



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
2016 COUNCIL MEETING

**AGENDA**

**DATE:** Wednesday, February 17, 2016

**CLOSED MEETING:** 6:15 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. Adoption and Receipt of Minutes of the Previous Meeting. ≠

- (a) Council Meeting - February 3, 2016
- (b) Closed Council Meeting – February 3, 2016
- (c) Council Budget Meeting–February 3, 2016

4. Business Arising Out of the Minutes.

5. **PUBLIC MEETINGS**

1. **Rezoning Application File D14/TSO –Tsounis Capital Investments Ltd., Part Lot 16, Plan 199, municipally known as 40 Brock Rd.**

**\*note this Public meeting will be held on Thursday, February 18, 2015 at 7:00 p.m. at the Municipal Complex – 7404 Wellington Rd. 34**

- (a) Notice of Public Meeting – Rezoning Application File D14/TSO – Tsounis Capital Investments Ltd., Part Lot 16, Plan 199, municipally known as 40 Brock Rd.
- (b) Report PD-2015-005 – Information Report - Rezoning Application File D14/TSO – Tsounis Capital Investments Ltd., Part Lot 16, Plan 199, municipally known as 40 Brock Rd.



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**2. Rezoning Application File D14/NOO – Todd Noonan and Debbie McIntosh, Concession 1, Part Lot 6, municipally known as 6620 Concession 1.**

**\*note this Public meeting will be held on Thursday, March 3, 2015 at 7:00 p.m. at the Municipal Complex – 7404 Wellington Rd. 34**

(a) Notice of Complete Application & Notice of Public Meeting – Rezoning Application File D14/NOO – Todd Noonan and Debbie McIntosh, Concession 1, Part Lot 6, municipally known as 6620 Concession 1.

**3. Rezoning Application File D14/WAT – Michael and Carol Watson, Concession 4, Part Lot 10, municipally known as 4642 Sideroad 10 N.**

**\*note this Public meeting scheduled for Thursday, March 3, 2015 at 7:00 p.m. at the Municipal Complex – 7404 Wellington Rd. 34 – has been cancelled.**

**4. Rezoning Application File D14/COL – Brad Coles, Concession 10, Part Lot 8, municipally known as 6691 Ellis Road.**

**\*note this Public meeting will be held on Thursday, March 3, 2015 at 7:15 p.m. at the Municipal Complex – 7404 Wellington Rd. 34**

(a) Notice of Public Meeting – Rezoning Application File D14/COL – Brad Coles, Concession 10, Part Lot 8, municipally known as 6691 Ellis Road.

**6. COMMUNICATIONS**

**1. CBM/St. Mary's Cement  
Roszell Pit - Licence No. 625189  
6618 and 6524 Roszell Rd.**

(a) Addendum Report : January 2016 - Dance Environmental Inc. 2015 Ecological and Aquatic Monitoring Report Roszell Pit, Puslinch Township ARA Licence No. 625189 dated January 29, 2016.

(b) Correspondence from GWS Ecological & Forestry Services Inc. regarding 2015 Ecological and Aquatic Monitoring Report for the Roszell Pit dated February 5, 2016.



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2. **CBM**

**Puslinch Pit – Licence No. 17600  
4313 Sideroad 25 South**

- (a) Correspondence from Ministry of Natural Resources and Forestry regarding Minor Site Plan Amendment under the Aggregate Resources Act – Licence 17600, St. Marys Cement Inc. (Canada), North ½ Lot 26, Concession 1, Geographic Township of Puslinch dated December 18, 2015. (**\*note a copy of the Operational Site Plan Drawing No. 2 of 3 is available in the Clerk's Office for viewing**).
- (b) Groundwater Science Corp. Puslinch Pit – Licence No. 17600 monthly monitoring report – January 2016 dated February 1, 2016.

**Mr. Stan Denhoed, Harden Environmental Services Ltd. has reviewed the report and advised that the consultant finds that there are no exceedences in the water levels and he has no further comments.**

3. **CBM**

**Neubauer Pit – Licence No. 625284  
7203 Concession 2**

- (a) Groundwater Science Corp. 2015 Groundwater Monitoring Summary, CBM Neubauer Pit, Licence No. 625284, Part Lot 27, Concession 1, Puslinch Township dated January 7, 2016.
- (b) Correspondence from Harden Environmental Services Ltd. regarding Neubauer Pit – 2015 Monitoring Report (File E13/ST) dated February 3, 2016.

4. **Mill Creek Pit, Licence No. 5738  
7115 Concession 2**

- (a) Correspondence from Dufferin Aggregates regarding Monthly Monitoring Report, Mill Creek Pit, License No. 5738, Township of Puslinch, Wellington County (December 2015) dated January 13, 2016.

**Mr. Stan Denhoed, Harden Environmental Services Ltd. has reviewed the report and advised that there are no exceedences and has no comments.**



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**5. Waive Permit Fees**

(a) Correspondence from Classy Lane Stables Ltd. dated January 28, 2016.

**6. Region of Waterloo Wastewater Treatment Plan Master Plan**

(a) Correspondence from CIMA regarding Region of Waterloo Wastewater Treatment Master Plan – Notice of Master Plan Update Commencement dated January 18, 2016.

**7. Morriston Highway 6 – Bypass**

(a) Correspondence from Morriston Bypass Coalition regarding funding of the Morriston Bypass Highway Infrastructure Project in 2016.

**8. Hydro One**

(a) Correspondence from Hydro One Networks Inc. regarding Puslinch Lake Area – Electricity Reliability dated January 27, 2016.

**9. County of Wellington**

(a) Correspondence from County of Wellington regarding County of Wellington Planning Committee Report PD2016-02 Greenbelt Expansion Discussion dated February 5, 2016.

**10. 2016 Proposed Budget**

(a) Correspondence from Sandra Solomon dated February 9, 2016.

**11. Intergovernmental Affairs ≠**

(a) Various correspondence for review.

**7. DELEGATIONS / PRESENTATIONS**

None.



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8. **REPORTS**

1. **Puslinch Fire and Rescue Services**

None.

2. **Finance Department**

(a) Report FIN-2016-002 – 2016 Budget – Final ≠ \* **See agenda Item 14(a)**

3. **Administration Department**

(a) ADM-2016-002 – 2016 Revised Council and Budget Meeting Schedule ≠

(b) ADM-2016-003 – 2015 Annual Water Report ≠

(c) Community Based Strategic Plan – Update – Distribution of Reports

4. **Planning and Building**

(a) Chief Building Official Report – January 2016.

(b) Report PD-2016-006 – Holding Removal – Rezoning Application – Mini Lakes Residents Association – Lot 5 (12 Jasper Heights PVT) and Lot 45 (20 Hemlock Crescent PVT) File No. D14/MIN – Part Lot 21, Concession 8, Plan 61M203, formerly municipally known as 7541 Wellington Road 34≠

(c) Ontario Environmental Registry – Policy Proposal Notice – Excess Soil Management Policy Framework

5. **Roads & Parks Department**

None.

6. **Recreation Department**

(a) Report REC-2016-002- Sound Study Results. ≠

7. **Mayor's Updates**

None.



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9. **NOTICES OF MOTION**

None.

10. **COMMITTEE MINUTES ≠**

- (a) Puslinch Heritage Committee - November 16, 2015
- (b) Planning and Development Advisory Committee – January 12, 2016
- (c) Committee of Adjustments – January 12, 2016

11. **MUNICIPAL ANNOUCEMENTS**

12. **UNFINISHED BUSINESS**

13. **CLOSED ITEMS ≠**

- (a) Confidential Verbal Report from Karen Landry regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board, personal matters about an identifiable individual, including municipal or local board employees and advice that is subject to solicitor-client privilege, including communications necessary for that purpose- Fees
- (b) Confidential Verbal Report from Karen Landry regarding litigation or potential litigation, advice that is subject to solicitor- client privilege, including communications necessary for that purpose and a proposed or pending acquisition or disposition of land by the municipality or local board - Sale of Property – Plan 386

14. **BY-LAWS ≠**

- (a) A by-law to adopt the Budget for The Corporation of the Township of Puslinch for the year 2016.
- (b) A by-law to amend By-law 19/85, as amended, to remove the Holding Symbol from Lot 5 and Lot 45 on the lands described as Part of Lot 21, Concession 8, known as the Mini Lakes property.



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15. **CONFIRMING BY-LAW** ≠

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

16. **ADJOURNMENT** ≠



## **MINUTES**

**DATE:** Wednesday, February 3, 2016

**TIME:** 12:30 p.m.

The February 3, 2016 Regular Council Meeting was held on the above date and called to order at 12:30 p.m. in the Council Chambers, Aberfoyle.

### 1. **ATTENDANCE:**

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

### **STAFF IN ATTENDANCE:**

1. Donna Tremblay, Deputy Clerk
2. Paul Creamer, Director of Finance/Treasurer
3. Robert Kelly, Chief Building Official
4. Steve Goode, Fire Chief

### **OTHERS IN ATTENDANCE**

1. Doug Smith
2. Gill & Graham Mullis
3. L.W. Hodges
4. Marny Mason
5. Sally Prior
6. Archie & Liz Nimmo
7. Meghan Yzerman
8. Jessica Goyda
9. Karen Lever
10. Joshua Morrison
11. Mary Lawrence
12. John Lawrence
13. John Slood
14. Dave Prior
15. Joan-Pierre Schoch
16. Sandra Peppard

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

None.

### 3. **ADOPTION OF THE MINUTES:**

- (a) Council Meeting – January 20, 2016
- (b) Closed Council Meeting – January 20, 2016
- (c) Public Meeting – 2016 Proposed Budget – January 21, 2016

**Resolution No. 2016-035:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

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

- (a) Council Meeting – January 20, 2016, as amended
- (b) Closed Council Meeting – January 20, 2016





That the minutes of the following meetings be received:

(c) Public Meeting – 2016 Proposed Budget – January 21, 2016

**CARRIED**

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

None.

5. **PUBLIC MEETINGS:**

1. **Morrison Streetscaping**

**\*note this Public Meeting will be held on Thursday, February 4, 2016 at 7:00 p.m. at the Municipal Complex– 7404 Wellington Rd. 34, Guelph**

(a) Notice of Public Meeting

6. **COMMUNICATIONS:**

1. **CBM/St. Mary's Cement**

**Tikal Pit – Licence No. 48576  
Victoria Rd.**

(a) Correspondence from Ministry of Natural Resources regarding Tikal Pit – ARA #48576, SW half, Lot 21, Concession 9 – Puslinch, Site Plan Amendment Request dated January 19, 2016.

2. **CBM/St. Mary's Cement**

**Roszell Pit - Licence No. 625189  
6618 and 6524 Roszell Rd.**

(a) Dance Environmental Inc. 2015 Ecological and Aquatic Monitoring Report Roszell Pit, Puslinch Township ARA Licence No. 625189

(b) Correspondence from GWS Ecological & Forestry Services Inc. regarding 2015 Ecological and Aquatic Monitoring Report for the Roszell Pit dated January 3, 2016.

Council requested that staff provide correspondence to Steve May at CBM with respect to controlling the cattle entering on to the monitoring site.

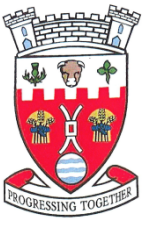
3. **CBM**

**Puslinch Pit – Licence No. 17600  
4313 Sideroad 25 South**

(a) Groundwater Science Corp. Puslinch Pit – Licence No. 17600 Monthly Monitoring Report Update dated January 11, 2016.

(b) Correspondence from Harden Environmental Services Ltd. regarding CBM – Puslinch Pit – 2015 Monitoring Report Comments dated January 26, 2016.

Councillor Bulmer inquired as to whether Nestle Waters provides annual reports and whether Stan Denhoed at Harden Environmental reviews these reports. Staff advised that they would look into whether Mr. Denhoed provides comments with respect to Nestle Waters annual reports.



#### 4. Liquor Licence Application – 599 Arkell Rd.

- (a) Correspondence from Calvary Baptist Church regarding liquor licence application, 599 Arkell Rd. dated January 14, 2016.

Mayor Lever advised that he had received an email from Lindsay Taylor Lead Pastor at Calvary Baptist Church advising that they were officially withdrawing their letter provided to Council in which they had voiced concerns regarding 599 Arkell.

#### 5. Intergovernmental Affairs ≠

- (a) Various correspondence for review.

**Resolution No. 2016-036:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That the correspondence items listed on the Council Agenda for February 3, 2016 Council meeting be received; including the correspondence submitted on February 3, 2016 from S. Lindsay Taylor, Lead Pastor regarding 599 Arkell Rd.

**CARRIED**

#### 7. DELEGATIONS/PRESENTATIONS

1. Ms. Glenna Smith regarding 599 Arkell Rd.

Ms. Glenna Smith introduced Ms. Marny Mason and Mr. Dave Prior who gave a presentation to Council which included information regarding the history of the resident organization, their concerns regarding 599 Arkell Rd. and their request of Council.

**Resolution No. 2016-037:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council receive the delegation from Ms. Glenna Smith, Ms. Marny Mason and Mr. Dave Prior regarding 599 Arkell Rd.

**CARRIED**

2. Mr. John Sloot regarding 599 Arkell Rd. use of building

Mr. Sloot gave a presentation to Council regarding the property located at 599 Arkell Road and expressed concerns from the residents regarding septic and site plan applications provided to the Township.

**Resolution No. 2016-038:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Council receive the delegation from Mr. John Sloot regarding 599 Arkell Rd., use of building.

**CARRIED**

3. Ms. Jessica Goyda, regarding 599 Arkell Rd. progress and process.

Ms. Goyda made a presentation to Council on behalf of her husband Steven Goyda with respect to their vision of the restaurant, proposed seating capacity and uses including dining and market areas. Ms. Goyda advised that both septic and site plan applications have- been filed with the Township.



**Resolution No. 2016-039:**

Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council receive the delegation from Ms. Jessica Goyda regarding 599 Arkell Rd., progress and process.

**CARRIED**

**8. REPORTS:**

**1. Puslinch Fire and Rescue Services**

(a) Puslinch Fire and Rescue Services Monthly Report – December, 2015

Council requested that Chief Goode advise members of Council as to the date in which the fire prevention and education program for local farm building operators would be held.

**Resolution No. 2016-040**

Moved by Councillor Bulmer and  
Seconded by Councillor Roth

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

**CARRIED**

**2. Finance Department**

(a) None.

**3. Administration Department**

(a) Council Appointments – ORC Pad Committee ≠

(b) Recommendation 2016-05 - Recreation Committee ORC Pad Committee Appointment

**Resolution No. 2016-041:**

Moved by Councillor Fielding and  
Seconded by Councillor Bulmer

That Council appoints:

Councillor Stokley and

Councillor Roth.

to the ORC Pad Committee and that Council approves the recommendation of the Recreation Committee to appoint Kevin Johnson to the ORC Pad Committee.

**CARRIED**



**4. Planning and Building Department**

- (a) Report PD-2016-001 – Public Meeting – Rezoning Application File D14/TSO – Tsounis Capital Investments Ltd., Part Lot 16, Plan 199, municipally known as 40 Brock Rd. ≠

**Resolution No. 2015-042**

Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Report PD-2016-001 regarding Notice of Public Meeting – Rezoning Application file D14/TSO – Tsounis Capital Investments Ltd., Part Lot 16, Plan 199, municipally known as 40 Brock Rd, be received; and

That Council authorize the holding of a Statutory Public Meeting on Thursday February 18th, at 7:00 pm in the Council Chambers, Municipal Complex.

**CARRIED**

- (b) Report PD-2016-002 – Public Meeting – Rezoning Application File D14/NOO – Todd Noonan and Debbie McIntosh, Concession 1, Part Lot 6, municipally known as 6620 Concession 1. ≠

**Resolution No. 2015-043:**

Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Report PD-2016-002 regarding Notice of Public Meeting – Rezoning Application file D14/NOO – Todd Noonan and Debbie McIntosh, Concession 1, Part Lot 6, municipally known as 6620 Concession 1, be received; and

That Council authorize the holding of a Statutory Public Meeting on Thursday March 3<sup>rd</sup>, at 7:00 pm in the Council Chambers, Municipal Complex.

**CARRIED**

- (c) Report PD-2016-003 – Public Meeting – Rezoning Application File D14/WAT – Michaela and Carol Watson, Concession 4, Part Lot 10, municipally known as 4642 Sideroad 10N. ≠

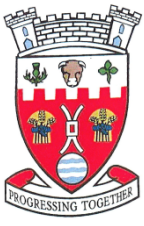
**Resolution No. 2015-044:**

Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Report PD-2016-003 regarding Notice of Public Meeting – Rezoning Application file D14/WAT – Michael and Carol Watson, Concession 4, Part Lot 10, municipally known as 4642 Sideroad 10 N be received; and

That Council authorize the holding of a Statutory Public Meeting on Thursday March 3<sup>rd</sup>, at 7:00 pm in the Council Chambers, Municipal Complex.

**CARRIED**



(d) Report PD-2016-004 – Public Meeting – Rezoning Application File D14/COL – Brad Coles, Concession 10, Part Lot 8, municipally known as 6691 Ellis Road. ≠

**Resolution No. 2015-045:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Report PD-2016-004 regarding Notice of Public Meeting – Rezoning Application file D14/COL – Brad Coles, Concession 2, Part Lot 8, municipally known as 6691 Ellis Road, be received; and

That Council authorize the holding of a Statutory Public Meeting on Thursday March 3<sup>rd</sup>, at 7:15 pm in the Council Chambers, Municipal Complex.

**CARRIED**

**5. Roads & Parks Department**

None.

**6. Recreation Department**

None.

**7. Mayor's Updates**

None.

**9. NOTICE OF MOTION:**

None.

**10. COMMITTEE MINUTES**

(a) Recreation Committee – December 15, 2015

**Resolution No. 2016-046:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council hereby receives the following minutes as information:

(a) Recreation Committee – December 15, 2015.

**CARRIED**

**11. MUNICIPAL ANNOUNCEMENTS**

**2016 Township Volunteer of the Year**

Councillor Roth advised those in attendance that the Township is seeking Applications for the 2016 Volunteer of the Year Award. The deadline for applications is March 4, 2016. Nomination packages and further information can be found on the Township's website.



### **Badenoch Community Centre Committee**

Councillor Bulmer advised that along with Mayor Lever they attended the Badenoch Community Centre Committee Annual General Meeting on Thursday, January 28, 2016. Councillor Bulmer advised that the meeting was well attended and that the committee will be appointing a new treasurer at the next regular meeting.

### **Green Legacy Tree Distribution Days**

Councillor Bulmer advised that Green Legacy Tree Distribution Day has been set for Saturday, April 23, 2016. Councillor Bulmer inquired as to whether any members of Council would like to provide assistance with the distribution. Councillor Stokley volunteered to assist with the event.

