L5

**\* Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal at: Tel: (416) 212-6349, Fax: (416) 314-4506 or [www.ert.gov.on.ca](http://www.ert.gov.on.ca)**

*The above noted activity is approved under s.20.3 of Part II.1 of the Environmental Protection Act.*

DATED AT TORONTO this 1st day of June, 2016



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Fariha Pannu, P.Eng.  
Director  
appointed for the purposes of Part II.1 of the  
*Environmental Protection Act*

HV/

c: District Manager, MOE Guelph  
Anne Egan, P. Eng., R.J. Burnside & Associates Ltd.



**From:** [noreply@esolutionsgroup.ca](mailto:noreply@esolutionsgroup.ca) on behalf of [ddeacon@sttenvirocorp.com](mailto:ddeacon@sttenvirocorp.com)  
**To:** [Nina Lecic](#)  
**Subject:** Township Staff  
**Date:** November-07-16 11:25:54 AM

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I wanted to send a note to say that every time I deal with your staff I come away impressed. If they were my employees I would be thrilled. They are helpful, prompt, polite and a pleasure to interact with each time I require some assistance. I have dealt with 5 different people on different occasions, but I'm afraid Don Creed is the only name I have in my head as I dealt with him several times when they sorted out an issue with our ditch. Please let them know they are appreciated. David Deacon 159, Carter Rd.

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Origin: <http://www.puslinch.ca/en/our-government/council.asp>  
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This email was sent to you by David Deacon<ddeacon@sttenvirocorp.com> through <http://www.puslinch.ca/>.

**From:** [Don Creed](#)  
**To:** [Nina Lecic](#)  
**Cc:** [Karen Landry](#)  
**Subject:** FW: Notification of Application for Permit to Take Water  
**Date:** November-09-16 10:31:08 AM

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**From:** [Adriana.DeBellis@ontario.ca](mailto:Adriana.DeBellis@ontario.ca) [<mailto:Adriana.DeBellis@ontario.ca>]  
**Sent:** Wednesday, November 09, 2016 8:57 AM  
**To:** [scottw@wellington.ca](mailto:scottw@wellington.ca); Don Creed <[dcreed@puslinch.ca](mailto:dcreed@puslinch.ca)>; [sshifflett@grandriver.ca](mailto:sshifflett@grandriver.ca)  
**Cc:** [Adriana.DeBellis@ontario.ca](mailto:Adriana.DeBellis@ontario.ca)  
**Subject:** Notification of Application for Permit to Take Water

This E-mail message has been sent to you as a result of the requirements of Ontario's new Water Taking and Transfer Regulation (O.Reg 387/04). The regulation requires that the Ministry of the Environment and Climate Change notify municipalities and conservation authorities of applications for Permits to Take Water to withdraw water from locations within their jurisdiction.

You may examine the wording of the new Regulation online at the following web site:

[http://www.e-laws.gov.on.ca/html/regs/english/elaws\\_regs\\_040387\\_e.htm](http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_040387_e.htm)

Notification of Application for Permit to Take Water

Ministry Reference Number:  
5740-AF5P2M

Applicant:

Mini Lakes Residents Association  
28 Brett Court  
Guelph, Ontario  
N1C 0A5

Location of Water Taking(s):  
Mini Lakes Condominium Community  
NA  
Lot 21, Concession 8  
Puslinch Township, County of Wellington

Ministry of the Environment Region:  
West Central

Description:  
This proposal is to renew Permit to Take Water No. 3331-73RKYV for communal purposes. Water will be taken from four (4) wells related to water supply activities, in the Township of Puslinch, County of Wellington, Ontario. Details of Water Taking are as follows:

Permit Type - Renewal (Category 1)

#### Source 1

Purpose of Water Taking: Communal - Water Supply  
Source of Water: Well - Drilled  
Maximum Rate (Litres Per Minute): 136.00  
Maximum Number of Hours of Taking per Day: 24  
Maximum Volume (Litres) Per Day: 146,880.00  
Maximum Number of Days of Taking in a Year: 365  
Earliest Calendar date of taking (mm/dd): 01/01  
Latest Calendar date of taking (mm/dd): 12/31  
Period of Water Taking: 10 Years

#### Source 2

Purpose of Water Taking: Communal - Water Supply  
Source of Water: Well - Drilled  
Maximum Rate (Litres Per Minute): 182.00  
Maximum Number of Hours of Taking per Day: 24  
Maximum Volume (Litres) Per Day: 196,560.00  
Maximum Number of Days of Taking in a Year: 365  
Earliest Calendar date of taking (mm/dd): 01/01  
Latest Calendar date of taking (mm/dd): 12/31  
Period of Water Taking: 10 Years

#### Source 3

Purpose of Water Taking: Communal - Water Supply  
Source of Water: Well - Drilled  
Maximum Rate (Litres Per Minute): 222.00  
Maximum Number of Hours of Taking per Day: 24  
Maximum Volume (Litres) Per Day: 319,680.00  
Maximum Number of Days of Taking in a Year: 365  
Earliest Calendar date of taking (mm/dd): 01/01  
Latest Calendar date of taking (mm/dd): 12/31  
Period of Water Taking: 10 Years

#### Source 4

Purpose of Water Taking: Communal - Water Supply  
Source of Water: Well - Drilled  
Maximum Rate (Litres Per Minute): 273.00  
Maximum Number of Hours of Taking per Day: 24  
Maximum Volume (Litres) Per Day: 294,840.00  
Maximum Number of Days of Taking in a Year: 365  
Earliest Calendar date of taking (mm/dd): 01/01  
Latest Calendar date of taking (mm/dd): 12/31  
Period of Water Taking: 10 Years

Permit type:

Renewal of Permit Number 3331-73RKYY

Length of Taking:

10 years

**Table A**

**Source Information and Water Taking Amount Applied For**

	Source Name / Description:	Source: Type:	Taking Specific Purpose:	Taking Major Category:	Max. Taken per Minute (litres):	Max. Num. of Hrs Taken per Day:	Max. Taken per Day (litres):	Max. Num. of Days Taken per Year:	Zone/ Easting/ Northing:
1	Well PW1	Well Drilled	Communal	Water Supply	136	24	146,880	365	17 569507 4814780
2	Well PW2	Well Drilled	Communal	Water Supply	182	24	196,560	365	17 569476 4814541
3	Well PW3	Well Drilled	Communal	Water Supply	222	24	319,680	365	17 569527 4814380
4	Well PW4	Well Drilled	Communal	Water Supply	273	24	294,840	365	17 569203 4814403
							<b>Total Taking:</b>	957,960	

Comments should be directed to the following Contact Person:

Adriana DeBellis  
Ministry of the Environment  
12th Floor  
119 King St W  
Hamilton ON L8P 4Y7

This E-mail message has been sent to you as a result of the requirements of Ontario Regulation 387/04. It is the responsibility of the municipality or Conservation Authority to determine the appropriate staff person to whom this notification should be forwarded. If you wish to have subsequent notification sent to a different person within your organization, please respond to this E-mail message with an alternate E-mail address and contact name. It is the responsibility of the municipality or conservation authority to ensure that any changes to the alternate E-mail address are reported to the Ministry.

Please note that any comments, concerns, or questions must be received by the Ministry within 30 days of the date of this message.



LEGISLATIVE ASSEMBLY OF ONTARIO

Queen's Park  
Toronto, Ontario

November 3, 2016

The Hon. Bill Mauro  
Minister of Municipal Affairs  
17<sup>th</sup> Floor, 777 Bay St.  
Toronto, ON  
M5G 2E5

Dear Minister:

I am writing to bring to your attention a Resolution passed by Township of Puslinch Council, regarding the expansion of the Greenbelt Plan Area.

As you can see, Township Council is concerned about proposed changes to the Provincial Plans which recommends an expansion of the Greenbelt Plan Area in southern Wellington County and includes the Township of Puslinch.

Township Council asks that should the Province proceed with the expansion of the Greenbelt Plan Area, lands within 2 kilometers of the Highway 401 corridor and Highway 6 be specifically excluded from the current and proposed Greenbelt Plan Area to accommodate and develop employment lands.

I support Township Council's position and urge you to ensure that these lands are left out of any expanded Greenbelt Plan Area.

Please respond to Township Council and send a copy of your response to my Queen's Park office.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in blue ink that reads "Ted Arnott".

Ted Arnott, MPP  
Wellington-Halton Hills

TA:dr

Cc: Dennis Lever, Mayor, Township of Puslinch  
Karen Landry, CAO/Clerk, Township of Puslinch





## Township of Puslinch

7404 Wellington Road 34

Puslinch, ON N0B 2J0

T: (519) 763 – 1226

F: (519) 763 – 5846

[www.puslinch.ca](http://www.puslinch.ca)

November 2, 2016

Ministry of Municipal Affairs and Housing  
Land Use Planning Review  
777 Bay St. Suite 425  
Toronto, ON  
M5G 2E5

Honourable Minister Bill Mauro:

RE: Expansion of the Greenbelt Plan Area

Please be advised that Township of Puslinch Council, at its meeting held on October 19, 2016, considered the aforementioned topic and subsequent to discussion, the following was resolved:

**WHEREAS Council passed Resolution 2016-251 at its meeting held on June 15, 2016 in support of County of Wellington Planning Committee – Comments on Proposed Changes to Provincial Plans dated June 9, 2016 and wherein the expansion of the Greenbelt into Wellington County was not supported;**

**AND WHEREAS the proposed changes to the Provincial Plans (the Greenbelt Plan) recommends an expansion of the Greenbelt Plan Area in southern Wellington County and includes the Township of Puslinch;**

**AND WHEREAS the Province has emphasized the importance of residential and employment corridors next to transportation and transit corridors;**

**AND WHEREAS Highway 401 is major transportation and economic development corridor;**

**NOW THEREFORE BE IT RESOLVED should the Province proceed with the expansion of the Greenbelt Plan Area in Puslinch, the Township recommends that lands within 2 kilometers of the Highway 401 corridor and Highway 6 be specifically excluded from the current and proposed Greenbelt Plan Area to accommodate and develop employment lands.**

Please accept a copy of this resolution for your information and consideration.

Yours very truly,  
Nina Lecic  
Deputy Clerk

CC:

1. the Ministry of Natural Resources and Forestry, Suite 6630, 6th Floor, Whitney Block, 99 Wellesley Street West, Toronto, Ontario M7A 1W3 Attn: The Honourable Minister Kathryn McGarry
2. The Honourable Ted Arnott, MPP Wellington- Halton Hills, 2nd Floor 181 St. Andrew Street East, Fergus, Ontario N1M 1P9, via e-mail [ted.arnottco@pc.ola.org](mailto:ted.arnottco@pc.ola.org)
3. Gary Cousins, Director Planning & Development, County of Wellington, via e-mail, [garyc@wellington.ca](mailto:garyc@wellington.ca)
4. Mark Paoli, Manager of Policy Planning, Country of Wellington, via e-mail [markp@wellington.ca](mailto:markp@wellington.ca)
5. Donna Bryce, County Clerk, County of Wellington, via e-mail [donnab@wellington.ca](mailto:donnab@wellington.ca)





RESOLUTION  
MUNICIPAL COUNCIL  
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

2016- 391

Moved by: Roth Ken Roth Seconded by: Sepulis [Signature] Date: October 19, 2016

WHEREAS Council passed Resolution 2016-251 at its meeting held on June 15, 2016 in support of County of Wellington Planning Committee – Comments on Proposed Changes to Provincial Plans dated June 9, 2016 and wherein the expansion of the Greenbelt into Wellington County was not supported;

AND WHEREAS the proposed changes to the Provincial Plans (the Greenbelt Plan) recommends an expansion of the Greenbelt Plan Area in southern Wellington County and includes the Township of Puslinch;

AND WHEREAS the Province has emphasized the importance of residential and employment corridors next to transportation and transit corridors;

AND WHEREAS Highway 401 is major transportation and economic development corridor;

NOW THEREFORE BE IT RESOLVED should the Province proceed with the expansion of the Greenbelt Plan Area in Puslinch, the Township recommends that lands within 2 kilometers of the Highway 401 corridor and Highway 6 be specifically excluded from the current and proposed Greenbelt Plan Area to accommodate and develop employment lands.

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Bulmer				
Councillor Roth				
Mayor Lever				
Councillor Sepulis				
Councillor Fielding				
<b>TOTAL</b>				

MAYOR: [Signature]  
CARRIED



October 25, 2016

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

Dear Mayor Lever:

The attached Annual Report for the year ending December 31, 2015, tells the story of how the federal Gas Tax Fund is at work across our province. In 2015, Ontario's municipal governments, not including the City of Toronto, invested \$586 million in 1,200 infrastructure and capacity building projects worth more than \$4.1 billion.

AMO administers the Fund to all Ontario municipalities, except the City of Toronto. Municipalities receive predictable federal funding on a per capita basis and report back to AMO on investments. This unique arrangement is the result of a federal - municipal partnership that is almost 12 years old.

2015 was the first full year of a new 10-year Agreement with the Government of Canada. The Agreement builds on the Fund's strengths, including increased flexibility, new requirements for asset management planning, and new project categories to invest in. The new Agreement also puts emphasis on communications as highlighted in this Report.

We encourage you to share this Report with your local Council. You can visit [www.gastaxatwork.ca](http://www.gastaxatwork.ca) and find Gas Tax projects in your community by searching our project map. You will also find Part 2 of the Annual Expenditure Report on the same website.

The federal Gas Tax Fund is a permanent, predictable and stable source of funding for municipal infrastructure. The Fund is improving the quality of life in our municipalities and helping to make Ontario a great 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](mailto:pvanini@amo.on.ca).

Sincerely,



Lynn Dollin  
President

Attachment



# The Federal Gas Tax Fund

2015 Annual Expenditure Report – Part I

Since the Fund was initiated in 2005

**443** Ontario municipalities have invested

**\$4.3 billion** into about

**6,700** projects resulting in:



A decrease in Ontario's **energy demand** by **31 million kilowatt hours** – enough to power **3,207** average Ontario homes for a full year

Expansion of **composting programs** to **617,660** more households

Diversion of over **181,526 tonnes** of waste from Ontario landfills

**275,079 metres** of new and **rehabilitated water, storm and wastewater pipes**



Data excludes the City of Toronto. New project outcome indicators were approved by the Gas Tax Oversight Committee in 2016 for the program's national objectives of demonstrating increased economic growth and productivity, cleaner environment and stronger communities. Municipalities will be required to report on these new outcomes for 2014-2016 projects during the 2016 reporting cycle. In 2015, AMO continues to report relevant environmental outcomes on completed projects in the water, wastewater, solid waste and community energy categories. This infographic reflects environmental outcomes for these project categories since 2005.

## Letter from AMO President

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September 30, 2016



Municipal infrastructure was top of mind for many in 2015. As our communities grow and change, investment in local infrastructure must keep pace with demand. Growing communities need to expand transportation networks while others must balance the needs of shrinking populations with aging local infrastructure. In the midst of some uncertainty, the federal Gas Tax Fund remains a permanent, predictable and stable source of funding for municipal infrastructure.

The Fund will provide Ontario municipalities with \$3.8 billion from 2014-2018. In Ontario, AMO administers the Fund for 443 municipalities on a per capita basis. This arrangement is unique and it's successful. Municipal governments receive predictable federal funding and they report back to AMO as they invest in local projects.

I am proud of the direct, respectful relationship between the Government of Canada and AMO that exists because of the federal Gas Tax Fund. It is one of the few instances where the federal government can work directly with municipal governments and it's providing real results for Ontarians.

In 2015, the federal Gas Fund delivered \$740 million to Ontario municipalities. AMO administered \$588 million of this to all Ontario municipalities, excluding the City of Toronto. This investment is helping to improve the quality of life in our communities. It's improving our roads and bridges, bringing more public transit to people that need it, keeping our water systems safe and efficient, and helping to expand recreation and culture infrastructure across the province. The unique way the Fund is delivered in Ontario gives local councils the opportunity to determine, and fund, local priorities as they see fit.

2015 was the first full year of AMO's new Agreement with the Government of Canada. The Agreement builds on the Fund's strengths with changes that benefit municipalities, including new project categories to invest in. The information in this report makes it clear that the new Agreement is a resounding success. The Agreement governs the flow of funds until 2023 and I'm confident that we will continue to build on its success by building communities that are safe, up-to-date and prosperous.

Sincerely,

A handwritten signature in black ink, appearing to read 'L. Dollin'.

Lynn Dollin  
AMO President

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## PART II

Available at [www.amo.on.ca](http://www.amo.on.ca)

Contains funding allocation information, project summaries, and detailed compliance and financial audit statements.

## Introduction to Reports

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This Annual Report constitutes AMO's required reporting commitments for 2015 under the Administrative Agreement on the federal Gas Tax Fund.<sup>1</sup>

Part I of this report provides a snapshot of how the federal Gas Tax Fund is being spent and the ways in which it benefits Ontario's communities. It also includes information about AMO's success in administering the program. Part II provides detailed compliance and financial audit statements and a summary of every 2015 federal Gas Tax project.

AMO will distribute a printed copy of Part I to all Ontario municipalities. Given its size and the limited demand for distribution, Part II is not printed. Both are available electronically at [www.amo.on.ca](http://www.amo.on.ca) and [www.gastaxatwork.ca](http://www.gastaxatwork.ca).

## About the Federal Gas Tax Fund

The federal Gas Tax Fund currently transfers \$2 billion per year in federal funding to Canadian municipalities. It is a permanent, predictable and stable source of funding for municipal infrastructure.

Funds can be invested into infrastructure from 16 project categories where economic, environmental or community benefits can be demonstrated: local roads and bridges, public transit, water, wastewater, solid waste, community energy systems, broadband connectivity, sport, tourism, culture, recreation, brownfield redevelopment, regional and local airports, disaster mitigation, short-sea shipping and short-line rail.

Gas Tax funds can also be invested into capacity building projects to support municipal asset management.

<sup>1</sup> Consistent with the terms of the Agreement, AMO does not provide comment on the compliance of the City of Toronto. The City of Toronto completes its own reporting requirements.

## The Federal Gas Tax Fund Agreement in Ontario

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The flexibility of the Gas Tax Fund allows each province and territory to have its own agreement with the federal government. Under the Agreement in Ontario (the Agreement), funding flows directly to municipalities on a per capita basis, without the need to fill out an application form. Allocations are distributed in two annual installments in July and November.

Predictable, up-front funding from the federal Gas Tax Fund allows local councils to identify and fund local priority projects, and plan for the long term. The Ontario model recognizes that municipalities are a duly elected, accountable and transparent order of government.

In total, Ontario's municipalities will receive \$3.8 billion from the Fund for 2014-2018. AMO facilitates the distribution of approximately \$3.1 billion. In 2014, the Government of Canada, the Province of Ontario, AMO and the City of Toronto signed a new Gas Tax Fund Agreement that will govern the flow of funds until 2023. More information is available at [www.amo.on.ca](http://www.amo.on.ca). The annual allocation that each municipality receives is contained in Part II of this report which is available at [www.amo.on.ca](http://www.amo.on.ca).

Municipalities may use the funds:

- Towards the full cost of an eligible project;
- To support an eligible project that benefits from other funding sources;
- To save for and/or invest in future eligible projects;
- To finance long-term debt for eligible projects;
- To accrue interest which can be applied towards eligible projects;
- To develop and implement asset management plans, and;
- To collaborate with other municipalities or non-municipal entities to fund an eligible project.

## 2015 Oversight Committee

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### **Pat Vanini** (Co-chair)

Executive Director  
Association of Municipalities of Ontario

### **Monika Turner**

Director of Policy  
Association of Municipalities of Ontario

### **Kate Manson-Smith**

Assistant Deputy Minister  
Local Government and Planning Policy Division,  
Ontario Ministry of Municipal Affairs & Housing

### **Diane McArthur-Rodgers**

Director  
Intergovernmental Relations and Partnerships,  
Ontario Ministry of Municipal Affairs & Housing

### **Josie La Vita**

Executive Director  
Financial Planning,  
City of Toronto

### **Peter Notaro**

Executive Director  
Strategic & Corporate Policy,  
City of Toronto

### **Marc Fortin** (Co-chair)

(January – September 2015)  
Assistant Deputy Minister  
Program Operations Branch,  
Infrastructure Canada

### **Deryck Trehearne**

Director General – North/Atlantic/Ontario  
Program Operations Branch,  
Infrastructure Canada

### **Chad Westmacott** (Co-chair)

(October – December 2015)  
Director  
Programs Operations Branch,  
Infrastructure Canada

## Compliance

A compliance audit for the year ending December 31, 2015, completed by Grant Thornton LLP, confirms that AMO has fulfilled the terms set out in the Administrative Agreement on the federal Gas Tax Fund.



# Investment in 2015

## The Federal Gas Tax Fund: Real Results for Ontarians



■ In 2015 Ontario municipalities have invested **\$586 million** into **1,200 projects**, including:



**\$355 million**  
in local road and bridge infrastructure



**\$116 million**  
in local public transit projects



**\$44 million**  
in wastewater projects



**\$23 million**  
in solid waste projects



**\$20 million**  
in community energy systems

## Overview of 2015 Investment

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### **Federal investment is meeting local need**

Safe, up-to-date infrastructure lays the foundation for strong and prosperous communities. Federal Gas Tax investment in Ontario continues to play a critical role in improving local quality of life by helping municipalities maintain, rehabilitate and build local infrastructure that meets local need.

The next few pages include more detail about exactly where the Fund was invested in 2015 and how it is helping to close a province-wide infrastructure gap that has existed for many years.

### **Municipal infrastructure investments and needs**

The federal Gas Tax program requires that municipalities continue to invest own-source revenues, such as property taxes, in local infrastructure. AMO ensures this by comparing the historical municipal capital expenditures of all Ontario municipalities, excluding the City of Toronto, with current municipal capital expenditures. The benchmark historical capital expenditures over a five-year span (2000–2004) are known as the base amount in the Gas Tax Agreement. In the last five years (2010–2014), Ontario's municipal sector has increased investment in infrastructure. They have allocated an additional \$16 billion from own source revenue like property taxes, user fees, capital reserves, debt, etc. over the base amount of \$10 billion.

Despite this significant investment, Ontario's municipal infrastructure is under pressure. Much of it was built more than half a century ago and needs to be replaced or upgraded. In addition, new infrastructure must be built to respond to growing populations and changing community needs.

AMO has launched What's Next Ontario (WNO) to find out what it will take to make sure that Ontario municipalities can fund all of their responsibilities over the long term, including investing in infrastructure. WNO is a special consultation with AMO members with the goal of developing a shared vision and plan so that municipal governments have the firm financial foundation needed to meet their responsibilities today and tomorrow. According to WNO, AMO has estimated that Ontario's municipal governments need to invest an additional \$6.9 billion each year for the next ten years to meet local infrastructure needs.

## The federal Gas Tax Fund is helping to close the gap

Since the Fund's launch in 2005, AMO has transferred about \$5 billion to 443 Ontario municipalities out of which \$4.3 billion has been invested in 6,693 projects worth \$12 billion. Figure 1 details investment in major eligible project categories over the past 11 years. Starting in 2014, municipalities can now invest the funds in 10 additional eligible infrastructure categories. Figure 2 details investment in these new categories in 2014 and 2015. The broad range of eligible project categories helps the federal Gas Tax Fund to meet Ontario's diverse local needs.

Municipalities have invested the most funding into local roads and bridges, which represent the core infrastructure needs found in many Ontario communities. Municipal governments own and maintain more roads and bridges than any other type of infrastructure. Over the last ten years, roads and bridges accounted for 57 per cent of all Gas Tax investment, worth \$2.5 billion. Figure 3 shows the investment distribution for roads and bridges across Ontario.

The second largest investment category in the last decade has been public transit. These investments are primarily driven by four large municipalities that are responsible for 87 per cent of the total \$932 million Gas Tax investment in transit (Figure 4).

Figure 1:  
Federal Gas Tax Investments in Major Eligible Project Categories During 2005–2015

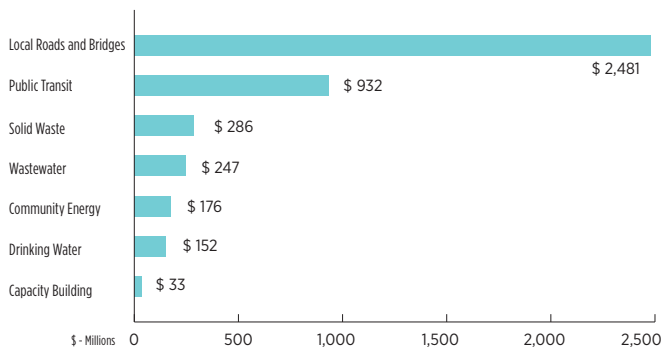


Figure 2:  
Federal Gas Tax Investments in New Eligible Project Categories During 2014–2015

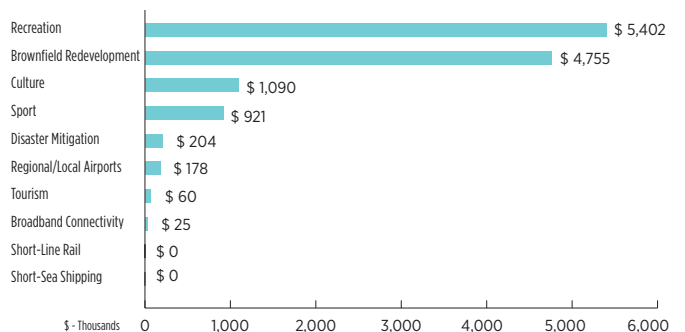


Figure 3:  
\$2.5 Billion Invested in Local Roads and Bridges Since 2005

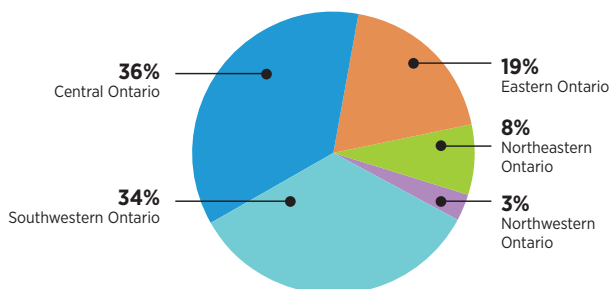
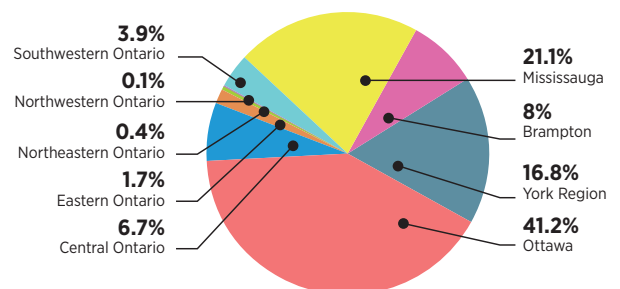


Figure 4:  
\$932 Million Invested in Public Transit Since 2005



## Overview of 2015 Investment

In 2015, Ontario municipalities invested \$586 million from the federal Gas Tax Fund into 1,200 infrastructure, community energy and capacity building projects. Detailed project information is listed in Part II of this report. A majority of the 1,200 projects are for transportation and environmental services (Figure 5).

In 2015, municipalities invested \$6.7 million from the Gas Tax Fund in the recently introduced eligible project categories, including local and regional airports, disaster mitigation, broadband and connectivity, brownfield redevelopment, culture, tourism, sport and recreation (Figure 6). These new and varied project categories reflect the fact that Ontario municipalities have broad and diverse needs because of differences in population, geography and local priorities. The Fund's flexibility, which allows municipalities to meet local need and investments in the new project categories, reflects this reality.

As part of the annual reporting process, municipalities are also required to provide the total project cost for Gas Tax funded projects (Figure 7).

Figure 5: 2015 Gas Tax Investment in Major Eligible Project Categories

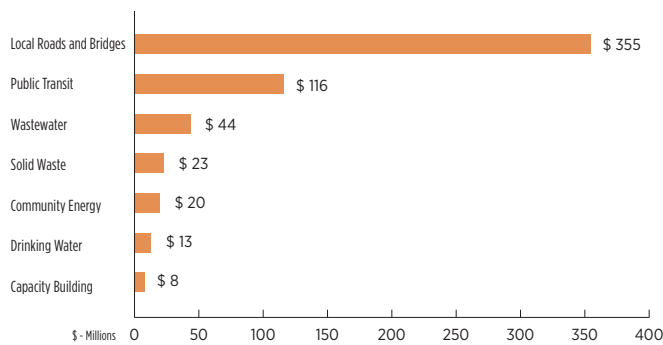


Figure 6: 2015 Gas Tax Investment in New Eligible Project Categories

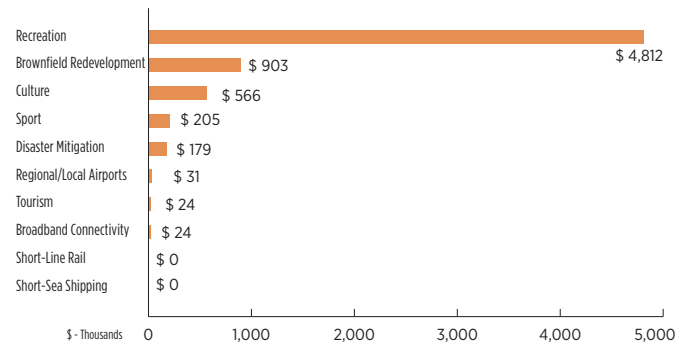
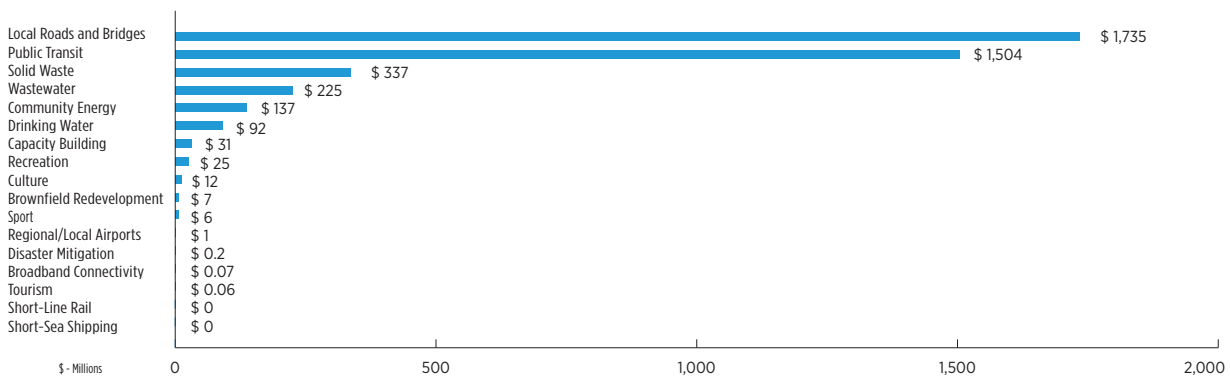


Figure 7: 2015 Total Gas Tax Project Costs



This information is updated on an annual basis and allows AMO to calculate funding leveraged in each category since the beginning of the program. For every \$100 of federal Gas Tax funds invested in roads and bridges, transit, solid waste, water, wastewater, community energy, and capacity building projects since 2005, municipalities have invested on average an additional \$177 from other funding sources (Figure 8).

Additionally, for every \$100 of federal Gas Tax funds invested in other categories in 2014 and 2015, municipalities have invested, in general, an additional \$346 from all other funding sources (Figure 9). This amount varies from category to category with culture and sport infrastructure projects leading the way.

Figure 8: Spending Leveraged for Every \$100 of Gas Tax Funds Invested in Major Categories Since 2005

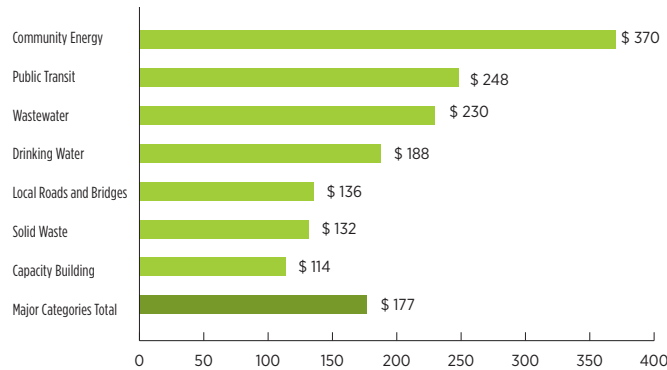
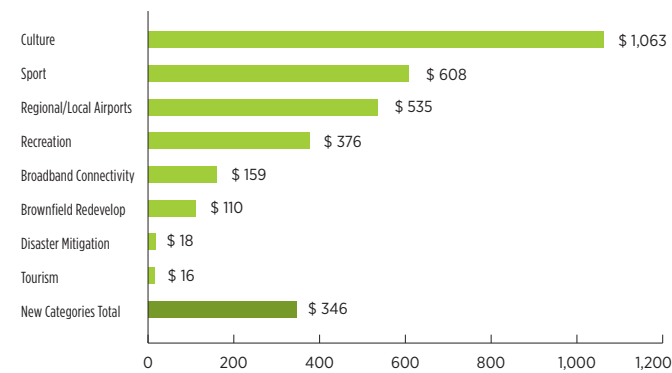


Figure 9: Spending Leveraged for Every \$100 of Gas Tax Funds Invested in New Categories During 2014-2015



## Project Outcomes

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In 2014 AMO signed a new federal Gas Tax Agreement with the Government of Canada that will guide the delivery of funds until 2023. With the new Agreement, a new national performance framework was introduced to broaden the program’s focus from environmental outcomes to include outcomes for economic growth and improved quality of life. For each eligible project, municipalities are required to report on core indicators to demonstrate the national objectives of increased productivity and economic growth, cleaner environment, and stronger cities and communities.