### **Federal Roundtable Meeting**

Mayor Lever advised that he attended a Federal Round table meeting organized by the Guelph Chamber of Commerce on Friday, January 22, 2016. Mayor Lever advised that the main topic of the meeting dealt with infrastructure funding.

### **Wellington County Council Adoption of 2016 Budget**

Mayor Lever advised at the January 28, 2016 Wellington County Council meeting, Council adopted the 2016 Budget which will result in a 2.5% tax increase.

### **ROMA/OGRA Delegations**

Mayor Lever advised that Council has not been granted a delegation with the Minister of Finance the Honourable Charles Sousa. However, Council has been granted a delegation with the Minister of Transportation Honourable Steven Del Duca on Sunday, February 21<sup>st</sup> from 11:45 a.m. to 12:00 noon. Delegation organizers have requested the names of those who will be in attendance at the delegation. Mayor Lever requested that those members of Council who wish to attend advise him so he could forward on the information.

## **12. UNFINISHED BUSINESS**

None.

## **13. CLOSED MEETING**

**Council was in closed session from 12:32 p.m. to 12:40 p.m.  
Council recessed from 12:42 p.m. to 1:00 p.m.**

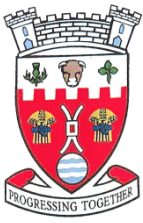
- (a) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual municipal or local board employees and labour relations or employee negotiations – Employee Matter.

**Resolution No. 2016-047** Moved by Councillor Stokley 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 personal matters about an identifiable individual municipal or local board employees and labour relations or employee negotiations – Employee Matter.

**CARRIED**



**Resolution No. 2016-048** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council move into open session.

**CARRIED**

- (a) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual municipal or local board employees and labour relations or employee negotiations – Employee Matter.

**Resolution No. 2016-049** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council receive the Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual municipal or local board employees and labour relations or employee negotiations – Employee Matter; and

That staff proceed as directed.

**CARRIED**

14. **BY-LAWS:**

- (a) A by-law to authorize the Mayor and Clerk to enter into a Collaboration Agreement for Local Source Protection Database.
- (b) A by-law to amend By-law 19/85, as amended by rezoning Part of Lots 1, 2, & 3, Gore Concession from Agricultural (A) Zone to the Agricultural Site-Specific (A-61) Zone and (A-62) Zone – Frosch.

**Resolution 2016-050:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

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

- (a) By-law **006/16** being a by-law to authorize the Mayor and Clerk to enter into a Collaboration Agreement for Local Source Protection Database.
- (b) By-law **007/16** being a by-law to amend By-law 19/85, as amended by rezoning Part of Lots 1, 2, & 3, Gore Concession from Agricultural (A) Zone to the Agricultural Site-Specific (A-61) Zone and (A-62) Zone – Frosch.

**CARRIED**

15. **CONFIRMING BY-LAW**

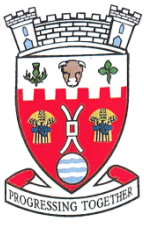
- (a) By-Law to confirm the proceedings of Council for the Corporation of the Township of Puslinch

**Resolution 2016-051** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

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

- (a) By-Law **008/16** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 3rd day of February, 2016.

**CARRIED**



16. **ADJOURNMENT:**

**Resolution No. 2016-052:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council hereby adjourns at 2:19 p.m.

**CARRIED**

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Dennis Lever, Mayor

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Karen Landry, CAO/Clerk





## **MINUTES**

**DATE:** Wednesday, February 3, 2016

**TIME:** 7:00 P.M.

The Council Budget Meeting was held on the above date and called to order at 7:00 p.m. at the Puslinch Community Centre.

### **1. ATTENDANCE:**

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

### **STAFF IN ATTENDANCE:**

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

### **OTHERS IN ATTENDANCE**

1. K. Lever
2. G. Leachman
3. S. Solomon
4. Doug Smith
5. G. Harris
6. Kevin Johnson
7. Dave & Dorothy Short
8. William Knetsch
9. Cathy Smith
10. Cheryl Ritter
11. Ron & Tanya Tagwerker
12. Margaret Hauwert

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

None.

### **3. COMMUNICATIONS**

- (a) Correspondence from Mr. William Knetsch dated January 22, 2016.
- (b) Correspondence from Ms. Sandra Solomon dated January 23, 2016.
- (c) Correspondence from Mr. Gerardo de La Torre dated January 24, 2016.
- (d) Correspondence from Kevin Johnson dated January 26, 2016.

### **4. DELEGATIONS**

- (a) Mr. Kevin Johnson, regarding a proposed change in the voting system of council on budget items. \*see Agenda Item 3(d)



Mr. Johnson made a presentation to Council with respect to suggestions regarding future Public Meetings regarding Proposed Budgets and recorded voting procedures at tonight's Council Meeting.

**Resolution 2016-053:** Moved by Councillor Stokley  
Seconded by Councillor Fielding

That Council receive the delegation from Mr. Kevin Johnson regarding a proposed change in the voting system of council on budget items.

**CARRIED**

5. **REPORTS:**

1. Report FIN-2016-001 – 2016 Proposed Budget – February 3<sup>rd</sup>

**Resolution 2015-054:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Report FIN-2016-001 regarding the 2016 Proposed Budget – February 3, 2016 be received.

**CARRIED**

**2016 Proposed Capital Budgets**

- (a) Corporate
- (b) Finance
- (c) Building
- (d) Planning
- (e) Public Works (Roads)
- (f) Fire
- (g) Parks
- (h) Optimist Recreation Centre
- (i) Puslinch Community Centre
- (j) Badenoch

Council reviewed the 2016 Proposed Capital Budgets as follows:

**Public Works Department**

**Traffic Calming – Streetscaping Morriston**

Council discussed options with respect to the project including whether to withhold the project until a Highway 6 by-pass is in place; downsize the scope of the project or to not proceed with the project.

Councillor Bulmer inquired as to the amount of funds spent by the Township on the project to date.

Karen Landry, CAO/Clerk advised that design and permit costs have been incurred by the Township. The Township has acquired a permit from the Ministry of Transportation for phase 1 of the works, that the Township would be issuing a tender for the plantings shortly and that in accordance with the Permit received that the works with respect to phase 1 were to commence in March, 2016.



**Resolution 2015-055:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council approves proceeding with Phase 1 of the Morriston Streetscaping project and that the capital carryforward amount of \$59,041 recognized in the 2016 Budget be used to fund the project.

**CARRIED**

Council will consider funding of Phase II works including the \$33,000 set aside for this project in 2016 at a future budget meeting.

**Calfass Rd.**

Council inquired as to whether this was a priority project.

Don Creed, Director of Public Works and Parks advised that all of the roads projects listed in the 2016 proposed Capital Budget have been identified as a priority as they all have their unique deficiencies. Mr. Creed indicated that the determination of the priority is based on a number of factors including visual inspection and use of information contained in the Township's Asset Management Plan.

Mr. Creed advised that the Calfass project includes not only road works, but also sidewalk and environmental works.

**Resolution 2015-056:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That the Calfass project be removed from the 2016 Capital Projects.

**LOST**

**Fire Department**

**Structural Firefighter Ensemble**

Councillor Stokley inquired as to whether the amount in 2016 Capital Budget was to replace equipment that was damaged in the commercial fire in 2015.

Steve Goode, Fire Chief advised that the amount requested in the 2016 Capital budget is a result of mandated replacement of the equipment to be at a 10 year cycle. The costs associated with the damaged fire fighter ensembles have been invoiced to the commercial business involved.

**Quint Truck Purchase**

Council discussed the budget amount of \$300,000 for the quint truck purchase and the funding for the project from the equipment reserve fund and not tax levy.

**Parks**

**Parks Trail Development**

Councillor Stokley inquired as to whether the costs associated with the project would be split with the County of Wellington.

Karen Landry CAO/Clerk advised that the County of Wellington would provide matching dollars by way of grant funding that is available until 2018.



Councillor Stokley inquired as to whether the funds could be allocated to other parks projects.

Paul Creamer, Director of Finance/Treasurer advised that of the capital carry forward amount \$34,000 is funded from development charges and that the funds could only be moved to other growth related projects.

**Planning and Development**

**Comprehensive Zoning By-law Review (CIP OPA Amendment)**

Council inquired as to whether staff had made inquiries as to whether the County of Wellington could provide planning assistance with respect to the review.

Karen Landry, CAO/Clerk advised that she has had discussions with the County of Wellington Planning Department and that they are in support of the Township acquiring a consultant to assist with the zoning by-law review. Ms. Landry advised that at this point the County is unable to advise what resources could be dedicated to the project but noted they are willing to assist the Township where they can. They are able to assist if they can.

Councillor Bulmer inquired as to whether staff are aware of what the other municipalities have paid to the County for their zoning by-law review.

Karen Landry CAO/Clerk advised that other municipalities have been able to provide resources to the project and she was not aware of the costs paid by other municipalities.

Councillor Bulmer inquired as to whether staff need to review the Township's Procurement By-Law, to include consultation with the County on the provision of seeking services from the County before tendering.

Karen Landry CAO/Clerk advised that this could be added during the review of the Township's procurement by-law.

**Resolution 2015-057:** Moved by Councillor Stokley and  
Seconded by Councillor Roth

That the Comprehensive Zoning By-law Review (CIP OPA Amendment) project be deferred one year to determine if the County can lead with the project.

**A recorded vote was requested.**

<b><u>Recorded Vote</u></b>	<b>Yes</b>	<b>No</b>	<b>Conflict</b>	<b>Absent</b>
<b>Councillor Bulmer</b>		√		
<b>Councillor Roth</b>		√		
<b>Mayor Lever</b>		√		
<b>Councillor Stokley</b>		√		
<b>Councillor Fielding</b>	√			
<b>Total:</b>	<b>1</b>	<b>4</b>		

**LOST**

**Puslinch Community Centre**

**Sound System Upgrade**

Councillor Fielding inquired of staff as to whether they could provide a breakdown of the replacement of the sound system equipment.



Donna Tremblay, Deputy Clerk advised that the costs associated with the sound system upgrades includes installation and purchase of pull down screens for both halls, a projector and installation of equipment.

### **Kitchen Renovation**

Councillor Bulmer inquired of staff as to the budgeted amount of \$100,000 in 2018.

Staff advised that minor repairs to the kitchen including new island counter, sinks and taps had been completed in 2015. The monies budgeted in 2018 are to renovate the kitchen in accordance with AODA standards.

### **Corporate Department**

#### **Destination Marketing/Branding (Logo)**

Councillor Bulmer inquired as to whether the Township has received RED funding for the project.

Karen Landry CAO/Clerk advised that staff will be submitting an application for RED Funding in 2016. Commencement of the project would be contingent upon receiving RED Funding.

#### **Septic System Upgrade**

Council discussed funding options for the project.

**Resolution 2016-058:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council directed staff to fund the Septic System Upgrade project using \$50,000 from the building reserve fund.

### **CARRIED**

### **Finance Department**

#### **Updates to Asset Management Plan**

Councillor Bulmer inquired of staff if an amount should be included in the 2023 Capital Budget for updating the plan?

Staff advised that the budgeted amount for 2016 includes updates to the Pavement Condition Index (PCI). The amount budgeted for in 2017 includes inspections of storm water management facilities at a cost of 10,000 and an update of the Asset Management Plan is budgeted for in 2018 at a cost of \$10,00.00.

Paul Creamer, Director of Finance/Treasurer advised that staff would be conducting a full review of the 10 year capital forecast in 2016 and will be reporting back to Council.

### **2016 Proposed Operating Budget**

#### **(a) Corporate**

- i. Administration
- ii. Council
- iii. Elections
- iv. Committees

#### **(b) Finance**

- i. Library



(c) **Building**

- i. Source Water
- ii. By-Law

(d) **Planning**

(e) **Public Works (Roads)**

(f) **Fire**

(g) **Parks**

(h) **Optimist Recreation Centre**

(i) **Puslinch Community Centre**

(j) **Badenoch**

Council reviewed the 2016 Proposed Operating Budgets as follows:

**Cost of Living Allowance**

**Resolution 2016-059:** Moved by Councillor Fielding and  
Seconded by Councillor Roth

That Council approve the cost of living allowance at the rate of 1.2% for 2016.

**A recorded vote was requested.**

<u>Recorded Vote</u>	<b>Yes</b>	<b>No</b>	<b>Conflict</b>	<b>Absent</b>
<b>Councillor Bulmer</b>	√			
<b>Councillor Roth</b>	√			
<b>Mayor Lever</b>	√			
<b>Councillor Stokley</b>	√			
<b>Councillor Fielding</b>	√			
<b>Total:</b>	<b>5</b>	<b>0</b>		

**CARRIED**

**Public Works and Fire Services**

**Fuel Charges**

Councillor Bulmer inquired as to the 2016 Budget amounts given that the prices for fuel have seen decreases in 2015 and 2015 actuals were lower than budgeted amounts.

Don Creed, Director of Public Works and Parks advised that any monies remain in the fuel budget at this time.

**Watson Road Property**

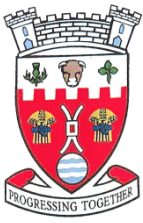
Councillor Stokley inquired as to the Township's use of the property.

Don Creed, Director of Public Works and Parks advised that the Township uses the property as a depot during snow removal season.

**Resolution 2016-060:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council direct staff to review the use of the Watson Road property and the feasibility of the sale of property or a portion of the property.

**CARRIED**



## Fire Services

### 2016 Requested Base Budget Increase – Increase in Hours Chief Fire Prevention Officer

**Resolution 2016-061:** Moved by Councillor Bulmer and  
Seconded by Councillor Stokley

That Council approve the Fire and Rescue Services 2016 Requested Base Budget Increase in the amount of \$18,170 to increase the weekly hours of the Chief Fire Prevention Officer from sixteen (16) hours to twenty four (24 hours) per week.

**CARRIED**

## Source Water Operating

### Source Protection Municipal Implementation Fund

Councillor Bulmer inquired as to whether the recovery of costs associated with implementing source protection programs for City of Guelph wells have been determined.

Staff advised that negotiations would be commencing shortly with the City of Guelph with respect to costs.

## Parks

Councillor Stokley inquired of staff as to the increase in the 2015 Budgeted versus actual amounts.

Don Creed, Director of Public Works and Parks advised that the increase was the result of staffing costs.

### Grass Cutting

Council discussed grass cutting options for Fox Run Estates park.

**Resolution 2016-062:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council direct staff to consult with the residents of Fox Run Subdivision with respect to grass cutting options and potential sale of the open space lands that were dedicated as parkland.

**CARRIED**

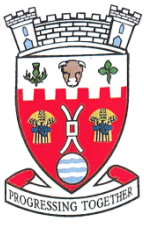
## 6. BY-LAW:

**Resolution 2016-063:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

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

(a) By-Law **009/16** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 3rd day of February, 2016.

**CARRIED**



7. **ADJOURNMENT:**

**Resolution No. 2016-064** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Council hereby adjourns at 9:13 p.m.

**CARRIED**

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Dennis Lever, Mayor

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Karen Landry, CAO/Clerk





## THE TOWNSHIP OF PUSLINCH NOTICE OF COMPLETE APPLICATION & NOTICE OF THE PUBLIC MEETING

**TAKE NOTICE** that pursuant to the requirements of the Planning Act, R.S.O., 1990, as amended, the Township of Puslinch has received a complete application to amend Zoning By-law 19/85. The file number assigned to this application is **D14/TSO**.

**AND TAKE NOTICE** that the Council of the Township of Puslinch will hold a **Public Meeting** on **Thursday the 18<sup>th</sup> of February, 2016 at 7:00 pm** in the Council Chambers at 7404 Wellington Road 34, pursuant to the requirements of Section 34 of the Planning Act, R.S.O., 1990, as amended.

**THE LAND SUBJECT** to the application is municipally known as 40 Brock Road South, Aberfoyle and legally known as Plan 119, Part Lot 16, Township of Puslinch. The subject lands are shown on the inset map.

**THE PURPOSE AND EFFECT** of the application is to amend the Township of Puslinch Zoning By-law 19/85 from a Hamlet Residential (HR) Zone to a Hamlet Commercial (C1-\_\_) Special Zone to permit a personal service establishment with associated retail sales.

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

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

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

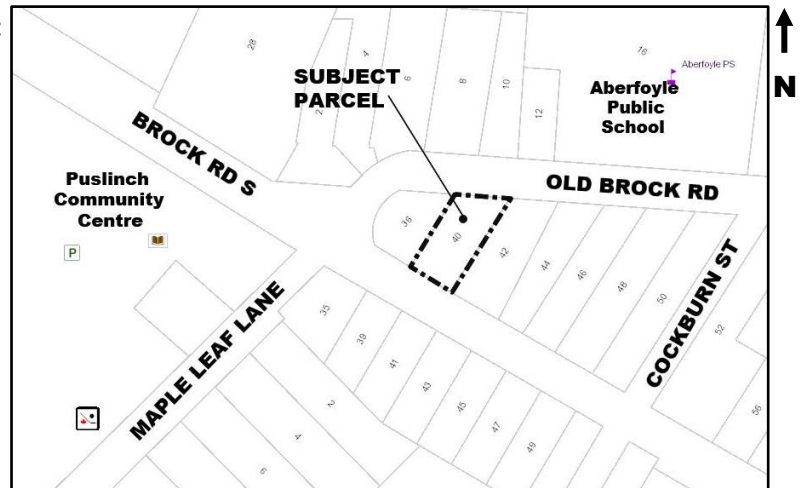
**REQUEST FOR NOTICE OF DECISION** regarding the Zoning By-law amendment must be made in written format to the Township Clerk at the address shown below.

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

Dated at the Township of Puslinch on this 26<sup>th</sup> day of January 2016.

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

KEY MAP:





## **REPORT PD-2016-005**

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### INFORMATION REPORT

FROM: Kelly Patzer, Development Coordinator

DATE: February 17, 2016

SUBJECT: Public Meeting - Rezoning Application, File D14/TSO  
Tsounis Capital Investments Ltd., Part Lot 16, Plan 199, municipally  
known as 40 Brock Road South.

---

### **BACKGROUND:**

#### **1. Purpose of Report**

This report is to provide an outline to Council and the Public of application D14/TSO and the review completed to date in advance of the Public Meeting being held Thursday February 18, 2016 at 7 p.m. regarding the Zoning By-law Amendment on the lands located at 40 Brock Road South, Aberfoyle.

#### **2. Application**

An application has been submitted to rezone the subject property from Hamlet Residential (HR) Zone to a Hamlet Commercial Special (C1-\_\_) Zone to permit a personal service shop offering manicures, pedicures, facials, body and facial waxing and massage therapy within the existing building on the property.

A Planning Justification report, attached, has been submitted as part of the application package. An amended zoning sketch has been submitted noting and illustrating the one-way entrance into the property, not permitting traffic to exit from the Brock Road access, as well as the accessible parking space. The sketch is included with the Planning Justification and labeled for the purposes of this report as "Figure 1".