The Gas Tax Oversight Committee has now approved the outcome indicators for each national objective. Municipalities are required to report on the new outcome indicators starting in 2016.

In 2015, AMO collected environmental outcomes for water, wastewater, solid waste and community energy projects according to the old framework.

## National Objectives

Productivity and Economic Growth	Clean Environment	Strong Cities and Communities
Local Roads and Bridges	Community Energy Systems	Capacity Building
Public Transit	Drinking Water	Disaster Mitigation
Local and Regional Airports	Wastewater	Recreation
Broadband Connectivity	Solid Waste	Culture
Short-Sea Shipping	Brownfield Redevelopment	Tourism
Short-Line Rail		Sport





# Communications

## Overview of 2015 Activities:

Completed **15** local media events  
and/or news releases

Earned **23** media hits

Attracted **3,455** visits to  
[www.gastaxatwork.ca](http://www.gastaxatwork.ca)

**13%** increase in Twitter followers

Delivered presentations at **8** Town Hall meetings

Produced **1** new video earning more than 500 views

Municipal governments were unable to engage in communications activities for several weeks in 2015 due to a federal election. Despite the shortened time-frame, the number of events/news releases completed, and social media activity met or exceeded expectations.



## Communicating the Benefits of the Federal Gas Tax Fund

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AMO and municipal governments work together to share information about federal Gas Tax Fund investment in Ontario. This work plays a key role in meeting national Gas Tax program objectives and in demonstrating that municipal governments are mature, accountable and transparent. Municipal governments do their part to communicate the benefits of the Fund in three key ways: reporting on where every Gas Tax dollar is invested, installing project signage when appropriate, and working with AMO and Infrastructure Canada to complete communications activities.

### Communications Activities

Communications has been an important part of AMO's Gas Tax Agreement with the federal government since its inception. However, the way Canadians access information has changed. The internet and social media are now a necessary part of any communications strategy. Infrastructure Canada, AMO and municipal governments now use a mix of traditional, digital and social media communications initiatives to share information about the benefits of the federal Gas Tax Fund with Canadians.

#### **A total of 15 local events and/or news releases were held throughout Ontario in 2015.**

##### **Municipal Gas Tax Communications Activities in 2015**

January 16	City of Brampton – Improvements to local transit and roads
January 16	Township of Warwick – Improvements to Erie and McGregor Streets
January 26	Northwestern Ontario – Infrastructure improvements
January 26	Northeastern Ontario – Infrastructure improvements
February 13	City of Mississauga – Improvements to local transit
February 26	City of Thunder Bay – Improvements to local roads, railway crossing upgrades
April 9	City of Kitchener – Improvements to Shirk Place and Stirling Avenue Bridges
July 28	Town of Caledon – Improvements to five local roads
July 31	Province-wide announcement of Gas Tax Fund installment payment
October 30	City of Kitchener – Rehabilitation of Margaret Avenue Bridge
November 18	Town of Milton – Main Street Grade Separation Project
November 23	Township of Tay – Improvements to Tay Area Water Treatment Plant
December 4	Township of Tay – Rehabilitation of Duck Bay Bridge
December 5	Municipality of Trent Lakes – Improvements to Adam and Eve Road
December 12	Township of Conmee – Launch of the Conmee Community Network (broadband project)





TWEETS   FOLLOWING   FOLLOWERS  
**2,575**   **937**   **834**

## Gas Tax In Ontario

@GasTaxInOntario

The federal Gas Tax Fund is at work in your community, investing \$3.8 billion in municipal infrastructure projects throughout Ontario from 2014 to 2018.

Ontario, Canada

[gastaxatwork.ca](http://gastaxatwork.ca)

Joined October 2010

50 Photos and videos



## Tweets from @GasTaxInOntario

@GasTaxInOntario: Improvements to Duck Bay Bridge in Waubauskene completed! <http://bit.ly/1QalDsa> via @MidlandMirror #federalGTF

@GasTaxInOntario: Our new video features Kenora's Winnipeg River West Branch Bridge <https://www.youtube.com/watch?v=ITMgGmMuA3c> @TourismKenora

@GasTaxInOntario: RT: @INFC\_eng: #CDNmuni can now invest in short-line rail under renewed federal Gas Tax Fund thanks to #GoC. More info <http://inf.gc.ca/05bd> #federalGTF

@GasTaxInOntario: Mississauga Councillor Ron Starr: 14% increase in transit fleet thanks to #federalGTF

@GasTaxInOntario: Municipalities need an asset management plan in place by the end of 2016. Learn more: <http://bit.ly/1RR5SVv> #onmuni #federalGTF

@GasTaxInOntario: Congrats to our new Infrastructure Minister @SohiAmarjeet ! #cdnpoli #PM23

@GasTaxInOntario: Margaret Ave Bridge in @CityKitchener official re-opening tonight! More than \$800k in #federalGTF invested <http://bit.ly/1GBXZmp>

@GasTaxInOntario: ON munis put the #federalGTF to work in '14, investing in 1,200+ projects that help make ON a great place to live, work and do business.

@GasTaxInOntario: Ontario munis – share your stories about how the Fund is improving your community – <http://bit.ly/1yScyYy> for more info #AMOCConf2015

@GasTaxInOntario: Road tripping in #Ontario this summer? The #federalGTF may have made your drive smoother. Find out more at <http://www.gastaxatwork.ca>

## Social Media

AMO uses a dedicated Twitter account, @GasTaxinOntario, to share information about the Fund and engage with members of the public, the media, local elected officials and Members of Parliament.

As Canadians rely more and more on social media for information and news, AMO continues to look for new and innovative ways to share information about the Fund, including creating content designed specifically for social media use.

In the five years that AMO has been active on Twitter, the account has consistently achieved key performance outcomes and gained a following of almost 1,000 users.

In 2015, @GasTaxinOntario earned:

**89** Twitter followers | **335** link clicks | **78** re-tweets, mentions and likes

## Gas Tax at Work

AMO's dedicated federal Gas Tax Fund website, [www.gastaxatwork.ca](http://www.gastaxatwork.ca), includes project information from across Ontario, general information about the Fund, infographic material and links to AMO videos. In 2015, the website attracted 3,455 page views. Since October 2009, Gas Tax at Work has received more than 15,000 visits<sup>2</sup>.

Gas Tax at Work includes an interactive map of Ontario that allows users to search for projects in their community by postal code, or simply browse projects across the province. A new, advanced mapping tool will be launched in the fall of 2016. AMO updates the map based on information reported by municipalities. This transparent approach gives Canadians timely access to information about exactly where Gas Tax funding is invested.



<sup>2</sup> From October 1, 2009 to August 31, 2016, excluding December 2014 when data was not collected.

## Videos

AMO has produced eight videos in the last three years to showcase the Fund's impact on real Ontario communities. In 2015, AMO travelled along the TransCanada highway from the Manitoba-Ontario border all the way to the Ontario-Quebec border to create a video related to asset management. The video uses the highway as a metaphor to stress the importance of municipal asset management: just as the TransCanada Highway connects our communities, a municipal asset management plan is a community's roadmap to long-term sustainability. AMO promoted the video by sharing it through social media, through the AMO Watch File (AMO's weekly e-newsletter), and playing it at municipal education forums such as workshops and conferences.



With more than 500 views, the asset management video exceeded AMO's goal of 400 views. In total, AMO's videos have been watched more than 2,300 times online.<sup>3</sup>

## Municipal Outreach

AMO communicates directly with municipal officials and staff over the phone and by e-mail, at municipal education forums, at Town Hall meetings, through the AMO Watch File, and social media.

In 2015 AMO participated in several municipal education forums, including the AMO Annual Conference in Niagara Falls which attracted more than 1,600 municipal leaders. AMO staff delivered a presentation related to the federal Gas Tax Fund to a standing-room only crowd of more than 100 participants.

AMO also participated in eight Town Hall meetings across Ontario:

Location	Date	Registrations
Town of Tecumseh	March 19	14
City of Brantford	March 26	23
County of Bruce	March 31	21
City of Orillia	April 9	31
City of Thunder Bay	April 22	36
Town of Smiths Falls	April 28	43
City of Greater Sudbury	May 6	30
Town of Cochrane	May 14	25

These education forums are in addition to the direct, hands-on communications support AMO provides to municipal governments to help plan and execute communications activities, including media events, news releases, social and digital content.

<sup>3</sup> AMO's eight videos have received a total of 2,337 views as of September 20, 2016.



## Federal gas tax fund paves the way to better roads in Warwick

– Lakeshore Advance | Jan 19, 2015

Under the federal Gas Tax Fund municipalities receive an annual allocation for local infrastructure projects. "The beauty of the GTF is that it gives local councils money that is predictable every year to use on most infrastructure projects of the municipalities' choosing," said Shipley. "The program which our government initially extended, then doubled in size, then made permanent, and then enhanced by indexing it allows communities considerable flexibility in terms of determining local priorities." Shipley added, "The program is unique in this way. It's an envelope of money that communities like Warwick don't have to compete for with other municipalities nor is there any red tape involved."

## Gas Tax funds fuel public transit renewal in Brampton

– Brampton Guardian | Jan 16, 2015

BRAMPTON – Even as federal tax coffers take a hit from falling gas prices, Canada's finance minister made a stop in Brampton this morning to highlight the local transit projects that have been fueled by those taxes.



## Improvements to Duck Bay Bridge in Waubaushene completed

– Midland Mirror | Dec 04, 2015

The five-year, \$2-million project made the Tay Township bridge accessible to all vehicles, including those that were previously diverted to Highway 400 due to weight restrictions. The improvements were funded through a combination of local taxpayer dollars and the federal gas-tax fund.

## 2 year wait over: Margaret Avenue bridge reopens Friday in Kitchener

– Waterloo Region Record | Sep 30, 2015

KITCHENER — More than two years after it closed, the Margaret Avenue bridge is set to reopen on Friday. The bridge has been closed since June 2013 after it was declared unsafe. That's when an inspection revealed the bridge had the same construction flaw blamed for a fatal 2006 bridge collapse in Quebec. The Margaret Avenue span was demolished in the fall of 2013. The rebuilt bridge, which cost the city and the federal government about \$5.6 million, is to open in both directions this



## Milton's Main Street grade separation project complete

– Milton Canadian Champion

| Nov 18, 2015

"On behalf of Milton Council, we are pleased to official open the Main Street grade separation," said Town of Milton Mayor Gord Krantz. "This project brings important benefits to the community, including improved traffic flow through the urban centre of Milton, better access to the downtown business area, more reliable access to the Milton GO Station, and increased public safety through the construction of a new rail bridge for train traffic and an underpass for

## Federal Gas Tax Fund Helping Thunder Bay Infrastructure Projects

– NetNewsLedger | Feb 26, 2015

THUNDER BAY – NEWS – "Our Government is pleased to provide Thunder Bay with flexible infrastructure funding that allows the city to support a multitude of projects. These local road and rail improvements, made possible by the Federal Gas Tax Fund, will ensure that drivers and train passengers can enjoy safe and smooth travel for years to come. The federal Gas Tax Fund



## Gas tax funding aids area communities

– North Bay Nugget | April 10, 2015

Area municipalities welcomed their share Friday of \$4.3 million in federal gas tax funding for the Nipissing region. The annual funding, which was announced by NipissingTimiskaming MP Jay Aspin, will be divvied up among 11 municipalities on a per capita basis. North Bay is getting the lion's share of \$3.1 million, followed by East Ferris, Callander, Powassan, Mattawa, Bonfield, Nipissing, Chisholm, PapineauCameron, Calvin and Mattawan. Several area mayors and



## Sarnia-Lambton communities receive first part of Gas Tax Fund money

– Lambton Shield | July 30, 2015

Sarnia-Lambton communities, including the City of Sarnia and the County of Lambton, will receive a total of \$6.67 million during 2015 as part of the Gas Tax Fund, the first installment of which has been released. The announcement was made on Tuesday (July 28) by Pat Davidson, Member of Parliament for Sarnia-Lambton. Lambton County is the largest single recipient of the funding, with a total of \$3,608,510.53 in 2015. The City of Sarnia will receive \$2,095,387.47

## Gas tax fund helps city upgrades

– The Chronicle-Journal | Mar 01, 2015



# Gas Tax Awards



## Winning Projects

The AMO Gas Tax Awards honour municipalities that have demonstrated excellence in the use of the federal Gas Tax Fund (GTF). The Awards showcase projects that make a positive contribution to the local community by improving quality of life, creating economic growth, achieving environmental outcomes, or by demonstrating progress on asset management.

The Awards are open to every municipal government in Ontario, regardless of size. In 2016, nine projects were considered for two awards and two honourable mentions selected by AMO's Gas Tax Awards Committee. The Awards were presented by Adam Vaughan, Parliamentary Secretary to the Prime Minister, Intergovernmental Affairs, and Lynn Dollin, AMO President, at the AMO Annual Conference in Windsor, Ontario. AMO issued a separate news release for each award winner and earned local media coverage.

### Winners and Honourable Mentions:

#### Project Award Winner:

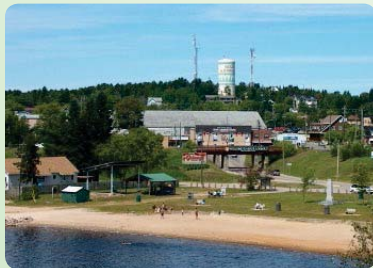
Town of Smooth Rock Falls' Reg Lamy Cultural Centre Improvements

#### Asset Management Award Winner:

City of Cambridge's Storm Condition Assessment CCTV

**Honourable Mention:** Municipality of Sioux Lookout's Recreation Renovations

**Honourable Mention:** Township of Terrace Bay's Pressure Vessel Project



# Town of Smooth Rock Falls' Reg Lamy Cultural Centre Improvements



## Category: Infrastructure Project

Smooth Rock Falls invested \$56,316 from the federal Gas Tax Fund into improvements at its Reg Lamy Cultural Centre, including new fire exits, play bench upgrades and safety upgrades.

In 2006, Smooth Rock Falls lost almost half of its tax revenue due to the closure of a major local employer. Predictable funding from the federal Gas Tax Fund allows the municipality to continue to invest in local recreation infrastructure that residents rely on. Improvements to the Reg Lamy Cultural Centre allow Smooth Rock Falls to continue to hold sport tournaments in the community.



@GasTaxinOntario:  
Congratulations to Smooth Rock Falls for improvements to its Reg Lamy cultural centre! #AMOCNF16 #federalGTF



From left to right: Adam Vaughan, Parliamentary Secretary to the Prime Minister, Intergovernmental Affairs and Member of Parliament for Spadina-Fort York; Luc Denault, CAO, Town of Smooth Rock Falls; Sue Perras, Councillor, Town of Smooth Rock Falls; Michel Arsenault, Mayor, Town of Smooth Rock Falls; Lynn Dollin, AMO President.



*“Predictable, long-term funding from the Gas Tax Fund allows Smooth Rock Falls to plan for long-term investment.”*

*“We have a plan that identifies projects with a three-year minimum outlook. Knowing funding is in place brings us one step closer to turning our plan into reality.”*

*Michel Arsenault,  
Mayor, Smooth Rock Falls*

# City of Cambridge's Storm Condition Assessment CCTV

## Category: Asset Management

Cambridge invested \$461,965 from the federal Gas Tax Fund into CCTV inspection of storm sewers. The inspection allows staff to identify problems that need attention now and provide more information about the sewer's remaining service life. The City is using this information to plan for the future, including determining what infrastructure needs to be replaced and what type of preventive maintenance programs should be put in place.

Ontario municipalities have a lot of infrastructure to manage and must have an asset management plan in place by December 31, 2016. Cambridge's investment in CCTV inspection demonstrates leadership. The City has effectively been monitoring the condition of infrastructure that is buried underground.



@GasTaxinOntario:  
Congratulations to  
@cityofcambridge on your  
Gas Tax Award for asset  
management! #federalGTF  
#AMOCNF16



From left to right: Adam Vaughan, Parliamentary Secretary to the Prime Minister, Intergovernmental Affairs and Member of Parliament for Spadina-Fort York; Donna Reid, Councillor, City of Cambridge; Lynn Dollin, AMO President.



*"Municipal services are a vital part of daily life and business in our communities, it's important that we have a pulse of the state of our city assets and infrastructure."*

*"Asset management planning allows us to continually offer city services with minimal interruptions. By leveraging modern technologies such as CCTV, we can also monitor assets below the ground to plan for future generations."*

*Donna Reid, Councillor, City of Cambridge.*



# Project Profiles

## North Frontenac’s War Memorial

In 2015, the Township of North Frontenac invested Gas Tax funding in a local War Memorial. This project is very important to residents and visitors to the community as it expands local cultural infrastructure and allowed the Township to host its first annual Remembrance Day Ceremony. The event attracted local residents as well as visitors from several neighbouring municipalities, spreading the impact of this investment beyond North Frontenac’s borders.

The War Memorial serves the community throughout the year as residents often stop to marvel at its beauty. The project has brought much pride and joy to local residents and will benefit the community for years to come.

Federal Gas Tax funding played a significant role in the ability of this small, rural municipality to invest in local cultural infrastructure. The War Memorial was a community “want” for years, however it would not have been feasible without predictable, stable funding from the federal Gas Tax Fund.

**Federal Gas Tax funds invested: \$33,754.81**



## Conmee’s Broadband Connectivity Project

The Township of Conmee is a rural municipality in Northern Ontario. Due to its location, residents have limited internet access. High-speed internet is no longer a luxury – it’s necessary to do business, for education and health services, for entertainment and more.

New high-speed broadband infrastructure was installed at the Township’s Municipal Complex, providing the community with an internet access point as well as allowing for the installation of a security system.

**Federal Gas Tax funds invested: \$16,886.19**





## Terrace Bay's Pressure Vessel Project



The Township of Terrace Bay invested in its water distribution system to help alleviate low pressure and ultimately reduce Boil Water Advisories for residents. The goal of the Pressure Vessel Project was to improve local water plant efficiency and realize energy savings.

The Township installed two variable frequency drives in order to reduce the amount of electrical energy needed to operate the water distribution system by 30 per cent. As a result, Terrace Bay will realize significant energy savings in the operation of the local drinking water system. Improved efficiency makes it easier to ensure that drinking water is safe and clean.

Predictable annual funding from the federal Gas Tax Fund allows Terrace Bay to plan for the infrastructure replacements identified in the local asset management plan, including important investment to local drinking water infrastructure.

**Federal Gas Tax funds invested: \$49,041.80**

## Sioux Lookout's Recreation Renovations



The Municipality of Sioux Lookout's Recreation Centre is a community gathering hub. It serves the local population as well as residents of 29 Far North communities, including First Nations communities. The Centre hosts special events and sporting competitions and houses a municipal fitness centre.

Sioux Lookout is home to the Meno Ya Win Regional Hospital which serves 31 First Nations communities and employs more than 450 people. Up-to-date recreation facilities play a key role in attracting residents and professionals to the community.

The municipality invested in upgrades to the municipal fitness centre, including repairs to the roof and other general repairs and renovations.

Predictable, long-term funding from the federal Gas Tax Fund allowed the municipality to finance the project over three years.

**Federal Gas Tax funds invested: \$354,086**

## Brockville’s Hardy Park Shoreline Restoration

The City of Brockville’s Hardy Park overlooks the St. Lawrence River and connects with the Brock Trail System. The park has been host to many local events and includes volleyball courts in the summer and a fully accessible children’s playground. In 2013, Brockville Council noted that shoreline restoration for the park would be a “nice to have,” but it wouldn’t fit in the City’s budget. In 2015, the City invested federal Gas Tax funds into the shoreline restoration project which included replacing the concrete beams that support the seawall. The project protects the shoreline and the boardwalk structure and helps ensure that residents can enjoy Hardy Park for years to come.



**Federal Gas Tax funds invested: \$190,000**





## Audit Requirements

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With the new Agreement, effective in 2014, AMO adopted a risk management framework that recognizes municipalities as a mature and accountable order of government. Under this approach, AMO selects 10 per cent of municipalities each year for audit with the sample size increasing if there are material findings in the original sample.

### **AMO's Risk Management Framework**

AMO has established a risk management framework specifically designed for administration of the federal Gas Tax Fund with the focus on AMO's ability to assure the federal government that municipalities are in compliance with the key objectives of the Agreement.

This framework is made up of policy, plans and processes, and education forming the basis to manage risks and ensure maximum efficiency and effectiveness in delivering the program. The fundamental piece of the framework is the federal Gas Tax risk management policy which outlines AMO's goals in managing risk as well as the key objectives within the federal Gas Tax Agreement that are crucial to the success of the program. This combined with AMO's existing financial policies has created a robust financial management policy framework within which AMO staff operate in the day-to-day administration of the Agreement.

To manage the risks associated with municipal compliance, AMO's existing processes are augmented by plans and processes that will continue to evolve over time as the framework matures.

### **AMO Compliance Audit**

AMO's Compliance Audit reflects the Association's own compliance with the terms and conditions of the Agreement as of December 31, 2015. As per the terms of the Agreement, this is submitted to the Government of Canada in Part II of this report.

### **Municipal Compliance Audit**

AMO undertakes, through its approved business plan, an annual sampling of municipalities sufficient enough for its auditor to attest to municipal compliance with the Agreement.

The municipalities selected each year are audited by AMO's auditor Grant Thornton LLP. For the municipalities to which Grant Thornton LLP is the auditor, the Gas Tax Compliance Audit is performed by Collins Barrow LLP. The list of 44 selected municipalities as well as the summary report of the municipal compliance audits is available in Part II of this report.

# Asset Management

Municipalities can use Gas Tax funds for expenditures that strengthen their ability to develop and implement asset management plans, including software acquisition and implementation, staff training directly related to asset management planning and other long-term infrastructure plans. Since the beginning of the program, municipalities have invested \$19.2 million of federal Gas Tax funds in projects related to asset management.

Under the federal Gas Tax Agreement, municipalities must develop and implement an asset management plan by December 31, 2016. To meet the asset management requirements of the Agreement, municipalities must:

- Improve existing asset management plans to include all tangible capital assets reported in Schedule 51 of the Financial Information Return (FIR) that are eligible for Gas Tax funding.
- Adhere to the guidelines set out in Ontario's Building Together: Guide for Asset Management Plans.
- Demonstrate progress by reporting annually on asset management outcome indicators.

Additionally, municipalities are required to demonstrate that asset management plans are being used to identify and fund priority projects. To track the municipal sector's progress on asset management, AMO developed the following asset management outcomes that were approved by the Oversight Committee in 2016:

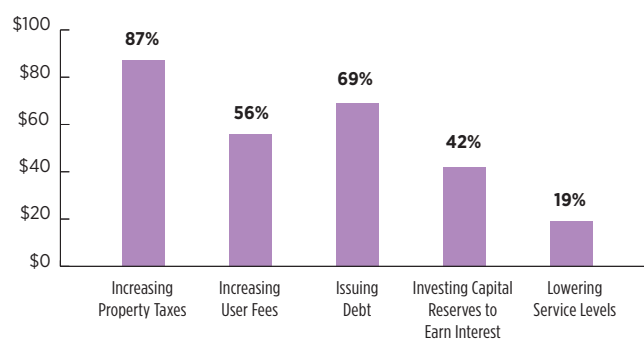
1. Inclusion of more municipal infrastructure in asset management plans
2. Establishing better linkages between service levels and asset management

3. Improving data used to inform asset management plans
4. Embedding asset management within municipal operations
5. Using financial strategies effectively

The implementation of these outcomes will be reviewed once provincial consultations are completed on a potential asset management regulation under Bill 6: *Infrastructure for Jobs and Prosperity Act*. AMO is required to report on the municipal sector's progress on asset management to the Government of Canada by early 2018.

In 2015, AMO conducted an online survey to learn more about how municipalities plan to implement their asset management strategies. Not surprisingly, we found that roads and bridges is the top infrastructure deficit category. We also found that municipalities need at least 20 years to fix all their infrastructure assets based on the financing strategies prescribed in their asset management plans. Increasing property taxes is the most common financing strategy followed by issuing debt, increasing user fees, investing capital reserves and lowering service levels. (Figure 10).

Figure 10:  
Prescribed Financing Strategies in Asset Management Plans



# Asset Management Case Studies



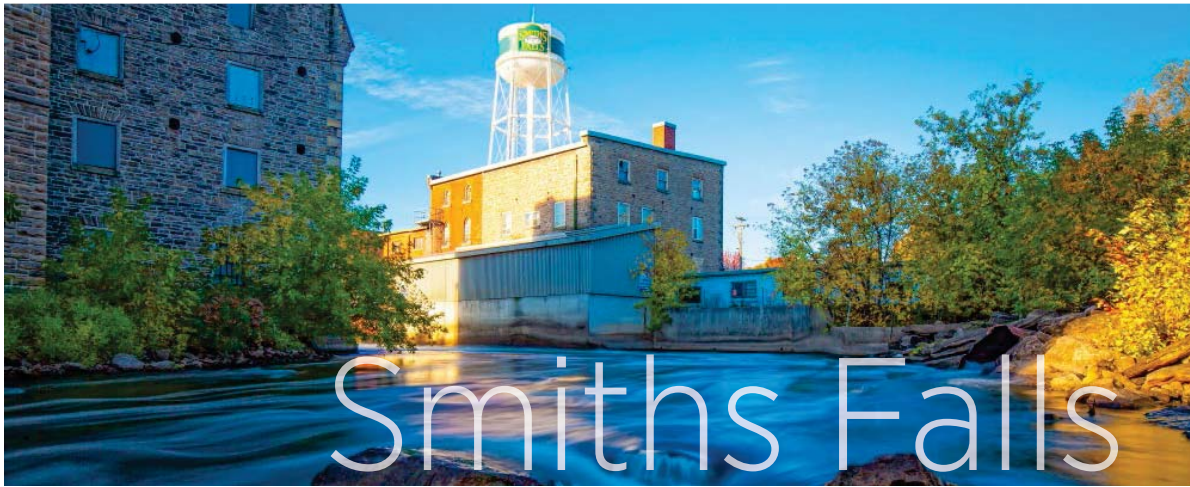
## Ajax's Facility Condition Assessment

The Town of Ajax is developing a Facilities Condition Assessment to outline the condition of 19 local facilities. This work will provide the Town with more information about building components, including when they need to be replaced and how much it will cost. This important information will help Ajax develop a long-term plan for replacing these assets. Ajax now has the opportunity to increase efficiency by replacing components and equipment with newer technologies that can save energy and lower greenhouse gas emissions.

Individual facilities condition assessment takes the asset management process one step further. This key information gathered today will help Ajax to successfully plan for the future of its infrastructure.

Predictable, stable Gas Tax funding allowed Ajax to move forward with this project without deferring other important projects.

**Federal Gas Tax funds invested: \$54,634.86**



## Smiths Falls' Asset Management Phase 2 and Water Treatment Plant Financial Plan

The Town of Smiths Falls' Asset Management Plan is a roadmap for sustainable infrastructure planning over the long term. To develop the Plan, the Town took an inventory of capital assets, their condition and determined the risk of asset failure. The plan describes current levels of service and expected levels of service in the future.

As communities evolve over time, asset management plans must be updated to reflect new realities that could include changing populations and infrastructure needs. Smiths Falls is taking asset management planning a step further by adding a second phase to their plan. Phase 2 will include updated replacement costs for local assets and information about local water treatment plant needs. Adding more information about existing assets, and expanding the type of assets included in the plan, will place Smiths Falls on a firmer financial footing over the long term as staff now have more information to draw on when making critical decisions about which infrastructure needs funding and when.

**Federal Gas Tax funds invested: \$30,227.36**



## Research on Municipal Infrastructure Investment and Financial Sustainability

### Research to date has noted the following

- Demographic and economic changes are making it harder for municipalities to manage local infrastructure needs.
- Ontario's municipalities are diverse. A one size fits all approach would not work.
- Long-term financial sustainability will require saving for future needs identified in asset management plans.
- Taking on more debt depends on a municipality's ability to carry the cost, not the urgency of investment.
- New revenue sources are needed to meet future infrastructure needs.

Achieving long-term fiscal sustainability for any organization or individual requires planning and thinking about the needs of today and tomorrow. Meeting local demand for current and future infrastructure requires significant planning and the consideration of many factors, including demographic trends, the amount of and age of infrastructure owned by the municipality, capacity to raise tax revenue and the ability to take on more debt to pay for infrastructure needs.

Effective asset management planning and implementation is a necessary part of managing local infrastructure. As administrator of the federal Gas Tax Fund, AMO must demonstrate the municipal sector's progress on asset management and report to the federal government in March 2018 and 2023. To help complete this work, AMO has partnered with York Region to conduct research on how municipalities manage local infrastructure. Do they take on debt to finance future projects? Increase property taxes to fund key repairs? Do similar municipalities have similar financial strategies? Findings from this research should give the municipal sector more information on the best ways to develop and implement long-term financial strategies.



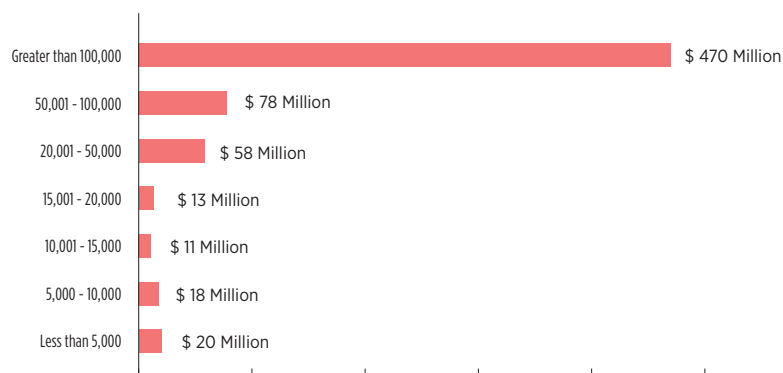


## One Investment Program



Investing unspent Gas Tax funds allows municipalities to save for a larger project they plan to complete in the future. Under the Municipal Funding Agreement, municipalities can carry over Gas Tax funds for up to five years. During the last five years, an average of \$668 million of Gas Tax funds have been carried forward (Figure 11).

Figure 11: Unspent Gas Tax Funds Breakdown by Population Groups



To help municipalities achieve long-term goals, AMO introduced the seamless investing of Gas Tax funds into the One Investment Program. The Program allows Gas Tax funds to grow over time, providing additional funds to spend on future projects. The One Investment Program is a co-mingled investment program jointly operated by LAS<sup>4</sup> and CHUMS<sup>5</sup>: corporations of AMO and the Municipal Finance Officers Association of Ontario (MFOA), respectively. The Program is designed specifically to make it easy to invest carry-over Gas Tax funds, and maximize investment returns for municipalities while meeting the regulations outlined in the Municipal Act, 2001. Investing Gas Tax funds through the One Investment Program provides access to professional portfolio management and balanced investments that generate competitive returns in a low interest environment with minimal risk.

In 2015, the following investment allocations were offered to municipalities for the locked-in investment of Gas Tax funds:

Investment Duration	Money Market/HISA	Short-term Bonds	Corporate Bonds
12 months	80%	10%	10%
24 months	45%	30%	25%
36 months	10%	50%	40%
48 months	5%	35%	60%
60 months	0%	20%	80%

Four small municipalities invested federal Gas Tax funds into the One Investment program in 2015.

Municipality	Investment Duration
Township of The Archipelago	2 years
Township of Carling	2 years
Township of Hilliard	1 year
Municipality of Red Lake	5 years

<sup>4</sup> Local Authority Services

<sup>5</sup> Colleges Hospitals Universities Municipalities and School Boards Financing Corporation

## Appendix: 2015 Outcomes Tables

<b>COMMUNITY ENERGY</b>		2015	
Completed Projects		58	
Total Gas Tax Funds		\$27,255,336.74	
Total Project Costs		\$56,770,457.91	
Funding Leveraged (for each dollar in Gas Tax funds)		\$1.08	
Outcome Indicators		Total	Projects
Kilowatt-hours Saved (kWh/year)		6,351,404.71	49
Kilowatt-hours Generated (kWh/year)		275,149.40	4
Amount of Fuel (Propane/Natural Gas) Saved (cubic metres)		1,633,465.05	20
LEED Certified Buildings (or equivalent)		3	3

<b>WATER</b>		2015	
Completed Projects		28	
Total Gas Tax Funds		\$10,944,469.05	
Total Project Costs		\$27,651,030.59	
Funding Leveraged (for each dollar in Gas Tax funds)		\$1.53	
Outcome Indicators		Total	Projects
Decrease in Adverse Water Quality Test Results		100%	1
Decrease in Water Main Breaks		53%	5
Improvement in Drinking Water (per testing under the Safe Drinking Act)		10	10
Decrease in Number of Days when a Boil Water Advisory was in Effect		100%	1
Decrease in Average Age of Water Pipes		20%	7
New Water Pipes (metres)		4,791	11
Rehabilitated Water Pipes (metres)		269	2
Households with New Water Meters		1,689	2
Additional Volume of Water Treated to a Higher Level (cubic metres)		4,114,939	2

<b>SOLID WASTE</b>		<b>2015</b>	
Completed Projects			6
Total Gas Tax Funds			\$441,852.41
Total Project Costs			\$870,647.02
Funding Leveraged (for each dollar in Gas Tax funds)			\$0.97
Outcome Indicators	Total	Projects	
Additional Residential Solid Waste Diverted from Landfill to Recycling (Tonnes)	298.40	5	
Additional Residential Households participating in Organics Collection/Recycling	6,120	1	
Work Done to Comply with MOE's Certificate of Approval	1	1	

<b>WASTEWATER</b>		<b>2015</b>	
Completed Projects			41
Total Gas Tax Funds			\$21,448,966.89
Total Project Costs			\$78,377,293.84
Funding Leveraged (for each dollar in Gas Tax funds)			\$2.65
Outcome Indicators	Total	Projects	
Decrease in Wastewater Test Results that Indicated Discharge Objectives were Not Met	100%	2	
Additional Households with Higher Quality Treatment of their Wastewater	4,270	6	
Decrease in Wastewater Main Backups	46%	3	
Decrease in Wastewater Bypassing Treatment	53%	6	
New Wastewater/Stormwater Separations (metres)	3,000.00	6	
Decrease in Average Age of Wastewater Pipes	15%	8	
New Wastewater Distribution Pipes (metres)	5,042.30	11	
Rehabilitated Wastewater Distribution Pipes (metres)	2,238.00	2	
New Stormwater Pipes (metres)	1,609.32	10	
Rehabilitated Stormwater Pipes (metres)	585	2	
Volume of Wastewater Treated to a Higher Level (cubic metres)	17,167,227	8	
Municipalities with Improved Stormwater Treatment Levels	3	3	
Work done as Required by MOE's Certificate of Approval	15	15	



## 2015 Financial Statements

### Federal Gas Tax Fund AMO Year End Balance December 31, 2015

	<b>2015</b>	<b>Cumulative</b>
<b>Opening Balance</b>	\$ 534,661	
<b>Received from Canada</b>	\$ 590,855,385	\$ 1,181,710,770
<b>Transferred to Municipalities</b>	\$ (588,014,324)	\$ (1,191,992,421)
<b>Administration Costs</b>	\$ (2,954,277)	\$ (5,908,554)
<b>Interest Earned by AMO</b>	\$ 278,913	\$ 700,359
<b>Closing Balance</b>	\$ 700,358	

**Federal Gas Tax Fund  
Municipal Aggregate Annual Expenditure Report**  
December 31, 2015

	<b>2015</b>	<b>Cumulative</b>
<b>Opening Balance</b>	\$ 742,166,854	
<b>Received from AMO</b> (including Payables)	\$ 587,901,108	\$1,191,494,259
<b>Transferred to Eligible Recipient</b>	\$ (36,652,396)	\$ (73,983,819)
<b>Transferred from Eligible Recipient</b>	\$ 36,652,396	\$ 73,983,819
<b>Municipal Interest Earned</b>	\$ 13,243,824	\$ 27,394,867
<b>Municipal Asset Disposal</b>	\$ 93,000	\$ 100,014
<b>Expenditures on Eligible Projects</b>		
Broadband Connectivity	\$ (23,727)	\$ (25,864)
Brownfield Redevelopment	\$ (565,569)	\$ (1,735,569)
Capacity Building	\$ (7,562,572)	\$ (14,132,438)
Community Energy Systems	\$ (20,916,521)	\$ (38,277,537)
Culture	\$ (903,416)	\$ (1,090,095)
Disaster Mitigation	\$ (14,673)	\$ (14,673)
Local and Regional Airports	\$ (178,717)	\$ (178,717)
Local Roads and Bridges	\$ (353,971,557)	\$ (716,290,634)
Public Transit	\$ (116,168,735)	\$ (202,586,005)
Recreation	\$ (4,996,598)	\$ (5,531,735)
Short-line Rail	-	-
Short-sea Shipping	-	-
Solid Waste	\$ (22,708,210)	\$ (45,611,094)
Sport	-	\$ (890,000)
Tourism	\$ (24,249)	\$ (60,679)
Wastewater	\$ (44,225,938)	\$ (86,733,380)
Water	\$ (12,974,247)	\$ (34,074,219)
<b>Closing Balance</b>	<b>\$ 758,170,060</b>	



**Association of Municipalities of Ontario (AMO)**

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 E-mail: [gastax@amo.on.ca](mailto:gastax@amo.on.ca)  
 Twitter: @GasTaxinOntario

Websites: [www.amo.on.ca](http://www.amo.on.ca)  
[www.GasTaxAtWork.ca](http://www.GasTaxAtWork.ca)  
[www.infrastructure.gc.ca](http://www.infrastructure.gc.ca)



Compared with other industry products made with 100% virgin fiber, printing this annual report saved:



**6 trees**



**23,112 L of water**

66 days of water consumption



**350 kg of waste**

7 waste containers



**910 kg CO<sub>2</sub>**

6,087 km driven



**10 GJ**

47,581 60W light bulbs for one hour



**3 kg NO<sub>x</sub>**

emissions of one truck during 8 days

Photography: Thank you to all of the municipalities that contributed photos of their local infrastructure projects. Others taken by Rick Chard, [www.rickchard.com](http://www.rickchard.com)

## Nina Lecic

---

**From:** Karen Landry  
**Sent:** November-12-16 12:21 PM  
**To:** Nina Lecic  
**Subject:** FW: Bill 9 MPP Lorne Coe

**From:** Morton, Rob [<mailto:rob.morton@pc.ola.org>]  
**Sent:** Saturday, November 12, 2016 11:04 AM  
**To:** Morton, Rob  
**Subject:** Bill 9 MPP Lorne Coe

Good Morning:

On September 29<sup>th</sup>, 2016, Bill 9, entitled, *End Age Discrimination Against Stroke Recovery Patients Act, 2016.*, the legislation that MPP Lorne Coe earlier introduced, was debated and passed second reading in the Ontario Legislature. It has now been referred to the Standing Committee on Social Policy for its consideration.

The Bill is short and to the point. It says simply:

- 1. Subsection 6(1) of the Ministry of Health and Long-Term Care Act is amended by adding the following paragraph:*
- 12. To ensure that any treatment recommended by a physician for a patient who is recovering from a stroke is provided to that patient promptly, regardless of the patient's age.*

This makes it mandatory that any treatment recommended by a physician, for a patient recovering from a stroke, be provided to that patient promptly, regardless of the patient's age. Under current Regulations, stroke survivors are not entitled to publicly funded treatment, if they are between the ages of nineteen and sixty-four.

On September 26<sup>th</sup>, 2016, The Corporation of the Township of Uxbridge passed a Resolution supporting Bill 9. The Town of Whitby and the City of Oshawa have followed suit. It read as follows:

*THAT the Council of the Township of Uxbridge support Bill 9 which states that all stroke victims receive care regardless of their age.*

The Township then sent a letter of confirmation to the Health and Long Term Care Minister, Eric Hoskins.

MPP Coe would ask that your municipality consider placing a similar resolution before Council for its consideration, and then send a letter acknowledging same, to the Minister of Health and



Long Term Care. It is important that we have a broad base of support for this Legislation as it moves through the Committee process.

Thank you for your anticipated co-operation and support.

Regards,

Rob

ROB MORTON  
EXECUTIVE ASSISTANT  
LORNE COE, MPP WHITBY-OSHAWA  
OFFICIAL OPPOSITION CRITIC, ADVANCED EDUCATION AND SKILLS DEVELOPMENT  
ROOM 430, MAIN LEGISLATIVE BUILDING  
QUEEN'S PARK  
TORONTO, ONTARIO  
M7A 1A8

TELEPHONE: 416-325-1331

**From:** [Karen Landry](#)  
**To:** [Nina Lecic](#)  
**Subject:** FW: ZBA 05/16 5087 WHITELAW ROAD - REQUEST FOR COMMENTS  
**Date:** November-11-16 10:04:50 AM  
**Attachments:** [2016.11.09 ZBA05-16 5087 WHITELAW RD.pdf](#)

---

**From:** Gaetanne Kruse [<mailto:gkruse@get.on.ca>]  
**Sent:** Wednesday, November 09, 2016 4:20 PM  
**To:** Mark Paoli; Jameson Pickard; [donnab@wellington.ca](mailto:donnab@wellington.ca); Pasquale Costanzo; Linda Dickson; Scott Galajda; Jackie Kay; Fred Natolochny; Ashley Rye; Jason Wagler; Union Gas ([ONTUGLLandsINQ@uniongas.com](mailto:ONTUGLLandsINQ@uniongas.com)); Raymond Beshro; [adam.snow@gotransit.com](mailto:adam.snow@gotransit.com); [neil.ackerman1@bell.ca](mailto:neil.ackerman1@bell.ca); [circulations@mmm.ca](mailto:circulations@mmm.ca); [Executivevp.lawanddevelopment@opg.com](mailto:Executivevp.lawanddevelopment@opg.com); Emily Bumbaco; [aaazouz@csdccc.edu.on.ca](mailto:aaazouz@csdccc.edu.on.ca); [tmclennan@wellingtoncdsb.ca](mailto:tmclennan@wellingtoncdsb.ca); [fournierf@csviamonde.ca](mailto:fournierf@csviamonde.ca); Dan Sharina; Harry Niemi; John Osborne; [clerks@guelph.ca](mailto:clerks@guelph.ca); [planning@guelph.ca](mailto:planning@guelph.ca); Karen Landry; Kelly Patzer; Kyle Davis  
**Cc:** Meaghen Reid; Mitchell Avis; Dan Currie  
**Subject:** ZBA 05/16 5087 WHITELAW ROAD - REQUEST FOR COMMENTS

**Good Afternoon,**

With respect to the above-noted matter, please find attached the request for commenting to the Zone Change Application. We would ask that you please provide comments by **Friday, December 9, 2016** to the Township Planning Consultants Mitchell Avis ([mavis@mhbcplan.com](mailto:mavis@mhbcplan.com)) and Dan Currie ([dcurrie@mhbcplan.com](mailto:dcurrie@mhbcplan.com)), MHBC Planning Ltd., 540 Bingemans Centre Drive, Suite 200, Kitchener, ON N2B 3X9, and copy the undersigned.

The application files can be downloaded at the following web address:

<https://app.box.com/s/3mqt0swlzklfarvp4q89qb3eobwllki8> .

Much Appreciated,

*Gaetanne Kruse*

**Gaetanne (Gae) Kruse, CPT**  
**Planning Administrator**



Township of Guelph/Eramosa  
8348 Wellington Rd 124, PO Box 700  
Rockwood, ON N0B 2K0  
Email: [gkruse@get.on.ca](mailto:gkruse@get.on.ca) Phone: (519) 856-9596 Ext. 112  
Fax: (519) 856-2240 Toll-Free: 1-800-267-1465 Website: [www.get.on.ca](http://www.get.on.ca)

*CONFIDENTIALITY: This e-mail message (including attachments, if any) is confidential and is intended only*

*for the addressee. Any unauthorized use or disclosure is strictly prohibited. Disclosure of this e-mail to anyone other than the intended addressee does not constitute waiver privilege. If you have received this communication in error, please notify us immediately and delete this. Thank you for your cooperation.*

---

November 9, 2016

County of Wellington, Mark Paoli, Planning & Development Department (*via email [markp@wellington.ca](mailto:markp@wellington.ca)*)  
County of Wellington, Jameson Pickard, Planning & Development Department. (*via email [jamesonp@wellington.ca](mailto:jamesonp@wellington.ca)*)  
County of Wellington, Donna Bryce, Clerk (*via email [donnab@wellington.ca](mailto:donnab@wellington.ca)*)  
County of Wellington, Engineering Services - Roads Division, Pasquale Costanzo (*via email [pasqualec@wellington.ca](mailto:pasqualec@wellington.ca)*)  
Community Emergency Management Coordinator, Linda Dickson (*via email [lindad@wellington.ca](mailto:lindad@wellington.ca)*)  
Miller, Thomson, Scott Galajda (*via email [sgalajda@millerthomson.com](mailto:sgalajda@millerthomson.com)*)  
R. J. Burnside & Assoc. Ltd., Jackie Kay (*via regular mail & email [Jackie.Kay@rjburnside.com](mailto:Jackie.Kay@rjburnside.com)*)  
Grand River Conservation Authority, Fred Natolochny (*via email [fnatolochny@grandriver.ca](mailto:fnatolochny@grandriver.ca)*)  
Grand River Conservation Authority, Ashley Rye / Jason Wagler (*via email [arye@grandriver.ca](mailto:arye@grandriver.ca) & [jwagler@grandriver.ca](mailto:jwagler@grandriver.ca)*)  
Union Gas Company Ltd., Shirley Brundritt, Lands Department (*via email [ONTUGLLandsINQ@uniongas.com](mailto:ONTUGLLandsINQ@uniongas.com)*)  
Canadian National Railway Properties, Raymond Beshro (*via email [raymond.beshro@cn.ca](mailto:raymond.beshro@cn.ca)*)  
Metrolinx, Adam Snow (*via email [Adam.Snow@gotransit.com](mailto:Adam.Snow@gotransit.com)*)  
Bell Access Network, Grand River Region, Neil Ackerman (*via email [neil.ackerman1@bell.ca](mailto:neil.ackerman1@bell.ca)*)  
Bell Canada, Attn: Circulations Intake, Planning & Design, MMM Group Limited (*via email [circulations@mmm.ca](mailto:circulations@mmm.ca)*)  
Ministry of Municipal Affairs & Housing (*via regular mail*)  
Ontario Power Generation Inc., Executive V-P, Law & Development (*via email [Executivevp.lawanddevelopment@opg.com](mailto:Executivevp.lawanddevelopment@opg.com)*)  
Upper Grand District School Board, Planning, Emily Bumbaco (*via email [emily.bumbaco@ugdsb.on.ca](mailto:emily.bumbaco@ugdsb.on.ca)*)  
Conseil Scolaire de District Catholique Centre-Sud, Andrew Aazouz (*via email [aaazouz@csdccc.edu.on.ca](mailto:aaazouz@csdccc.edu.on.ca)*)  
Wellington Catholic District School Board, Tracy McLennan (*via email [tmclennan@wellingtoncdsb.ca](mailto:tmclennan@wellingtoncdsb.ca)*)  
The French Language District School Board for South-Western & Central Ontario (*via email [fournierf@csviamonde.ca](mailto:fournierf@csviamonde.ca)*)  
Township of Guelph/Eramosa, Dan Sharina, Chief Building Official (*via email [dsharina@get.on.ca](mailto:dsharina@get.on.ca)*)  
Township of Guelph/Eramosa, Harry Niemi, Director of Public Works (*via email [hniemi@get.on.ca](mailto:hniemi@get.on.ca)*)  
City of Guelph, Deputy Fire Chief, John Osborne (*via email [john.osborne@guelph.ca](mailto:john.osborne@guelph.ca)*)  
City of Guelph, City Clerk (*via email [clerks@guelph.ca](mailto:clerks@guelph.ca)*)  
City of Guelph, Director of Planning (*via email [planning@guelph.ca](mailto:planning@guelph.ca)*)  
Township of Puslinch, Clerk, K. Landry (*via email [klandry@puslinch.ca](mailto:klandry@puslinch.ca)*)  
Township of Puslinch, Development Coordinator, K. Patzer (*via email [kpatzer@puslinch.ca](mailto:kpatzer@puslinch.ca)*)  
County of Wellington Risk Management Official, Kyle Davis (*via email: [kdavis@centrewellington.ca](mailto:kdavis@centrewellington.ca)*)

Dear Sir/Madam:

**Re: Zoning By-law Amendment Application ZBA 05/16 (Our File: D14 WO)  
Woodland Properties (Guelph) Ltd.  
5087 Whitelaw Road Assessment Roll No. 23-11-000-008-06000-0000  
Part Lots A and B, Concession 2, Division E, former Guelph Township, being Parts 35 to  
44 on 61R6686 except Parts 1 to 15 on 61R11855, now in the Township of Guelph/Eramosa**

The Notice of Complete Application and Notice of Public Meeting for the above-noted application will be circulated on November 18, 2016. This request is being forwarded on this date in order to provide you with additional time to review of the attached Application and supporting documents, and below is a link to a website where you can download a copy of the

Zoning By-law Amendment Application along with supporting documents for your review. The Zone Change Application is required to satisfy an approval condition of the related Consent Application (56/16).

The application contains 8 files, all of which can be downloaded at the following web address:

<https://app.box.com/s/3mqt0swlzklfarvp4q89qb3eobwllki8> .

We would appreciate if you could forward your comments to the Township Planning Consultants Mitchell Avis ([mavis@mhbcplan.com](mailto:mavis@mhbcplan.com)) and Dan Currie ([dcurrie@mhbcplan.com](mailto:dcurrie@mhbcplan.com)), MHBC Planning Ltd., 540 Bingemans Centre Drive, Suite 200, Kitchener, ON N2B 3X9, on or before **Friday, December 9, 2016 by 4:30 p.m.**, and copy Gaetanne Kruse, Township of Guelph/Eramosa Planning Administrator ([gkruse@get.on.ca](mailto:gkruse@get.on.ca)).

Thank you for your comments.

Yours truly,



**Meaghen Reid,  
Clerk/Director of Legislative Services**

Att.

MR/gk

*Copy: Dan Currie, MHBC Planning Ltd. (via email [dcurrie@mhbcplan.com](mailto:dcurrie@mhbcplan.com))  
Mitchell Avis, MHBC Planning Ltd. (via email [mavis@mhbcplan.com](mailto:mavis@mhbcplan.com))*

## Nina Lecic

---

**From:** Karen Landry  
**Sent:** November-08-16 2:44 PM  
**To:** Nina Lecic  
**Subject:** FW: Inaugural Treaties Recognition Week / Première Semaine de reconnaissance des traités

**From:** Ministry of Indigenous Relations and Reconciliation [<mailto:Indigenous.Relations@ontario.ca>]  
**Sent:** Monday, November 07, 2016 2:56 PM  
**To:** Karen Landry  
**Subject:** Inaugural Treaties Recognition Week / Première Semaine de reconnaissance des traités

**Ministry of Indigenous Relations  
and Reconciliation**

Communications Services Branch

160 Bloor Street East  
Suite 400  
Toronto ON M7A 2E6

[ontario.ca/indigenous](http://ontario.ca/indigenous)

**Ministère des Relations avec les  
Autochtones et de la Réconciliation**

Direction des services de communications

160, rue Bloor Est  
Suite 400  
Toronto (Ontario) M7A 2E6

[ontario.ca/autochtones](http://ontario.ca/autochtones)



### Ce message est en français ci-dessous.

The week of November 6 to 12, 2016 marks the inaugural Treaties Recognition Week in the Province of Ontario. The initiative recognizes the importance of treaties and brings awareness to the treaty relationships between Indigenous and non-Indigenous people in the province. It is part of Ontario's commitment to the journey of healing and reconciliation with Indigenous Peoples.

A First Nations and Treaties map of Ontario was created by the Ministry of Indigenous Relations and Reconciliation to increase awareness about treaties in Ontario. Treaties are formal exchanges of promises that created rights and responsibilities for Canada, Ontario and First Nations. Treaties are as relevant today as when they were signed – Aboriginal and treaty rights exist within the Canadian constitutional framework. The First Nations and Treaties map of Ontario helps support learning and the exploration of the histories, cultures, perspectives and contributions of Indigenous Peoples in Ontario.

The First Nations and Treaties map and additional resources about treaties in Ontario are available at [ontario.ca/treaties](http://ontario.ca/treaties). Print copies can be ordered, at no cost, through **ServiceOntario Publications**. To order the map, search "First Nations Treaties" on the ServiceOntario site to find the publication, or use the item number #020040 to bring up the publication for ordering. It will be necessary to create an account with ServiceOntario Publications to complete your order.

Posting a First Nations and Treaties map in a public space can help raise the profile of Ontario treaties in your community. It is a reflection of the commitment to work together with Indigenous partners.

In Friendship,

Ian Ross  
Director  
Communications Services Branch  
Ministry of Indigenous Relations and Reconciliation

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## Message en français.

Cette semaine, du 6 au 12 novembre 2016, marque la première Semaine de reconnaissance des traités dans la province d'Ontario. Cette initiative reconnaît l'importance des traités et sensibilise le public aux relations issues des traités entre les Autochtones et les personnes non autochtones dans la province. Elle fait partie de l'engagement de l'Ontario dans le chemin vers la guérison et la réconciliation avec les peuples autochtones.

Une carte des Premières Nations et des traités de l'Ontario a été créée par le ministère des Relations avec les autochtones et de la Réconciliation pour mieux faire connaître les traités en Ontario. Les traités sont des échanges formels des promesses qui créent des droits et responsabilités pour le Canada, l'Ontario et les Premières Nations. Les traités sont tout aussi pertinents aujourd'hui qu'au moment où ils ont été signés. Les droits issus des traités et ceux des Autochtones existent dans le cadre constitutionnel canadien. La carte des Premières Nations et des traités de l'Ontario contribue à soutenir l'apprentissage et l'exploration de l'histoire, les cultures, les perspectives et les contributions des peuples autochtones en Ontario.

La carte des Premières Nations et des traités et des ressources supplémentaires sur les traités en Ontario sont disponibles à l'adresse [ontario.ca/traites](http://ontario.ca/traites). Des exemplaires imprimés peuvent être commandés sans frais, à **Publications ServiceOntario**. Pour commander la carte, recherchez « Traités des Premières Nations » sur le site de ServiceOntario pour trouver la publication ou recherchez l'élément n° 020041 pour faire apparaître la publication pour la commande. Il sera nécessaire de créer un compte avec Publications ServiceOntario pour compléter votre commande.

L'affichage de la carte des Premières Nations et des traités dans un espace public peut aider à rehausser la visibilité des traités de l'Ontario dans votre communauté. Cette carte est le reflet de notre engagement à travailler avec nos partenaires autochtones.

Cordialement,

Ian Ross  
Directeur  
Direction des services de communications  
Ministère des Relations avec les Autochtones et de la Réconciliation



**From:** [MTO Cycling](#)  
**To:** [MTO Cycling](#)  
**Subject:** Ministry of Transportation Public Consultation on Cycling Program  
**Date:** November-03-16 10:28:40 AM  
**Attachments:** [Cycling EBR Letter to partners\\_EN.pdf](#)  
[Cycling EBR Letter to partners\\_FR.pdf](#)

---

*[le français suit l'anglais]*

Dear valued partners,

Ontario's Climate Change Action Plan (CCAP), released on June 8, 2016, committed to creating a cleaner transportation sector in Ontario, in part by promoting cycling.

The Ministry of Transportation is ready to do its part to support the CCAP by implementing a number of initiatives that support reductions to transportation emissions. These initiatives will be funded by proceeds from the province's cap and trade program.

Through a discussion paper posted to the Environmental Registry, we are seeking your input on a proposed plan to implement actions identified in the CCAP to improve commuter cycling networks.

We encourage you to review the [discussion paper](#), accessible through the [Environmental Registry](#) or the [Ministry's Cycling Strategy web page](#) and provide your comments by November 30, 2016. We look forward to hearing from you.

Jill Hughes, Director  
Transportation Policy Branch  
Ministry of Transportation  
777 Bay Street, 30<sup>th</sup> Floor  
Toronto, ON M7A 2J8  
Tel: (416) 585-7177

---

Chers partenaires,

Le Plan d'action de l'Ontario contre le changement climatique (PAOCC), rendu public le 8 juin 2016, s'engage à créer un secteur des transports plus propres en Ontario, et ce, notamment en faisant la promotion du vélo.

Le ministère des Transports est prêt à faire sa part pour appuyer le PAOCC en mettant en œuvre un certain nombre d'initiatives qui contribuent à la réduction des émissions liées aux transports. Ces initiatives seront financées grâce aux recettes provenant du Programme de plafonnement et d'échange de l'Ontario.

Dans un document de travail mis en ligne sur le site du Registre environnemental, nous sollicitons votre avis sur un projet de plan visant à mettre en œuvre des

mesures identifiées dans le PAOCC en vue d'améliorer les réseaux cyclables pour les navetteurs.

Nous vous encourageons à prendre connaissance du [document de travail](#), qui peut être consulté sur le [Registre environnemental](#) ou sur la [page Web du ministère consacrée à la Stratégie de promotion du vélo](#) et fournir vos commentaires d'ici le 30 novembre 2016. Nous avons hâte de savoir ce que vous en pensez.

Jill Hughes, Directrice  
Direction des politiques du transport  
Ministère des Transports  
777, rue Bay, 30 Street, 30<sup>e</sup> étage  
Toronto, ON M7A 2J8  
Tél.: 416 585-7177

Ministry of  
Transportation

Ministère des  
Transports



Transportation Policy Branch  
777 Bay Street, 30th Floor  
Toronto, Ontario  
M7A 2J8  
Tel: 416 585-7177  
Fax: 416 585-7204

Direction des politiques du transport  
777, rue Bay, 30<sup>e</sup> étage  
Toronto (Ontario)  
M7A 2J8  
Tél. : 416 585-7177  
Télééc. : 416 585-7204

October 31, 2016

Dear valued partners,

Ontario's Climate Change Action Plan (CCAP), released on June 8, 2016, committed to creating a cleaner transportation sector in Ontario, in part by promoting cycling.

The Ministry of Transportation is ready to do its part to support the CCAP by implementing a number of initiatives that support reductions to transportation emissions. These initiatives will be funded by proceeds from the province's cap and trade program.

Through a discussion paper posted to the Environmental Registry, we are seeking your input on a proposed plan to implement actions identified in the CCAP to improve commuter cycling networks.

We encourage you to review the discussion paper, accessible through the Environmental Registry (EBR Registry Number: 012-8772) or the Ministry's Cycling Strategy web page and provide your comments by November 30, 2016. We look forward to hearing from you.

Sincerely,

A handwritten signature in blue ink that reads "Jill Hughes".

Jill Hughes  
Director

c. Sandi Jokic, Manager, Sustainable & Innovative Transportation Office,  
Transportation Policy Branch

**From:** [Loriann Harbers](mailto:Loriann.Harbers@liberal.ola.org)  
**To:** [mhunter.mpp.co@liberal.ola.org](mailto:mhunter.mpp.co@liberal.ola.org); [jim.mcdonellco@pc.ola.org](mailto:jim.mcdonellco@pc.ola.org); [kwynne.mpp.co@liberal.ola.org](mailto:kwynne.mpp.co@liberal.ola.org)  
**Cc:** [tim.mills@ucdsb.on.ca](mailto:tim.mills@ucdsb.on.ca); [stephen.sliwa@ucdsb.on.ca](mailto:stephen.sliwa@ucdsb.on.ca); [jeff.mcmillan@ucdsb.on.ca](mailto:jeff.mcmillan@ucdsb.on.ca); "Wendy MacPherson"; Brenda Brunt; "Jo Anne McCaslin"; "Ginette Martin Stephan"; "Daniel Gagnon"; "Helen Thomson"; "Marilyn LeBrun"; Dave Smith; Donna Primeau; Jim Bancroft; Richard Waldroff; Tammy Hart  
**Subject:** South Stormont Demands One Year Suspension to PAR Process - Save Rural Schools  
**Date:** November-11-16 5:24:01 PM  
**Attachments:** [image002.png](#)  
[Resolution No. 335-2016 Rural Schools South Stormont \(2\).pdf](#)

---

Good day,

On behalf of the Township of South Stormont, please find attached Resolution No. 335/2016 demanding a one year suspension on the PAR process. This will allow for proper review and consideration to be undertaken for the best interest of the students and communities involved.

Kind regards,

*Loriann Harbers, CMO*  
Director of Corporate Services/Clerk



*Come see for yourself!*

Township of South Stormont  
2 Mille Roches Rd., P.O. Box 84  
Long Sault, ON K0C 1P0  
Email: [loriann@southstormont.ca](mailto:loriann@southstormont.ca)  
Office: 613-534-8889 ext. 201  
Fax: 613-534-2280

 [Like Us On Facebook](#)

**TOWNSHIP OF SOUTH STORMONT**

**RESOLUTION**

**MOVED BY** *David K...* **RESOLUTION NO** 335/2016

**SECONDED BY** *F. Waldroff* **DATE** November 9, 2016

WHEREAS the Upper Canada District School Board (UCDSB) has commenced a Pupil Accommodation Review (PAR) study that may result in the closure of dozens of schools across the Board, many in SDG;

And whereas the aggressive timelines imposed by the UCDSB simply do not allow for sufficient time for adequate and reasonable public consultation and review by those impacted by the closures;

And whereas it is understood that no discussion is contemplated or taken place between the UCDSB and the 3 other local school boards regarding sharing underutilized space;

And whereas schools are an essential element of the fabric of our rural communities;

Now therefore we, the 32 elected representatives (upper and lower tier) of the 65,000 residents of Stormont, Dundas and Glengarry, collectively demand that the PAR being undertaken by the UCDSB be immediately suspended for a period of 1 year, to allow adequate time to complete the work necessary to chart the course ahead that is in the best interests of all UCDSB students, AND

FURTHERMORE

THAT the policy issued by the Ontario Ministry of Education on March 26, 2015, deleting the requirement that local school boards take into consideration the social, economic or geographic implications of school closures, be immediately reviewed, given the devastating impact this policy has on rural schools.

CARRIED       DEFEATED       DEFERRED

\_\_\_\_\_  
Chairperson

Recorded Vote:	
Councillor Primeau	—
Councillor Smith	—
Councillor Waldroff	—
Deputy Mayor Hart	—
Mayor Bancroft	—



## Wellington County Municipal Economic Development Group

### Minutes

Economic Development Officers/Coordinators

Supporting Organizations

Elected Officials

WWCFDC Boardroom,

**September 6<sup>th</sup>, 2016**

**9:30 a.m.**

### Present:

John Brennan (Town of Erin), Jaclyn Dingwall (Township of Mapleton), Crystal Ellis (County of Wellington), Janet Harrop (Wellington Federation of Agriculture), Gerry Horst (Ontario Ministry of Agriculture, Food and Rural Affairs), Tom Lusi (County of Wellington), Marios Matsias (Guelph Wellington Business Enterprise Centre), Don McKay (Township of Puslinch), Robyn Mulder (Town of Erin), Kelly Patzer (Township of Puslinch), Patricia Rutter (Township of Centre Wellington), Dale Small (Township of Wellington North), Jane Shaw (WWCFDC), Steve Smith (MEDEI), Chris White (Mayor, Guelph/Eramosa Township), Belinda Wick-Graham (Town of Minto),

### Regrets:

Rose Austin (Saugeen Economic Development), Jana Burns (County of Wellington), Brad Dixon (GRCA), Ella Henderson (LIP), Dennis Lever (Mayor, Puslinch Township), April Marshall (Township of Wellington North), Jenna Morris (WWCFDC), Andrea Ravensdale (County of Wellington), Ian Roger (CAO, Guelph/Eramosa Township), Carol Simpson (WFPB), Scott Wilson (County of Wellington), Christine Veit (Safe Communities)

#### 1. Approval of Agenda

Motion to approve agenda as written.

**Moved by Dale Small, seconded by Gerry Horst**

**Carried**

#### 2. Declaration of Pecuniary Interest

None

#### 3. Approval of Minutes

Motion to approve the minutes as written from the meeting held June 7<sup>th</sup>, 2016.

**Moved by Dale Small, seconded by Patricia Rutter**

**Carried**

#### **4. BR&E Update**

The BR+E group retreat held at the Rockwood Conservation area was a success. The reports should be ready for distribution by the end of the year 2016.

#### **5. IPM Update**

The IPM is just around the corner. The County tent will back on to Wellington Road 109 and the set up will start on the 12<sup>th</sup>.

Each municipality will have a booth display within the showcase. Wellington North and Town of Minto will also have a manufacturer's tent within the IPM tented city.

The 'Special Events' tent will hold a VIP reception starting at 3pm on the Tuesday, September 20<sup>th</sup>. During 'Careers in Agriculture Day' high school and university students will listen to the experience and knowledge from various participants during the speakers snapshot as well as from local employers. Thanks to Jenna Morris for organizing and arranging the speakers for Careers in Agriculture Day. The Future Farmers event will start at 4pm which includes entertainment and food. University students will pay \$5 for a ticket rather than \$17.