#### **3. Location & Site Characteristics**

The subject site, known municipally as 40 Brock Road S, contains an existing single detached dwelling and is located on the east side of Brock Road in Aberfoyle. The property has frontage and entrances on both Brock Road and Old Brock Road.

The abutting properties to the north and south include single family residential dwellings. Across Brock Road there is a commercial property that permits the sale of

antiques, arts and crafts and residential properties. On the opposite side of Old Brock Road there are single detached dwellings (see aerial below).



## **APPLICATION CHRONOLOGY:**

### **1. Township of Puslinch Zoning Application**

The application was submitted and deemed complete November 2, 2015.

### **2. Notice:**

November 23, 2015: Notice of a Complete Application was mailed to required agencies and property owners within 120 metres of the subject property and a notice sign has been placed on the subject property.

December 8, 2015: Application presented for comment at the Planning Development and Advisory Committee.

January 29, 2016: Notice of a Complete Application & Public Meeting was published in The Wellington Advertiser.

February 18, 2016: Public Meeting to be held at Township of Puslinch

### **3. Staff, Agency & Public Circulation Comments:**

The zoning application was circulated for review to the Township's consultants and External Agencies for comments. The County of Wellington Planning report detailing the proposed rezoning is attached, including staff/consultant comments received.

The Township has not received any written comments from the public in support of or against the rezoning application.

### **APPLICABLE LEGISLATION & REQUIREMENTS:**

#### **1. County of Wellington Official Plan**

Schedule A7-1 of the Official Plan (Aberfoyle) designates the property as CENTRAL BUSINESS DISTRICT in the Aberfoyle Urban Centre. The Central Business District (CBD) is to be used for general commercial purposes, including personal service establishments. Re-use of existing buildings within the Central Business District is encouraged.

#### **2. Township of Puslinch Zoning By-Law**

The subject lands are zoned Hamlet Residential (HR) Zone. Permitted uses under the HR Zone include single detached dwellings. The proposed Hamlet Commercial Special (C1-\_\_) Zone would be required to permit the use of an aesthetics/spa commercial service business.

### **CONCLUSION:**

Once all relevant information, reports and comments have been reviewed and completed, a final Recommendation Report will be brought forward to Council with any required proposed amending By-law which will summarize all agency and public comments and assess the merits of the application.

### **ATTACHMENTS:**

Attachment "A" - County of Wellington Planning Report

Attachment "B" – Staff/Agency Review Comments

Attachment "C" – Planning Justification Report prepared by Black, Shoemaker,  
Robinson & Donaldson Limited

## Attachment "A" - County of Wellington Planning Report



### PLANNING REPORT for the TOWNSHIP OF PUSLINCH

Prepared by the County of Wellington Planning and Development Department

**DATE:** January 11, 2016  
**TO:** Kelly Patzer, Development Coordinator  
Township of Puslinch  
**FROM:** Sarah Wilhelm, Senior Planner  
County of Wellington  
**SUBJECT:** **FIRST CIRCULATION D14/TSO (Tsounis Capital Investments Ltd.) V2**  
**Zoning By-law Amendment**  
**40 Brock Road South, Puslinch (Aberfoyle)**

#### SUMMARY

This zoning by-law amendment application was deemed complete and circulated by the Township. A public meeting has not yet been scheduled. The purpose of this report is to provide our preliminary comments concerning the application materials submitted by the applicant's agent (Nancy Shoemaker, BSR&D). County Roads requires the Brock Road entrance to be restricted to one-way access. We have no concerns with the application proceeding to a public meeting once a revised rezoning sketch addressing our comments is available.

#### INTRODUCTION

The land subject to the proposed zoning by-law amendment (Application D14/TSO) is bounded by Brock Road South to the south and by Old Brock Road to the north (Figure 1). The property is legally described as Part of Lot 16, Registered Plan 116. This property has 20.2 m of frontage on Brock Road South and 21.9 m frontage on Old Brock Road. The property is 890 m<sup>2</sup> in size, with an existing 2 storey dwelling, deck and garage. The garage encroaches slightly into the road allowance of Old Brock Road.

The existing asphalt driveway straddles the east lot line, leaving space for one-way vehicular access currently bounded by a chain link fence. There are deciduous and coniferous trees along the west property line.

#### PROPOSAL

The purpose of the proposed zoning by-law amendment is three-fold:

1. To rezone the property from the current Hamlet Residential (HR) Zone to a site-specific Central Business District (C1-\_\_) Zone to allow for a personal service shop with accessory retail sales on the entire property
2. To introduce a site specific provision to allow for a reduction in the minimum lot area
3. To introduce a site specific provision to increase the minimum required parking

In support of the rezoning application, the proponent has filed the following information:

- Planning Justification Report
- Topographic Survey and Site Plan
- Rezoning Sketch

**Figure 1** Property Location



**Figure 2** View from Brock Road South and Old Brock Road



## PROVINCIAL PLANNING POLICY

The Provincial Growth Plan (Places to Grow) provides for a mix of land uses and concentrated development within settlement areas such as Aberfoyle. The Provincial Policy Statement (2014) also directs growth and development to settlement areas as a priority.

## COUNTY OFFICIAL PLAN

According to Schedule A7-1 of the Official Plan (Aberfoyle), the property is designated CENTRAL BUSINESS DISTRICT in the Aberfoyle Urban Centre. The Central Business District (CBD) is to be used for general commercial purposes, including personal service establishments. Re-use of existing buildings within the Central Business District is encouraged. Design considerations for development or redevelopment within the CBD include the following:

“Council shall ensure that such proposals are both aesthetic and functional with respect to building height, bulk, setback, landscaping, parking and vehicular circulation. In addition, where any development or redevelopment is proposed adjacent to residential areas, appropriate measures shall be taken to provide adequate setbacks and screening for the residential areas.”

Our discussion of these design considerations is as follows.

<b>Building Height</b>	No changes are proposed to the exterior of the existing building, which is a two storey residential dwelling 6 m (20 ft) in height.
<b>Bulk</b>	No changes are proposed to the exterior of the existing house.
<b>Setback</b>	No changes are proposed to the footprint of the existing house. The application requests that the location of the existing garage with a 0.0 m setback from the property line adjacent to Old Brock Road be recognized in the proposed amending by-law.
<b>Landscaping</b>	There is existing landscaping along the western property line. We would like to see area of the minimum 25% landscaped open space requirement indicated on the rezoning sketch.
<b>Parking</b>	This application requests to increase the required parking from 1 space to 4 spaces. At the Planning and Development Advisory Committee meeting, the owner indicated that there would be a maximum of 3 on-site employees and that they would be willing to remove the existing deck to accommodate additional parking. As a result, we would prefer to see one more parking space, preferably a barrier free space.
<b>Vehicular Circulation</b>	Vehicles will be required by County Roads to circulate in one direction only through the site – from Brock Road South to Old Brock Road.
<b>Setbacks and Screening</b>	Properties to the east and west of the subject lands are designated Central Business District, but zoned Hamlet Residential (HR). The Hamlet Commercial (C1) Zone contains provisions requiring a 1.5 m wide area for a privacy fence or plantings adjacent to a Residential Zone.

## **PUBLIC AND AGENCY COMMENTS**

No public comments have been filed at this time. The Township's consulting ecologist (GWS Ecological & Forestry Services) advised of no concerns. The Township's consulting engineers (GM BluePlan) advised of privacy fence requirements, the need to address traffic access (subject to County Roads comments) and the requirement for a Grading Plan as part of the Site Plan process. In a memo of December 21, 2015 (attached), County Roads advised that they require that the Brock Road entrance is to be restricted to one-way access.

## **PDAC (PLANNING AND DEVELOPMENT ADVISORY COMMITTEE)**

At the December 8, 2015 meeting of PDAC, the Committee offered the following comments:

- Note: Commercial businesses will be required to be fully accessible by 2025
- Variances such as lot area, parking, landscaping buffer required to be incorporated into rezoning
- PDAC supports rezoning application

## **TOWNSHIP ZONING BY-LAW**

According to Schedule 'A' of Zoning By-law 19/85, the subject property is zoned Hamlet Residential (HR) which generally allows for low density residential housing forms. This rezoning request would amend the zoning to a site-specific Central Business District (C1-\_\_) Zone to allow for a personal service shop with accessory retail sales on the entire property.

Parking for a personal service shop is required at a rate of 1 parking space plus 1 additional parking space per 20 square metres in excess of 200 square metres. As the floor area of the building is 130 square metres, only one parking space is required by the zoning by-law. The applicant is willing to provide four parking spaces and include that as a requirement in the amending by-law.

## **Site-specific Provisions Requested**

Other regulations are proposed to introduce site specific provisions to allow for:

- A reduction in the minimum lot area from 1,000 m<sup>2</sup> to 890 m<sup>2</sup>
- An increase in the required parking from 1 space to 4 spaces
- A reduction in the setback for the existing garage

## **Additional Site-Specific Provision Needed**

To support the application as proposed, an additional site-specific provision would be needed to provide relief from the following requirements:

One barrier free space is required when four or more parking spaces are required	<ul style="list-style-type: none"><li>• A barrier free space is not technically required for this proposal, but we would recommend that the increase in required parking should be from 1 space to 4 spaces plus one barrier free space.</li></ul>
A 1.5 m wide area for a privacy fence or plantings	<ul style="list-style-type: none"><li>• This area is required adjacent to every portion of any lot line that abuts any Residential Zone not separated by a public road according to Section 11(3)(f) of the Zoning By-law.</li><li>• The east property line could accommodate a privacy fence, but not a 1.5 m wide area.</li></ul>



## **MATTERS TO BE ADDRESSED BY THE APPLICANT**

The rezoning sketch should be revised to:

- Indicate one-way traffic movement;
- Provide one additional parking space which is a barrier free parking space;
- Indicate how the 25% open space requirement has been satisfied;
- Identify the location and type of privacy fence on the east side of the property; and
- Identify the area of the 1.5 m privacy plantings on the west side of the property.

We note the corner of the existing garage encroaches into the road allowance of Old Brock Road. The Township may wish to enter into an encroachment agreement with the applicant to address the garage. While a garage use is permitted under the existing Hamlet Residential (HR) Zoning, the setbacks for the garage would be non-complying.

## **NEXT STEPS**

We would have no objection to this application proceeding to a public meeting once a revised rezoning sketch addressing our comments is resubmitted. Materials associated with the application should be available to the public at the Township's office prior to the public meeting date. Following the public meeting Township Council may further consider the applicant's response to any matters raised at the public meeting and the technical comments and concerns already raised. Our planning recommendations will be provided following the public meeting and resolution of outstanding issues.

Respectfully submitted  
County of Wellington Planning and Development Department



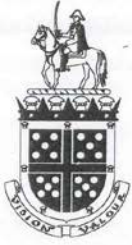
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Sarah Wilhelm, BES, MCIP, RPP  
Senior Planner

Attachments:

County Engineering Services, Dec. 21, 2015 memo

## Attachment "B" - Staff/Agency Review Comments



COUNTY OF WELLINGTON

OFFICE OF THE COUNTY ENGINEER  
ADMINISTRATION CENTRE  
74 WOOLWICH STREET  
GUELPH ON N1H 3T9  
T 519.837.2601  
T 1.866.899.0248  
F 519.837.8138

GORDON J. OUGH, P. Eng.  
COUNTY ENGINEER

### MEMORANDUM

**TO:** Kelly Patzer, Development Coordinator – Township of Puslinch  
Via Email – kpatzer@puslinch.ca  
Sarah Wilhelm, Senior Planner – County of Wellington

**FROM:** Pasquale Costanzo, Technical Services Supervisor – County of Wellington

**RE:** Site Plan – D11/TSO (Tsounis Capital Investment)  
40 Brock Road South, Aberfoyle

**DATE:** December 21, 2015

The County Roads Division has reviewed the submitted site plan for the above noted development and has the following comment,

- Require that the Brock Road entrance is to be restricted to one-way access in which patrons can enter from Brock Road then exit onto Old Brock Road. This will direct traffic leaving the site to the signalized intersection that will provide safer movements back onto Brock Road.

Sincerely

Pasquale Costanzo C.E.T.  
Technical Services Supervisor

The County of Wellington  
Planning Dept.

DEC 21 2015



December 2, 2015  
Our File: 115006-21

Township of Puslinch  
RR 3, 7404 Wellington Road 34  
Guelph, ON N1H 6H9

Attention: Ms. Kelly Patzer  
Development Coordinator

Re: D11/TSO (Tsounis Capital Investment)  
40 Brock Road South, Aberfoyle  
Township of Puslinch

Dear Ms. Patzer,

We have reviewed the application and information submitted in support Rezoning Application for 40 Brock Road South in the Township of Puslinch and are pleased to provide you with comments for further consideration by the applicant.

Documents submitted and reviewed include:

- Zoning By-law Amendment Application for 40 Brock Road South, dated November 2, 2015
- Planning Justification Report prepared by BSR&D, dated November 2015
- Legal Plan of the Proposed Specialized Hamlet Commercial property, dated October 29, 2015

Based on our review of the documents listed above, we have the following comments regarding the proposed zone change:

1. The existing driveway entrance from Brock Road South is approximately 3.5m wide. As per the Township of Puslinch Zoning Bylaw Section 3, (16) (i) (ii), driveways and parking aisles shall have a minimum unobstructed width of 6 metres where two-way traffic is permitted. The proponent will need to either expand the entrance to allow for two way traffic or clearly explain and show how one-way traffic will be accommodated. However, due to the expected low usage of the site, an exemption may be justified. We defer this comment to The County of Wellington.
2. As per Section 11 (3) (f), a privacy fence shall be provided and maintained adjacent to every portion of any lot line that abuts any Residential Zone not separated by a public road. The proponent shall show on the plan the proposed privacy fence along both property limits that abut a residential zone.
3. We generally agree that the proposed 3.3% increase in imperviousness is negligible and will not affect the Brock Road South drainage design.
4. The proponent shall provide a grading plan as part of the Site Plan Approval process.



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, appearing to read 'SC', is written over a light blue horizontal line.

Steve Conway, C.E.T., rcsi  
Senior Project Manager, Partner

SC/



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: 1603

Puslinch File: D14 / TSO

January 14, 2016

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

Attention: Ms. Kelly Patzer;  
Development Coordinator

Dear Ms. Patzer;

Re: 40 Brock Road: Tsounis Capital Investments Ltd.

We have reviewed the Planning Justification Report prepared by BSR&D (November 2015).

The property size is 0.09 hectares (0.22 acres) and is serviced by private septic service and a private well.

The applicant will have to determine to their own satisfaction that the existing well on the site is capable of providing an adequate water supply for the proposed land use.

We read that linens will be washed after every service in hot water, detergent and bleach. We recommend that an estimate of the overall daily water use be provided to the Chief Building Official for a comparison with typical sewage rates from a single family dwelling to ensure that the septic system is sized appropriately.

We also read that specialized products will be used to disinfect any implements following their use. Septic systems rely on a healthy bacteriological community to assist in the breakdown of organic matter. The beneficial bacteria may be eliminated from the septic system if bleach and certain disinfectants are used. This could lead to the ultimate failure of the septic system. We recommend that any disinfection products discharged to the septic system be 'septic system safe'.

Township of Puslinch  
January 14, 2016  
Page 2

Sincerely,

Harden Environmental Services Ltd.

A handwritten signature in black ink, appearing to read 'SD', followed by a long horizontal line extending to the right.

Stan Denhoed, M.Sc., P.Eng.  
Senior Hydrogeologist

**From:** [Greg Scheifele](#)  
**To:** [Kelly Patzer](#)  
**Cc:** [Aldo Salis](#)  
**Subject:** 40 Brock Road South, D14/TSO  
**Date:** December-15-15 12:56:14 PM

---

Kelly,

As requested, I have reviewed the Planning Justification Report and Site Plan for the proposed rezoning application at 40 Brock Road South in Aberfoyle. Based on the information provided, proposed expansion of the existing asphalt parking area should not affect existing tree cover on the subject property or neighbouring properties. I therefore have no concerns with this application.

Regards,

Greg W. Scheifele M.A.,R.P.F.  
Principal Ecologist/Forester  
GWS Ecological & Forestry Services  
4670 Townline Road  
Cambridge, Ontario N3C 2V1

**From:** [Jason Benn](#)  
**To:** [Kelly Patzer](#)  
**Subject:** D11/TSO 40 Brock Road  
**Date:** December-09-15 11:37:45 AM

---

Kelly,

(D11/TSO – 40 Brock Rd S)

I have no comments at this time for this application.

Should this be approved, the applicant will have to adhere to the Ontario Fire Code for fire safety measures.

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!



## Kelly Patzer

---

**From:** Robert Kelly  
**Sent:** January-15-16 1:47 PM  
**To:** Kelly Patzer  
**Subject:** Spa Re-Zoning

Kelly,

I have no comments for the spa re-zoning in Aberfoyle.

**Robert Kelly, CBCO RASDT**  
**Chief Building Official**

Township of Puslinch  
7404 Wellington Rd. 34  
Guelph, ON N1H 6H9  
Ph: 519)763-1226 ext 216  
Fax: 519)763-5846

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**Attachment "C" - Planning Justification Report  
Appendices Excluded**

**Planning Justification Report**

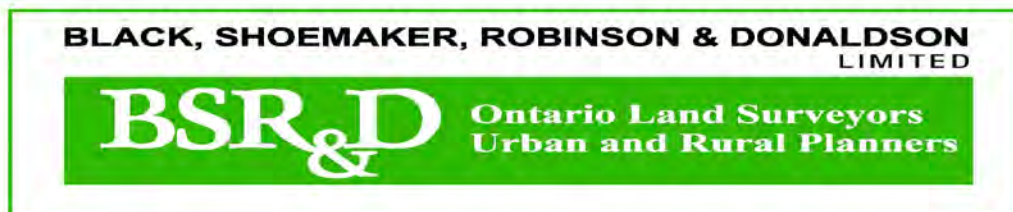
Part of Lot 16, Registered Plan 116  
40 Brock Road, Township of Puslinch



Prepared for:  
Tsounis Capital Investments Ltd.

Prepared By:  
Black, Shoemaker, Robinson & Donaldson Limited

November 2015



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- Appendix 1: County Official Plan (relevant excerpts)
- Appendix 2: Township of Puslinch Zoning By-law 19/85 (relevant excerpts)
- Appendix 3: Proposed Zoning By-law Amendment

## **1.0 INTRODUCTION**

Black, Shoemaker, Robinson and Donaldson Limited have been retained by Boom Boom Beauty Bar to assist in obtaining approvals to locate their day spa at 40 Brock Road in Aberfoyle.

This planning report provides background information and review of relevant planning policy and regulations in support of an application for a Zone Change for the subject lands located within the Township of Puslinch.

The property is legally described as Part of Lot 16, Registered Plan 119, in the Township of Puslinch. It is located on the northeast side of Brock Road (County Road 46) in the hamlet of Aberfoyle. The Hamlet of Aberfoyle is situated along Brock Road, between the City of Guelph to the north and Highway 401 to the south.