County Council will hold a live Council meeting on Thursday at 1pm followed by a staff appreciation event on the Thursday evening.

Tent A includes the Welcome Desk, County Departments (Economic Development, HR, Planning, Green Legacy, OPP & Emergency Management, Museum and Wellington Terrace), municipalities of Mapleton, Erin, Minto and Wellington North and the University of Guelph.

Tent B includes Tastes of Wellington, Farmers Market (which will house 7 vendors), Tour the Taps, entertainment, County Departments (Social Services, Engineering & the Library), municipalities of Guelph/Eramosa, Puslinch & Centre Wellington.

The Zipline will run from 9am-5pm and will cost \$5 per ride.

Post Cards from Wellington can be completed by visitors and brought to the welcome desk to mail.

The official IPM Guide showing all vendors and a map of the area is posted on the IPM website.

#### **6. Roundtable/Other Business**

##### **Centre Wellington:**

- Land sale... one currently in the process and one currently pending. If both sell, there will no longer be serviced industrial land available in Centre Wellington
- Township is currently reviewing servicing
- Working on Growth Development Strategies

##### **County:**

- Jana is off on maternity leave. Crystal will take over for Jana until she returns
- County is currently filming a video series for Live and Work Wellington
- Bus tours with Conestoga College will be held in November
- 50,000 copies of the County lure piece have been distributed
- Visitors map is completed
- Website update will be completed soon
- Guelph Wellington Agriculture Food Mission will be October 12<sup>th</sup> in Paris, France



- Standard & Poor Credit Rating is complete. The County maintained a double A rating
- Taste Real Fall Rural Romp will be held on Sept 24<sup>th</sup>
- Wellington Museum Harvest Fall Festival will be held Sept 25<sup>th</sup>

**Erin:**

- Mayors breakfast is Sept 8<sup>th</sup>
- Riverwalk feasibility study will be presented to Council this month
- On Sept. 18<sup>th</sup> the Feast of the Hops will be held in Erin at the Agriculture Building

**GBEC:**

- GBEC is rebranding and moving. A new executive director and new mandates focusing on outreach programs.
- Nominations close on September 15<sup>th</sup> for the Star Awards Better Business Event. The event will be held at the Cutten Club in October and recognizes small businesses within Wellington and Guelph over the past 5 years.

**Guelph/Eramosa:**

- No update

**LIP:**

- No update

**Mapleton:**

- Phase 2 of CIP will be a focus this fall. Public information sessions will be held in October
- Draft of the CIP will be presented to Council later this year
- Youth Council resumes on September 6<sup>th</sup>
- Parks and Recreation Ontario Grant will host workshops etc.
- Currently completing a service review of the departments within the township. Jaclyn is working with GBEC and WW to compare what business services are available for businesses in the Mapleton area.

**MEDI:**

- Recently announced there are site certification changes. Steve will arrange for the representatives to attend an upcoming meeting and discuss/explain any changes. The presentation will be open to Grey County, Dufferin County and other outside counties.
- Steve is currently working with a business located in Guelph to move them into the County and assist with a possible grant funding.

**Minto:**

- LaunchIt received funds for future development.
- The Live to Lead event will be held on October 7<sup>th</sup>.
- Celebrate 150 grants being worked on.

**OMAFRA:**

- On Nov. 2<sup>nd</sup> & 3<sup>rd</sup> the Municipal Agriculture Economic Development Forum at the Millcroft Spa & Caledon Equestrian Park
- This year the Downtown Revitalization Community of Practice will be held at the Municipality of Port Hope on September 8<sup>th</sup>

- Starting a food college??? Georgian College hosting event on Sept 26<sup>th</sup>
- Foodland Ontario – the Foodland sponsorship program has not yet confirmed the approval of the application submitted.

**Puslinch:**

- An Open House with will be held in October

**Safe Communities:**

- No update

**Wellington North:**

- There are currently 2 large commercial expansions as well as 10 new businesses on the main street of Mount Forest.
- The Arthur Waste Water Treatment Plant issues are still being discussed
- 17 recommendations focusing on Wellington North attractiveness, development, community growth, etc. were recently approved and will be implemented.
- 5 new business between Minto and Wellington North in the renew program have opened

**WFA:**

- OFA policy advisory committee meeting was held recently. Discussions included:
  - soil strategy
  - 1.4% of population is active in “hands on” farming
  - Stopping the bylaw recently passed in Algonquin to ban the killing of coyotes and wolves from extending in this area
  - Land use planning
  - Farm electrical rate
  - Rural District energy hubs
  - Food safety
- Recent MPAC assessments show agriculture land value has increased
- WFA continues to work with “excessive soil” issues

**WFPB:**

- No update

**WWCFDC:**

- Co-op Youth Training Program was a success with a local employer providing part time employment to their co-op student. A new program will start in March.

Minutes from the WCMEDG meetings are distributed to Council, Clerks, Economic Development Representatives and other members for information purposes.

**Next meeting is scheduled for October 4<sup>th</sup>, 2016 for staff and supporting organizations at 9:30am in the WWCFDC Boardroom.**

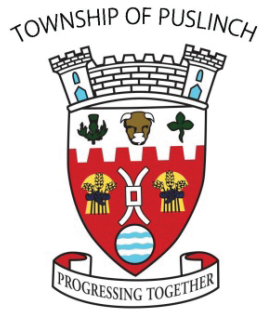
Meeting adjourned at 11:00am.

---

Chris White, Chair

---

Jane Shaw, Recording Secretary



**Township of Puslinch**  
7404 Wellington Road 34  
Guelph, ON, N1H 6H9  
T: (519) 763 – 1226  
F: (519) 763 – 5846  
www.puslinch.ca

## Delegate Request

Meeting Date: November 23, 2016

### Applicant Information:

Applicant Name: Jeff Buisman

Mailing Address: 423 Woolwich Street, Guelph, ON, N1H 3X3

Email Address: Jeff.Buisman@vanharten.com

Telephone Number: 519-821-2763 x225

### Purpose of delegation (state position taken on issue, if applicable):

To present the Site Plan for 599 Arkell Road

I am submitting a formal presentation to accompany my delegation:

Yes:

No:

I will require the following audio-visual equipment:

PowerPoint:



**Note: Delegations are permitted to speak for 10 minutes. Your form or letter must be received 24 hours before the preparation of the Council agenda. This usually means at least one week prior to the Council meeting.**

**Personal Information collected on this form is collected under the authority of the Municipal Act and will be used only for the purposes of sending correspondence relating to matters before Council and for creating a record that is available to the general public in a hard copy format and on the internet in an electronic format in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Questions regarding the collection of this information may be directed to the Township Clerk's office.**

**The Township of Puslinch is committed to providing accessible formats and communication supports for people with a disability. If another format would work better for you, please contact the Township Clerk's office for assistance.**



**Township of Puslinch**  
7404 Wellington Road 34  
Guelph, ON, N1H 6H9  
T: (519) 763 – 1226  
F: (519) 763 – 5846  
www.puslinch.ca

## Delegate Request

Meeting Date: Nov. 23 2016

### Applicant Information:

Applicant Name: Stephen & Jessica Gayda  
Mailing Address: 859 Watson Rd S.  
Email Address: admin@stootconstruction.com  
Telephone Number: 519-836-6142

**Purpose of delegation (state position taken on issue, if applicable):**

To present our request  
for site plan approval

\* If possible - we would prefer  
to be the last delegate

I am submitting a formal presentation to accompany my delegation:

Yes:  No:

I will require the following audio-visual equipment:

PowerPoint:

**Note: Delegations are permitted to speak for 10 minutes. Your form or letter must be received 24 hours before the preparation of the Council agenda. This usually means at least one week prior to the Council meeting.**

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## **REPORT PD-2016-031**

TO: Mayor and Members of Council  
FROM: Kelly Patzer, Development Coordinator  
MEETING DATE: November 23, 2016  
SUBJECT: Site Plan Agreement – Sloat Construction Ltd., property described as Rear Part Lot 7, Concession 9, municipally known as 599 Arkell Road, Township of Puslinch.

---

### **RECOMMENDATIONS**

That Report PD-2016-031 regarding the Sloat Construction Ltd., property described as Rear Part Lot 7, Concession 9, municipally known as 599 Arkell Road, Township of Puslinch, be received; and

That Council pass a by-law to authorize the entering into and the execution of a Site Plan Agreement with Sloat Construction Ltd.

### **DISCUSSION**

#### **Purpose:**

The review of the site plan is satisfactorily completed and the owner is proceeding with the development under this Site Plan Agreement to renovate an existing building to accommodate a restaurant with an associated retail section of prepared foods and accompanying office space.

The 0.25 acre subject property is located at 599 Arkell Road, the southwest corner of Arkell Road and Watson Road in the village of Arkell. The property is zoned Hamlet Commercial (C1) Zone which permits a restaurant use.





**Background:**

The property is located within the Township’s Site Plan Control Area and Site Plan Application file D11/SLO was initiated in February 2016. The first submission included the restaurant on the main floor and the Sloop Construction Ltd. office use on the second floor.

To meet zoning requirements and advance the review of the Site Plan, a Minor Variance Application was heard by the Committee of Adjustment in March 2016 to request a reduction of required on-site parking for the combined Sloop Construction office and restaurant uses. The Committee of Adjustment approved the minor variance and the Decision was appealed to Ontario Municipal Board, with a hearing date set for August 11, 2016.

The Sloop Construction office use was subsequently removed from the Site Plan Application due to septic, parking, fire code and building code constraints. The second floor of the building will be used for accessory office space and storage for the restaurant. The owner withdrew the minor variance application when it was demonstrated that all required parking can be accommodated on the property for the restaurant and retail store use and the OMB file was dismissed.

The owner has completed all revisions to obtain Site Plan Approval. Securities in the amount of \$14,622.50 will be collected for landscaping and parking lot works prior to the Agreement being executed. Cash in lieu of parkland is not required for the development because the building has an existing commercial use and is undergoing interior renovations with no building additions.

**Site Plan Control Review:**

The Township has received satisfactory comments and approvals from the peer review team of consultants, the plans have been finalized and there are no outstanding concerns with the entering into a Site Plan Agreement with the owner.

<b>Function</b>	<b>Body</b>	<b>Approval</b>
Township Hydrogeologist	Harden Environmental	Approval Received
Township Engineers	GM BluePlan	Approval Received
Township Fire Department	Puslinch Fire and Rescue	No Objections – interior renovation review after Site Plan
Township Ecologist	GWS Ecology	Approval Received
Planners	Wellington County	Approval Received
Road Authority	Wellington County & Township	No Objections
Conservation Authority	Grand River CA	Property not Regulated

**Applicable Legislation and Requirements:**

Township of Puslinch Site Plan Control By-law 16/08  
 Township of Puslinch Zoning By-law 19/85

**Attachments:**

Site Plan Agreement – Schedule A

Approved Plans as listed in the Agreement – Schedule B

Stormwater Management Brief – Schedule C

Final Review Comments – Schedule D

(complete and insert Document General Page as Page 1)

**TOWNSHIP OF PUSLINCH  
SITE PLAN AGREEMENT**

**B E T W E E N:**

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**  
- and -  
**SLOOT CONSTRUCTION LTD**

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**TOWNSHIP OF PUSLINCH  
SITE PLAN AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 2016, pursuant to Section 41 of the Planning Act, R.S.O. 1990, as amended.

**B E T W E E N:**

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH.**  
(hereinafter called the "**Township**")

PARTY OF THE FIRST PART

- and -

**SLOOT CONSTRUCTION LTD**  
(hereinafter called the "**Developer**")

PARTY OF THE SECOND PART

**W H E R E A S:**

- A. Developer is the owner of the property described in Schedule "A" to this Agreement which is the subject matter of an application for Site Plan Approval pursuant to section 41 of the Planning Act;
- B. The property is within a designated site plan control area and the Township requires that the Developer enter into a written agreement to identify approved plans, drawings and specifications and to require that the property be developed and maintained in accordance with the approved documents.

**NOW THEREFORE** this Agreement witnesseth that in consideration of the premises, other good and valuable consideration and the sum of Two Dollars (\$2.00) of lawful money of Canada, now paid by each of the parties hereto to each of the other parties hereto (the receipt whereof is hereby acknowledged), the parties agree as follows:

**ARTICLE 1 - IDENTIFICATION OF LANDS APPROVED FOR DEVELOPMENT**

1.1 Legal description

The Developer's property which is the subject matter of this agreement is described in Schedule "A" attached (herein called "the Lands").

**ARTICLE 2 - IDENTIFICATION OF PLAN(S)**

2.1 Approved plan(s)

The Developer in making application for site plan approval has agreed to provide to the satisfaction of the Township, plan or plans showing the location of all buildings, structures, facilities, works and site elevations and services existing and proposed and, where required, drawings showing plan, elevation and cross-section views for each building or structure and to include all matters as contemplated by section 41 of the Planning Act. The plan(s) and drawings described in Schedule "B" [hereinafter called the "Approved Plan(s)] shall be deemed to have been approved by the Township upon execution and registration of this Agreement.

2.2 Filing of plan(s)

Ten (or such greater number as shall be requested by the Township) copies of the Approved Plan(s) shall be filed with the Township's Clerk.

**ARTICLE 3 - SPECIAL REQUIREMENTS**

3.1 Additional requirements and provisions

Notwithstanding the approval by the Township of the plans and drawings described in Schedule "B" the parties agree that the additional requirements referred to in Schedule "C" (if any) shall apply to the development of the Lands in addition to the information shown on the Approved Plan(s) and in the event of a conflict between the provisions of the Approved Plans and Schedule "C" then the provisions of the latter shall prevail.

**ARTICLE 4 - IMPLEMENTATION OF PLAN(S)****4.1 Developer's covenant to implement plan(s)**

The Developer covenants and agrees that the buildings, structures and all of the facilities, works and features illustrated on the Approved Plan(s) and the additional requirements set out in Schedule "C", if any, shall be constructed, installed, performed or provided as the case may be at the Developer's sole risk and expense and to the satisfaction of the Township.

**4.2 Township's right of entry**

The Township shall have a right of entry upon the Lands, through employees, agents or contractors to ensure that the provisions of this agreement are complied with at all times.

**4.3 Stop work orders**

The Township's Chief Building Official shall treat a breach of the terms of this Agreement or covenants contained herein in a manner similar to a breach of the Township's Building By-law or the Ontario Building Code and shall issue a stop work order until such breach is rectified. The Developer acknowledges that the requirements of this Agreement constitute applicable law for purposes of the Building Code Act.

**4.4 Notice to comply**

In the event that the Township gives written notice to the Developer or the then-registered owner of the Lands that it has failed to construct, provide or maintain any matter or thing illustrated on the Approved Plan(s) or required by this Agreement, and if the Developer or then-registered owner fails to construct, provide or maintain such required matter or thing within thirty (30) days of the date that such notice is mailed by prepaid registered mail to such person at the address for such person set out in Article 13.1 or as shown on the most-recently revised assessment roll then the Township may enter upon the Lands, through employees, agents or contractors and construct, provide or maintain such matter or thing which had been specified in the notice at the expense of then-registered owner of the Land.

**ARTICLE 5 - FINANCIAL ASSURANCES****5.1 Security requirement - public lands**

In the event any works are to be performed on municipally or publicly-owned property of any kind which may service the subject lands, the Developer shall, at the time of signing this Agreement and prior to the commencement of work, supply the Township with an unconditional irrevocable Letter of Credit from a chartered Canadian bank, in a form and an amount satisfactory to the Township sufficient to guarantee the satisfactory completion of the works to be constructed or performed by the Developer on municipally or publicly-owned lands and further guaranteeing the workmanship and materials of all such works and matters. The unconditional irrevocable Letter of Credit shall further guarantee payment to the Township of all inspection or other costs that the Township may incur in connection with such works or the preparation and implementation of this Agreement.

**5.2 Security requirement - subject lands**

In addition to the security to be provided to the Township pursuant to Article 5.1, the Developer shall at the time of signing this Agreement and prior to the commencement of work, unless such requirement is specifically waived in writing by the Township, supply the Township with an unconditional irrevocable Letter of Credit from a chartered Canadian bank, in a form and an amount satisfactory to the Township sufficient to guarantee the satisfactory completion of the work and facilities to be provided on the Lands pursuant to the Approved Plan(s) and this Agreement and further guaranteeing the workmanship and materials of all such works and matters. The unconditional irrevocable Letter of Credit shall further guarantee payment to the Township of all inspection or other costs that the Township may incur in connection with such works or the preparation and implementation of this Agreement.

**5.3 Township's right to draw upon security**

In the event that the Developer fails to comply with a notice given to him pursuant to Article 4.4 hereof the Township shall be at liberty to draw upon the security provided to it pursuant to this Article to pay for the cost of any work undertaken by it or on its behalf pursuant to such notice and to pay the costs incurred by the Township in the administration and implementation of this Agreement.

**5.4 Release of Security**

The security provided under this Article, or the amount thereof remaining after draws referred to in Article 5.3, shall be delivered or repaid to the Developer after all of the works have been completed in each stage to the satisfaction of the Township's authorized personnel.

### 5.5 Township's Expenses

The Developer agrees to pay to the Township all reasonable costs incurred by the Township in connection with the development of this site which, without limiting the generality of the foregoing, shall include all expenses of the Township heretofore and hereinafter incurred for legal, engineering, surveying, planning and inspection services, extra Council meetings, if any, and employees' extra time, if any, and shall pay such costs from time to time forthwith upon demand, provided, if such costs be not paid forthwith same shall bear interest from the date which is 10 days following the date of demand to the date of payment at two (2) percentage points in excess of prime rate of interest charged by the Canadian Imperial Bank of Commerce during such period.

## **ARTICLE 6 - INDEMNIFICATION**

### 6.1 Developer's agreement to indemnify

The Developer agrees on behalf of itself, its heirs, executors, administrators and assigns to save harmless and indemnify the Township, and, if applicable, the County of Wellington, and their respective officials employees and agents, from all losses, damages, costs, charges and expenses which may be claimed or recovered against the Township or the County of Wellington, as the case may be, by any person or persons arising either directly or indirectly as a result of any action taken by the Developer pursuant to or implementing the terms of this Agreement.

## **ARTICLE 7 - LIABILITY INSURANCE**

### 7.1 When liability insurance required

In the event that work is to be performed by the Developer, its servants, agents or contractors on lands owned by the Township, or the County of Wellington, the Developer shall supply the Township with written evidence of a current comprehensive liability insurance policy in form satisfactory to the Township, holding the Township (and if applicable the County of Wellington) harmless for any and all claims for damages, injuries or losses in connection with the work done by or on behalf of the Developer, its servants, agents or contractors on or adjacent to the Lands in an amount of not less than Two Million (\$2,000,000.00) Dollars inclusive. The Township (and if applicable the County of Wellington) are to be named as insured parties in the said policy.

## **ARTICLE 8 - TIME LIMITS FOR COMPLETION**

### 8.1 Consequences of delay

In the event that a building permit is not issued and construction commenced within one year from the date of this Agreement, or if the works and facilities contemplated in the Approved Plan(s) are not fully completed within two (2) years from the date of this Agreement, the conditions of approval and provisions of this Agreement will be reviewed and may be subject to revision by the Township by notice in writing to the Developer which revisions shall be accepted and implemented by the Developer.

### 8.2 Phasing of Site Development

The Developer agrees that all buildings, structures, works and features illustrated on the Approved Plan(s) shall represent the total development on the property. The Developer also agrees that any future development beyond the approved plans will be subject to any additional site plan agreements and provisions as required by the Township.

## **ARTICLE 9 - MAINTENANCE OBLIGATIONS**

### 9.1 General covenant to maintain and repair

The Developer agrees that the buildings, structures and all of the facilities, works and features illustrated on the Approved Plan(s) shall be maintained and kept in good repair at the Developer's sole risk and expense and to the satisfaction of the Township. In the event that the Township gives written notice to the Developer or the then-registered owner of the Lands that maintenance or repair of any matter required to be provided by this Agreement is to be undertaken, and if the Developer or then registered owner fails to undertake such required maintenance or repair within thirty (30) days of the date that such notice is mailed by prepaid registered mail to such person at the address for such person set out in Article 13.1 or as shown on the most-recently revised assessment roll then the Township may enter upon the Lands, through employees, agents or contractors and perform such maintenance or repairs which had been specified in the notice at the expense of then-registered owner of the Land.

### 9.2 Specific maintenance obligations

The Developer covenants with the Township as follows:

- (a) that it shall at all times maintain the installations, structures and facilities illustrated on the Approved Plan(s) and described in Schedule "C", if applicable, in good condition and repair;

(b) that at any time or times that the building(s) on the Lands are occupied or are in use it shall ensure that all driveways, parking spaces more specifically for staff and visitors as well as required access points are cleared of snow within twelve (12) hours of any major snow storm (which shall be deemed to be an accumulation in excess of 5cm of snow in any twenty-four hour period) and that if snow is stored on the Lands it shall ensure that it is stored in a location which does not reduce the number of staff and visitor parking spaces illustrated on the Approved Plan(s); alternatively it shall arrange for the removal of such snow at its sole expense.

(c) that it shall ensure that all required signs, parking spaces and lane markings identified on the Approved Plan(s) are properly painted and maintained and that it shall ensure that each such sign and parking space or lane is clearly delineated at all times.

In the event that the Developer, or then registered owner of the Lands, is in breach of any of the covenants in this Article then the provisions of Article 13.2 hereof shall apply.

## **ARTICLE 10 - CONVEYANCES AND EASEMENTS**

### **10.1 Developer's obligation to provide**

The Owner shall within a period of two (2) years from the date of execution of this agreement convey without charge to the Township or the County of Wellington, as the case may be, the lands and/or easements, if any, described in Schedule "D". The Developer shall pay all legal and survey costs associated with such conveyances and easements. The title to any land or easement so conveyed shall be certified to the applicable Transferee by Developer's solicitor as being good and marketable and free from any restriction or encumbrance at Developer's expense.

The Township or the County of Wellington shall provide written notice to the Owner of the requirement to provide such conveyance or easement within the two (2) year period following execution of this agreement.

## **ARTICLE 11 - ENCUMBRANCERS' CONSENT AND ACKNOWLEDGMENT**

### **11.1 All encumbrancers to consent prior to permit issuance**

The Developer shall at its cost have any person (herein called an "encumbrancer") having a mortgage, lien, right or encumbrance affecting the Lands execute this Agreement to consent to its terms or shall provide a registered postponement agreement wherein each such encumbrancer postpones his, her, or its interest in the said lands in favour of the Township's interest under this Agreement. No building permit will be issued for the Lands until this Article has been complied with. Wherever this Agreement is executed by an encumbrancer such person agrees that his, her or its interest in the Lands shall be subject to all terms of this Agreement.

## **ARTICLE 12 - REGISTRATION OF AGREEMENT**

### **12.1 Registration prior to permit issuance**

This Agreement will be registered against the title to the Lands and the Developer will pay for the cost of registration.

## **ARTICLE 13 - GENERAL PROVISIONS**

### **13.1 Notices**

Any notice, invoice or other writing required or permitted to be given pursuant to this agreement (including notice of a change of address) shall be deemed to have been given if delivered personally to the party or to an officer of the applicable corporation or if delivered by prepaid first class mail, on the third (3rd) day after mailing. The address for service of each of the parties is as follows:

Developer: Slood Construction Ltd  
599 Arkell Road  
Arkell, ON N0B 1C0

Township: The Corporation of the Township of Puslinch  
7404 Wellington Road 34  
RR 3  
Guelph, ON N1H 6H9

To any other person: at the address shown for such person in the last revised assessment roll or the latest address for such person as shown in the Township's records.



13.2 Township costs recoverable like taxes

Notwithstanding any other remedy available to the Township, the Developer acknowledges and agrees that any expense incurred by the Township in connection with the approval of the Approved Plans or the preparation, registration, administration, implementation and enforcement of this Agreement, and specifically the maintenance obligations in Article 9, may be recovered by the Township in like manner as municipal taxes pursuant to the provisions of Section 326 of the Municipal Act.

13.3 Waiver

It is expressly understood and agreed that the remedies of the Township under this Agreement are cumulative and the exercise by the Township of any right or remedy for the default or breach of any term, covenant, condition or agreement herein contained shall not be deemed to be a waiver or alter, affect or prejudice any other right or remedy or other rights or remedies, to which the Township may be lawfully entitled for the same default or breach; and any waiver by the Township of the strict observance, performance or compliance by the Developer or with any term, covenant, condition or agreement herein contained, or any indulgence granted by the Township to the Developer shall not be deemed to be a waiver of any subsequent default or breach by the Developer, nor entitle the Developer to any similar indulgence heretofore granted.

13.4 Covenants as restrictive covenants

So far as may be, the covenants of the Developer herein shall be restrictive covenants running with the land for the benefit of the adjoining lands of the Township or such of them as may be benefited thereby and shall be binding on the Developer, its heirs, executors, administrators, successors and assigns as owner and occupier of the said land from time to time.

13.5 No permit if money owed to Township

The Developer hereby agrees to pay all municipal taxes on the Lands which may be in arrears at the time of signing this Agreement and shall ensure that all taxes are paid up to date with respect to the Lands. Additionally, the Developer shall ensure that all taxes owing by him to the municipality on all other properties owned by the Developer elsewhere in the Township and any other accounts owing by him to the Township are also paid up to date. No building permit will be issued with respect to the Lands until this Article has been complied with.

13.6 Number and Gender

It is agreed between the parties hereto that the appropriate changes in the number and gender shall be implied where the context of this Agreement and any schedules hereto so require in order that the Agreement and any part thereof shall be construed to have its proper and reasonable meaning.

13.7 Headings and Index

All headings and sub-headings and the Index within this agreement are incorporated for ease of reference purposes only and do not form an integral part of the Agreement.

13.8 No assignment without consent

The Developer shall not assign this Agreement until all works and facilities required by this Agreement have been completed without the prior written consent of the Township, which consent will not be unreasonably withheld.

13.9 Ultra vires terms

If any term of this Agreement shall be found to be Ultra Vires of the Township, or otherwise unlawful, such term shall conclusively be deemed severable and the remainder of this Agreement mutatis mutandis shall be and remain in full force and effect.

13.10 Developer's acceptance of agreement

The Developer shall not call into question, directly or indirectly, in any proceedings whatsoever in law or in equity or before any administrative tribunal the right of the Township to enter into this Agreement and to enforce each and every term of this Agreement and this Agreement may be pleaded as an estoppel against the Developer in any such proceedings.

13.11 Enurement

This Agreement shall enure to the benefit of and be binding upon the parties hereto, their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the Parties hereto have hereunto set their hands and seals or where applicable have caused to be affixed their corporate seals under the hands of their duly authorized officers in that behalf.

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

per:

\_\_\_\_\_  
Dennis Lever, Mayor

per:

\_\_\_\_\_  
Karen Landry, CAO/ Clerk

I/We have authority to bind the Corporation

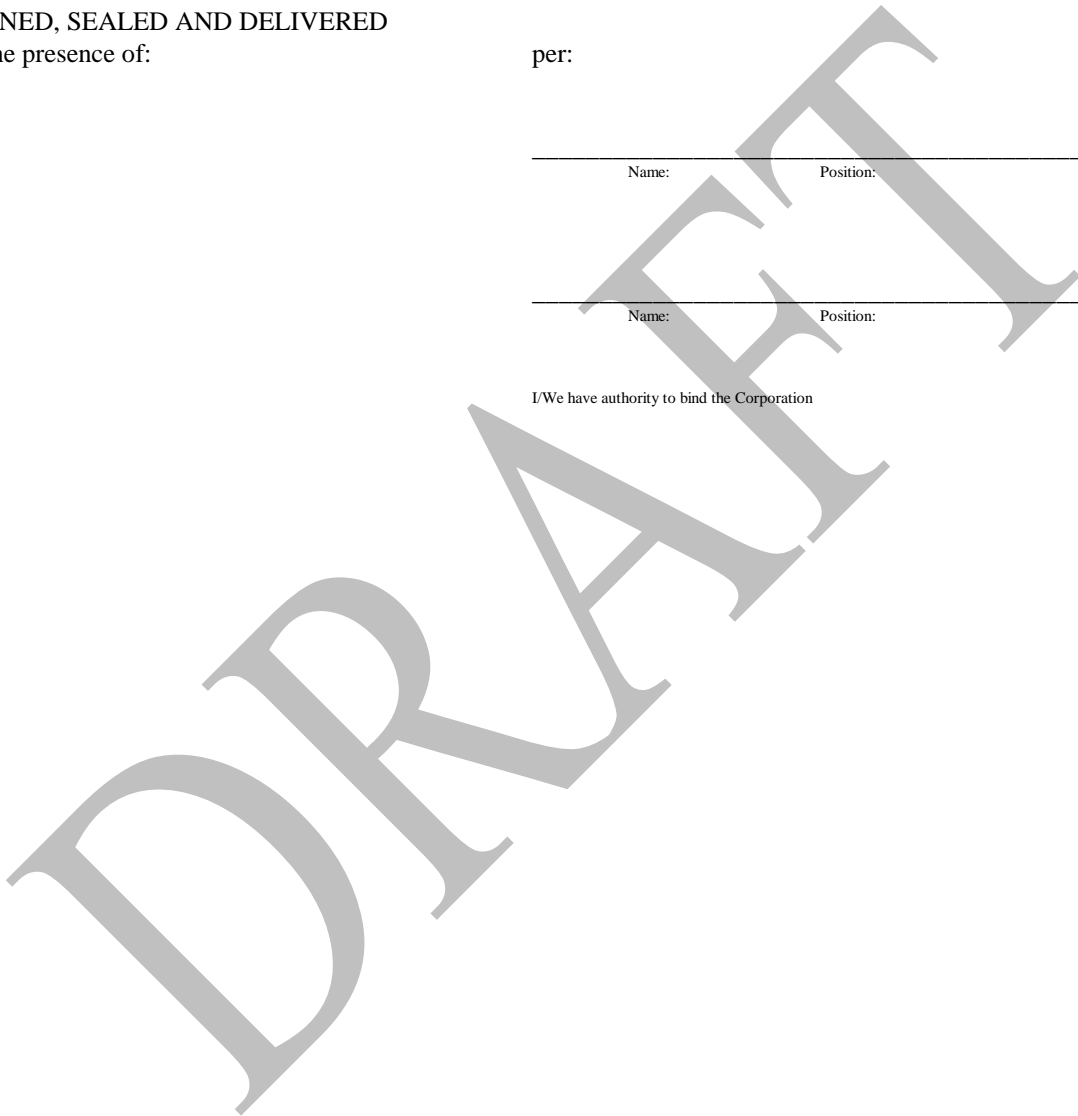
SIGNED, SEALED AND DELIVERED  
in the presence of:

per:

\_\_\_\_\_  
Name: Position:

\_\_\_\_\_  
Name: Position:

I/We have authority to bind the Corporation



**SCHEDULE "A"**

**DESCRIPTION OF LANDS**

Concession 9, Rear Part Lot 7, 599 Arkell Road, Township of Puslinch, Ontario.

DRAFT



**SCHEDULE "C"****ADDITIONAL REQUIREMENTS (in addition to matters shown on Approved Plan(s))****1. Covenants and Restrictions to be Registered**

The Developer shall ensure that the covenants and restrictions set forth below shall be incorporated into every Agreement of Purchase and Sale and each Transfer [Deed] for a part of or an interest in the Lands:

The purchaser/transferee covenants as follows:

- (i) the purchaser/transferee covenants and agrees that the grading and drainage including all swales and stormwater management system for the within-described land shall at all times conform to the Approved Site Plan for the Lands referred to in the Site Plan Agreement with the municipality and shall not be altered without the written approval of the municipality;
- (ii) the purchaser/transferee covenants and agrees under no circumstances shall roof water, surface water or ground water drains be connected to the sewage treatment and tile field systems;
- (iii) the purchaser/transferee covenants and agrees that the construction of any accessory buildings or structures (including swimming pools if permitted) shall require the approval of the Township;
- (iv) the purchaser/transferee covenants and agrees to maintain any fencing or retaining wall on the within-described lands in good condition if such fencing or wall was erected as a requirement of the original site plan agreement affecting the lands and, when necessary, replace same from time to time with a fence or wall made of the same or similar materials and of the same standard as specified in the site plan agreement; and further covenants that it shall not construct any additional fences on the within described lands;
- (v) the purchaser/transferee acknowledges and agrees that the soils which are used to backfill around the foundation of the building(s) on the subject lands may subside after the date upon which a certificate has been issued indicating that the lands have been graded in accordance with the approved lot grading plan and the purchaser/transferee covenants that in such event he/she/they or it shall provide and place additional soils to ensure that the lot continues to be graded in accordance with the approved lot grading plan;
- (vi) the purchaser/transferee covenants and agrees to maintain all trees, shrubs and vegetation illustrated on the site plan affecting the lands in healthy condition and where such have died to replace same with plant materials of the same type as originally approved.

Each of the above covenants and restrictions shall run with the title to the lands and are declared to be for the benefit of the Transferor's remaining lands, the lands conveyed to the Township by the Transferor herein and for the benefit of the roads and streets abutting the within-described lands.

**2. Parkland Dedication**

The Developer is not required to pay cash in lieu of parkland dedication for the project.

**3. Stormwater Management**

If it is determined that the scope of the project impacts the stormwater drainage from the property, the Developer shall prepare a stormwater drainage plan and report for the approval of the Township of Puslinch, Grand River Conservation Authority, and the Ministry of the Environment (if applicable).

The final stormwater drainage plan shall include:

- the means by which potential contaminants from the site will be controlled and contained on-site to prevent any impact to the surface or groundwater regimes.

A Professional Engineer shall be retained by the Developer to perform site review for the construction of the stormwater drainage system and upon completion shall provide a letter of certification to the Township certifying that the stormwater drainage system has been constructed in accordance with the approved plans.

#### 4. Landscaping

All grassed areas are to be topsoiled (minimum 100 mm).

Planting of trees and shrubs shall be provided by the developer in accordance with the approved site plan. All plantings shall be located on the site in areas that do not obstruct sight visibility at entrances and shall not be located within a sight triangle area.

#### 5. Fencing

Where applicable chainlink fencing (1.8 m high) shall be provided around the site and any stormwater management pond area. The fence shall have a lockable gate(s) of sufficient size (minimum 4 m) to provide for access and maintenance equipment access to the stormwater management pond.

#### 6. Garbage Enclosures

Where an outdoor garbage storage area is proposed, the garbage container, receptacle, etc. shall be enclosed by a board fence, or similar solid construction, of sufficient height to provide a barrier to animals and a visual screen to the neighbouring properties and adjacent roads. The Township, prior to the construction of the enclosure, shall approve the exterior treatment materials, detailed design and standards of construction.

#### 7. Exterior Lighting

Where exterior building lighting or area lighting is proposed, the lighting envelope shall be confined to the site and shall not spill over or cast a glare onto adjacent properties or abutting roads.

#### 8. Signs

All signs shall be in accordance with the regulations of the Township and/or County of Wellington sign bylaw and setback requirements. Sign location and setback shall be approved prior to construction of the sign by the authority having jurisdiction.

#### 9. Certification of Works

Prior to the final building inspection, the Developer's consultant shall provide a letter of compliance to the Township Clerk certifying that:

- the site servicing, grading and drainage system

have been constructed in accordance with the approved plans.

#### 10. Storm Water Drainage Maintenance

The Developer shall maintain the storm water drainage system in accordance with the approved site plan drawings.

#### 11. Financial Security Deposit

The Developer, at the time of signing the Site Plan Agreement, shall deposit an unconditional irrevocable Letter of Credit with the Township of Puslinch, to guarantee the construction of the on-site grading and drainage, services, landscaping, and stormwater management system.

The letter of credit values shall be the sum of the following:

Township of Puslinch

a) 50% of site servicing costs.	50% of	<u>\$1,680.00</u>	=	<u>\$840.00</u>
b) 50% of landscaping costs	50% of	<u>\$15,150.00</u>	=	<u>\$7,575.00</u>
c) 25% of construction costs of items (a) and (b) for Township engineering review	25% of	<u>\$16,830.00</u>	=	<u>\$4,207.50</u>
d) Site grading and drainage deposit = \$2,000.00 per ha. (1 ha. minimum)	1 Ha	<u>\$2,000.00</u>	=	<u>\$2,000.00</u>
<b>Total Deposit:</b>				<b>\$14,622.50</b>

The estimated value of the construction costs shall be determined by the Developer's engineers and approved by the Township's consulting engineers.

**SCHEDULE "D"**

**CONVEYANCES AND EASEMENTS REQUIRED**

Convey to the Township of Puslinch:

No conveyances and easements are required.

Convey to the County of Wellington

No conveyances and easement are required.

DRAFT

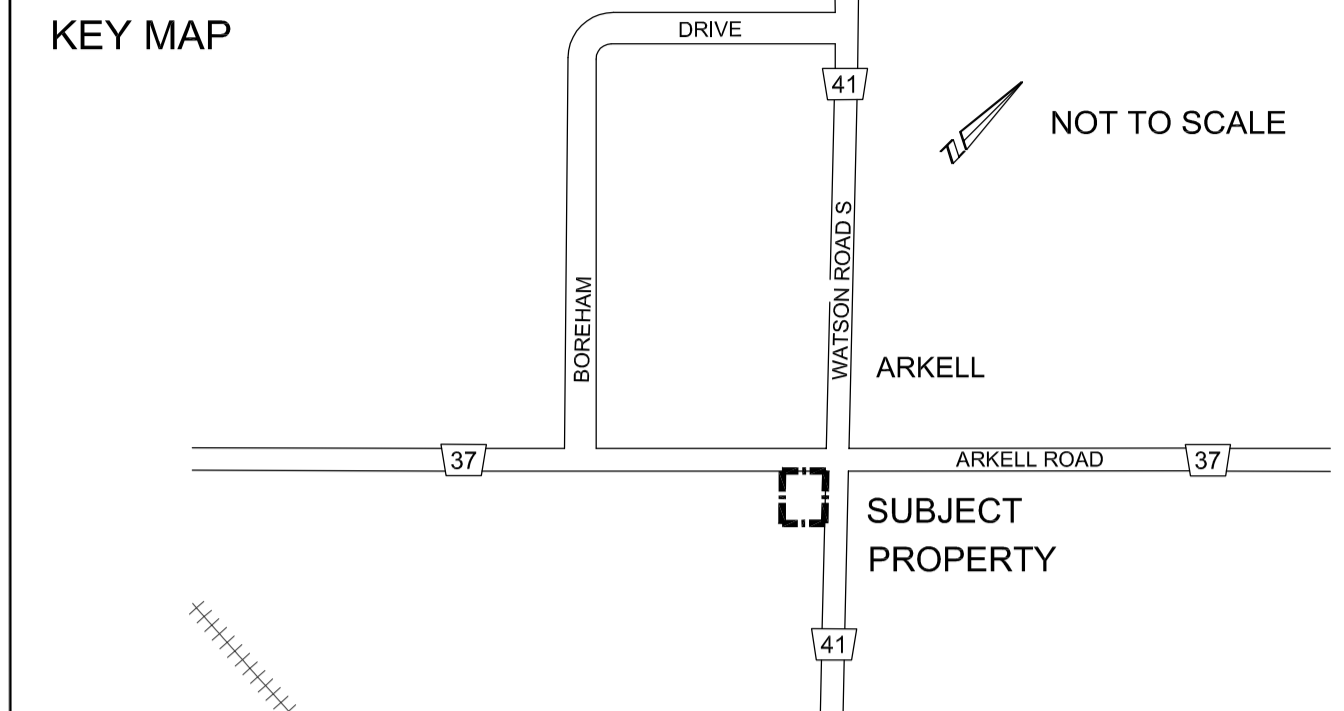


# Approved Plans as listed in the Agreement – Schedule B

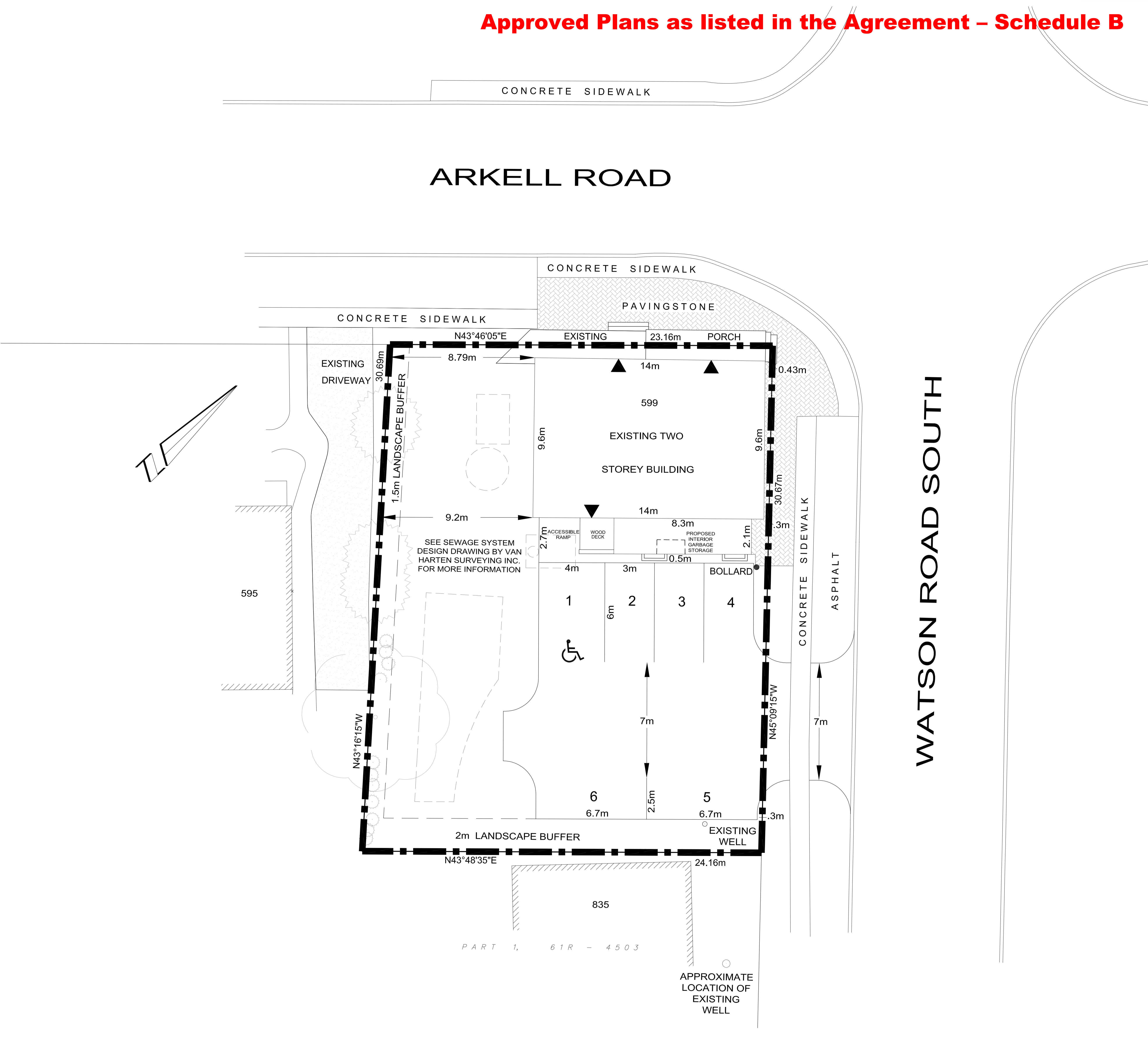
**ASTRID J. CLOS**  
 PLANNING CONSULTANTS  
 423 WOOLWICH STREET, SUITE 201  
 GUELPH - ONTARIO  
 Phone: (519) 836-7526 (836-PLAN)  
 Fax: (519) 836-9568  
 Cell: (519) 710-7526 (710-PLAN)  
 Email: astrid.clos@ajcplanning.ca

## SITE PLAN D11/SLO SLOOT CONSTRUCTION LTD. 599 ARKELL ROAD

DATE: OCTOBER 20, 2016 DRAWN BY : A.R.N.  
 PROJECT No. : 1614 SCALE 1:100



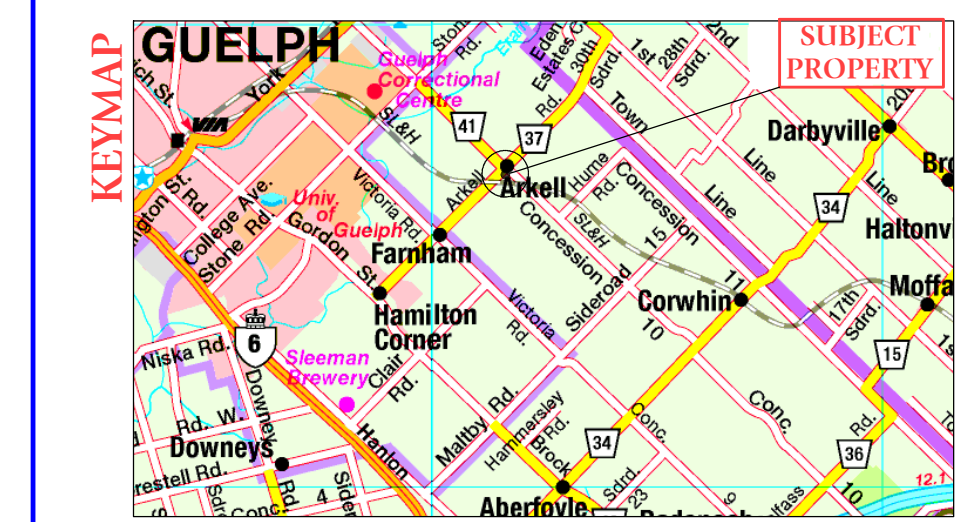
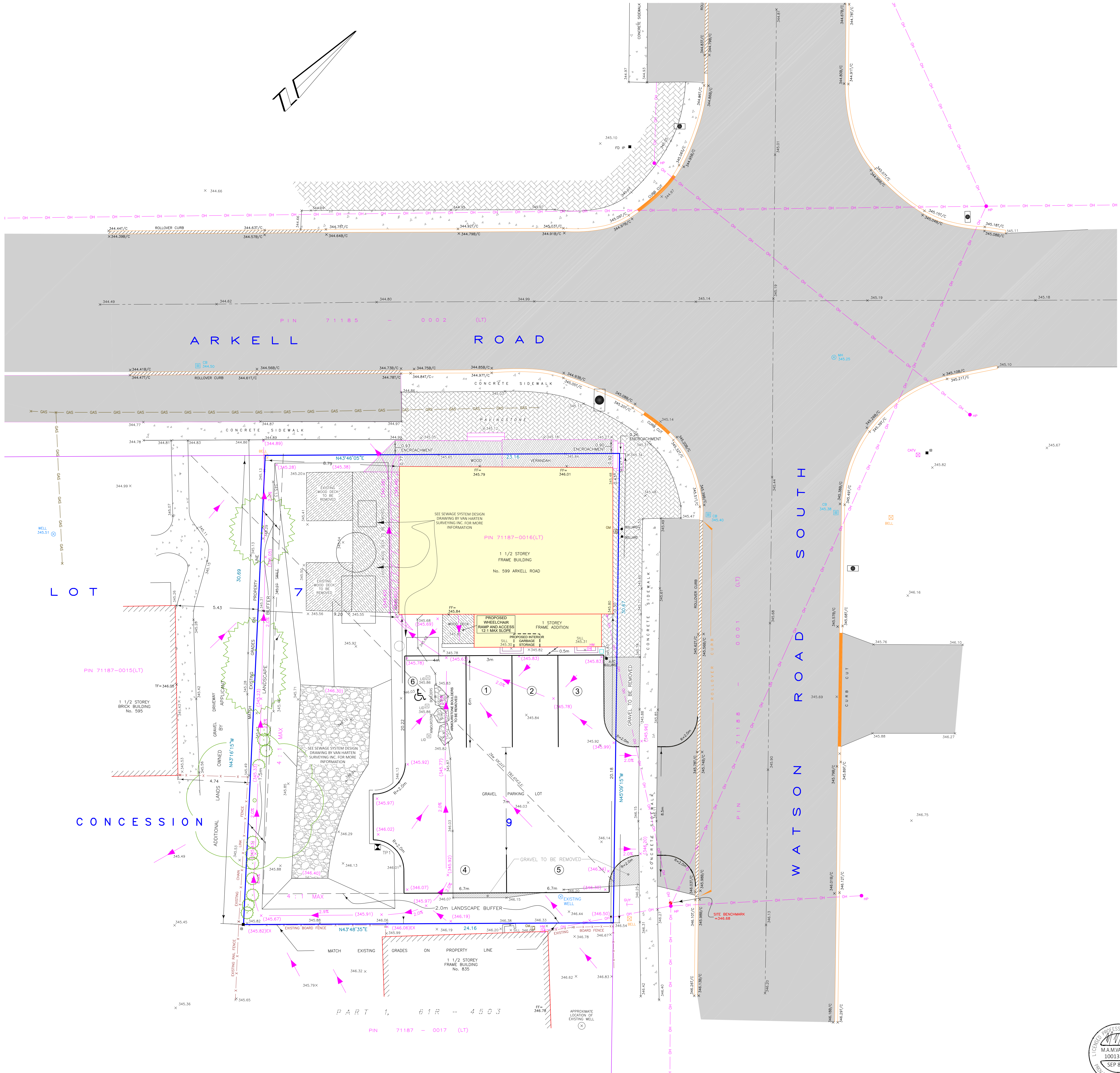
LEGAL DESCRIPTION PART OF LOT 7, CONCESSION 9  
 TOWNSHIP OF PUSLINCH (ARKELL), COUNTY OF WELLINGTON  
 NOTE: ORIGINAL SITE PLAN PREPARED BY VAN HARTEN SURVEYING.



WATSON ROAD SOUTH

C1 Hamlet Commercial Zone				
Permitted Uses:	A restaurant	Proposed Uses:	A restaurant	A retail store
Section	Zoning Regulation	Required	Provided	Compliance
No person shall, within any C1 Zone, use any lot or erect, alter or use any building or structure except in accordance with the following provisions:				
11.3 (a)	Minimum Lot Area	1,000 m <sup>2</sup>	725 m <sup>2</sup>	Yes 3(14) (c)
3(14) (c)	LOT AREA ... LESS THAN REQUIRED	Where a lot having a lesser lot area ... than that required hereby ... is or has been held under distinct and separate ownership from adjoining lots or was legally created prior to the passing of this By-Law, then the said lot shall be deemed to conform to the requirements of the By-Law with respect to the lot area ... and the provisions hereof respecting the lot area ... shall not apply to prevent a permitted use, building or structure thereupon, in accordance with all other provisions hereof.		
11.3 (b)	Minimum Lot Frontage	20 m	23.16 m	Yes
11.3 (c)	Minimum Interior Side Yard abutting a zone other than C1	3 m	8.79 m	Yes
11.3 (d)	Minimum Rear Yard Lot Depth	7 m	20.18 m	Yes
11.3 (e)	Maximum Lot Coverage	35%	22.8% (155m <sup>2</sup> )	Yes
11.3 (f)	Adjacent to a Residential Zone	Privacy fence or a 1.5 m wide planting area	West-1.5m South - 2m	Yes
11.3 (g)	Exemption from Loading Space	No loading spaces required		Yes
11.3 (h)	Minimum Landscaped Open Space	25%	48% (348m <sup>2</sup> )	Yes
3.1 (a)	Where this By-Law permits a lot to be used... for a purpose, that purpose shall include any ... use accessory thereto...	Office and storage are permitted as accessory uses to the permitted restaurant and retail store uses.		Yes
13.16(c)	(xii) A retail store	1 parking space plus 1 additional parking space per 20 m <sup>2</sup> of net floor area in excess of 200m <sup>2</sup>	1 parking space	Yes
13.16(c)	(xiii) A restaurant	5 parking spaces The greater of either: - 1 parking space per 4 persons capacity of any dining room, or - 1 parking space per 10 m <sup>2</sup> of net floor area of each dining room.	5 parking spaces -20 seat capacity = 4.5 parking spaces - 25.5 m <sup>2</sup> of dining area = 2.6 parking spaces	Yes
13.16(d)	(ii) Where the number of parking spaces required in accordance with Clause (c) of this subsection is based upon the capacity of a building or structure, such capacity shall be deemed to be the same as the maximum capacity for such building or structure permitted by the Ontario Building Code, the Ontario Fire Code, or where applicable, the Liquor Licensing Board of Ontario, whichever capacity is the lesser.	Ontario Building Code 3.1.17.1 (1) The occupant load of a floor area ... shall be based on: (c) the number of persons, (i) for which the area is designed, or (ii) 1.1m <sup>2</sup> per person for dining		Yes
13.16(e)	DIMENSIONS OF PARKING SPACES	3 m x 6 m	3 m x 6 m	Yes
	(i) where the principal access to a parking space is provided on the longest dimension of the said parking space shall be 2.5 m by 6.7 m.	2.5 m x 6.7 m	2.5 m x 6.7 m	
13.16(f)	LOCATION OF PARKING SPACES	All required parking spaces shall be provided on the same lot occupied by the building, structure or use for which such parking spaces are required, and shall not form part of any street or use.		Yes
13.16(i)	ACCESS TO PARKING AREAS AND SPACES	(i) Access to parking areas shall be provided from an improved street by means of one or more unobstructed driveways not exceeding ... 10 metres in width.	Maximum 10 m	8.5 m
13.16(j)	ACCESS TO PARKING AREAS AND SPACES	(i) Driveways and parking aisles shall have a minimum unobstructed width of 6 m where two-way traffic is permitted.	6 m	6 m
13.16(j)	(ii) Each required parking space shall be readily accessible at all times for the parking or removal of a vehicle.			Yes
13.16(j)	(vii) Driveway must be located 8 m from an intersection.			Yes
13.16 (m)	BARRIER FREE PARKING	Where the parking requirement for any use is 4 or more spaces, barrier free parking spaces shall be provided in accordance with the following: a) Each space shall have a minimum width of 4 m (13 ft) and a minimum length of 5.0 m (16.7 ft); b) Each space shall be hard surfaced and level; c) Each space shall be located near and accessible to an entrance; and d) Each space shall be appropriately identified for its intended use by persons with limited mobility or other disabilities. e) The number of barrier free spaces shall be determined in accordance with the following: where 4-25 Parking Spaces are Required 1 Must be Barrier Free Space.	4 m x 6 m 1 barrier free parking space	4 m x 6 m 1 barrier free parking space
3.18 (a)	REQUIRED SETBACKS	New building erected or established must be setback 27 m from the centre line of a Township or County Road.		Yes 3(14)(b)
3(14)(b) ... EXISTING YARDS RECOGNIZED ... all yards appurtenant to an existing building or structure shall be deemed to conform to the yard and setback requirements of this By-law, notwithstanding that the width or depth of such yards might be less than that required elsewhere herein.				
3.19 (a)	SIGHT TRIANGLES	Notwithstanding any other provision hereof to the contrary, within any area defined herein as a sight triangle no new building or structure, parked vehicle grading or landscaping shall be above a height of 0.6 m above the elevation of the centre line of said street.	No new building proposed within the required sight triangle.	Yes
3.19 (b)	A sight triangle is 28 m where at least one of the abutting intersection streets is a County Road.			Yes 3(14)(b)
3.23 (b)	PROJECTION BEYOND LOT LINES	No part of any building or structure on a lot shall project beyond any lot line or street line of such lot.		Yes 3(14)(b)





**PROPERTY DESCRIPTION:**

- PIN 71187-0016(LT); PART OF LOT 7, CONCESSION 9
- OWNER: SLOOT CONSTRUCTION LTD.
- ADDRESS: 599 ARKELL ROAD

**LEGEND:**

- GAS LINE: ————
- OVERHEAD HYDRO: ————
- FENCELINE: - - - - -
- CENTRELINE OF ROAD: ————
- EDGE OF BUSH: ————
- EXISTING ELEVATION: x345.54
- TEST PIT: TP1
- HYDRO POLE: HP
- GUY WIRE: GW
- HYDRO METER: HM
- MANHOLE: MH
- GAS METER: GM
- CATCHBASIN: CB
- DECIDUOUS TREE: (circle with cross)
- CONIFEROUS TREE: (circle with dot)
- BUSH: (circle with vertical lines)

**ZONING: HAMLET COMMERCIAL ZONE (C1)**  
SEE SITE PLAN PREPARED BY ASTRID J. CLOS PLANNING CONSULTANTS

**SURVEY INFORMATION:**  
**BENCHMARK REFERENCE:**  
 ELEVATIONS ARE BASED ON GPS OBSERVATIONS TO PERMANENT REFERENCE STATIONS AND HAVE BEEN CORRECTED TO ORTHOMETRIC ELEVATIONS WITH GEOID MODEL HTV2.0, AS SUPPLIED BY NATURAL RESOURCES CANADA.  
**BOUNDARY SOURCE:**  
 BASED ON PLAN OF SURVEY BY (VH) DATED NOVEMBER 1, 1991, PROJECT No. 91-10480, PLAN OF SURVEY BY (VH) DATED FEBRUARY 18, 2002, PROJECT No. 14872-03 AND FOUND SURVEY MONUMENTS.  
**SITE BENCHMARK:**  
 NAIL IN HYDRO POLE ON NORTHEAST SIDE OF SUBJECT PROPERTY ALONG WATSON ROAD SOUTH HAVING AN ELEVATION OF 346.68 METRES.  
**TOPOGRAPHIC SURVEY DATE:**  
 THIS TOPOGRAPHIC SURVEY WAS COMPLETED ON THE 30th DAY OF OCTOBER, 2016.

**CALL BEFORE YOU DIG:**  
 THE LOCATION OF SERVICES ON THIS DRAWING ARE ONLY APPROXIMATE AND BASED ON SURFACE FEATURES LOCATED AT THE TIME OF THE TOPOGRAPHIC SURVEY. PRIOR TO ANY CONSTRUCTION IT IS THE RESPONSIBILITY OF THE CONTRACTOR/BUILDER TO ENSURE THE EXACT LOCATION OF ALL UTILITIES.

**CAUTION:** - THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED FOR TRANSACTION OR MORTGAGE PURPOSES.  
 - THIS SKETCH IS PROTECTED BY COPYRIGHT. ©

**METRIC:** DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

**GRADING PLAN FOR:**  
 599 ARKELL ROAD  
 PART OF LOT 7, CONCESSION 9  
 TOWNSHIP OF PUSLINGTON  
 COUNTY OF WELLINGTON

PREPARED FOR: SLOOT CONSTRUCTION  
 DRAWING SCALE 1 : 100  
 REVISION SCHEDULE:

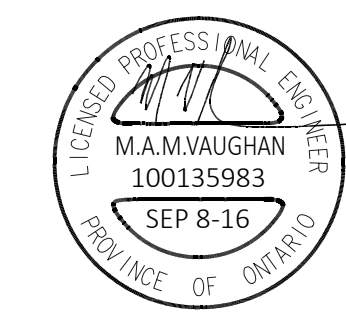
No.	DATE	COMMENTS
1	DEC 9/15	PARKING SPACE REQUIREMENTS
2	JAN 21/16	ENGINEERING COMMENTS
3	FEB 9/16	NEW PARKING DESIGN
4	APR 6/16	SITE PLAN REVIEW COMMENTS, GRADING ADDED
5	JULY 7/16	3.0m LANDSCAPE BUFFER, ADDITIONAL PARKING INFO
6	SEP 8/16	CHANGE TO GRADING PLAN & UPDATED PARKING

**Van Harten**  
 SURVEYING INC.  
 LAND SURVEYORS and ENGINEERS

423 WOOLWICH STREET  
 GUELPH - ONTARIO  
 PHONE: (519) 821-2763  
 FAX: (519) 821-2770  
 www.vanharten.com

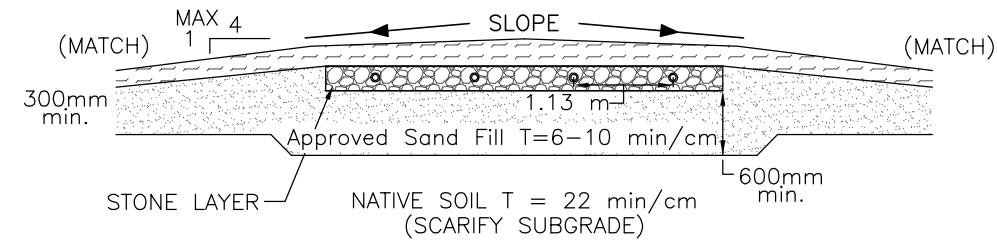
660 RIDDELL ROAD, UNIT 1  
 ORANGEVILLE - ONTARIO  
 PHONE: (519) 940-4110  
 FAX: (519) 940-4113  
 www.vanharten.com

DRAWN BY: NCH CHECKED BY: JEB PROJECT No. 16174-04  
 Sep. 09.2016-10:35am  
 G:\PUSLINGTON\CONSP\LOT 7\ACAD\SITE PLAN PLOT07 (SLOOT).dwg

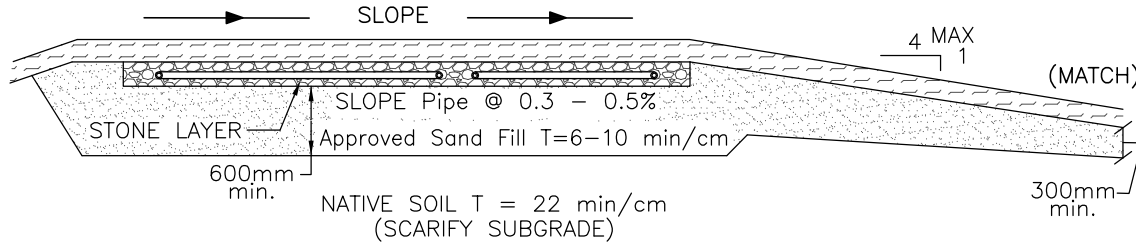




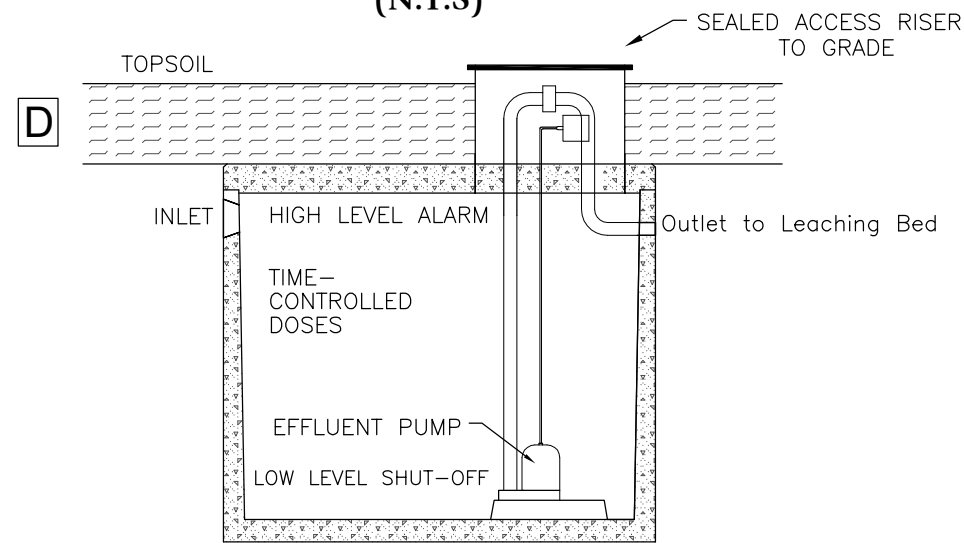
**CROSS-SECTION A-A'**  
(N.T.S)



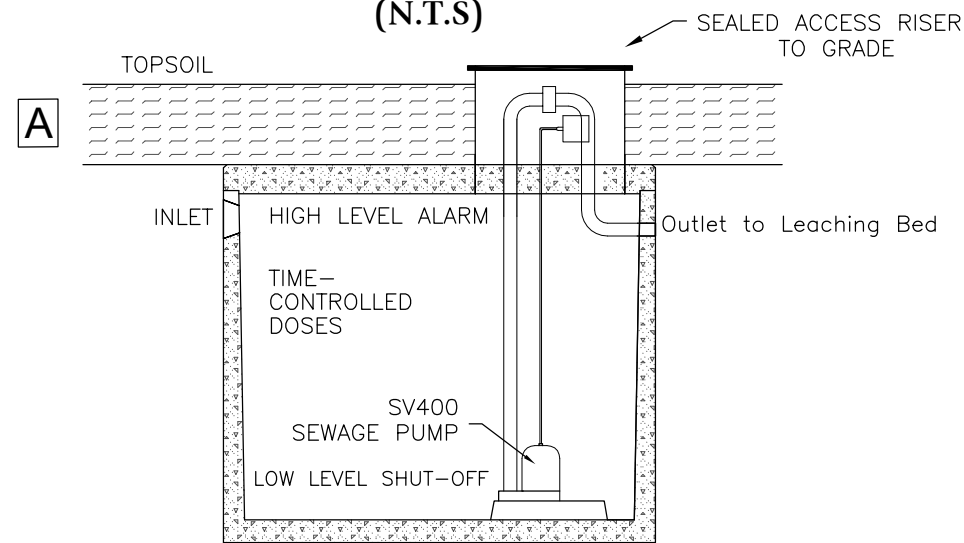
**CROSS-SECTION B-B'**  
(N.T.S)