The property is owned by Tsounis Capital Investments Ltd.

## **2.0 SITE ANALYSIS AND EXISTING CONDITIONS**

### **2.1 Existing Conditions**

The property subject to this application has 20.16 metres (66.13') of frontage along the northeast side of Brock Road (County Road 46) and 21.85 metres (71.7') of frontage along Old Brock Road. It includes 0.09 hectares (0.22 ac.) of land.

The site has been developed with a single detached dwelling unit and a detached garage. Access to the property is from Brock Road with a through driveway which exists onto Old Brock Road. The property is fenced along the common property lines of both the west and east adjacent residential dwellings.

See Figure1: Location Plan.

### **2.2 Surrounding Uses**

Abutting land uses include single detached residential dwellings to the east and west. To the south, along the opposite side of Brock Road is the Abbey Interiors and Boutique and to the north, along the opposite side of Old Brock Road are single detached dwellings.

Brock Road serves as the main arterial road bisecting the Hamlet of Aberfoyle and it accommodates a mix of commercial, institutional and residential uses in the vicinity of the subject lands.

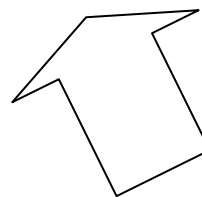


FIGURE 1 – LOCATION PLAN

### 3.0 DEVELOPMENT PROPOSAL

It is the owners' intention to rezone the property from the existing Hamlet Residential (HR) to a Specialized Hamlet Commercial Zone (C1-?) to permit a personal service shop within the existing building currently located on the property.

The services provided by Boom Boom Beauty Bar will include manicures, pedicures, facials, body and facial waxing and massage therapy. The sale of skin care, pedicure and manicure products will also be available for retail. There will be two staff members working on the premises at all times, serving only one client at a time.

One of the most important parts of the business is the cleaning and sterilization process of implements, linens and surfaces used after every service. Linens will be washed after every service in hot water, detergent and bleach. Waxing is performed with a honey based wax that is used with a cotton strip and discarded in regular waste. Facials, pedicures and massages all use

products such as oils and creams that are healthy and safe for all skin types as well as the environments. Gel and Shellac nails use products that include 70-90% alcohol, nail polish remover and gauss, all which can be discarded in regular garbage.

Any implements used on the clients will be disinfected with the following products.



### FASTER - CLEANER - SAFER - RESPONSIBLE

*ACCEL® Accelerated Hydrogen Peroxide Infection Control Products. ACCEL® is manufactured by the Canadian company Virox Technologies Inc. This is a leading company in Canada for cleaners, disinfectants and chemosterilant products. Virox works closely with Health Canada on an on-going basis. During SARS, ACCEL® was the only product approved for use in hospitals. It is also the current choice dealing with the C. Diff outbreaks occurring in various hospitals around Southern Canada. The list of organizations now using this technology includes*

*NASA, The Environmental Protection Agency Head Office and the RCMP. ACCEL® ensures that salon and spa standards of infection control are at a level that can be recognized and accepted by the government and industry standards, while also being safe, effective and environmentally responsible to the beauty industry workers and their clients. ACCEL® Accelerated Hydrogen Peroxide Infection Control Products. ACCEL® is manufactured by the Canadian company Virox Technologies Inc. This is a leading company in Canada for cleaners, disinfectants and chemosterilant products. Virox works closely with Health Canada on an on-going basis. During SARS, ACCEL® was the only product approved for use in hospitals. It is also the current choice dealing with the C. Diff outbreaks occurring in various hospitals around*

*Southern Canada. The list of organizations now using this technology includes NASA, The Environmental Protection Agency Head Office and the RCMP. ACCEL® ensures that salon and spa standards of infection control be at a level that can be recognized and accepted by the government and industry standards, while also being safe, effective and environmentally responsible to the beauty industry workers and their clients.*

The topographic survey and site plan illustrates the existing site development and the location of 4 parking spaces. The additional area required to accommodate these spaces includes 29.5 square metres of impervious area which represents approximately 3.3% increase in impervious area of the site.

The existing asphalt area of the site drains mainly to Brock Road, excepting a small part of the driveway adjacent to the free-standing garage. This part of the site driveway drains towards Old Brock Road. The increased asphalt area will be directed toward Brock Road. Save for this small change to the site, the property will continue to perform as under current conditions.

Access to the site will continue to be from Brock Road, as well as Old Brock Road.

See Figure 2: Topographic Survey and Site Plan.

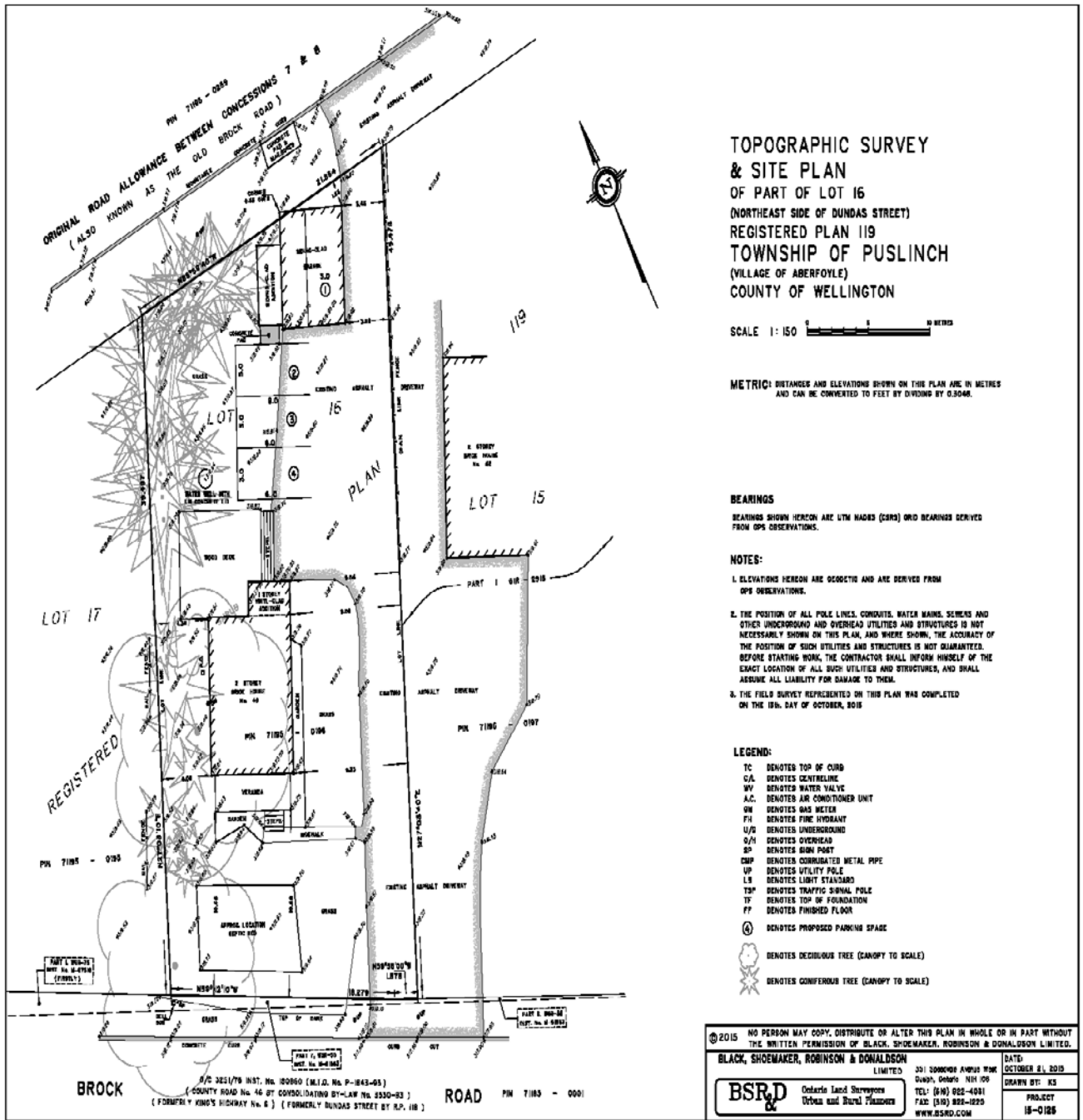


FIGURE 2: TOPOGRAPHIC SURVEY AND SITE PLAN

#### 4.0 PLANNING AND POLICY FRAMEWORK

This section reviews the policies and guidelines that have been considered as part of the overall analysis of the site development of this property.

##### 4.1 Provincial Statutes

###### 4.1.1 PLACES TO GROW ACT, 2005

This legislation creates the legal framework necessary for the government to designate a geographic area of the province as a growth plan area and subsequently to develop a growth plan for that area. It enables the government to plan population growth, economic expansion, and the protection of environmental and agricultural land.

###### 4.1.1a) Growth Plan for the Greater Golden Horseshoe, 2006

The subject property is located within the “Rural Areas” designation of the “Growth Plan”. According to Section 2.2.9.1 rural settlement areas are key to the vitality and economic well-being of rural communities. Municipalities are encouraged to plan for a variety of cultural and economic opportunities.

*The subject lands are located within the settlement area identified as the Aberfoyle Urban Centre. These areas are expected to provide a full range of land use opportunities.*

*The proposed use of the land for commercial purposes conforms to the policies established in the Growth Plan.*

###### 4.1.2 THE PLANNING ACT

The Planning Act establishes the ground rules for land use planning in Ontario and describes how land uses may be controlled, and who may control them.

Section 3 (1) of the Planning Act, R.S.O. 1990, and c.P.13, as amended establishes that policy statements may be issued by the Minister to deal with matters of provincial interest.

Section 3(5) of the Planning Act states that in exercising any authority that affects planning matters, every group who exercises such authority shall be consistent with policy statements issued under Subsection (1) of the Act.

###### 4.1.2.a) Provincial Policy Statement 2014

The Provincial Policy Statement (PPS) was approved by the Lieutenant Governor in Council, by Order in Council No. 107/214.

The Provincial Policy Statement is intended to promote a policy-led system that recognizes that there are complex inter-relationships among environmental, economic and social factors in land use planning.

Section 1.1.1 b) speaks to the importance of accommodating an appropriate range and mix of residential, employment (including industrial, commercial and institutional uses); recreational and open space uses to meet long term needs of the community.



*The subject property is part of the Aberfoyle Urban Centre which is expected to accommodate a full range of land uses.*

Section 1.1.3 of the PPS establishes policies for settlement areas and states that these areas are to be the focus for growth and development. Their vitality and regeneration is to be promoted.

Section 1.3 establishes policies around employment. Specifically Section 1.3.1 b) states that planning authorities shall provide opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses.

Section 1.3.2.1 notes that planning authorities shall plan for, protect and preserve employment areas for current and future uses and ensure the necessary infrastructure is provided to support current and projected needs.

Section 1.3.2.3 requires planning authorities to protect employment areas in proximity to major goods movement facilities and corridors for employment uses that require those locations.

*The rezoning of the subject lands to permit a commercial use fits well with the provincial vision of creating employment opportunities within municipalities and protecting these areas for economic activity. As noted previously, the subject lands are located with the settlement area of Aberfoyle, in that part of the hamlet designated as the Central Business Area.*

*The proposed development of the subject land is consistent with the policies of the 2014 Provincial Policy Statement.*

#### **4.2 County of Wellington Official Plan (covering Township of Puslinch)**

The 1999 Official Plan for the County of Wellington was approved by the Ministry of Municipal Affairs and Housing on April 13, 1999. The County of Wellington has undertaken a comprehensive 5-year review of its Official Plan (OPA 81) which was adopted by County Council on September 26, 2013 and approved by the Ministry of Municipal Affairs and Housing on April 29, 2014. OPA 81, in its entirety, was appealed to the Ontario Municipal Board. On December 19<sup>th</sup>, 2014, the Ontario Municipal Board approved, with modifications, Official Plan Amendment 81.

Appendix 1 contains relevant excerpts from the County's Official Plan.

The subject lands are designated in the Official Plan as "Aberfoyle Urban Centre" on Schedule A7 (Township of Puslinch Land Use Schedule) and Central Business District on Schedule A7-1.

Part 4 of the Official Plan outlines General County Policies. In this regard, Section 4.2 speaks to economic development and notes that the County will encourage a variety of employment opportunities for industrial, commercial and recreation activities in appropriate locations and will ensure an adequate supply of employment land is available at all times.

Section 4.6 of the Official Plan notes that in order to assess the merit of planning applications the municipality may require studies to be undertaken to measure various impacts and propose methods for reducing or eliminating impacts.

*In this regard, the owner met with County, Township and Conservation Authority staff to determine the appropriate studies that would be required in support of this application. At that meeting it was determined that a planning impact assessments should be undertaken. In addition, a topographic survey should be completed to assess the existing site development and to ensure that works associated with the use of this property for a personal service shop would not impact the overall grading and stormwater drainage on the property.*

Part 7 of the Official Plan sets out policies for the Urban System, noting that the majority of growth over the planning period should occur within the urban system.

Section 7.5 states that Urban Centres are expected to provide a full range of land use opportunities.

Part 8 of the Official Plan provides detailed Urban Centre policies with Section 8.4 addressing Central Business District policies.

The objectives of the Central Business District are to, among other things:

- Ensure the downtown remains the primary focus for retail, office, service, administration and cultural activities;
- Provide adequate commercial facilities to serve the needs of the local community and surrounding population; and
- Promote the Central Business District and various commercial and business services it provides.

Section 8.4.3 notes that the Permitted Uses in the CBD should accommodate a wide variety of retail, administrative, religious, cultural, entertainment, as well as service uses including restaurants, personal service establishments and financial institutions

*The subject lands are located within this CBD designation. The use of the existing building for a personal service shop complies with the policies of the Official Plan.*

#### **4.3 Township of Puslinch Zoning By-law 19/85**

The subject lands are currently located in the Hamlet Residential (HR) Zone. This zone restricts the use of the site to:

- (a) a single detached dwelling;
- (b) a semi-detached or duplex dwelling;
- (c) a rooming house or boarding house;
- (d) a home occupation;
- (e) a public use.

The proposed use of this property for personal service shop will require a zone change.

This application is requesting that the lands be rezoned to the Specialized Hamlet Commercial (C1) Zone to permit a personal service shop providing manicures, pedicures, facials, body and facial waxing and massage therapy. The sale of skin care, pedicure and manicure products will also be available for retail.

Specialized regulations will also be required to recognize the existing lot area, accessory structure and the provision of parking in excess of current zoning regulations.

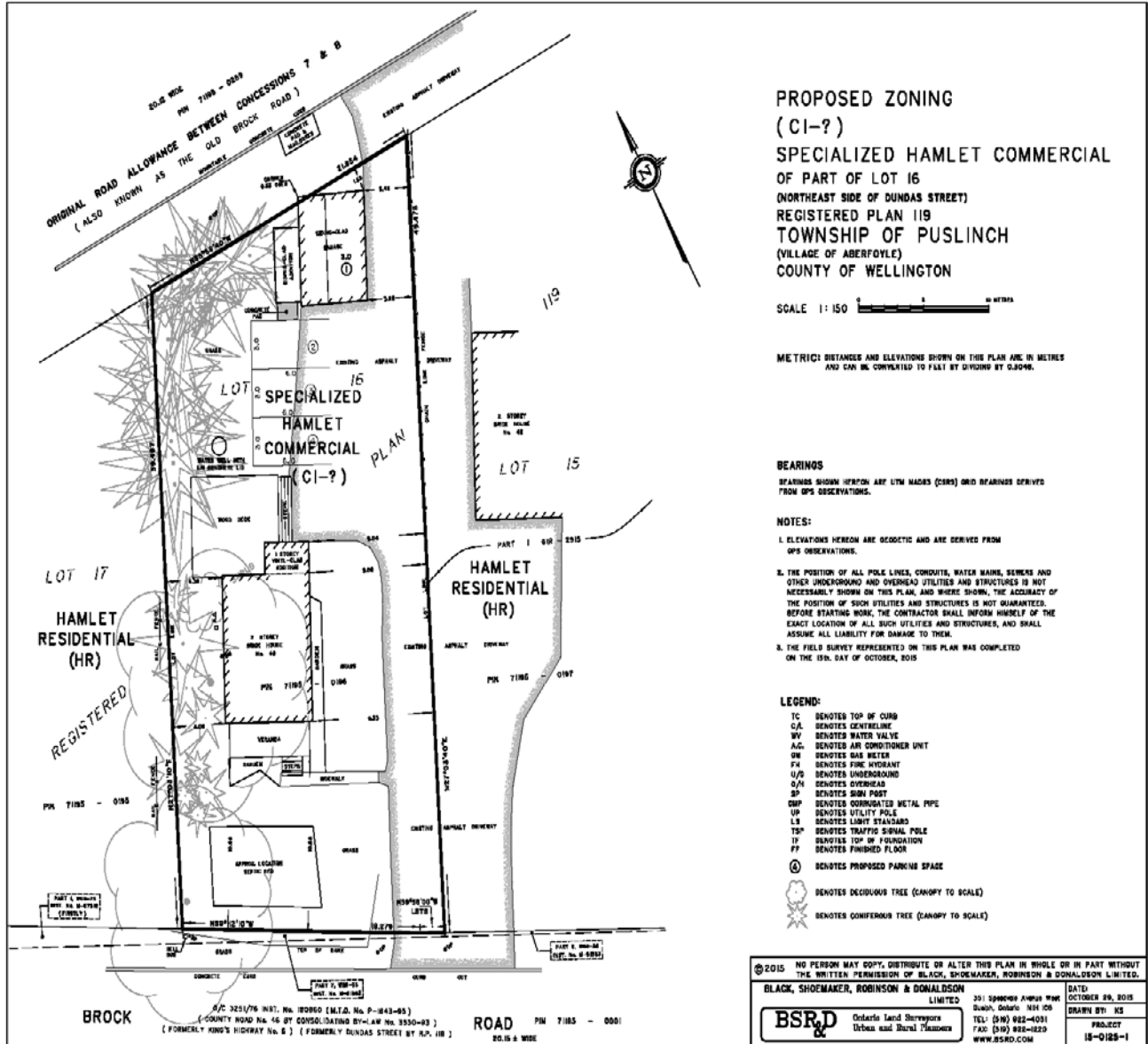


FIGURE 3: PROPOSED ZONING PLAN

Appendix 2 provides relevant excerpts from the Township's Zoning By-law.  
Appendix 3 provides a draft zoning By-law.

## 5.0 PLANNING CONSIDERATIONS

- a) The need taking into account other lands in the area.

The subject property is part of the Aberfoyle Central Business District. This area is planned to provide the adequate commercial and service uses for the local community and surrounding population. At the present time, the owner provides this service as part of a home occupation within the Township. Through the operation of their current home based business, the owners have identified a need to expand the level of service currently provided beyond the scope of a home occupation.

- a) The appropriateness of the site taking into account the size and shape and the ability to accommodate the intensity of use.

The Site Plan illustrates that there is sufficient area on the property to accommodate parking for this use in excess of the by-law requirements. At the same time, the appearance of the building from both Brock Road and Old Brock Road will remain largely unchanged.

- b) Adequacy of the proposed method of servicing the site

The site is currently serviced by an existing individual septic system and well. The proposed use of the site for a small scale, personal service establishment will not generate significantly more demand on the water and septic system than a traditional single detached residential property.

- c) Compatibility

The property is currently buffered from the property to the north with mature vegetation. It is the owners' intention to construct a privacy fence along the southerly property line, in place of the existing chain link fence. This will provide sufficient buffering for that neighbour.

The use should be viewed as an unobtrusive small scale business that will generate limited traffic and operate within normal business hours.

- d) Impact on natural resources

There are no significant environmental features on the property. All existing vegetation will be maintained.

- e) Exterior design

No changes to the existing building are proposed, thereby maintaining the appearance of a residential dwelling.

Discrete signage will be added to the property in accordance with the Township's Sign By-law.

- f) Site contamination

The site has been used historically for residential purposes. There is no known site contamination.

g) Eliminating negative impacts

The impervious area of the site currently drains to Brock Road, excepting that part of the driveway adjacent to the detached garage which drains to Old Brock Road. The increase to the impervious area of the site is approximately 3.3 % which represents an insignificant increase in the volume of water draining to Brock Road.

To address privacy for the neighbour immediately adjacent to the southerly property line, the owners are proposing to construct a wood privacy fence in place of the existing chain link fence.

## 6.0 CONCLUSION

The owner of 40 Brock Road in Aberfoyle is proposing a zone change for their property. The purpose of the zone change is to permit a personal service shop, shop providing manicures, pedicures, facials, body and facial waxing and massage therapy. The sale of skin care, pedicure and manicure products will also be available for retail. To ensure the long term viability of the business, the zone change proposes to permit a personal service shop, including accessory sales of products. The broader personal service shop use will allow for additional services should the owner decide to add a service allowed for under the definition of "Personal service shop" in the future.

At the present time, no physical changes to the property are anticipated save for a small expansion to the asphalt parking area in the rear of the property. The site's location within the Aberfoyle Central Business District is appropriate for this small scale commercial operation.

This proposal conforms to the Growth Plan for the Greater Golden Horseshoe and is consistent with the Provincial Policy Statement.

The County of Wellington Official Plan designates this property as part of the Central Business District of Aberfoyle and the uses being requested by this zone change application are supported by the policies found in the Official Plan. The proposed zone change to recognize this personal service shop conforms to the Official Plan.

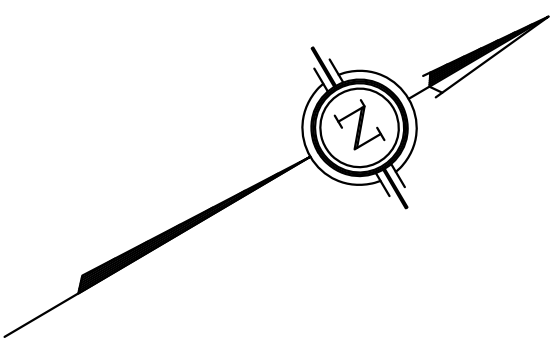
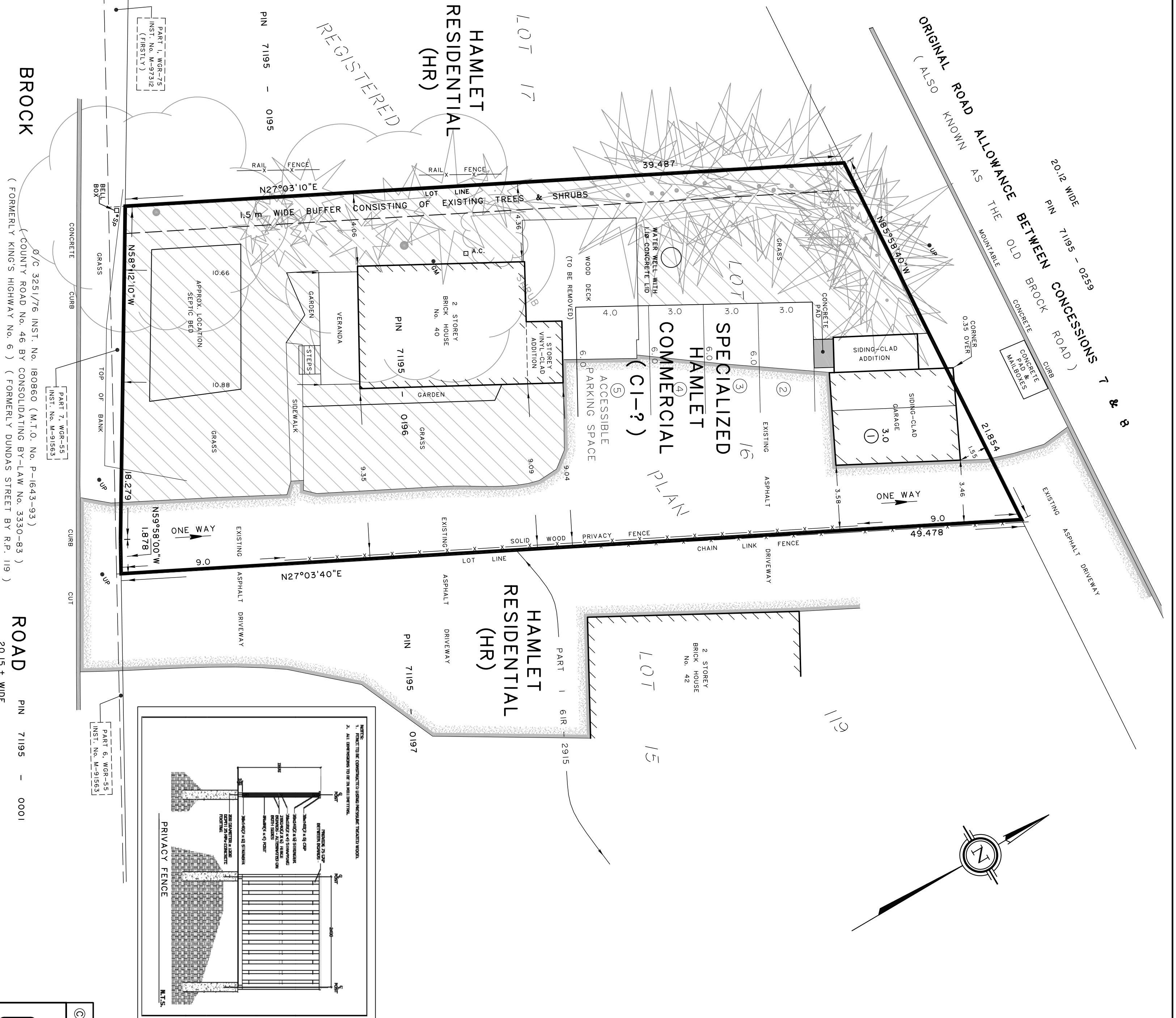
In my professional opinion, the proposal to rezone the subject lands from the current Hamlet Residential (HR) Zone to a Specialized Hamlet Commercial (C1 -?) Zone is appropriate and represents good planning.

  
Prepared By Nancy Shoemaker, R.P.P.  


November 2, 2015

Date:

**FIGURE 1**



**PROPOSED ZONING**  
(C1-?)

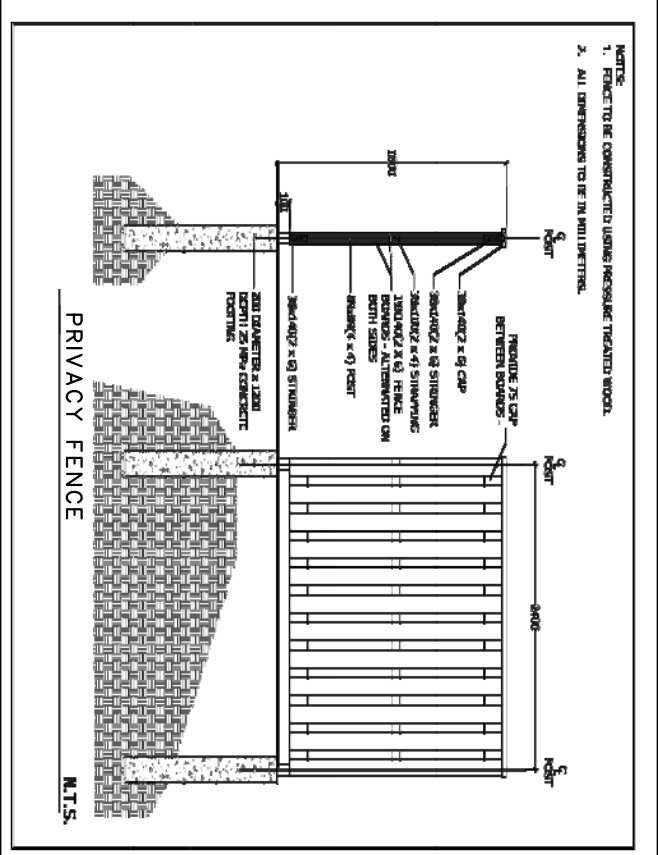
**SPECIALIZED HAMLET COMMERCIAL**  
OF PART OF LOT 16  
(NORTHEAST SIDE OF DUNDAS STREET)  
REGISTERED PLAN I19  
TOWNSHIP OF PUSLINC  
(VILLAGE OF ABERFOYLE)  
COUNTY OF WELLINGTON



**METRIC:** DISTANCES AND ELEVATIONS SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

**BEARINGS**  
BEARINGS SHOWN HEREON ARE UTM NAD83 (CSRS) GRID BEARINGS DERIVED FROM GPS OBSERVATIONS.

- NOTES:**
- ELEVATIONS HEREON ARE GEODETIC AND ARE DERIVED FROM GPS OBSERVATIONS.
  - THE POSITION OF ALL POLE LINES, CONDUITS, WATER MAINS, SEWERS AND OTHER UNDERGROUND AND OVERHEAD UTILITIES AND STRUCTURES IS NOT NECESSARILY SHOWN ON THIS PLAN, AND WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES, AND SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.
  - THE FIELD SURVEY REPRESENTED ON THIS PLAN WAS COMPLETED ON THE 13th. DAY OF OCTOBER, 2015



- LEGEND:**
- TC DENOTES TOP OF CURB
  - C/L DENOTES CENTRELINE
  - WV DENOTES WATER VALVE
  - A.C. DENOTES AIR CONDITIONER UNIT
  - GM DENOTES GAS METER
  - FH DENOTES FIRE HYDRANT
  - U/G DENOTES UNDERGROUND
  - O/H DENOTES OVERHEAD
  - SP DENOTES SIGN POST
  - CMP DENOTES CORRUGATED METAL PIPE
  - UP DENOTES CORRUGATED METAL PIPE
  - LS DENOTES LIGHT STANDARD
  - TSP DENOTES TRAFFIC SIGNAL POLE
  - TF DENOTES TOP OF FOUNDATION
  - FF DENOTES FINISHED FLOOR
- (4) DENOTES PROPOSED PARKING SPACE
  - (tree icon) DENOTES DECIDUOUS TREE (CANOPY TO SCALE)
  - (cloud icon) DENOTES CONIFEROUS TREE (CANOPY TO SCALE)
  - (dashed box icon) DENOTES LANDSCAPED OPEN SPACE - AREA=419.3 m (46.8%)

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**BLACK, SHOEMAKER, ROBINSON & DONALDSON LIMITED**

351 Speedvale Avenue West  
Geleph, Ontario N1H 1G6  
TEL: (519) 822-4031  
FAX: (519) 822-1220  
WWW.BSRD.COM

DATE: JANUARY 13, 2016  
DRAWN BY: KS  
PROJECT: 15-0125-1

**BROCK ROAD** PIN 71195 - 0001  
20.15 ± WIDE

(FORMERLY KING'S HIGHWAY No. 6) (FORMERLY DUNDAS STREET BY R.P. 119)

**ORIGINAL ROAD ALLOWANCE BETWEEN CONCESSIONS 7 & 8**  
(ALSO KNOWN AS THE OLD BROCK ROAD)

20.12 WIDE  
PIN 71195 - 0259

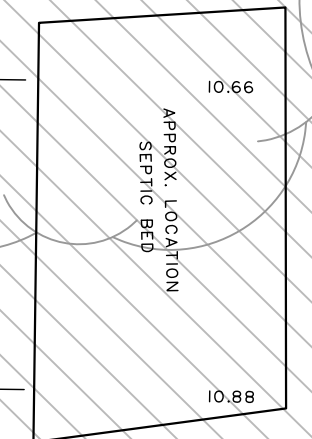
**HAMLET RESIDENTIAL (HR)**

PART 1 61R 2915

**SPECIALIZED HAMLET COMMERCIAL (C1-?)**

**HAMLET RESIDENTIAL (HR)**

LOT 17





## THE TOWNSHIP OF PUSLINCH NOTICE OF COMPLETE APPLICATION & NOTICE OF THE PUBLIC MEETING

**TAKE NOTICE** that pursuant to the requirements of the Planning Act, R.S.O., 1990, as amended, the Township of Puslinch has received a complete application to amend Zoning By-law 19/85. The file number assigned to this application is **D14/NOO**.

**AND TAKE NOTICE** that the Council of the Township of Puslinch will hold a **Public Meeting on Thursday the 3rd of March, 2016 at 7:00 pm**, in the Council Chambers at 7404 Wellington Road 34, pursuant to the requirements of Section 34 of the Planning Act, R.S.O., 1990, as amended.

**THE LAND SUBJECT** to the application is municipally known as 6620 Concession 1, and legally known as Front Part Lot 6, Concession 1, Township of Puslinch. The subject lands are shown on the inset map.

**THE PURPOSE AND EFFECT** of the application is to amend Township of Puslinch Zoning By-law 19/85 to rezone the lands from Agricultural Site Specific (A-43) Zone that permits an accessory dwelling unit for farm help and requires a minimum lot area of 41.6 ha (103 acres) to an Agricultural (A-\_) Site Specific Zone to satisfy conditions of related County of Wellington Consent File B75/15, to permit a severed parcel.

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

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

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

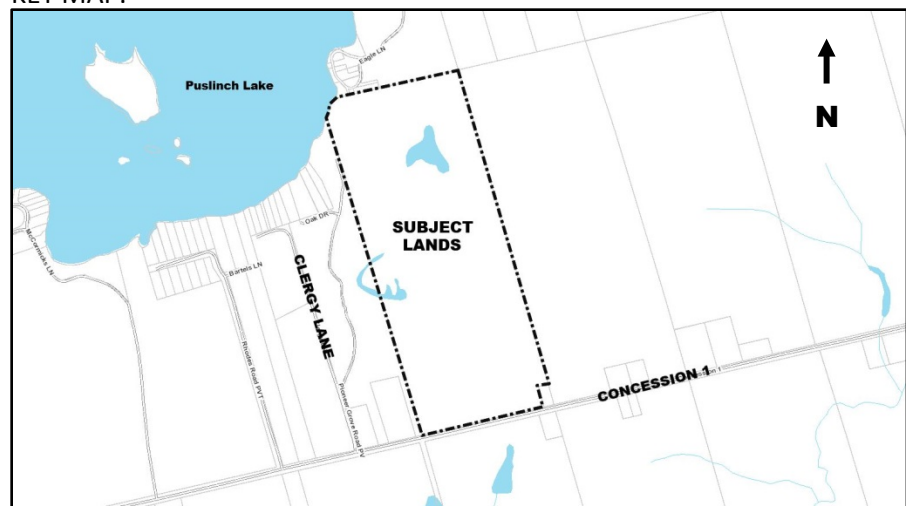
**REQUEST FOR NOTICE OF DECISION** regarding the Zoning By-law amendment must be made in written format to the Township Clerk at the address shown below.

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

Dated at the Township of Puslinch on this 10<sup>th</sup> day of February, 2016.

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

KEY MAP:





## THE TOWNSHIP OF PUSLINCH NOTICE OF COMPLETE APPLICATION & NOTICE OF THE PUBLIC MEETING

**TAKE NOTICE** that pursuant to the requirements of the Planning Act, R.S.O., 1990, as amended, the Township of Puslinch has received a complete application to amend Zoning By-law 19/85. The file number assigned to this application is **D14/COL**.

**AND TAKE NOTICE** that the Council of the Township of Puslinch will hold a **Public Meeting** on **Thursday the 3<sup>rd</sup> of March, 2016 at 7:15 pm** in the Council Chambers at 7404 Wellington Road 34, pursuant to the requirements of Section 34 of the Planning Act, R.S.O., 1990, as amended.

**THE LAND SUBJECT** to the application is municipally known as 6691 Ellis Road and legally known as Front Part Lot 8, Concession 2, Township of Puslinch. The subject lands are shown on the inset map.

**THE PURPOSE AND EFFECT** of the application is to amend the Township of Puslinch's Zoning By-law 19/85 from an Agricultural (A) Zone to a Site Specific Zoning on a portion of the lands to permit the construction and operation of a small scale commercial Label making business.

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

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

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

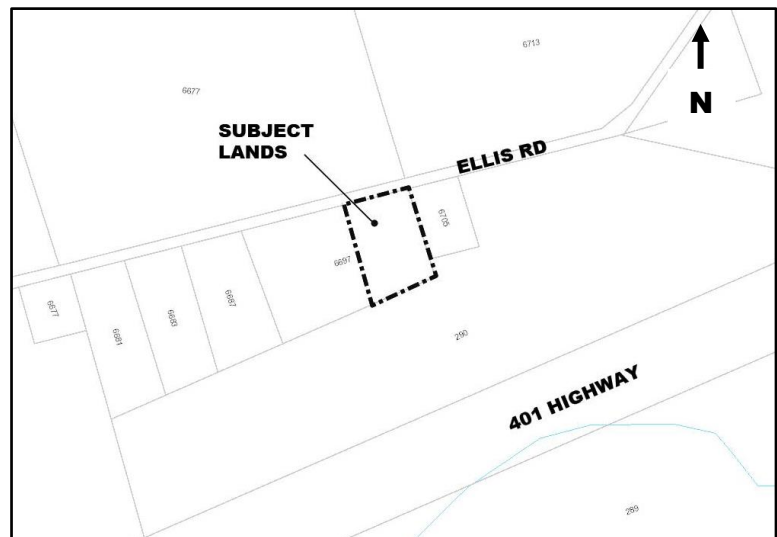
**REQUEST FOR NOTICE OF DECISION** regarding the Zoning By-law amendment must be made in written format to the Township Clerk at the address shown below.

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

Dated at the Township of Puslinch on this 10<sup>th</sup> day of February 2016.