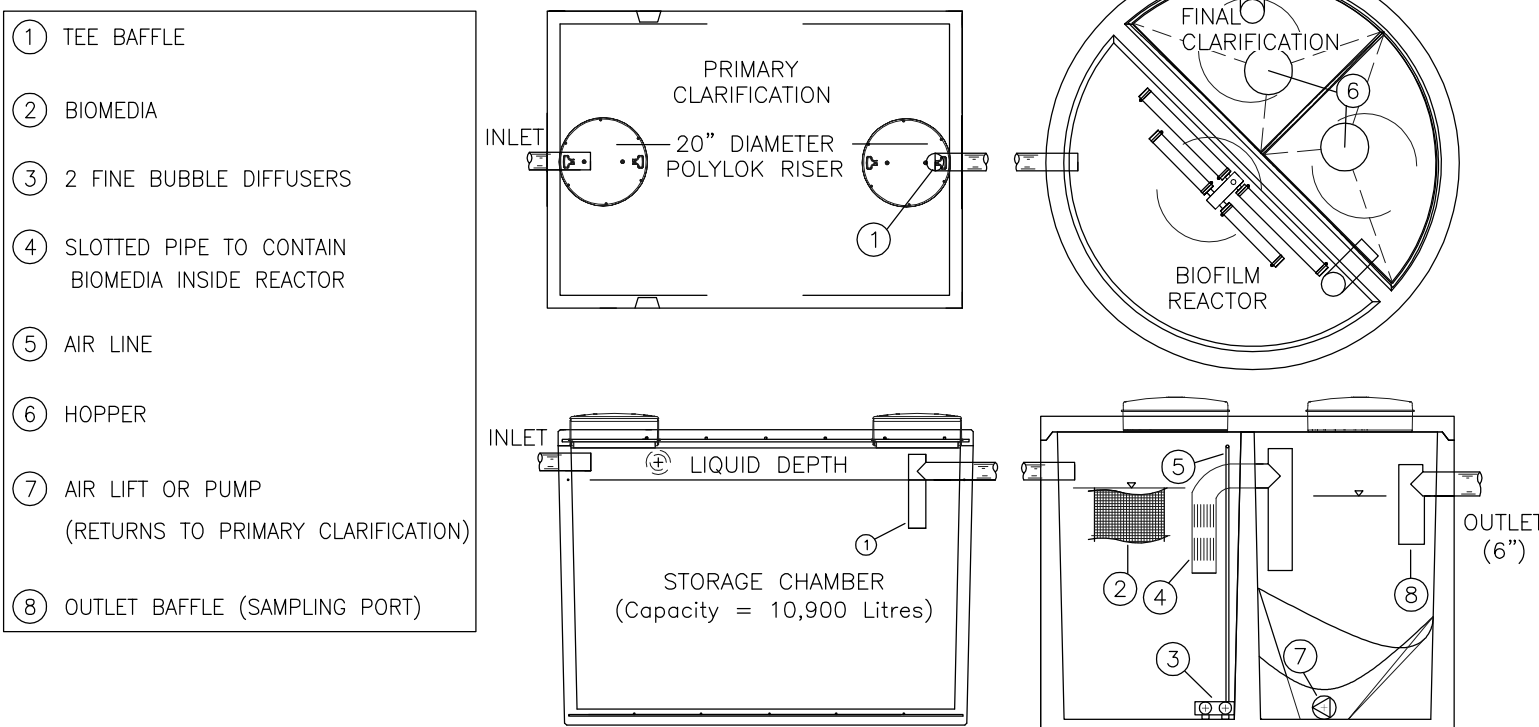
**PUMP CHAMBER DETAIL**  
(N.T.S)



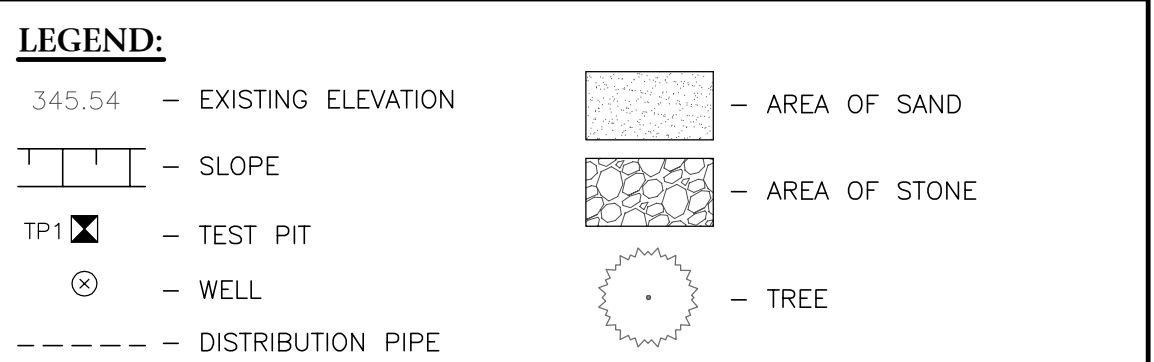
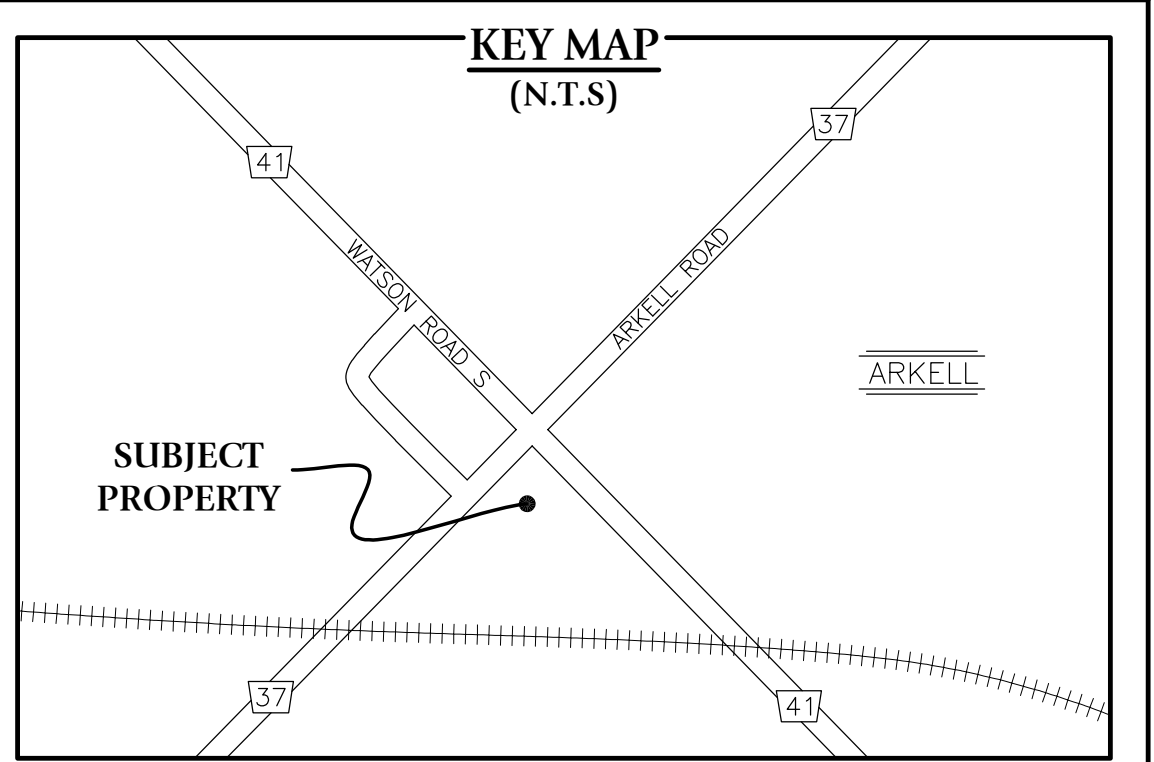
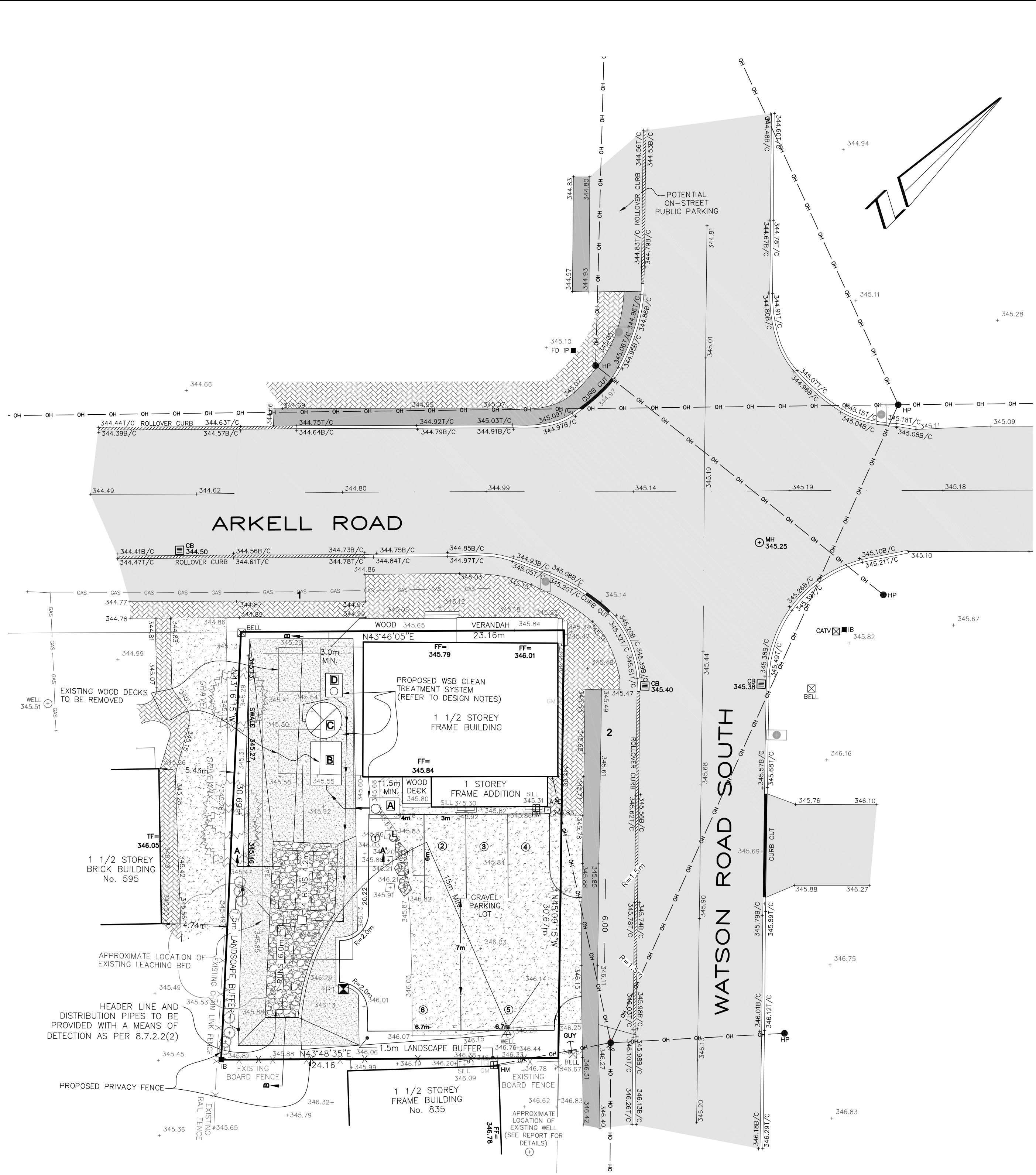
**FLOW EQUALIZATION TANK DETAIL**  
(N.T.S)



**WSB MODEL 1250 DETAIL**  
(N.T.S)



NOTES:  
 A) All work, installation and connections of the WSB® clean system shall be done in accordance with the written instructions in the WSB® clean installation manual and in accordance with all applicable local codes and regulations.  
 B) The WSB® clean system shall come equipped with an air blower for delivering air into the bioreactor. The air blower must be installed within 10 m (30 ft) of the treatment system. The air blower must be identified as an appropriate match for the WSB® model.  
 C) The WSB® control panel provides power to the air blower, sludge return and high level alarm. The control panel comes equipped with a visual and audible alarm capable of signaling mechanical malfunction and high water conditions.  
 D) All access openings must be installed to grade and secured to prevent accidental or unauthorized access.  
 E) A maximum of 1 metre burial depth is allowable on top of the tank in a non-traffic area. Extra reinforcement is required for use in areas with vehicular traffic and burial depths over 1 metre.



**SEWAGE SYSTEM DESIGN NOTES:**  
 (Refer to Van Harten Surveying Inc. design report for material, construction, inspection, and other details)  
 Q = 2,950 L/Day  
 T = 22 min/cm  
 [A] 3,150 L (700 gal) Flow Equalization Tank  
 [B] 10,900 L (2,400 gal) Pre-treatment Tank  
 [C] WSB Model 1250 Bioreactor and Final Clarifier  
 [D] 1,800 L Pump Chamber  
 Sand Area = 228 m<sup>2</sup>  
 Stone Area = 48 m<sup>2</sup>  
 Distribution Pipe Length  
 - 3 Runs @ 6.0 m = 18.0 m (0.6 m spacing)  
 - 4 Runs @ 4.2 m = 16.8 m (1.13 m spacing)

**SEWAGE SYSTEM DESIGN FOR:**  
 599 ARKELL ROAD  
 PART OF LOT 7, CONCESSION 9,  
 TOWNSHIP OF PUSLINCH,  
 COUNTY OF WELLINGTON

2	ON STREET PARKING REMOVED	JMD	OCT. 21/16
1	PARKING LOT / PEAK FLOW	TKM	SEPT. 8/16
NO.	REVISION	BY	DATE

**DRAWING REVISION SCHEDULE**  
 PREPARED FOR: SLOOT CONSTRUCTION  
 PROJECT No. 16174-04  
 DRAWING SCALE 1 : 200

CAUTION:  
 - THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED FOR TRANSACTION OR MORTGAGE PURPOSES.  
 - THIS PLAN IS BASED ON A PRELIMINARY SITE PLAN SUBJECT TO CHANGE

J. M. DUFFY  
PROVINCE OF ONTARIO

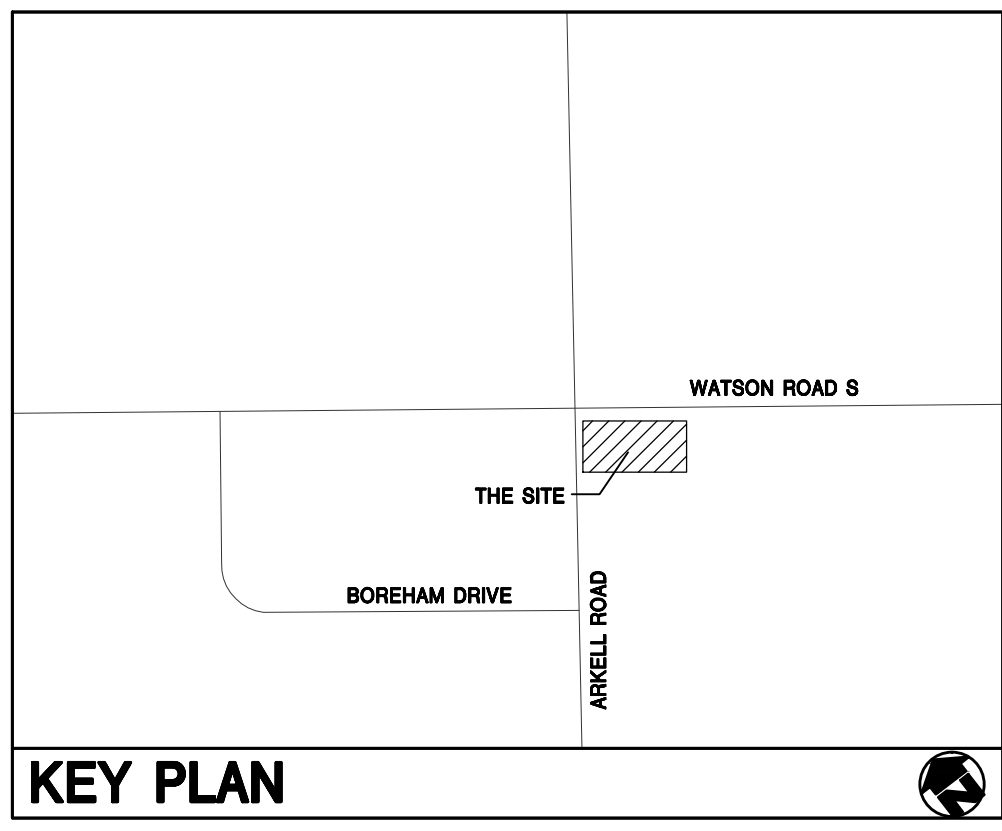
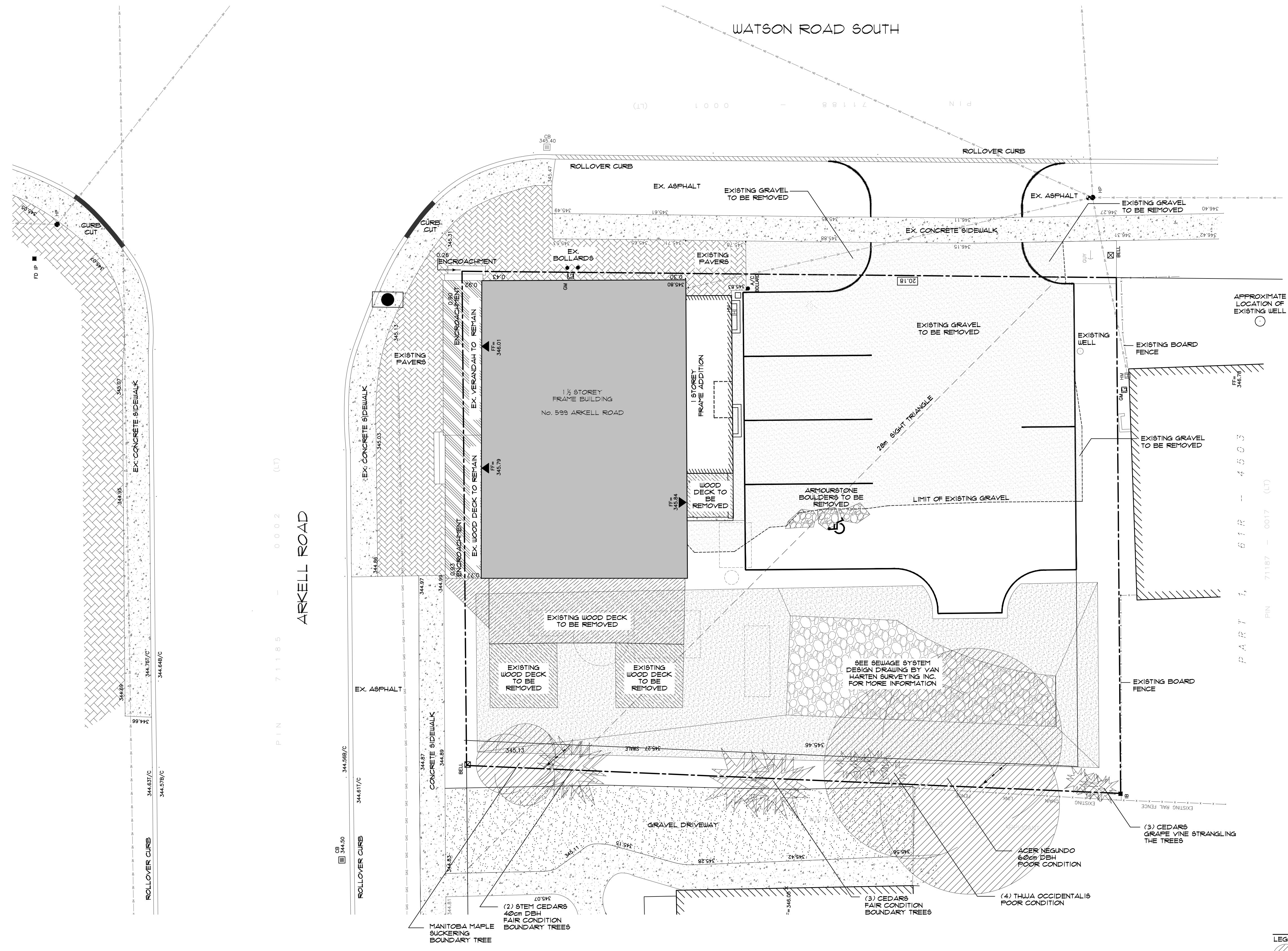
**Van Harten**  
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660 RIDDELL ROAD, UNIT 1  
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L5W 5G5  
PHONE: (519) 940 - 4110  
FAX: (519) 940 - 4113  
www.vanharten.com

DRAWN BY: JLW      DESIGN BY: JMD      CHECKED BY: JMD  
 Oct 21, 2016 - 10:20am  
 C:\PUSLINCH\CON9\LOT 7\ACAD\PTLOT7 (SLOOT) SEWAGE DESIGN rev2.dwg

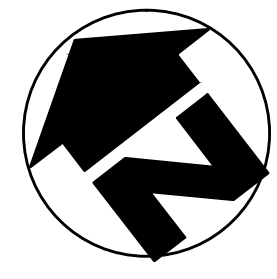




**KEY PLAN**

**GENERAL NOTES**

1. ALL WORKMANSHIP WILL BE TO THE STANDARDS OF LANDSCAPE ONTARIO.
2. ALL PLANT MATERIAL TO BE NO.1 GRADE NURSERY GROWN IN ACCORDANCE WITH THE CANADIAN STANDARDS FOR NURSERY STOCK, 6TH EDITION, 1998, BY THE CANADIAN NURSERY TRADES ASSOCIATION.
3. BACKFILL WILL CONSIST OF SOIL NATIVE TO THE SITE OR GENERAL SOIL TYPE/CLASS NATIVE TO THE SITE. TOPSOIL TO BE TESTED FOR NUTRIENT VALUE, AND AMENDED FOR OPTIMAL GROWTH AS PER THE RECOMMENDATIONS OF THE SOIL TEST.
4. CONTRACTOR SHALL MAINTAIN ALL LANDSCAPE AREAS UNTIL OWNER'S ACCEPTANCE OF PROJECT.
5. CONTRACTOR TO LOCATE ALL UNDERGROUND UTILITIES.
6. PLANTING MAY BE ADJUSTED TO SUIT LOCATIONS OF SITE UTILITY STRUCTURES/SERVICES.
7. ALL MATERIALS MUST BE APPROVED BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
8. SPREAD MULCH TO A MINIMUM OF 100mm COMPACTED DEPTH ON ALL TREE PITS AND PLANTING BEDS.
9. CHECK AND VERIFY ALL DIMENSIONS AND QUANTITIES PRIOR TO COMMENCEMENT OF WORK. ANY DISCREPANCIES ARE TO BE REPORTED IN WRITING TO THE LANDSCAPE ARCHITECT. QUANTITIES NOTED WITHIN THE PLAN SUPERCEDE THOSE IN THE PLANT LIST. ANY SUBSTITUTIONS SHALL BE APPROVED BY THE LANDSCAPE ARCHITECT.
10. SOD AS MARKED WITH NURSERY SOD ON A MINIMUM OF 100mm OF CLEAN TOPSOIL. FINE GRADE AND SOD ALL BOULEVARD AREAS TO MUNICIPAL SPECIFICATIONS AND REPAIR DAMAGE TO ADJACENT PROPERTIES, AS REQUIRED.
11. FINAL INSPECTION AND ACCEPTANCE OF PLANTING WORK SHALL COINCIDE WITH THE FINAL INSPECTION AND ACCEPTANCE OF ALL WORK INCLUDED IN THE CONTRACT.
12. ALL SEEDED SLOPES 3:1 AND GREATER TO RECEIVE EROSION CONTROL MATTING. FIN SOD ON ALL SLOPES OF 3:1 OR GREATER.
13. SUBMIT A WRITTEN GUARANTEE TO THE EFFECT THAT ALL PLANTS ACCEPTED DURING THE PERIOD OF JANUARY 1st TO JULY 31st SHALL BE GUARANTEED UNTIL JULY 15th THE FOLLOWING YEAR. PLANTS ACCEPTED DURING THE PERIOD OF JULY 15th TO DECEMBER 31st SHALL BE GUARANTEED FOR ONE YEAR FROM THE DATE OF ACCEPTANCE. THE GUARANTEE PERIODS LISTED ABOVE SHALL APPLY TO ALL NURSERY GROWN PLANTS.
14. AT THE TIME OF FINAL INSPECTION ALL PLANTS SHALL BE IN A HEALTHY, VIGOROUS GROWING CONDITION, PLANTED IN FULL ACCORDANCE WITH DRAWINGS AND CONDITIONS.
15. SITE PLAN INFORMATION AS PER ASTRID J. CLOS PLANNING CONSULTANTS AND VAN HARTEN SURVEYING INC.



no.	date	description	init.
1.	Sept.13.16	Issue for Approval	JJV
REVISIONS			

**599 Arkell Road, Puslinch ON  
Removals Plan**

**MacKinnon & Associates**  
Providing Solutions in Urban, Landscape and Environmental Planning  
a division of 907216 Ontario Inc.

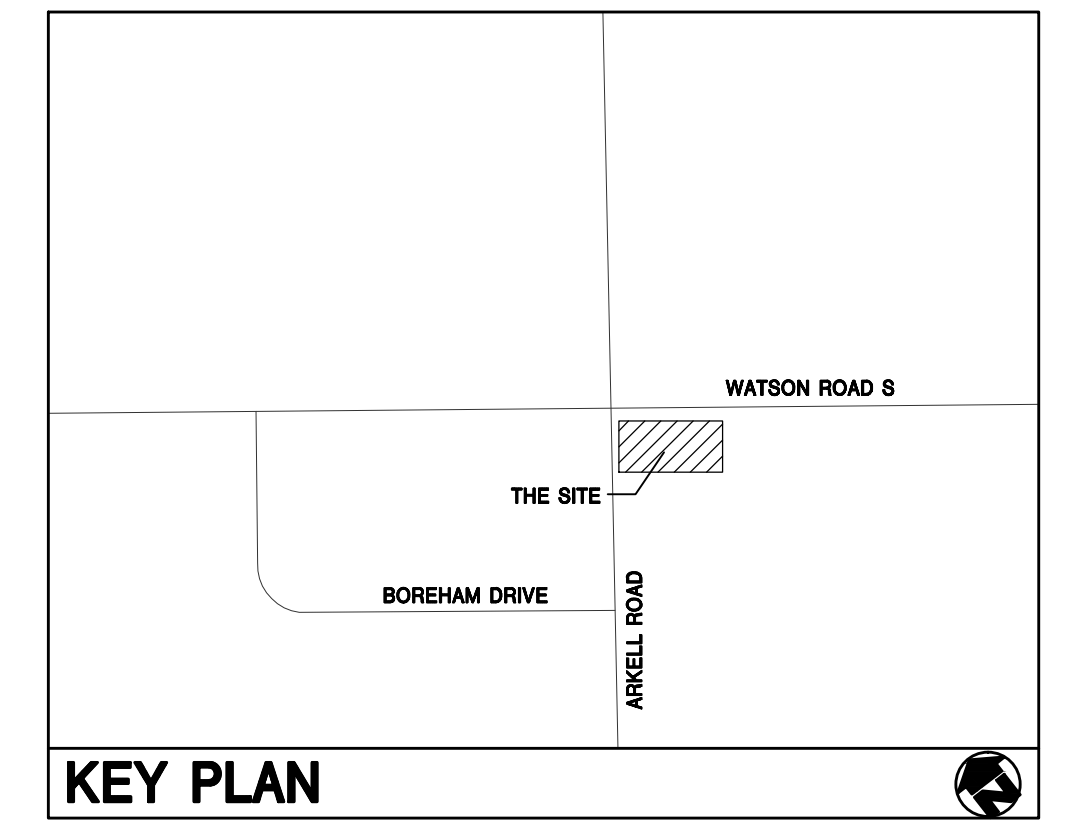
550 Parkside Drive, Unit A-21, Waterloo, Ontario N2L 5V4  
Tel. (519) 725-5140 FAX (519) 725-5144

DRAWN BY: JVV	DESIGNED BY: AWH	APPROVED BY: AWH
PROJECT NO: 2016-29	SCALE: 1:100	DATE: SEPT. 9, 2016
PLOTTED: SEPTEMBER 13, 2016	SHEET:	<b>L1</b>

LEGEND  
 TREES TO BE REMOVED  
 \*BOUNDARY TREES TO BE REMOVED UPON ADJACENT OWNER'S WRITTEN AGREEMENT



PLANT MATERIAL LIST					
KEY	QUANT.	COMMON NAME	BOTANICAL NAME	SIZE	COND.
FP	16	Baby Blue Colorado Spruce	Picea pungens 'Baby Blue'	200cm Height	W.B.
TA	3	Corinthian Linden	Tilia cordata Corinthian ('Corzan')	50mm	W.B.
ha	31	Daylily	Hemerocallis fulva	1 GAL.	POT



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11. FINAL INSPECTION AND ACCEPTANCE OF PLANTING WORK SHALL COINCIDE WITH THE FINAL INSPECTION AND ACCEPTANCE OF ALL WORK INCLUDED IN THE CONTRACT.
12. ALL SEEDED SLOPES 3:1 AND GREATER TO RECEIVE EROSION CONTROL MATTINGS. FIN SOD ON ALL SLOPES OF 3:1 OR GREATER.
13. SUBMIT A WRITTEN GUARANTEE TO THE EFFECT THAT ALL PLANTS ACCEPTED DURING THE PERIOD OF JANUARY 1st TO JULY 15th SHALL BE GUARANTEED UNTIL JULY 15th THE FOLLOWING YEAR. PLANTS ACCEPTED DURING THE PERIOD OF JULY 15th TO DECEMBER 31st SHALL BE GUARANTEED FOR ONE YEAR FROM THE DATE OF ACCEPTANCE. THE GUARANTEE PERIODS LISTED ABOVE SHALL APPLY TO ALL NURSERY GROWN PLANTS.
14. AT THE TIME OF FINAL INSPECTION ALL PLANTS SHALL BE IN A HEALTHY, VIGOROUS GROWING CONDITION, PLANTED IN FULL ACCORDANCE WITH DRAWINGS AND CONDITIONS.
15. SITE PLAN INFORMATION AS PER ASTRID J. CLOS PLANNING CONSULTANTS AND VAN HARTEN SURVEYING INC.

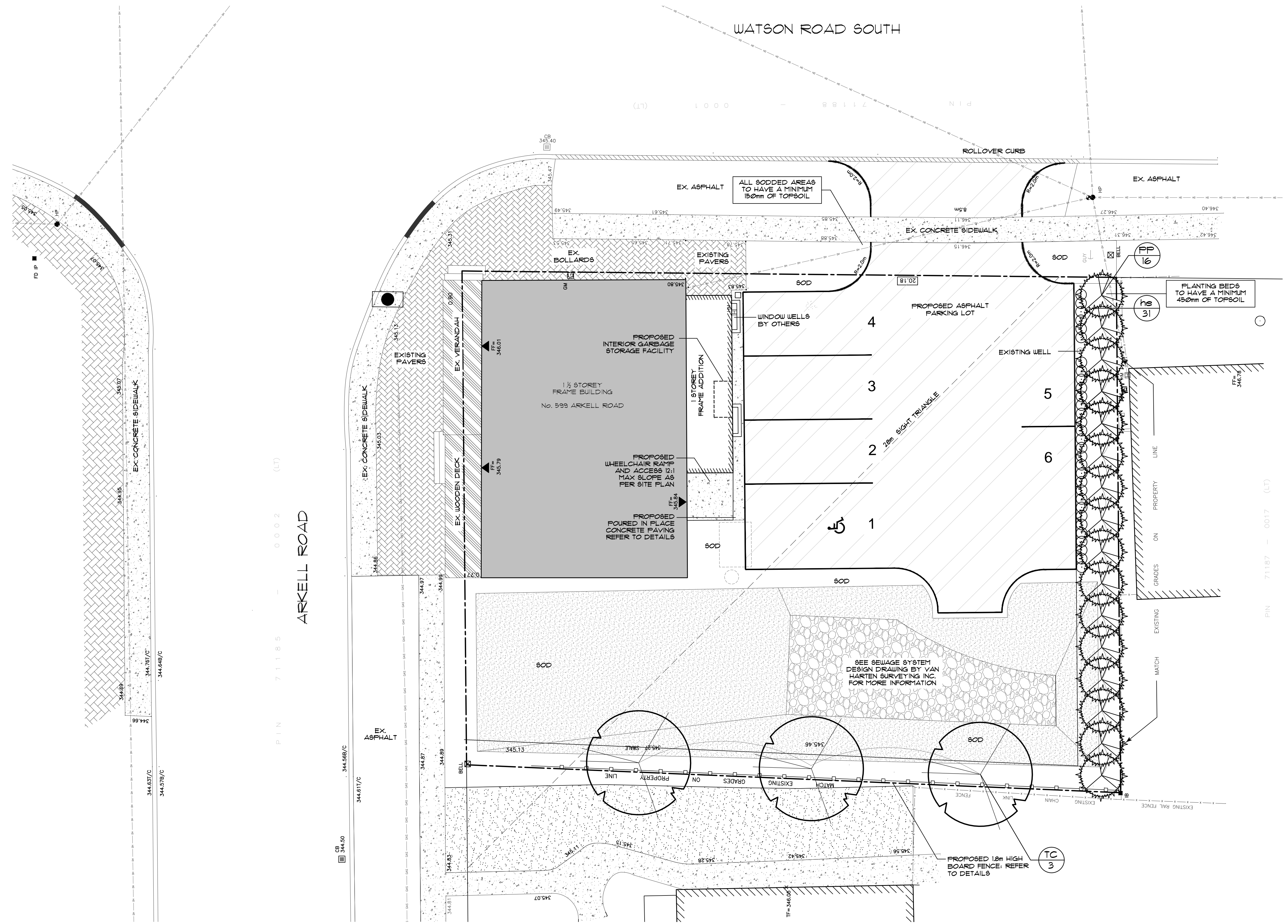


no.	date	description	init.
1.	Sept. 13, 2016	Issue for Approval	JJV
REVISIONS			

**599 Arkell Road, Puslinch ON  
Landscape Plan**

**MacKinnon & Associates**  
 Providing Solutions in Urban, Landscape and Environmental Planning  
 a division of 907216 Ontario Inc.  
 550 Parkside Drive, Unit A-21, Waterloo, Ontario N2L 5V4  
 Tel. (519) 725-5140 FAX (519) 725-5144

DRAWN BY: JJV	DESIGNED BY: AWH	APPROVED BY: AWH
PROJECT NO: 2016-29	SCALE: 1:100	DATE: SEPT. 9, 2016
PLOTTED: SEPTEMBER 13, 2016	SHEET:	<b>L2</b>









LAND SURVEYORS and ENGINEERS

September 8, 2016

16174-04

Sloot Construction  
599 Arkell Rd.  
Arkell, ON  
N0B 1C0

Attention: John Sloot

Dear Sir:

**Re: Stormwater Management Brief  
599 Arkell Road  
Part of Lot 7, Concession 9  
Township of Puslinch**

Van Harten Surveying Inc. is pleased to submit this stormwater management brief regarding the proposed renovation of the subject property located on the southwest corner of Arkell Road and Watson Road. This work was authorized by Mr. John Sloot of Sloot Construction.