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

KEY MAP:







**DANCE  
ENVIRONMENTAL  
INC.**

---

**Addendum Report: January 2016  
2015  
Ecological and Aquatic  
Monitoring Report  
Roszell Pit,  
Puslinch Township.  
ARA Licence No. 625189.**

**Prepared for:**  
CBM Aggregates  
55 Industrial Street  
Toronto, ON  
M4G 3W9  
Attn: Colin Evans

**Prepared by:**  
Dance Environmental Inc.  
807566 Oxford Rd. 29  
R.R. #1  
Drumbo, ON  
N0J 1G0

January 29, 2016.  
DE-382

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This addendum report has been prepared in order to provide the findings of an additional trout redd survey conducted in January 2016, as was recommended in the 2015 Ecological and Aquatic Monitoring report for the Roszell Pit. An additional survey was to be conducted in January because of the unusually warm temperatures until then. The January 2016 survey was to identify whether any additional trout redds were present in the creeks being surveyed once the temperatures became cooler and had triggered Brook Trout spawning. The weather conditions for the January 28, 2016 survey are provided in Table 1.

**Table 1. Summary of Dates and Weather Conditions for Trout Redd Surveys on the Main Creek, and Tributaries #7, 8, and 9 from 2014, 2015, and January 2016.**

Year	Survey Date	Weather Conditions
2014	December 2	Air Temp. = -1 <sup>0</sup> C; Wind = 2-6 km/hr; Percent Cloud = 40-60%; No Precip. Water Temperature: Main Creek & Trib #7 = 4 <sup>0</sup> C, Trib #8 = 5.5 <sup>0</sup> C & #9 = 5 <sup>0</sup> C
	December 19	Air Temp. = -2 <sup>0</sup> C; Wind = 3 km/hr; Percent Cloud = 30-50%; No Precip. Water Temperature: Main Creek & Trib #7 = 4 <sup>0</sup> C, Trib #8 & 9 = 6 <sup>0</sup> C
2015	December 3	Air Temp. = 2 <sup>0</sup> C; Wind = 10-20 km/hr; Percent Cloud = 100%; No Precip. Water Temperature: Main Creek & Trib #8 & 9 = 9 <sup>0</sup> C
	December 4	Air Temp. = 5 <sup>0</sup> C; Wind = 5-10 km/hr; Percent Cloud = 100%; No Precip. Water Temperature: Main Creek = 7 <sup>0</sup> C, Trib #7 = 8 <sup>0</sup> C
	December 17	Air Temp. = 5 <sup>0</sup> C; Wind = 5-10 km/hr; Percent Cloud = 20-40%; No Precip. Water Temperature: Main Creek, Trib# 8 & 9 = 8 <sup>0</sup> C, Trib #7 = 10 <sup>0</sup> C
2016	January 28	Air Temp. = -1 <sup>0</sup> C; Wind = 5-10 km/hr; Percent Cloud = 100%; light snowfall. Water Temperature: Main Creek = 4 <sup>0</sup> C, Trib #7 = 6 <sup>0</sup> C

Weather conditions became closer to typical winter weather in January 2016, and on January 28, 2016 Tributary #7 and the Main Creek were checked for trout redds as they are where historically trout redds had been found. The findings of the January 28, 2016 survey are provided in Table 2 along with the previous survey year's findings back to 2012.

**Table 2. Summary of 2012 to 2015 Brook Trout Spawning Survey, Roszell Pit.**

	Tributary Name	Station Location	Number of Redds	Total Number of Redds
2012	Main Creek	M-1	2 to 3	8 to 9 redds
		M-2	2	
		M-3	1	
		M-4	3	
	Tributary 7	7-1	2	5 redds
		7-2	2	
		7-3	1	
Tributary 8		No redds	0	
Tributary 9		No redds	0	
2013	Main Creek	M-1 (13)	3	19 redds
		M-2 (13)	3	
		M-3 (13)	6	
		M-4 (13)	5	
		M-5 (13)	2	
	Tributary 7	7-1	1	5 redds
		7-2	4	
		7-3	0	
	Tributary 8	No redds	No redds	0
Tributary 9	No redds	No redds	0	
2014	Main Creek	M-1	2 to 3	9-10 redds
		M-1A (14)	1	
		M-2 (14)	2	
		M-3 (14)	4	
	Tributary 7	7-2(14)	2	4 redds
		7-2A (14)	2	
	Tributary 8	No redds	No redds	0
Tributary 9	No redds	No redds	0	
2015	Main Creek	M-1(15)	1	2-3 redds
		M-2(15)	1 to 2	
	Tributary 7	No redds	No redds	0
	Tributary 8	No redds	No redds	0
	Tributary 9	No redds	No redds	0
2016	Main Creek	M-1B(16)	1	5-6 redds
		M-1C(16)	3	
		M-5(16)	1 to 2	
	Tributary 7	7-2A(16)	1	2 redds
		7-2B(16)	1	

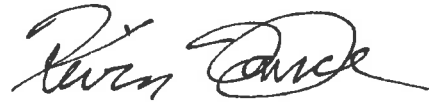
The findings from conducting the January 28, 2016 survey indicate that more trout spawning had occurred after the December 2015 survey dates. The locations of the trout redds found on January 28, 2016 are shown on Figure 1. Spawning in the Main

Creek during December 2015 and January 2016 indicates between 7 and 9 redds were present and in Tributary #7 a total of 2 trout redds were found. When compared with previous years data the findings for this spawning season are comparable to other years. The low number of redds found in December 2015 are, therefore, believed to be the result of warm temperatures in December causing the Brook Trout to hold off spawning. Instead spawning seemed to occur nearly a month later than usual. There do not appear to be any impacts to trout spawning at this time due to the Roszell Pit operation.

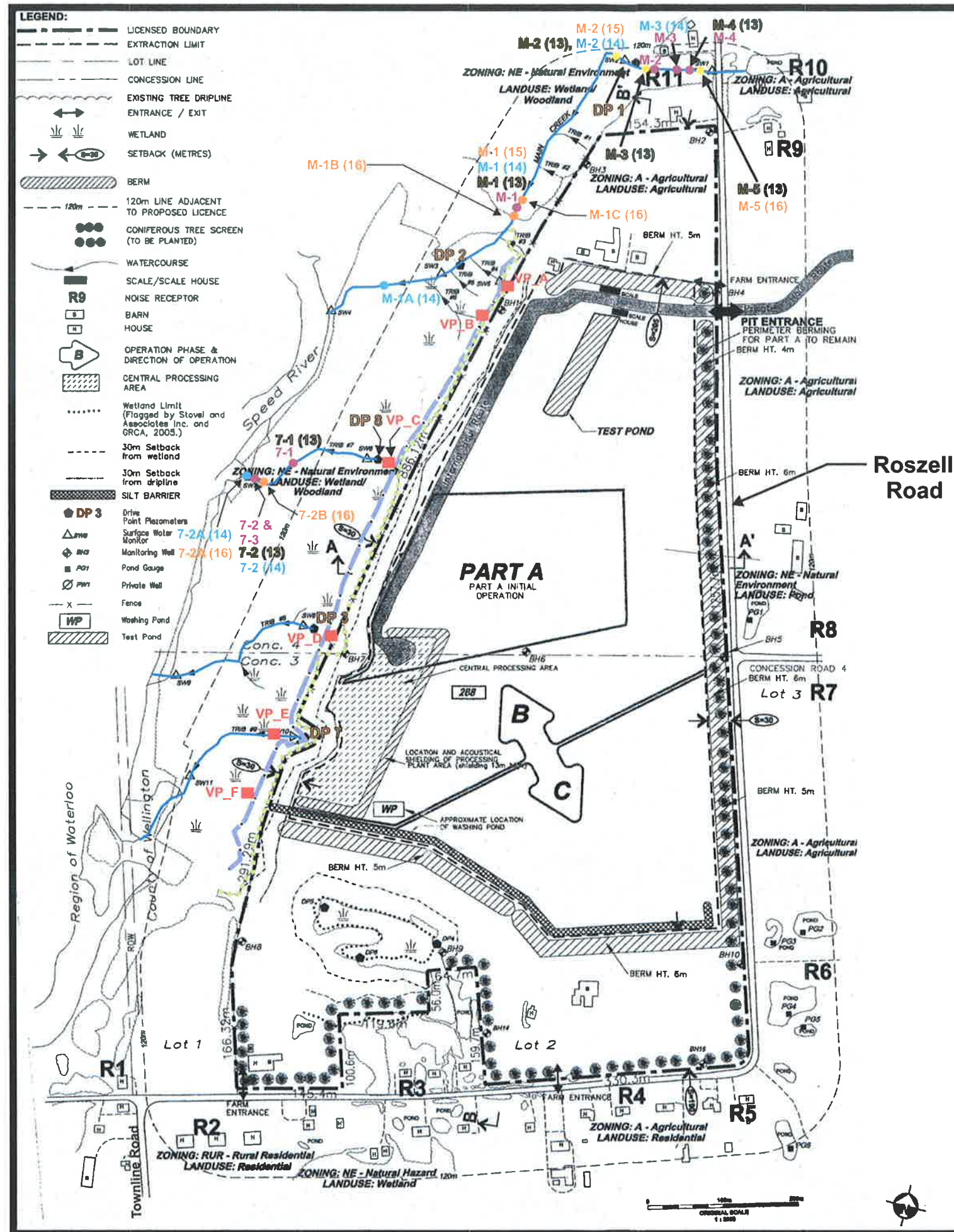
**Report prepared by:**



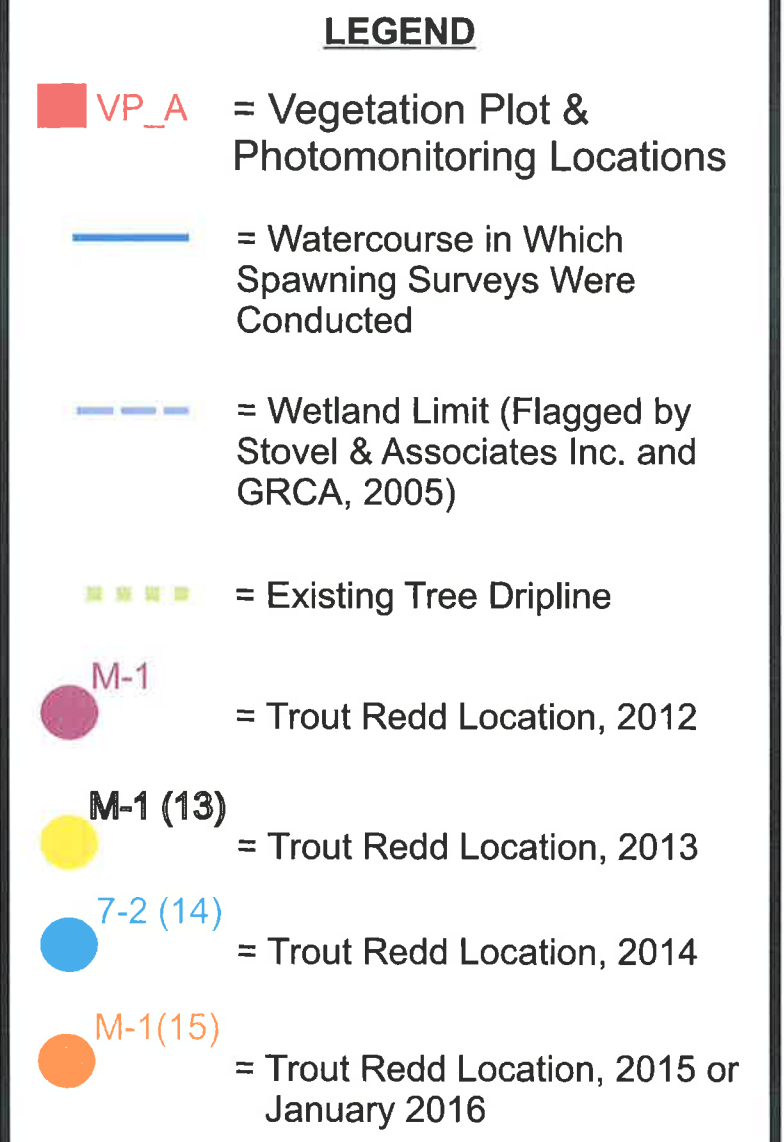
K.W. Dance, M.Sc.  
President  
Dance Environmental Inc.



K.S. Dance, M.E.S.  
Terrestrial and Wetland Biologist  
Dance Environmental Inc.



**Figure 1. Location of Vegetation Plots and Creeks Surveyed and Locations of Trout Redds, 2012 to January 2016, Roszell Pit.**



Base Map Source: Operational Plan Page 2 of 6. Stovel and Associates Inc. 2010.



**From:** Greg Scheifele [mailto:gwsefs@sympatico.ca]  
**Sent:** February-05-16 1:15 PM  
**To:** Karen Landry  
**Cc:** Stan Denhoed  
**Subject:** Addendum to the Roszell Monitoring Report

6.1(b)

Karen,

I reviewed the Addendum to the 2015 Ecological and Aquatic Monitoring Report for the Roszell Pit. The January 2016 brook trout spawning survey completed by Dance Environmental indicated that additional spawning occurred after the December 2015 survey dates. Dance found that the total number of redds observed in the Main Creek and Tributary #7 was comparable to previous years. They suggest that the low number of redds found in December 2015 was due to the warm temperatures in December which delayed spawning activity about a month later than usual. This explanation seems reasonable to me, however, there appears to be a decline in spawning activity in Tributary #7 from 2012 to 2016 ( ie. 5 redds in 2012 + 2013 to 2 redds in 2016). This tributary has more potential to be impacted by aggregate extraction than the Main Creek. I will be most interested in seeing the results from next year's surveys.

Regards,

Greg

CLERK'S DEPARTMENT	
TO	
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For Your Information	
Council Agenda	<input checked="" type="checkbox"/>
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6.2(a)

**Ministry of Natural Resources and Forestry**

Office of the Director  
Southern Region  
Regional Operations Division  
300 Water Street  
Peterborough, ON K9J 3C7  
Tel: 705-755-3235  
Fax: 705-755-3233

**Ministère des Richesses naturelles et des Forêts**

Bureau du directeur  
Région du Sud  
Division des opérations régionales  
300, rue Water  
Peterborough (ON) K9J 3C7  
Tél: 705-755-3235  
Télé: 705-755-3233



December 18, 2015

St. Marys Cement Inc. (Canada)  
55 Industrial St.  
Toronto, ON  
M4G 3W9  
Attention: Stephen May

RECEIVED

FEB 01 2016

Township of Puslinch

Dear Mr. May:

RE: Minor Site Plan Amendment under the *Aggregate Resources Act* – Licence # 17600  
St. Marys Cement Inc. (Canada)  
North ½ Lot 26, Concession 1, Geographic Township of Puslinch  
Municipality of Puslinch, County of Wellington

Further to your site plan amendment request of November 12, 2015, please be advised that the Ministry of Natural Resources and Forestry (MNR) grants consent under Section 16(2) of the *Aggregate Resources Act* to proceed with the following amendment:

- Remove Monitoring Well MP7 from the monitoring program on site.

In order to complete the amendment process, please send 5 hard copies of the revised Operational Site Plan to the MNR Guelph District Office. The MNR Guelph District Office will forward a copy of the revised site plans to the County of Wellington and the Township of Puslinch for their records.

Please note that the licensee is still bound by the existing site plan until such time that all the above amendments have been carried out and approved. Should you have any questions concerning this matter, please contact Seana Richardson, Aggregate Technical Specialist, at 519-826-4927.

Yours truly,

Jane Ireland  
Regional Director

c. Clerk, Township of Puslinch  
Clerk, County of Wellington

CLERK'S DEPARTMENT	
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Case Handle	
For Your Information	
Council Agenda	Feb 17/16.
File	

6.2(b)



Groundwater Science Corp.

RECEIVED

FEB 02 2016

Township of Puslinch

328 Daleview Place,  
Waterloo, ON N2L 5M5  
phone: (519) 746-6916  
email: apentney@rogers.com

# Email Report

To: Colin Evans, CBM	From: Andrew Pentney
Email: colin.evans@vcimentos.com	Pages: 2
Phone: (416) 423-1300	Date: February 1, 2016
Re: Puslinch Pit – License No. 17600 Monitoring Report Update	CC: MNRF, Township of Puslinch, Harrington McAvan Ltd.

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

### Below Water Table Extraction

CBM reports no total below water extraction occurred at the site in January 2016.

### Water Level Monitoring and Threshold Status

The reported water level measurements in January, compared to threshold values, are summarized on the attached table. Note that monitoring location MP7 was removed from the monitoring program with approval of MNRF in January 2016.

As indicated by the measurements, there were no threshold exceedances observed and no Action Response in January 2016. Overall water levels are within historical ranges.

Current flow in Mill Creek is unavailable through the GRCA website. The last available data classified stream conditions within "Normal Summer Lowflow" in October 2015. There is no PTTW in place, or water use under a PTTW, at the site.

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

Sincerely,

Andrew Pentney, P.Geo.  
Hydrogeologist

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
for Your Information	
Council Agenda	✓



February 1, 2016

Location:	MP1	MP2	MP3	MP4	North Pond	South Pond
TOC Elev.:	314.77	316.56	317.50	315.35	307.38	306.80
Threshold Elev.:	-	-	305.27	305.27	305.64	305.34
Date	Water Level Elevation (mASL)					
05-Jan-16	306.64	306.07	306.02	306.07	306.77	306.23
12-Jan-16	306.63	306.07	306.01	306.06	306.77	306.22
19-Jan-16	306.62	306.05	306.01	306.05	306.76	306.22
26-Jan-16	306.61	306.05	306.01	306.05	306.75	306.21
Notes:						
* Elevations are geodetic, as per Van Harten Surveying Inc. July 2007 reported reference elevations						
Elev. = Elevation (mASL) TOC = Top of Casing mASL = metres above sea level						

**WATER LEVEL SUMMARY TABLE**



# Groundwater Science Corp.

E13 - St. Marys Cohent  
Neubauer Pit  
Monitoring  
Reports  
6.3(a)

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

January 7, 2016

Colin Evans  
Lands Manager,  
CBM Aggregates  
55 Industrial Street  
Toronto, ON  
M4G 3W9

Dear Mr. Evans:

**RE: 2015 Groundwater Monitoring Summary,  
CBM Neubauer Pit, Licence No. 625284  
Part Lot 27, Concession 1, Puslinch Township**

This letter is a summary of the results of the 2015 groundwater monitoring program completed for the above reference property. The pit Licence was issued in December 2011. Site details and monitoring well locations are shown on **Figure 1** (attached).

## 1.0 Monitoring Program Requirements

The Licence conditions as listed on the Site Plan are summarized as follows:

*The following monitoring, mitigation and contingency plan is recommended for the site:*

- 1. No subaqueous placement of fine grained material (i.e. silt or clay) shall occur on-site without additional hydrogeological investigation, as outlined in the Mitigation and Contingency Plan.*
- 2. Prior to below water table extraction at the site two new water table monitoring wells shall be installed, one at the east property boundary and one at the south property boundary (BH4 and BH5 respectively).*
- 3. The water level monitoring program shall consist of monthly measurements at BH1, BH2 (until destroyed), BH3 (until destroyed), BH4, BH5, the McNally East monitor "East 1", the Puslinch Pit monitor "MP7", and, the Neubauer Pond monitor (after installation) as accessible. If any of the perimeter monitors are destroyed or damaged they shall be replaced or repaired.*
- 4. During the first year of below water table extraction water level monitoring at perimeter wells shall be completed every two weeks during the extraction period.*
- 5. Monthly monitoring of temperature profiles at the perimeter monitoring wells shall occur for two years prior to below water table extraction, with measurements taken at 1 m depth intervals. Once below water table extraction has begun quarterly monitoring of temperature profiles (temperatures obtained at 1 m intervals) in the perimeter monitoring wells shall be completed.*

6. *The monitoring results, and any Mitigation or Contingency Plan measures undertaken during each operational year, shall be summarized in an annual report provided to the Township of Puslinch, GRCA and MNR.*
7. *Trigger Levels, considering existing cross-site hydraulic gradients, shall be developed to the satisfaction of MNR, in consultation with GRCA and the Township of Puslinch as needed, prior to below water table extraction.*
8. *The following Mitigation and Contingency Plan shall be adopted:*
  - ***Initial Trigger Level** exceeded – the Township, GRCA and MNR shall be notified immediately and daily monitoring shall be undertaken.*
  - ***Intermediate Trigger Level** exceeded for seven (7) consecutive days – the Township, GRCA and MNR shall be notified immediately and extraction below the water table shall be reduced 50% until the Neubauer Pond surface water elevation is greater than the **Intermediate Trigger Level** for seven (7) consecutive days.*
  - ***Final Trigger Level** exceeded – the Township, GRCA and MNR shall be notified immediately and extraction below the water table shall cease until the Neubauer Pond surface water elevation is greater than the **Intermediate Trigger Level** for seven (7) consecutive days.*
  - *Additional mitigation measures, such as below water placement of fine-grained material (silt or clay) along the perimeter of the pond, will be evaluated as needed in response to threshold exceedances. No mitigation measures (beyond ceasing below water table extraction) shall be undertaken prior to approval from MNR, in consultation with GRCA and The Township of Puslinch as needed.*

## 2.0 Site Operations and Monitoring Completed

Above water table extraction along the boundary with the adjacent Puslich Pit began in 2015. CBM has indicated that no below water extraction can be expected at the site in the next two years. Monitors BH4 and BH5 were installed in July, 2012 and borehole logs were provided with the 2013 annual report. CBM intends to complete the balance of the specific monitoring required prior to, and during, below water table extraction (for example: temperature profile measurements; staff gauge installation; bi-weekly monitoring; and, trigger level development) at the appropriate time with respect to site extraction operations. Existing monitor installation details are provided in **Table 1**. Note that McNally East monitor “East 1” is also referenced as “HH1” by CBM.

Monitor	Elevations (mAMSL)			
	Ground	Top of Well	Top of Screen	Bottom of Well
BH1	322.29	323.30	300.92	299.40
BH2	327.60	328.71	301.54	300.02
BH3	328.75	329.84	296.17	294.65
BH4	320.03	320.74	308.80	304.23
BH5	317.90	318.69	306.67	302.10
MP7	324.11	325.02	306.51	303.51
East 1 / HH1	309.96	310.76	306.25	303.25

mAMSL = metres above mean sea level

**Table 1: Monitor Installation Details**

In April 2015, as above water extraction moved west to east from the Puslich Pit toward the Neubauer Pit, well MP7 became inaccessible due to proximity to the working face and safety concerns. A review of the monitoring network in this area determined that, because additional monitors are available to the east interior to and along the perimeter of the Neubauer Pit and the monitored Puslinch Pit pond to the immediate west is developed across most of that site, MP7 was no longer required for the assessment of groundwater conditions in the area. With the agreement of the Township of Puslinch and GRCA, MP7 will be removed from the monitoring program.

Water level data has been collected at the site since 2001. The water level monitoring data collected at the site in 2015, and as available from adjacent sites, is presented in **Table 2** (attached). Hydrographs of the water level data, showing historical trends since 2001, and the 2015 monitoring results, are also included with this letter.

### 3.0 Discussion of Monitoring Results

Based on the considerable monitoring record available, baseline conditions are well established for the site. As noted for other monitoring programs in the area, the water table at the site fluctuates in response to seasonal and annual recharge patterns related to climate variation.

Development of Trigger Levels at the site should be based on data collected at both the existing monitors (long-term records) and the perimeter wells BH4 and BH5 (2 or more years of data) prior to below water extraction.

### 4.0 Recommendations

The monitoring program as listed on the Site Plan should continue in 2016.

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

Sincerely,

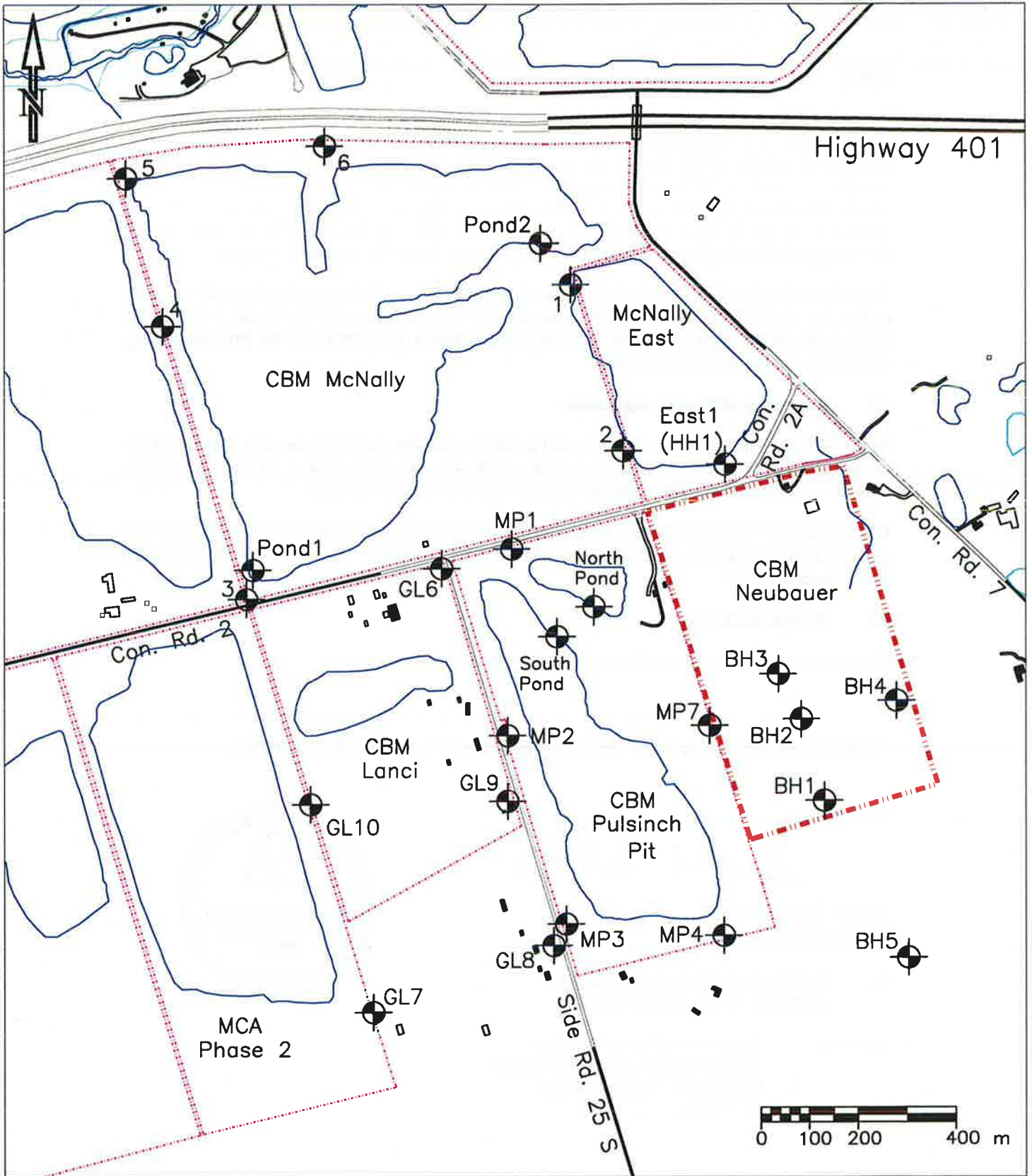


Andrew Pentney, P.Geo.  
Hydrogeologist

Cc: Bernie Janssen, Harrington McAvan Ltd.  
MNR, GRCA, Township of Puslinch

Attached: Figure 1 Monitoring Locations  
Table 2 Water Level Measurements  
Hydrograph – Historical Data  
Hydrograph – 2015 Data





- CBM Neubauer Pit Licence Boundary (approximate)
- existing Licence boundaries (approximate)
- surface water: pond (approximate), creek or swale
- wetland (OBM mapping)

modified from :  
 1) OBM mapping UNDER LICENSE, WITHOUT PREJUDICE OR ENDORSEMENT, FROM THE QUEEN'S PRINTER OF ONTARIO  
 2) Site Plans, Harrington and Hoyle Ltd.  
 3) 2013 Air Photo

**Figure 1: Local Monitoring Locations**  
 CBM Neubauer Pit  
 Groundwater Monitoring Program  
 Annual Report

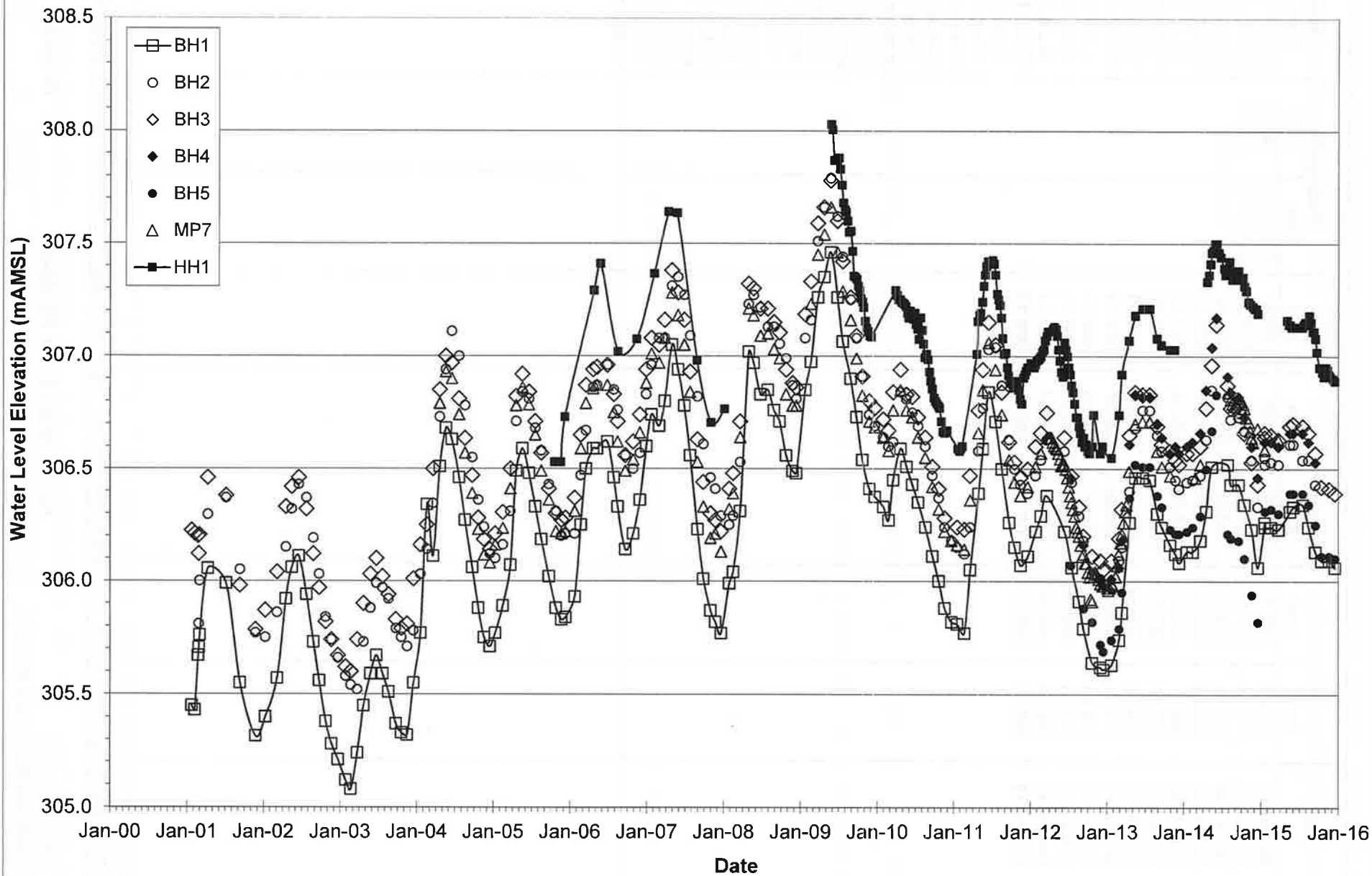
 Groundwater Science Corp.	Scale: as shown Date: Jan. 2016
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Date	Water Level Elevations (mAMSL*)								
	Neubauer Pit					Puslinch Pit		McNally East	
	BH1	BH2	BH3	BH4	BH5	Date	MP7	Date	HH1
19-Jan-15	306.26	306.55	306.66	#N/A	#N/A	19-Jan-15	306.59	5-May-15	307.16
20-Jan-15	306.24	306.52	306.64	306.62	306.31	25-Mar-15	306.63	13-May-15	307.14
18-Feb-15	306.24	306.53	306.65	306.62	306.32	inaccessible		19-May-15	307.14
25-Mar-15	306.23	306.52	306.63	306.60	306.30			26-May-15	307.13
19-May-15	306.31	306.61	306.69	306.66	306.39			3-Jun-15	307.13
03-Jun-15	306.33	306.61	306.70	306.66	306.39			11-Jun-15	307.13
17-Jul-15	306.34	306.54	306.69	306.66	306.39			18-Jun-15	307.13
14-Aug-15	306.24	306.54	306.66	306.62	306.34			25-Jun-15	307.13
15-Sep-15	306.13	306.43	306.57	306.53	306.25			2-Jul-15	307.13
14-Oct-15	306.09	306.31	306.42	306.37	306.11			9-Jul-15	307.13
19-Nov-15	306.09	306.30	306.41	306.37	306.11			16-Jul-15	307.13
16-Dec-15	306.06	306.28	306.39	306.34	306.10			23-Jul-15	307.14
								30-Jul-15	307.15
								7-Aug-15	307.14
								17-Aug-15	307.18
								25-Aug-15	307.15
								3-Sep-15	307.11
								9-Sep-15	307.11
								15-Sep-15	307.08
								22-Sep-15	307.02
								5-Oct-15	306.95
								14-Oct-15	306.95
								19-Oct-15	306.93
								26-Oct-15	306.91
								4-Nov-15	306.95
								12-Nov-15	306.94
								19-Nov-15	306.92
								25-Nov-15	306.91
								9-Dec-15	306.90
								16-Dec-15	306.89

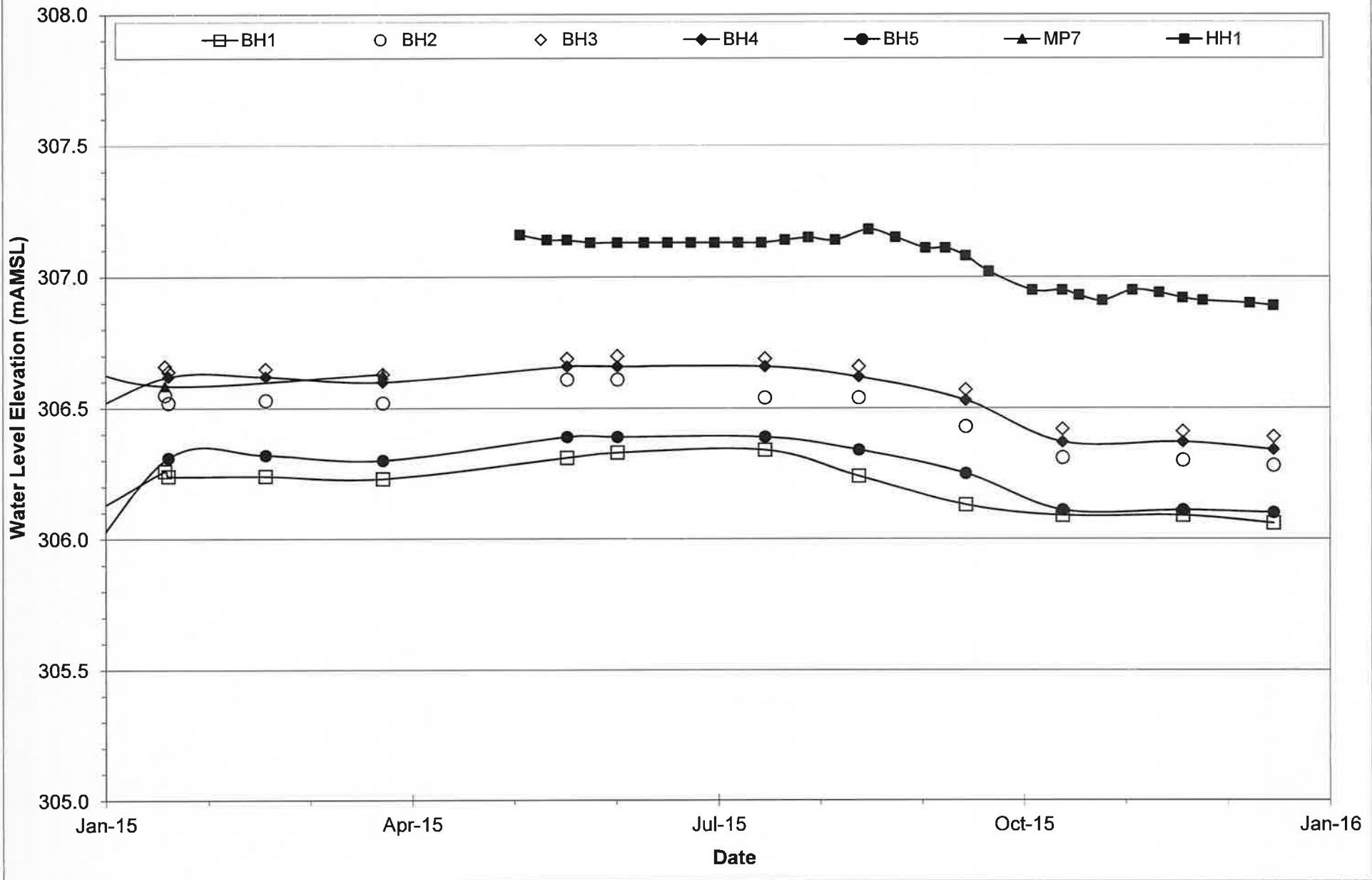
Notes:

\* Elevations are geodetic, as per Van Harten Surveying Inc. July 2007 or July 2012 reported reference elevations

### Historical Water Level Elevation Hydrograph - Neubauer Pit



### Water Level Elevation Hydrograph - Neubauer Pit





6.34b)



Harden Environmental Services Ltd.  
4622 Nassagaweya Puslinch Townline Road  
Moffat, Ontario, L0P 1J0  
Phone: (519) 826-0099 Fax: (519) 826-9099

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- Groundwater Studies
- Geochemistry
- Phase I / II
- Regional Flow Studies
- Contaminant Investigations
- OMB Hearings
- Water Quality Sampling
- Monitoring
- Groundwater Protection Studies
- Groundwater Modelling
- Groundwater Mapping

File: 0929

February 3, 2016

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

Attention: Karen Landry,  
CAO- Clerk

Re: Neubauer Pit – 2015 Monitoring Report (File E13/ ST)

We have reviewed the documentation received regarding the 2015 groundwater monitoring at the Neubauer Pit. The report is prepared by Groundwater Science Corp. on behalf of CBM Aggregates. Below water table extraction has not commenced at the site and the summary acknowledges the requirement for two years of monitoring prior to commencement of below water table extraction.