The project involves the proposed renovation of the building at 599 Arkell Road. As part of the renovations, the existing parking lot is to be redesigned and re-graded to meet current township zoning standards. The proposed parking lot is to be gravel surfaced, similar to existing. As requested by GM BluePlan Engineering on behalf of the township, additional details regarding the increased runoff and flow characteristics following development must be addressed.

The proposed grading as noted on the enclosed Site Plan is designed to generally maintain the existing drainage pattern on the property. The proposed parking lot will drain from east to west, and then across the west yard around the proposed leaching bed and outlet onto Arkell Road at the northwest corner of the subject property.

Referring to the enclosed Site Plan, the impervious area of the subject property prior to development is approximately 351 m<sup>2</sup>, or about 47% impervious. This correlates to a runoff coefficient of  $C = 0.53$ . Following the regrading of the parking lot, the total impervious area of the property will be approximately 380 m<sup>2</sup>, or about 52% impervious. This correlates to a runoff coefficient of  $C = 0.56$ .

For illustrative purposes, assuming a rainfall intensity of 32.3 mm/hr as per the 1-hour, 5-year return period storm described by Environment Canada Short Duration Intensity-Duration-Frequency Data for the Guelph Turfgrass CS, and using the Rational Equation, runoff rates generated by the site are

12 Memorial Avenue,  
Elmira, Ontario N3B 2R2  
Phone: 519-669-5070

423 Woolwich Street,  
Guelph, Ontario N1H 3X3  
Phone: 519-821-2763

660 Riddell Road, Unit 1,  
Orangeville, Ontario L9W 5G5  
Phone: 519-940-4110

---

[www.vanharten.com](http://www.vanharten.com)





LAND SURVEYORS and ENGINEERS

0.0035 m<sup>3</sup>/sec and 0.0036 m<sup>3</sup>/sec for the pre- and post-development conditions, respectively. This correlates to an increase in runoff of 0.0001 m<sup>3</sup>/sec.

Based on the above calculated runoff coefficients and runoff rates, it can be assumed that the increase in runoff generated by the property will be nominal. All other runoff characteristics such as sediment loading, runoff volume and outlet location will remain generally unchanged following development.

The completed stormwater management brief is specific to the subject property based on our knowledge of the proposed development. I trust that this report and Site Plan are suitable for review and approval, and meet your current needs. Please contact our office if you have any questions or require further information.

Van Harten Surveying Inc.

A handwritten signature in black ink, appearing to read "Mike Vaughan", followed by a horizontal line extending to the right.

Mike Vaughan, P. Eng.



**PLANNING REPORT  
for the TOWNSHIP OF PUSLINCH**

Prepared by the County of Wellington Planning and Development Department

**DATE:** October 7, 2016  
**TO:** Kelly Patzer, Development Coordinator  
Township of Puslinch  
**FROM:** Sarah Wilhelm, Senior Planner  
County of Wellington  
**SUBJECT:** **SECOND CIRCULATION D11/SLO (Arkell Restaurant)**  
**Site Plan Application**  
**599 Arkell Road, Puslinch**

---

Thank you for circulating the above-noted site plan application for our review. It is our understanding that uses associated with the application have been revised to:

- A restaurant
- A retail store
- Accessory office and storage on the second floor

There is an inconsistency between the zoning review table and site plan. The table indicates a 3 m setback adjacent to a residential zone along the south property, whereas 2 m has been provided. Either setback would, however, exceed the minimum 1.5 m wide area required.

In all other respects, our comments of March 11, 2016 have been addressed and we have no further concerns with the application.

I trust that these comments are of assistance.

Yours truly

A handwritten signature in black ink, appearing to read "Sarah Wilhelm".

Sarah Wilhelm, MCIP, RPP  
Planner



# THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

**FILE:** D11/SLO (Arkell Restaurant)

**LOCATION:** 599 Arkell Road  
Township of Puslinch

**DATE:** September 20, 2016

- A. Pepping – GM BluePlan
- G. Schiefele – GWS
- S. Wilhelm – County of Wellington Planning
- P. Costanzo – County of Wellington Engineering
- R. Kelly – CBO

Please find attached the Site Plan for an existing building with the new use of a restaurant with a retail/market store on the main floor with office space for the proposed use on the second floor. The following documents are included in the attached circulation package:

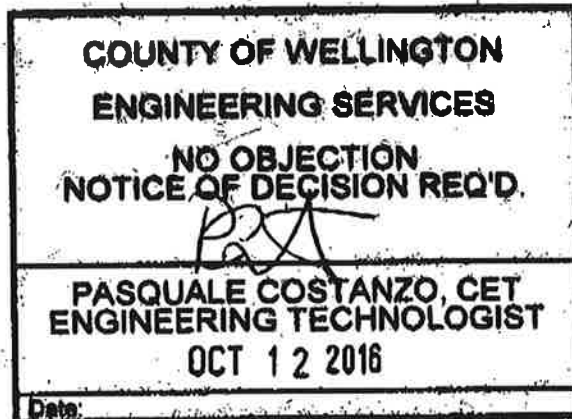
- Site Plan prepared by Astrid J. Clos Planning Consultants
- Stormwater Management Brief
- Grading Plan
- Letter and Plan showing revised sewage system design
- Landscape Plan prepared by MacKinnon & Associates

Please submit any comments by email to [kpatzer@puslinch](mailto:kpatzer@puslinch) by:

**October 12, 2016**

Regards,

Kelly Patzer  
Development Coordinator





Harden Environmental Services Ltd.  
4622 Nassagaweya-Puslinch Townline Road  
R.R. 1, Moffat, Ontario, L0P 1J0  
Phone: (519) 826-0099 Fax: (519) 826-9099

Groundwater Studies  
Geochemistry  
Phase I / II  
Regional Flow Studies  
Contaminant Investigations  
OMB Hearings  
Water Quality Sampling  
Monitoring  
Groundwater Protection  
Studies  
Groundwater Modeling  
Groundwater Mapping  
Permits to Take Water  
Environmental Compliance  
Approvals

Our File: 1610

March 8, 2016

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

Attention: Ms. Kelly Patzer  
Development Coordinator

Dear Ms. Patzer;

**Re: Puslinch File: D11 – SLO Arkell Restaurant**

We have reviewed the following reports:

*Geotechnical Investigation, V. A. Woods, January 13, 2016*

This letter was prepared by V.A. Woods in response to our request for verification that there are no wells are completed in the overburden close to the proposed restaurant. The purpose of this determination was to verify that appropriate separation distances according to Ontario Regulation 903 have been satisfied.

Based on the report prepared by V. A. Woods and a review of other documents (MOECC Interactive Well Map, Arkell Springs Groundwater Study)we are satisfied that none of the nearby wells are shallow dug wells and none are completed in the overburden. All wells are completed in the bedrock aquifer.

Sincerely,

Harden Environmental Services Ltd.

A handwritten signature in black ink, appearing to read 'S. Denhoed', is written over a light blue rectangular background.

Stan Denhoed, P.Eng., M.Sc.  
Senior Hydrogeologist



File: 3606  
By: Email

October 13, 2016

Township of Puslinch  
7404 Wellington Road 34  
Guelph, Ontario  
N1H 6H9

Attention: Ms. Kelly Patzer

Dear: Ms. Patzer

**Re: 599 Arkell Road, D11/SLO**

As requested, I have reviewed the Tree Removals Plan and Landscape Plan prepared by Mackinnon & Associates that have been submitted in support of the proposed minor variance application. Two Manitoba maple trees and 9 white cedar trees will have to be removed along the west property boundary in order to erect a wooden privacy fence in this area. The trees are in fair to poor condition and do not represent significant species. I have no concerns with their removal.

The Landscape Plan shows 3 linden trees being planted along the western property line inside the privacy fence and 16 Colorado blue spruce being planted along the southern property boundary. The species and size of trees proposed for planting seems appropriate for the aesthetic and screening purposes desired in this urban setting. The Landscape Plan is therefore considered acceptable.

Please do not hesitate to contact me if you have any questions or concerns regarding these matters.

Yours truly,

**GWS Ecological & Forestry Services Inc.**

Greg W. Scheifele, M. A., R.P.F.  
**Principal Ecologist/Forester**

**From:** [Jason Benn](#)  
**To:** [Kelly Patzer](#)  
**Subject:** D11/SLO (Arkel Restaurant)  
**Date:** February-29-16 11:24:57 AM

---

Kelly,

I have looked over the site plans for the above mentioned property, and the fire service has no comments at this time.

When the time comes and changes are being made to the building Re: fire code related issues then we will have possible comments at that time.

Yours in fire safety

**Jason Benn CMM, JFIS**

Chief Fire Prevention Officer  
Puslinch Fire & Rescue Services  
7404 Wellington Rd. 34  
Guelph, ON N1H 6H9  
Tel: 519-821-3010  
Fax: 519-936-6421  
Email: [jbenn@puslinch.ca](mailto:jbenn@puslinch.ca)  
Prevention Begins With You!





October 14, 2016  
Our File: 115006-22

Township of Puslinch  
RR 3, 7404 Wellington Road 34  
Guelph, ON N1H 6H9

Attention: Ms. Kelly Patzer  
Development Coordinator

Re: D11/SLO (Arkell Restaurant)  
599 Arkell Road  
Township of Puslinch

Dear Ms. Patzer,

We have reviewed the third submission dated September 16, 2016 in support of the Site Plan Application for 599 Arkell Road in the Township of Puslinch and we are pleased to provide you with comments for further consideration by the applicant.

Documents submitted and reviewed include:

- Site Plan Application Letter for 599 Arkell Road, dated September 14, 2016.
- Site Plan, prepared by Astrid J. Clos Planning Consultants, dated September 13, 2016
- Grading Plan, prepared by Van Harten Surveying Inc., revised September 8, 2016
- Stormwater Management Brief, prepared by Van Harten Surveying Inc., dated September 8, 2016
- Landscape Plan L1-L3, prepared by MacKinnon & Associates, dated September 9, 2016
- Sewage System Design Plan, prepared by Van Harten Surveying, revised September 8, 2016
- Revised Sewage System Design Letter, prepared by Van Harten Surveying, dated September 8, 2016

Based on our review of the documents listed above and GMBP's previous comments, dated March 8, 2016, we have the following comments regarding the proposed Site Plan:

1. We are generally in agreement with the contents of the Stormwater Management Brief.
2. Please remove the on-street parking spaces shown on the Sewage System Design Plan. The parking spaces should match those shown in the Site Plan.

If you have any questions or require additional information, please do not hesitate to contact us.

Yours truly,

GM BLUEPLAN ENGINEERING LIMITED

Per:

A handwritten signature in black ink that reads 'Amanda Pepping'.

Amanda Pepping, P.Eng.



## **REPORT PD-2016-032**

---

### CONCURRENCE REPORT to INDUSTRY CANADA

FROM: Kelly Patzer, Development Coordinator

DATE: November 23, 2016

SUBJECT: Telecommunication Application File A12/MET – Metrolinx, Greater Toronto Transit Authority, Plan 847, Part Block 1, RP61R8973, Parts 3- 4, located on Wellington Road 46

---

### **RECOMMENDATIONS:**

That Report PD-2016-032 regarding Telecommunication Application File A12/MET – Metrolinx, Greater Toronto Transit Authority, Plan 847, Part Block 1, RP61R8973, Parts 3- 4, located on Wellington Road 46, be received; and

That Council authorize the release of the Concurrence Report to Industry Canada regarding the proposed 80 metre Metrolinx Communication Tower.

### **BACKGROUND:**

#### **1. Purpose of Report**

Industry Canada, the Federal department responsible for granting authorization for telecommunication facilities, requires that applicants consult with local land use authorities for telecommunication installations. The Township follows Industry Canada's default public consultation process for antenna siting, which Applicants are expected to cooperate with in order to complete the approval process as set by Industry Canada. This Concurrence report has taken into consideration all previous consultations, discussions and submissions of Metrolinx.

#### **2. Application**

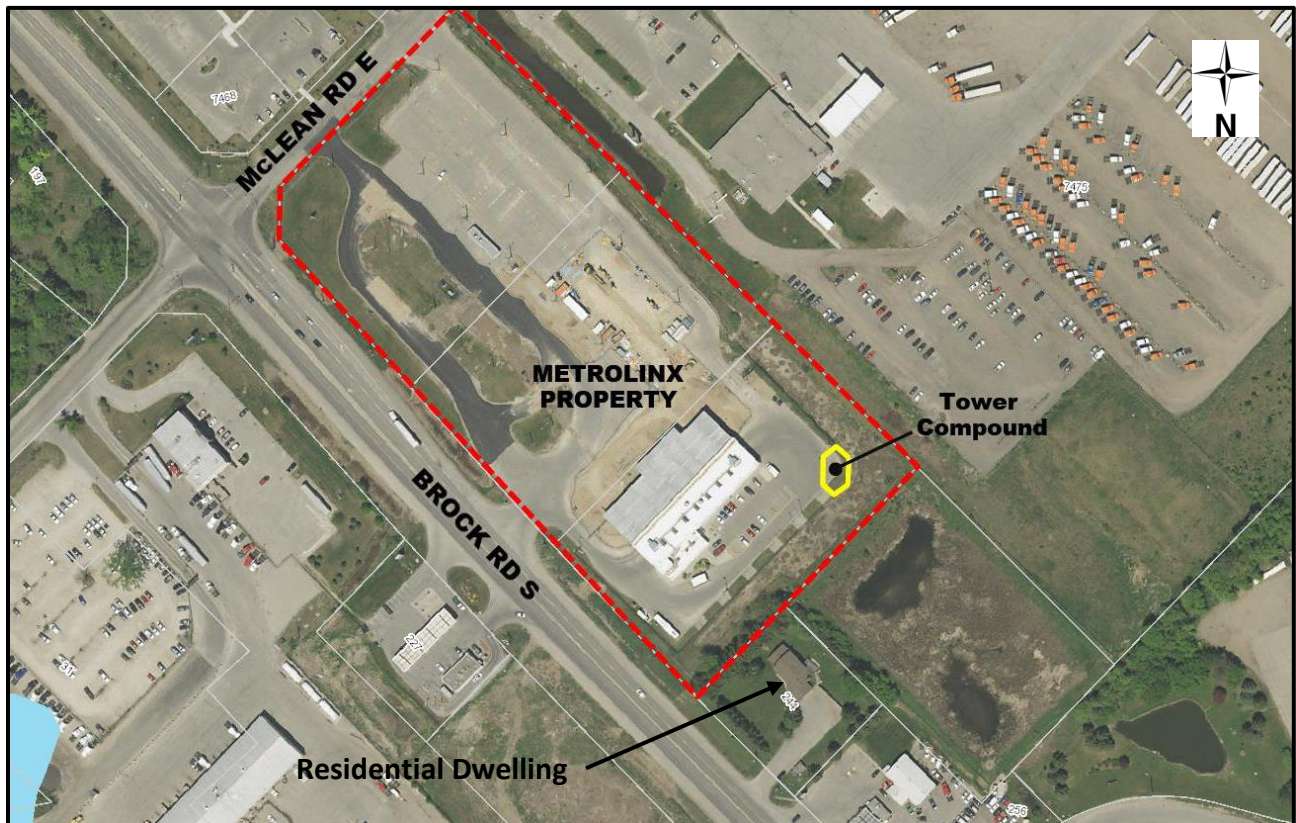
The purpose of the application is to construct a lattice tri-pole communication tower measuring a total 80 meters (262 Ft.) in height including telecommunications antennas, a lightning rod and an obstruction light. The tower is required for Metrolinx's corporate radio system and as such it is a non-revenue generating "cell tower".

The coverage objectives for the installation are to provide the best possible radio communication system that allows an almost instant reaction time to unforeseen events that could jeopardize the safety and security of Metrolinx passengers and crew, and/or

events that could cause delays in the delivery of services. The increased network of trains, buses, and safety and service personnel running across South West Ontario requires an expansion of the radio network to ensure continuous and safe coverage.

### 3. Location & Site Characteristics

The proposed tower installation site is located in the south-east corner of the Metrolinx property, within the Industrial lands in Puslinch. Industrial and Highway Commercial uses and a stormwater management pond surround the subject property. A residential dwelling that fronts Brock Road, with Highway Commercial (C2) zoning, is located approximately 80 metres from the base of the proposed tower.



Source: County of Wellington 2015 Air Photo & Parcel Fabric

### 4. Staff, Agency & Public Circulation Comments:

The application was circulated to various external agencies and internal departments for comment. Staff notes that no objections were received from circulated agencies/departments.

A Public Notice was mailed to properties within a 240 metre radius of the proposed tower. The 240 metre radius is determined by calculating the height of the tower by three, as prescribed by Industry Canada. Negative comments were received from one property owner who resides in a residence located on Brock Road adjacent to the

Metrolinx property, with respect to the RF levels emitted from the tower, the proximity of the tower if it were to structurally fail and harm the residence and why the other towers in the area could not be used by Metrolinx.

The proponent explained Safety Code 6 and sent the tower drawings detailing how the construction of the site will respect all federal rules and regulations and the Safety Code 6 regulation to the resident. The proponent indicated that moving the tower out to McLean Rd. is not an option since Industry Canada mandates that communication towers have to be as far as possible from the roadways and in an environment that is safe and secure, not accessible to the general public. The tower is proposed to be in the gated area where the Metrolinx terminal building is located, where access is restricted from the public. The proponent further outlined the process of determining the communication tower location and tower height by describing how Metrolinx and Motorola engineers rented a boom truck and hired a tower expert to check line of sight link between the proposed Aberfoyle Tower and the existing neighbouring sites, one towards Hamilton and another towards Kitchener. One line of sight to both locations was located and it was above 75 metres.

## **APPLICABLE LEGISLATION & REQUIREMENTS:**

### **1. County of Wellington Official Plan**

Section 12.6.1, Utilities Allowed, may permit the following uses in any land use designation, subject to the provisions of the Zoning By-law:

All electrical power facilities, including all works defined by the Power Corporation Act and telecommunications facilities and multi-use cables, provided that the development satisfies the provisions of the Environmental Assessment Act, the Environmental Protection Act and any other relevant legislation.

### **2. Township of Puslinch Zoning By-Law**

When utility services are licensed by Industry Canada, Local, Regional and Provincial Planning documents do not apply. The subject lands are located in the Aberfoyle Industrial Area and are zoned Highway Commercial (C2). Public uses are permitted in the C2 Zone. Commercial and Industrial zones are Industry Canada's preferred choice for a communication tower location.

## **CONCLUSION:**

Township Staff notes that communication facilities are federally regulated with the final decision vested with Industry Canada. Metrolinx has consulted with the Township prior to filing its application, and has submitted the fees, documents and reports required by Industry Canada's Default Consultation Process.

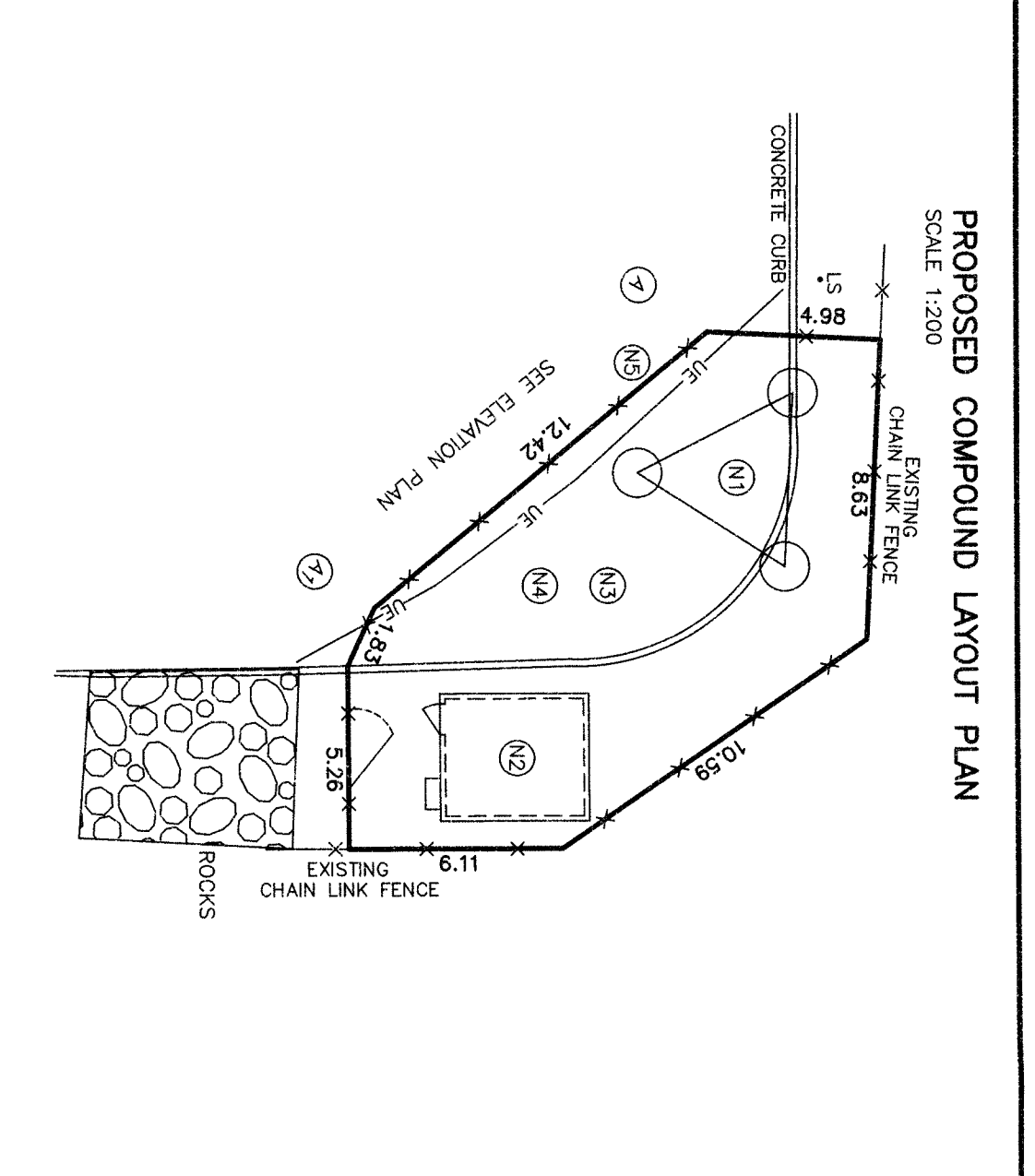
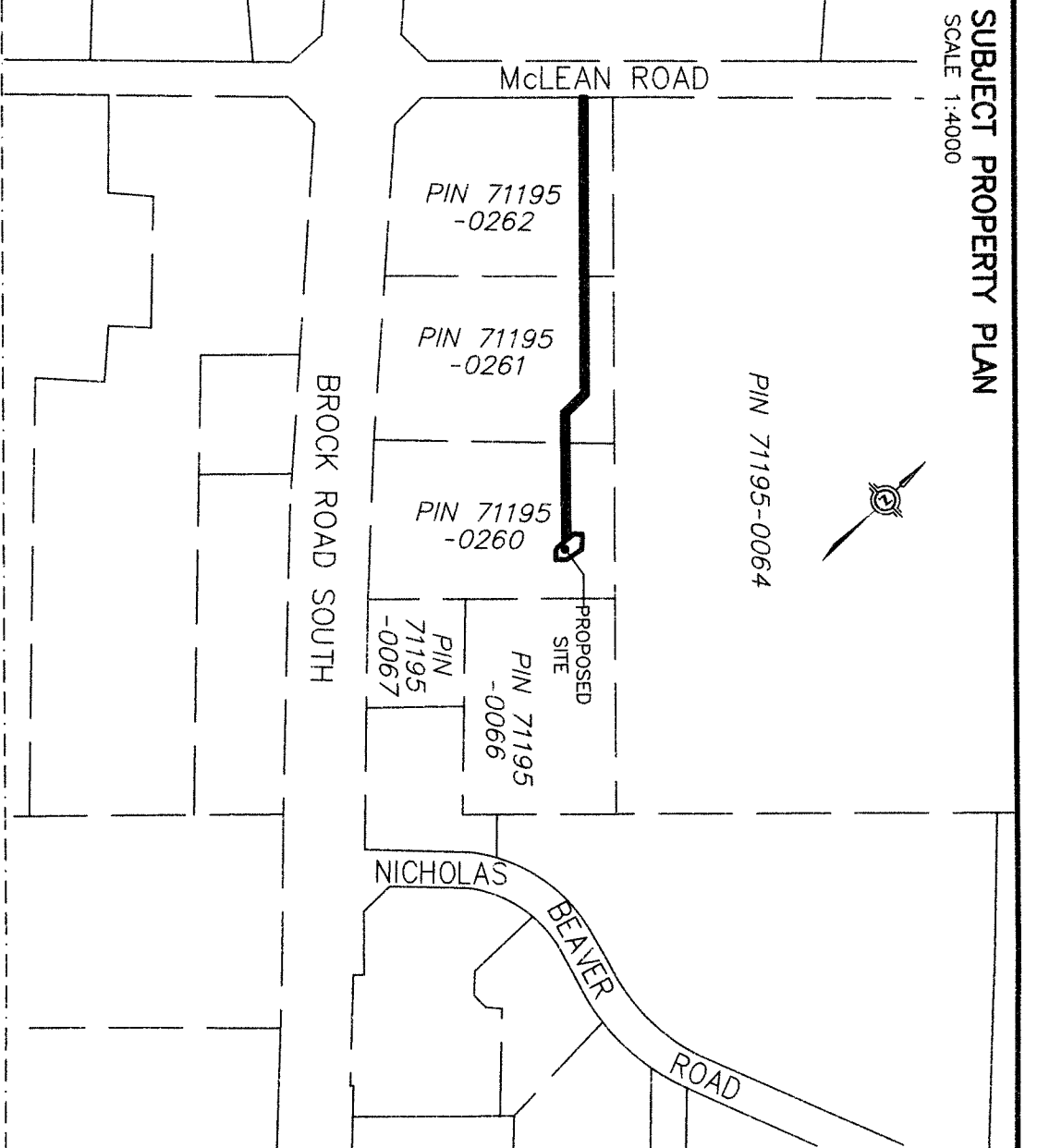
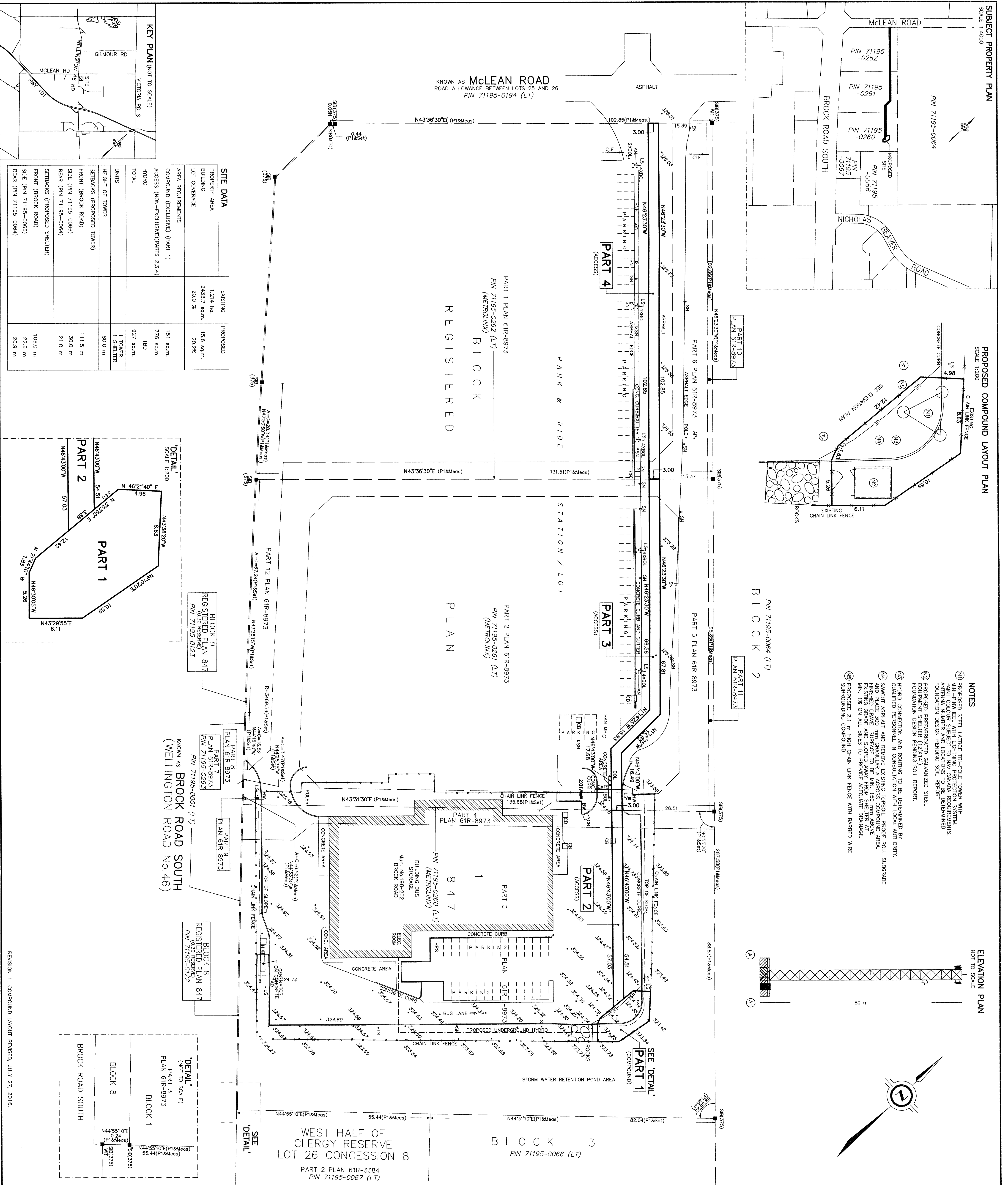
Staff has concluded that the Applicant has satisfied the requirements of the consultation process and have no further comments regarding the telecommunication tower and therefore recommend the issuance of this concurrence report.

**ATTACHMENTS:**

Attachment "A" – Subject Property Plan



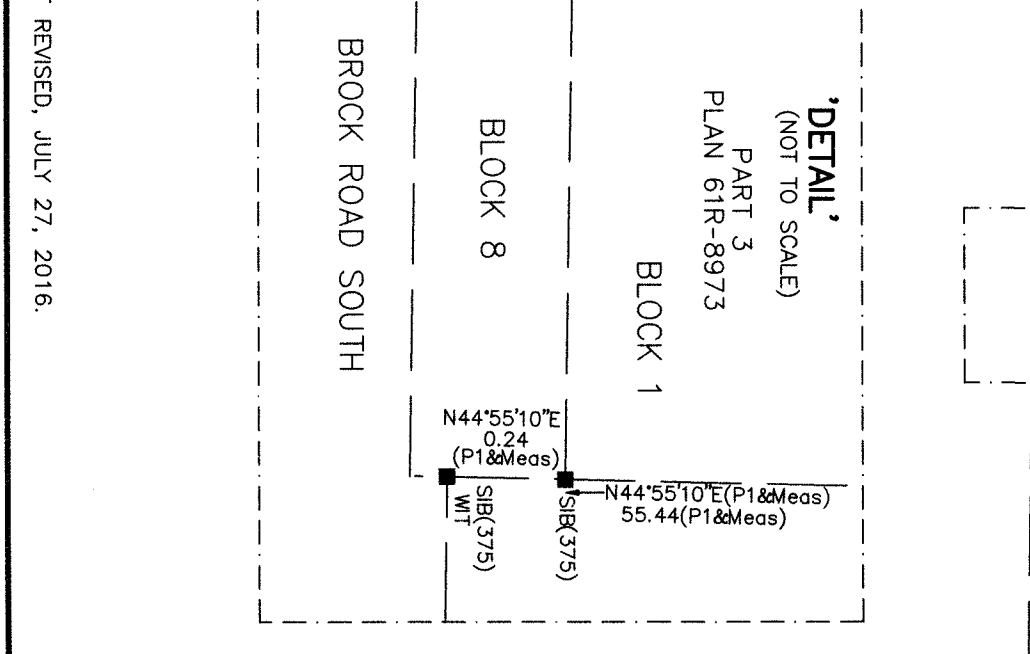
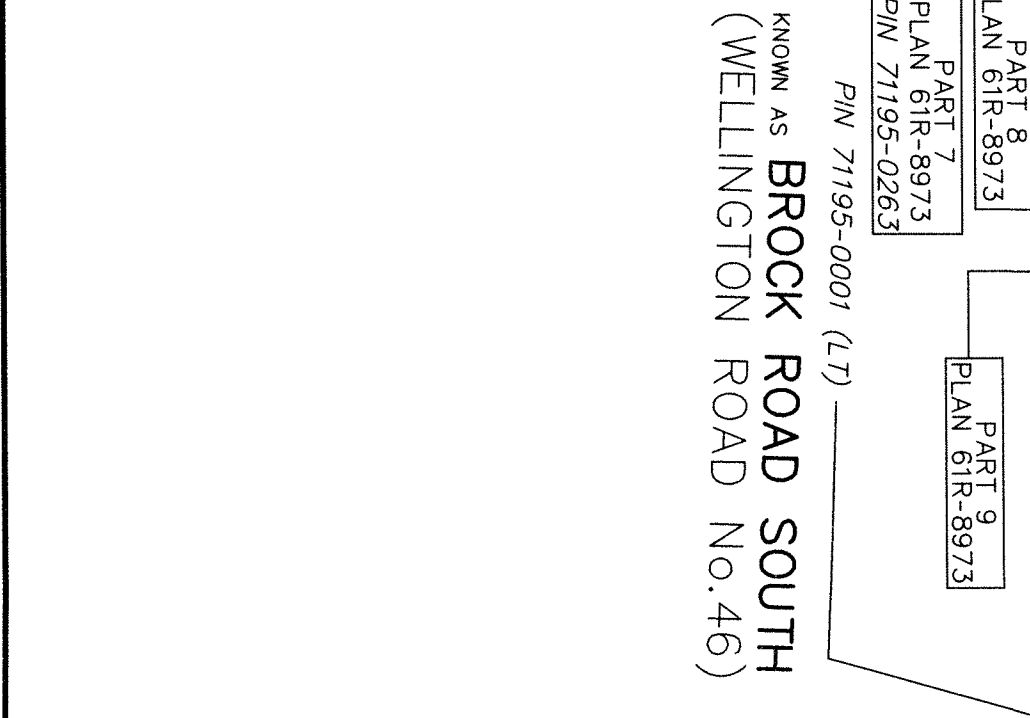
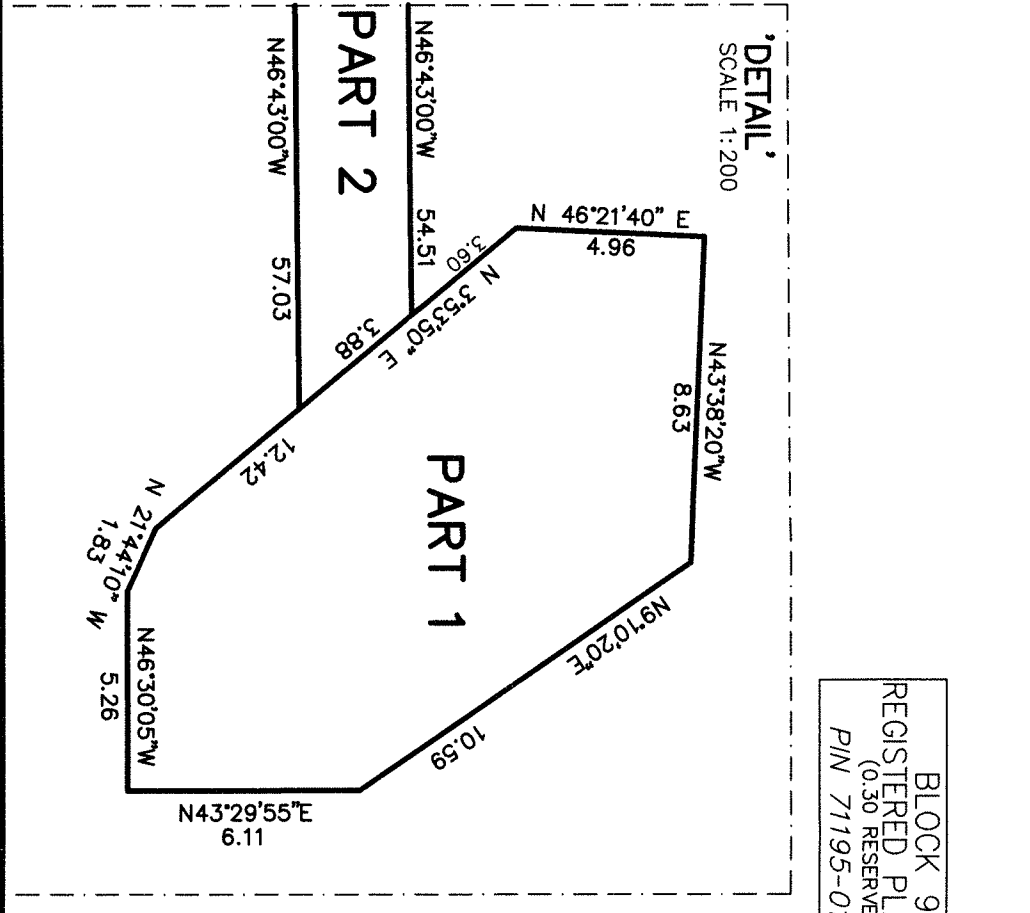
Attachment A - Subject Property Plan



- NOTES**
- (1) PROPOSED STEEL LATTICE TOWER WITH MIN-FINISHED WITH LIGHTNING PROTECTION SYSTEM, ANTENNA NUMBER AND LOCATION TO BE DETERMINED. FOUNDATION DESIGN PENDING SOIL REPORT.
  - (2) EQUIPMENT SHELTER (22'x14').
  - (3) FOUNDATION DESIGN PENDING SOIL REPORT.
  - (4) HYDRO CONNECTION AND ROUTING TO BE DETERMINED BY QUALIFIED PERSONNEL IN CONSULTATION WITH LOCAL AUTHORITY.
  - (5) SMOOTH ASPHALT AND REMOVE EXISTING TOPSOIL, PROFF ROLL SUBGRADE AND PLACE 300 mm GRANULAR A CROSS COMPOUND AREA. FINISHED GRAVEL SURFACE TO BE MIN. 150 mm ABOVE EXISTING GRADE. SLOPES TO PROVIDE ADEQUATE DRAINAGE. MIN. 1% ON ALL SIDES TO PROVIDE ADEQUATE DRAINAGE.
  - (6) PROPOSED 2.1 m HIGH CHAIN LINK FENCE WITH BARBED WIRE SURROUNDING COMPOUND.

**SITE DATA**

EXISTING	PROPOSED
PROPERTY AREA 1,214 ha.	15.6 sqm.
BUILDING 24,337 sqm.	20.2%
LOT COVERAGE	
AREA REQUIREMENTS	
COMPOUND (EXCLUSIVE) (PART 1)	151 sqm.
ACCESS (NON-EXCLUSIVE)(PARTS 2,3,4)	776 sqm.
HYDRO	TBD
TOTAL	927 sqm.
UNITS	1 TOWER
HEIGHT OF TOWER	80.0 m
SETBACKS (PROPOSED TOWER)	
FRONT (BROCK ROAD)	111.5 m
SIDE (PIN 71195-0066)	30.0 m
REAR (PIN 71195-0064)	21.0 m
SETBACKS (PROPOSED SHELTER)	
FRONT (BROCK ROAD)	106.0 m
SIDE (PIN 71195-0066)	22.8 m
REAR (PIN 71195-0064)	26.9 m



**LEGEND**

- DENOTES MONUMENT PLANTED
- DENOTES MONUMENT FOUND
- ▭ DENOTES STANDARD IRON BAR
- ▭ DENOTES SHORT STANDARD IRON BAR
- ▭ DENOTES IRON BAR
- ▭ DENOTES PLAN 61R-8973
- ▭ DENOTES WITNESS
- (375) DENOTES BLACK, SHEWMAKER, ROBINSON & DONALDSON LIMITED, O.L.S.
- CB DENOTES CATCHBASIN
- SN DENOTES SIGN
- HB DENOTES HYDRO JUNCTION BOX
- AN DENOTES ANCHOR
- SM DENOTES SANITARY MANHOLE
- BOL DENOTES BOLLARD
- LS DENOTES LIGHT STANDARD
- HPS DENOTES HANDICAP PARKING SPACE
- CONC. DENOTES CONCRETE
- CLF DENOTES CHAIN LINK FENCE
- AP DENOTES ANCHOR POLE
- SEC DENOTES SECURITY CAMERA POLE
- UE DENOTES UNDERGROUND ELECTRICAL

**SURVEYOR'S CERTIFICATE**

I CERTIFY THAT:  
1. THE FIELD WORK WAS COMPLETED ON THE 24th DAY OF JUNE, 2016.

DATE: July 27, 2016

**CAUTION**  
LOCATIONS OF ANY UNDERGROUND SERVICES ARE APPROXIMATE. OTHER BURIED UTILITIES MAY EXIST WHICH ARE NOT SHOWN BECAUSE OF INSUFFICIENT INFORMATION. CONTACT ALL POTENTIAL OWNERS OF UNDERGROUND UTILITIES PRIOR TO COMMENCEMENT OF CONSTRUCTION.

**J.D. BARNES LIMITED**  
SURVEYING  
LAND INFORMATION SYSTEMS  
140 BROADVIEW AVENUE, SUITE 100, MARKHAM, ONTARIO L3R 9V3  
T: (905) 477-3800 F: (905) 477-3882 www.jdbarnes.com

**MOTOROLA**  
SITE: ABERFOYLE GO  
LATITUDE: N 43°27'38.8"  
LONGITUDE: W 80°07'54.9"  
ELEVATION: 324.4m

SCALE 1 : 500

**J.D. BARNES LIMITED**  
METRIC DISTANCES AND/OR COORDINATES SHOWN ON THIS PLAN ARE IN METRIC UNITS AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

**NOTES**  
BEARINGS ARE GIVEN, DERIVED FROM OBSERVED REFERENCE POINTS (ORP) BY THE NETWORK OBSERVATION, WITH ZONE 17, NAD83 (CSRS) (2010).  
DISTANCES SHOWN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.9999815.  
FOR BEARING COMPASSION, A ROTATION OF 0.9999815 COUNTER CLOCKWISE WAS APPLIED TO BEARINGS ON PLAN 61R-8973 TO CONVERT TO GRID BEARINGS.  
ALL SET-OUT AND POINT MARKERS WERE USED TO LOCATE OR DERIVED FROM AND FOR PROXIMITY OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11 (4) OF O.R.E.G. 525/91.  
ELEVATIONS SHOWN ON THIS PLAN ARE RELATED TO GEODETIC DATUM AND ARE DERIVED FROM WTD BENCHMARK NO. 000220080306 HAVING A PUBLISHED ELEVATION OF 326.301 METRES.

**SCHEDULE**

BLOCK	REGISTERED PLAN	PART OF PIN	AREA
1		151 sq m.	
2	PART OF 71195-0260 (LT)	157 sq m.	
3	1	71195-0261 (LT)	300 sq m.
4		71195-0262 (LT)	309 sq m.

PLAN SHOWING TOPOGRAPHY AND SITE LAYOUT DESIGN OF PROPOSED TELECOM TOWER INSTALLATION  
**PART OF BLOCK 1 REGISTERED PLAN 847 TOWNSHIP OF PUSLINCCH COUNTY OF WELLINGTON**

REVISION 1: COMPOUND LAYOUT REVISED, JULY 27, 2016.





**RESOLUTION  
MUNICIPAL COUNCIL  
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

2016-

Date: November 23, 2016

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

WHEREAS the Ministry of Municipal Affairs has implemented a new requirement that anyone wishing to run for office on a Council must submit the signature of 25 voters supporting the nomination;

AND WHEREAS in many small municipalities it has become increasingly difficult to attract councillors and this requirement will discourage qualified and new candidates;

AND WHEREAS in rural communities accessibility is even more difficult and infringes Ontarians with Disabilities (AODA);

AND WHEREAS the Province has started that they want to encourage more local decision making.

NOW THEREFORE BE IT RESOLVED THAT the Municipality of Puslinch request the Province to re-evaluate this requirement and allow it to be an optional local decision to avoid negative consequences to many municipalities;

AND FURTHER THAT this resolution be circulated to the Minister of Municipal Affairs, the Association of Municipalities of Ontario.

<b>RECORDED VOTE</b>	<b>YES</b>	<b>NO</b>	<b>CONFLICT</b>	<b>ABSENT</b>
Councillor Bulmer				
Councillor Roth				
Mayor Lever				
Councillor Sepulis				
Councillor Fielding				
<b>TOTAL</b>				

**MAYOR:** \_\_\_\_\_

<b>CARRIED</b>	<b>LOST</b>
----------------	-------------



**RESOLUTION  
MUNICIPAL COUNCIL  
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

2016-

Date: November 23, 2016

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

WHEREAS recent polling, conducted on behalf of the Association of Municipalities of Ontario indicates 76% of Ontarians are concerned or somewhat concerned property taxes will not cover the cost of infrastructure while maintaining municipal services, and 90% agree maintaining safe infrastructure is an important priority for their communities;

AND WHEREAS infrastructure and transit are identified by Ontarians as the biggest problems facing their municipal government;

AND WHEREAS a ten-year projection (2016-2025) of municipal expenditures against inflationary property tax and user fee increases, shows there to be an unfunded average annual need of \$3.6 billion to fix local infrastructure and provide for municipal operating needs;

AND WHEREAS the \$3.6 billion average annual need would equate to annual increases of 4.6% (including inflation) to province-wide property tax revenue for the next ten years;

AND WHEREAS this gap calculation also presumes all existing and multi-year planned federal and provincial transfers to municipal governments are fulfilled;

AND WHEREAS if future federal and provincial transfers are unfulfilled beyond 2015 levels, it would require annual province-wide property tax revenue increases of up to 8.35% for ten years;

AND WHEREAS Ontarians already pay the highest property taxes in the country;

AND WHEREAS each municipal government in Ontario faces unique issues, the fiscal health and needs are a challenge which unites all municipal governments, regardless of size;

<b>RECORDED VOTE</b>	<b>YES</b>	<b>NO</b>	<b>CONFLICT</b>	<b>ABSENT</b>
Councillor Bulmer				
Councillor Roth				
Mayor Lever				
Councillor Sepulis				
Councillor Fielding				
<b>TOTAL</b>				

**MAYOR:** \_\_\_\_\_

<b>CARRIED</b>	<b>LOST</b>
----------------	-------------



**RESOLUTION  
MUNICIPAL COUNCIL  
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

2016-

Date: November 23, 2016

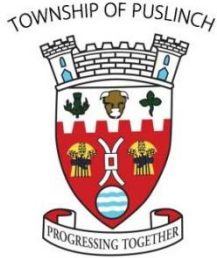
Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

NOW THEREFORE BE IT RESOLVED that this Council supports the Association of Municipalities of Ontario in its work to close the fiscal gap; so that all municipalities can benefit from predictable and sustainable revenue, to finance the pressing infrastructure and municipal service needs faced by all municipal governments.

<b>RECORDED VOTE</b>	<b>YES</b>	<b>NO</b>	<b>CONFLICT</b>	<b>ABSENT</b>
Councillor Bulmer				
Councillor Roth				
Mayor Lever				
Councillor Sepulis				
Councillor Fielding				
<b>TOTAL</b>				

**MAYOR:** \_\_\_\_\_

<b>CARRIED</b>	<b>LOST</b>
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Heritage Committee  
**Monday, September 26, 2016**  
7:00 p.m.  
Council Chambers, Aberfoyle

## MINUTES

### MEMBERS PRESENT

Mary Tivy – Chair  
John Arnold  
Cameron Tuck  
Barb Jefferson  
John Levak

### TOWNSHIP STAFF

Karen Landry – CAO/Clerk

#### 1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

#### 2. OPENING REMARKS

Mary Tivy made a few opening remarks noting the items on the agenda for the evening.

#### 3. DECLARATION OF PECUNIARY INTEREST

None stated.

#### 4. APPROVAL/ADOPTION OF MINUTES

Moved by: Cameron Tuck                      Seconded by: Barb Jefferson

That the minutes of the Heritage Committee meeting dated July 25, 2016 be adopted.

CARRIED

#### 5. DELEGATIONS

**7:05 p.m.** - Tom and Tamara Hetherington – Update from Black Bridge Community Association

Tom and Tamara Hetherington reviewed the Cultural Heritage Landscape boundary for the Black Bridge area in Cambridge and outlined the Cultural Heritage Landscape designation process.

It was noted the original study area included Puslinch specifically the following properties:

The Speed River Dam  
The Mill Boarding House  
The Roszell Farm

It was noted that the Township would need to work with the County of Wellington if it were to proceed with a Cultural Heritage Landscape designation.

The Committee requested that information regarding the zoning and official plan designation of the above properties be included on the next agenda for information.

## **6. REGULAR BUSINESS**

### **1. Ontario Heritage Conference**

The Committee requested staff to include in the 2017 Operating Budget funds to enable all members of the committee to attend the 2017 Ontario Heritage Conference in Ottawa.

Karen Landry advised funding for the Committee's attendance at the 2017 Ontario Heritage Conference will be included for Council's consideration.

### **2. Summer Tour – July 25, 2016**

Refer to Items 6(3) and 6(7).

### **3. Ellis Chapel – 6705 Ellis Road – Designation**

The Committee expressed interest with continuing to work with the Ellis Chapel Board on the possibility of designating the property under the Ontario Heritage Act.

Mary Tivy will compose a letter seeking the Board's consent and outlining the process. Mary Tivy will forward the letter to the Township to be printed on letterhead.

### **4. Outreach and Education**

Cameron Tuck will draft an article to be placed in the Puslinch Pioneer by the Township. The article will focus on an "Introduction of the Committee".

The Committee requested that staff include funding in the Budget to produce a professional map utilizing the County's GeoCortex system outlining the properties on the Township's Heritage Listing.

The Committee discussed additional outreach and educational opportunities such as:

- A presentation to the school
- Self-guided tours of Puslinch
- Website

### **5. DRS Developments Ltd. – Queen & Church Street, Morriston – Proposed Residential Plan of Subdivision and Zoning By-law Amendment**

Mary Tivy advised that the draft plan conditions include a requirement for a Heritage Impact Analysis. The Committee will be provided with the Heritage Impact Analysis when it is completed. Mary Tivy indicated that an Archeological Assessment was completed for the development lands.

Mary Tivy stated she would look into whether the Ministry has archeological information that is accessible to the public.

### **6. a) Puslinch Historical Society**

There were no updates at this time.

b) Guelph Line Natural Gas Pipeline System – Environmental Assessment

Karen Landry advised that the Township received correspondence from Stantec Consulting Ltd. dated September 20, 2016 stating that based on current information and a recent analysis of market demand, construction of the proposed project will be deferred.

7. Heritage Register

Each member has been assigned a list of properties included on the current Heritage Register to evaluate and confirm whether it should continue to be a “listed” property.

8. Heritage Committee Work Plan

The Committee is going to focus on the following:

- Working with the Ellis Chapel on possible designation
- Heritage Register
- Outreach initiatives

7. **ADJOURNMENT**

The meeting adjourned at 8:45 p.m.

8. **NEXT MEETING**

November 14, 2016 – 7:00 p.m.





## MINUTES

### MEMBERS PRESENT:

Councillor John Sepulis, Chair  
Councillor Ken Roth  
Dianne Paron

Dennis O'Connor  
Deep Basi

### OTHERS IN ATTENDANCE:

Kelly Patzer – Development Coordinator  
Sarah Wilhelm – County of Wellington  
Paul Wyszynski  
Marc Jowett

Kerry Hillis  
Jackie Flanagan  
Colin Vanderwoerd

### 1. OPENING REMARKS

- The meeting was called to order at 7:00 pm. The Chair welcomed the gallery to the Committee of Adjustment meeting and informed the gallery Township Staff would present the application, then the applicant would have the opportunity to present the purpose and details of the application and any provide any further relevant information. Following this the public can obtain clarification, ask questions and express their views on the proposal. The members of the Committee can then obtain clarification, ask questions and express their views on the proposal. All application decisions are subject to a 20 day appeal period.

### 2. DISCLOSURE OF PECUNIARY INTEREST

- None

### 3. APPROVAL OF MINUTES

Moved by Ken Roth and Seconded by Dianne Paron,

That the minutes of the Committee of Adjustment meeting held Tuesday September 13, 2016 be adopted.

CARRIED

### 4(a) 4(a) Minor Variance Application D13/FLA – Jim and Jackie Flanagan – Property described as Lots 11-12, Plan 395, 37 Swastika Trail, Township of Puslinch.

Requesting relief from provisions of Zoning By-Law #19/85, as amended, to:

1. permit a 5.5 metre rear yard setback
2. permit a 7.0 metre front yard setback
3. permit a sundeck to encroach 3 metres into the front (lakeside) yard;

To accommodate a proposed new dwelling

- Kelly Patzer summarized the application and circulation for the minor variance as submitted and stated no objections were received from commenting staff. A letter of support was received from a neighbour and a letter was received that detailed concern about the impact on the view to the lake view than the previously existing cottage on that lot.
- Jim Flanagan, owner, indicated the house is now demolished and a new house is proposed that has a footprint parallel to the neighbours off square, so the corners encroach into the required yards. The proposed deck attached to the house is only permitted to encroach 1.5 metres into the front yard and they wish a larger deck for entertaining.
- Paul Wyszynski, 7 Swastika Trail, indicated that he has no concerns with the setbacks but is concerned with the holding tank that has a setback shown to a property line that includes a right-of-way, not an actual property line.

- Jim Flanagan noted two holding tanks are proposed and the setback is to the neighbouring property
- John Sepulis inquired who the right-of-way is in favour of.
- Paul Wyszynski remarked that he owns it.
- Sarah Wilhelm noted the right-of-way, or an easement is not on the plan submitted.
- Ken Roth asked if the easement would be known to the Building Department.
- Kelly Patzer replied if the right-of-way is not shown on a plan the building department may not be aware of it.
- John Sepulis remarked that the application should be deferred until the property lines are determined.
- There were no further questions or comments.

Moved by Dennis O'Connor and Seconded by Deep Basi,

That the application be deferred for the owner to provide clarification on the west property line relative to the easement and the nature of the easement.

CARRIED

**4(b) Minor Variance Application D13/GSB – GSB Properties Ltd.** – Property described as Part Lot 25, Concession 7, 7294 Mason Road, Township of Puslinch.

Requesting relief from provisions of Zoning By-Law #19/85, as amended, to:

1. permit a 11.86m setback from the centerline of a highway for an existing metal quonset building
  2. Permit a 11.34m setback from the centerline of a highway for an existing metal clad building.
- Kelly Patzer summarized the application and circulation for the minor variance as submitted and stated no objections were received from the public.
  - Kerry Hillis, BSRD, agent, indicated the relief is to permit existing setbacks on a dead end street. There is no objection to the Township requesting a condition that the Site Plan be completed by December 31, 2017.
  - Dianne Paron inquired why the previous minor variance lapse?
  - Kerry Hillis remarked that different parties were involved and the application did not proceed as planned.
  - There were no further questions or comments.

In the matter of Section 45 (1) of the Planning Act, as amended, and Comprehensive Zoning By-law 19/85 as amended, and an application for a minor variance requesting permission to permit:

1. A 11.86m setback from the centerline of a highway for an existing metal quonset building, and
2. A 11.34m setback from the centerline of a highway for an existing metal clad building;

Whereas, the by-law states no person shall erect or establish any building, structure, excavation or open storage closer than 27 metres to the centreline of a highway under the jurisdiction of the Township of Puslinch, County of Wellington or City of Guelph.

Condition:

1. Site Plan Approval for the property shall be finalized by December 31, 2017 or the variance will no longer be in effect.

The Committee voted in favour and the request is hereby **Approved**.

CARRIED

**4(c) Minor Variance Application D13/JOW – Marc & Helen Jowett** – Property described as Part Lot 2, Plan 380, 2 Lakeside Drive, Township of Puslinch.

Requesting relief from provisions of Zoning By-Law #19/85, as amended, to:

1. maintain a pool with equipment and deck on the property while demolishing a dwelling, then building a new dwelling
  2. install pool pump/filter/heater 0.3m from the north side yard property line.
- Kelly Patzer summarized the application and circulation for the minor variance as submitted and stated the building department has concern of the proximity of the noise producing pool pump and equipment to the property lines. And felt consideration should be given to mitigating the potential noise generation of such equipment. No other objections were received from commenting staff or the public.
  - Marc Jowett remarked that the pool equipment will be located between cedar hedges and plans on putting in a solid fence beside the pool equipment and if it was in a location where it would not impede the walkway. He is rebuilding his house and the Building Department deems structures cannot remain on a property without a house, but it logistically makes sense to put the pool in before the house is built.
  - Dianne Paron asked if the 3 metre setback for pool equipment is for noise.
  - Sarah Wilhelm indicated it is also for maintenance access.
  - Ken Roth inquired if there was a problem with the noise could something be put in?
  - Marc Jowett noted an air conditioner is louder and there is half a lot between his property and his neighbour's house but can put a small enclosure on it.
  - John Sepulis indicated he did a site visit and the pool equipment is quite noisy and asked why it cannot be moved in front of the retaining wall and if a building permit was issued.
  - Marc Jowett noted if was placed in the suggested location; aesthetically it would be right in view from the house to the lake.
  - John Sepulis suggested noise mitigation measures that would create the equivalent noise reduction for the pool equipment as placed three metres from the property line.
  - Marc Jowett noted it could be enclosed.
  - There were no further questions or comments.

In the matter of Section 45 (1) of the *Planning Act*, as amended, and Comprehensive Zoning By-law 19/85 as amended, and an application for a minor variance requesting permission to:

1. maintain a pool with equipment and deck on the property while demolishing a dwelling, then building a new dwelling; whereas, Section 3.1(a) of the by-law requires any building, structure or accessory use to be accessory to a permitted use (a single detached dwelling); and
2. install a pool pump/filter/heater within an accessory building 0.3 metres from the north side yard property line; whereas, Section 3.20(a(iii)) of the by-law states no water circulating or treatment equipment such as pumps or filters or any accessory building or structure containing such equipment shall be located closer than 3 m to any lot line.

The Committee voted in favour and the request is hereby Approved.

CARRIED

## 5. ADJOURNMENT

Moved by Dennis O'Connor and Seconded by Deep Basi,

The Committee of Adjustment meeting adjourned at 7:41 p.m.

CARRIED



## MINUTES

### MEMBERS PRESENT:

Councillor John Sepulis, Chair  
Councillor Ken Roth  
Dianne Paron  
Dennis O'Connor  
Deep Basi

### OTHERS IN ATTENDANCE:

Kelly Patzer – Development Coordinator	Kerry Hillis
Sarah Wilhelm – County of Wellington	Jackie Flanagan
Paul Wyszynski	Colin Vanderwoerd
Marc Jowett	

### 1. - 5. COMMITTEE OF ADJUSTMENT

- See October 11, 2016 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 development planning 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 September 13, 2016 Planning & Development Advisory Committee Meeting are hereby adopted.

CARRIED

#### 9. APPLICATIONS FOR SITE PLAN APPROVAL

- None

#### 10. ZONING BY-LAW AMENDMENTS

- None

#### 11. LAND DIVISION

##### 11(a) Severance Application B72/16 (D10/CUM) – Charles Cummings, Part Lot 12&13, Concession 5, municipally located on Pioneer Trail.

Proposed severance is 0.8 hectares with 68.5m frontage, vacant land for rural residential use. Retained parcel is 1.2 hectares with 91.6m frontage, existing and proposed vacant land.

Moved by Dennis O'Connor, Seconded by Deep Basi that the following comments be forwarded to the County of Wellington Land Division Committee:

- No comments

CARRIED

##### 11(b) Severance B77/16 (D10/DOU) – David & Charlene Doughty, Part Lot 24&25, Concession 2, municipally known as 7129 Smith Road.

Proposed severance is 0.8 hectares with 81m frontage on Smith Road and 91m

frontage on Concession 7, vacant land for proposed rural residential use. Retained parcel is 5.1 hectares with 129m frontage, existing and proposed rural residential use with existing dwelling & shed.

Moved by Dianne Paron, Seconded by Ken Roth that the following comments be forwarded to the County of Wellington Land Division Committee:

- Question of the proposed location is the best location on the parcel for a severance due to the proximity to Capital Paving as noise and odour could be issues in the current proposed location.
- Confirmation from the GRCA detailing the limit of the Natural Features is required.

CARRIED

**11(c) Severance Application B80/16 (D10/PIC)** –Denyse Pichette, Part Lot 32, Concession Gore, municipally known as 7329 Concession 1.

Proposed severance is 64m fr x 63m = 0.4hecatres, existing agricultural use for proposed rural residential use. Retained parcel is 37 hectares with 2015m frontage, existing and proposed agricultural and rural residential use with existing dwelling and shed.

Moved by Dennis O'Connor, Seconded by Deep Basi that the following comments be forwarded to the County of Wellington Land Division Committee:

- No comments

CARRIED

**11(d) Severance Application B81/16 (D10/PIC)** –Denyse Pichette, Part Lot 32 Concession Gore, municipally located on Concession 1.

Proposed severance is 64m fr x 63m = 0.4 hectares existing agricultural use for proposed rural residential use. Retained parcel is 64m fr x 63m = 0.4 hectares, existing and proposed agricultural use.

Moved by Ken Roth, Seconded by Dianne Paron that the following comments be forwarded to the County of Wellington Land Division Committee:

- Lot creation is creating a cluster and it should be determined if the proposed lot meets MDS

CARRIED

**12. OTHER MATTERS**

- Sarah Wilhelm indicated that the Province is releasing new MDS in march 2017
- The Farm Practices Review Board question pertaining to any odour conflicts between agricultural farm uses and non-farm properties in the rural area has been put forward to the Province

**13. CLOSED MEETING**

- No matters

**14. FUTURE MEETINGS**

- Next Regular Meeting November 8, 2016 @ 7:00 p.m.

**15. ADJOURNMENT**

Moved by Dianne Paron and Seconded by Ken Roth,

- That the Planning & Development Advisory Committee adjourns at 8:20 p.m.

CARRIED

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

**BY-LAW NUMBER 081/16**

Being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Puslinch at its meeting held on November 23, 2016.

**WHEREAS** by Section 5 of the *Municipal Act, 2001, S.O. 2001, c.25* the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS** by Section 5, Subsection (3) of the *Municipal Act*, a municipal power including a municipality's capacity, rights, powers and privileges under section 8, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Puslinch at its meeting held November 23, 2016 be confirmed and adopted by By-law;

**NOW THEREFORE** the Council of the Corporation of the Township of Puslinch hereby enacts as follows:

- 1) The action of the Council of the Corporation of the Township of Puslinch, in respect of each recommendation contained in the reports of the Committees and each motion and resolution passed and other action taken by the Council at said meeting are hereby adopted and confirmed.
- 2) The Head of Council and proper official of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.
- 3) The Head of Council and the Clerk are hereby authorized and directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and the Clerk authorized and directed to affix the seal of the said Corporation to all such documents.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 23rd DAY OF November, 2016.**

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Dennis Lever, Mayor

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Karen Landry, C.A.O./Clerk