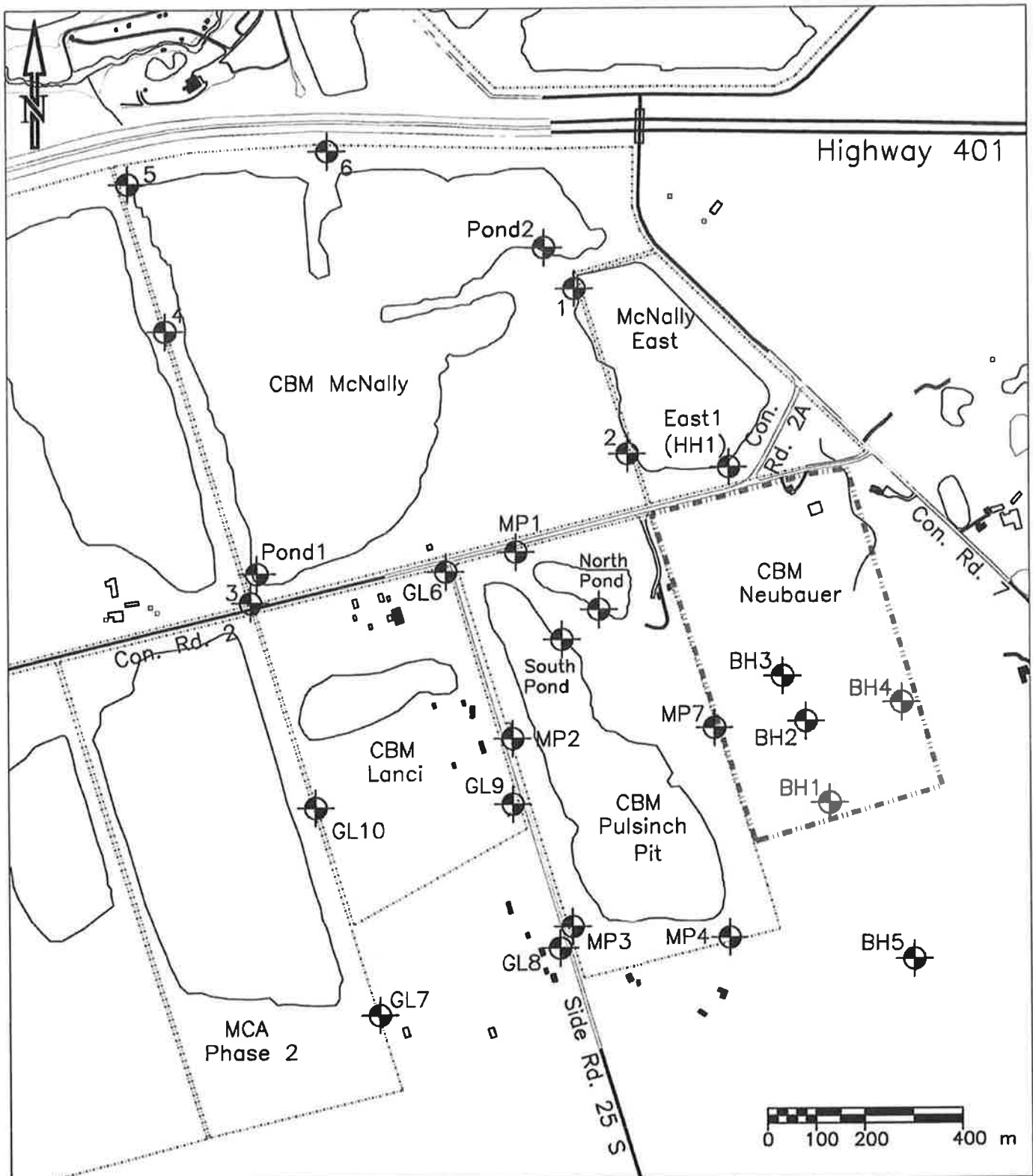
Groundwater monitoring data show that water levels are consistent with seasonal and annual recharge patterns. We visually compared the Neubauer Pit data to that of Puslinch Monitoring Network Wells and find similar patterns and magnitude of water level change.

There is an unexpected result in that BH1 water elevations are consistently lower than BH5 water elevations (southeast), MP4 water elevations (southwest), South Pond (east) water levels and BH2 water levels (north). See attached figure for monitor locations. I have requested that Mr. Andrew Pentney of Groundwater Science Corporation review this finding and comment.

Sincerely,

Harden Environmental Services Ltd.

Stan Denhoed, P.Eng., M.Sc.  
Senior Hydrogeologist



- CBM Neubauer Pit Licence Boundary (approximate)
- existing Licence boundaries (approximate)
- surface water: pond (approximate), creek or swale
- wetland (OBM mapping)

modified from:  
 1) OBM mapping UNDER LICENSE, WITHOUT PREJUDICE OR ENDORSEMENT, FROM THE QUEEN'S PRINTER OF ONTARIO  
 2) Site Plans, Harrington and Hoyle Ltd.  
 3) 2013 Air Photo

**Figure 1: Local Monitoring Locations**

CBM Neubauer Pit  
 Groundwater Monitoring Program  
 Annual Report

**Groundwater Science Corp.**

Scale: as shown  
 Date: Jan. 2016

6.4(a)



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

January 13, 2016

RECEIVED

JAN 14 2016

Township of Puslinch

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

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	<input checked="" type="checkbox"/>
File	

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 December 2015. As indicated, there were no exceedences to report in this month.

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

Sincerely,

Ron Van Ooteghem  
Site Manager

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

Monthly Reporting  
Mill Creek Aggregates Pit  
December 2015

Date	DP21 (mASL)	Threshold Value (mASL)	Exceedance
4-Dec-15	305.82	305.58	NO
10-Dec-15	305.81	305.58	NO
17-Dec-15	305.85	305.58	NO
21-Dec-15	305.82	305.58	NO

Date	BH13 (mASL)	DP21 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Dec-15	306.22	305.82	0.40	0.09	NO
10-Dec-15	306.13	305.81	0.32	0.09	NO
17-Dec-15	306.25	305.85	0.40	0.09	NO
21-Dec-15	306.14	305.82	0.32	0.09	NO

Date	DP17 (mASL)	Threshold Value (mASL)	Exceedance
4-Dec-15	305.25	305.17	NO
10-Dec-15	305.24	305.17	NO
17-Dec-15	305.29	305.17	NO
21-Dec-15	305.24	305.17	NO

Date	BH92-12 (mASL)	DP17 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Dec-15	305.35	305.25	0.10	0.04	NO
10-Dec-15	305.33	305.24	0.09	0.04	NO
17-Dec-15	305.41	305.29	0.12	0.04	NO
21-Dec-15	305.36	305.24	0.12	0.04	NO

Date	DP3 (mASL)	Threshold Value (mASL)	Exceedance
4-Dec-15	304.74	304.54	NO
10-Dec-15	304.73	304.54	NO
17-Dec-15	304.78	304.54	NO
21-Dec-15	304.77	304.54	NO

Date	DP6 (mASL)	DP3 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Dec-15	305.63	304.74	0.89	0.55	NO
10-Dec-15	305.63	304.73	0.90	0.55	NO
17-Dec-15	305.62	304.78	0.84	0.55	NO
21-Dec-15	305.69	304.77	0.92	0.55	NO

Date	DP2 (mASL)	Threshold Value (mASL)	Exceedance
4-Dec-15	304.15	303.55	NO
10-Dec-15	304.11	303.55	NO
17-Dec-15	304.15	303.55	NO
21-Dec-15	304.16	303.55	NO

Date	BH92-27 (mASL)	DP2 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Dec-15	304.70	304.15	0.55	0.34	NO
10-Dec-15	304.68	304.11	0.57	0.34	NO
17-Dec-15	304.76	304.15	0.61	0.34	NO
21-Dec-15	304.77	304.16	0.61	0.34	NO

Date	DP1 (mASL)	Threshold Value (mASL)	Exceedance
4-Dec-15	304.19	303.96	NO
10-Dec-15	304.18	303.96	NO
17-Dec-15	304.23	303.96	NO
21-Dec-15	304.25	303.96	NO

Date	BH92-29 (mASL)	DP1 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Dec-15	304.90	304.19	0.71	0.19	NO
10-Dec-15	304.87	304.18	0.69	0.19	NO
17-Dec-15	304.96	304.23	0.73	0.19	NO
21-Dec-15	304.98	304.25	0.73	0.19	NO

Date	DP5C (mASL)	Threshold Value (mASL)	Exceedance
4-Dec-15	303.06	302.84	NO
10-Dec-15	303.04	302.84	NO
17-Dec-15	303.11	302.84	NO
21-Dec-15	303.04	302.84	NO

Date	OW5-84 (mASL)	DP5C (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-Dec-15	303.58	303.06	0.52	0.25	NO
10-Dec-15	303.58	303.04	0.54	0.25	NO
17-Dec-15	303.61	303.11	0.50	0.25	NO
21-Dec-15	303.64	303.04	0.60	0.25	NO

Notes:  
No exceedances to report

Monthly Reporting  
 Mill Creek Aggregates Pit  
 December 2015

							Max. Allowable as per PTTW- Main Pond					
Total Monthly Precipitation (mm):		57.3	Waterloo-Wellington Airport (December Actual)				(Imperial Gallons)					(Litres)
Total Monthly Normal Precipitation (mm):		71	Waterloo-Wellington Airport (30-year Normal)				2,500				per minute	11,365
							1,800,000				per day	8,183,000
Date	Below Water Table Extraction (wet tonnes)	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-Dec-15	0	0	0	0	306.50	NO	306.11	NO	305.20	NO	305.78	NO
2-Dec-15	0	0	0	0	306.50	NO	306.10	NO	305.20	NO	305.79	NO
3-Dec-15	0	0	0	0	306.49	NO	306.10	NO	305.19	NO	305.81	NO
4-Dec-15	0	0	0	0	306.49	NO	306.09	NO	305.19	NO	305.82	NO
5-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
6-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
7-Dec-15	0	0	0	0	306.46	NO	306.09	NO	305.18	NO	305.86	NO
8-Dec-15	0	0	0	0	306.46	NO	306.09	NO	305.18	NO	305.86	NO
9-Dec-15	0	0	0	0	306.45	NO	306.09	NO	305.18	NO	305.87	NO
10-Dec-15	0	0	0	0	306.45	NO	306.09	NO	305.18	NO	305.87	NO
11-Dec-15	0	0	0	0	306.45	NO	306.09	NO	305.18	NO	305.88	NO
12-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
13-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
14-Dec-15	0	0	0	0	306.45	NO	306.09	NO	305.18	NO	305.90	NO
15-Dec-15	0	0	0	0	306.44	NO	306.08	NO	305.18	NO	305.90	NO
16-Dec-15	0	0	0	0	306.44	NO	306.08	NO	305.18	NO	305.91	NO
17-Dec-15	0	0	0	0	306.43	NO	306.08	NO	305.19	NO	305.92	NO
18-Dec-15	0	0	0	0	306.43	NO	306.08	NO	305.19	NO	305.92	NO
19-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
20-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
21-Dec-15	0	0	0	0	306.43	NO	306.07	NO	305.23	NO	305.87	NO
22-Dec-15	0	0	0	0	306.43	NO	306.07	NO	305.24	NO	305.87	NO
23-Dec-15	0	0	0	0	306.43	NO	306.07	NO	305.25	NO	305.87	NO
24-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
25-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
26-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
27-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
28-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
29-Dec-15	0	0	0	0	306.45	NO	306.09	NO	305.35	NO	305.85	NO
30-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
31-Dec-15	0	0	0	0	--	--	--	--	--	--	--	--
<b>Total</b>	0	0	-	-								
<b>Avg./ day</b>	0.0	0.00	-	-	306.46	NO	306.09	NO	305.20	NO	305.86	NO

Note: No exceedances to report.

6.5(a)

Jan. 28, 2016

FROM: Classy Lane Stables Ltd.

6923 Concession 1, RR 2

Puslinch, On. NOB 2J0

TO: Township of Puslinch

To Whom It May Concern,

*in the amount of \$2,916.00*

We are writing you to request that the cost of the building permit that we paid to you, to re build Barn 1 on our property that was destroyed by fire on Jan 4/16 be refunded.

I understand this needs to be voted on at counsel meeting. If you have any questions you can call Barb at 519-870-9600.

We appreciate your looking into this matter for us.

Sincerely,

Jamie & Barb Millier  
Classy Lane Stables Ltd.

RECEIVED  
JAN 28 2016  
Township of Puslinch

6.6(a)



RECEIVED

FEB 02 2016

Township of Puslinch

January 18, 2016

Brenda Law  
CAO/Clerk - Treasurer  
Township of Puslinch  
7404 Wellington Road 34  
Guelph, ON  
N1H 6H9

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

Dear Ms. Law,

**RE: REGION OF WATERLOO WASTEWATER TREATMENT MASTER PLAN  
NOTICE OF MASTER PLAN UPDATE COMMENCEMENT**

CIMA Canada Inc. has been retained to assist the Region of Waterloo with an update to the 2007 Wastewater Treatment Master Plan. This study is being conducted in accordance with the guidelines for Master Plan projects as described in the Municipal Engineers Association's Class Environmental Assessment document (June 2000, amended in 2007 and 2011).

Please find enclosed a copy of the Notice of Commencement for the Master Plan Update. At this time, we wish to confirm the nature and extent of your interest in this study, and whether you are interested in reviewing information as it is made available, and/or the Master Plan Report, which will be available at the completion of the study. If you, or a designate, wish to continue your participation in this study, please contact the undersigned at the address below, by telephone at 905-695-1005 x6722, or via e-mail at [Erin.Longworth@cima.ca](mailto:Erin.Longworth@cima.ca).

Sincerely,

**CIMA Canada Inc.**

Erin Longworth, M.Eng., P.Eng., PMP  
Manager, Wastewater Planning  
[erin.longworth@cima.ca](mailto:erin.longworth@cima.ca)

Encl:  
cc: Dave Arsenault, Region of Waterloo



5935 Airport Road, Suite 500  
Mississauga, ON L4V 1W5  
Canada

Phone: (905) 695-1005  
Fax: (905) 695-0525  
[www.cima.ca](http://www.cima.ca)





Region of Waterloo

## **Wastewater Treatment Master Plan Update NOTICE OF PROJECT COMMENCEMENT**

### **Background**

The Regional Municipality of Waterloo (Region) is responsible for treating wastewater from homes and businesses throughout Waterloo Region, and operates 13 wastewater treatment plants and 6 Regionally-owned wastewater pumping stations. The Region's Wastewater Treatment Master Plan recommends the long-term strategy for these facilities.

The Master Plan was last updated in 2007, and encompassed planning to the year 2041. In light of recent growth trends, changes to the regulatory environment, climate change, and river water quality changes, the Region is updating this Master Plan. This update will assess the current status of its wastewater treatment facilities and recommend the preferred wastewater treatment strategy, to the year 2051. This strategy will be consistent with the Region's Strategic Plan. It will also be environmentally sustainable and economically viable.

### **Class EA Master Plan Study Now Underway**

The Region has initiated this study to identify and evaluate wastewater treatment projects, technologies and servicing strategies that will meet the long-term needs of residents and businesses. The Master Plan Update Study will follow Phases 1 and 2 of the Municipal Class Environmental Assessment (Class EA) process (June 2000, amended in 2007 and 2011).

### **Public Involvement Welcome**

Public involvement is an important part of the Class EA process. Residents and community organizations are invited to participate in developing the updated Wastewater Treatment Master Plan. Opportunities for public input will occur throughout the study process. A Master Plan Update mailing list will be maintained. If you wish to be placed on the mailing list to receive notices and information, or if you have questions regarding the study, please contact:

**Mr. David Arsenault, M.Sc., P.Eng.**  
Project Engineer, Water Services  
Region of Waterloo  
150 Frederick Street, 7<sup>th</sup> Floor  
Kitchener, Ontario, Canada, N2G 4J3  
Phone: 519-575-4757 ext. 3682  
Fax: 519-575-4452  
E-mail: [darsenault@regionofwaterloo.ca](mailto:darsenault@regionofwaterloo.ca)

**Erin Longworth, M.Eng., P.Eng., PMP**  
Manager, Wastewater Planning  
CIMA+  
5935 Airport Road, Suite 500  
Mississauga, Ontario, L4V 1W5  
Phone: 905-695-1005 ext. 6722  
Fax: 905-695-0525  
E-mail: [erin.longworth@cima.ca](mailto:erin.longworth@cima.ca)

This notice issued January 8, 2016.



6.7(a)



February 1, 2016

Hon. Kathleen Wynne, MPP  
Premier of Ontario  
Queen's Park  
Toronto, ON M7A 1A1

Hon. Steve Del Duca, MPP  
Minister of Transportation  
3<sup>rd</sup> Floor, Ferguson Block  
77 Wellesley Street West  
Toronto, ON M7A 1Z8

Hon. Brad Duguid, MPP  
Minister of Economic Development  
Employment and Infrastructure  
8<sup>th</sup> Floor, Hearst Block  
900 Bay Street  
Toronto, ON M7A 2E1

Hon. Charles Sousa, MPP  
Minister of Finance  
7<sup>th</sup> Floor, Frost Building South  
7 Queen's Park Crescent  
Toronto, ON M7A 1Y7

Dear Premier and Ministers:

**Re: Funding of the Morriston Bypass Highway Infrastructure Project in 2016**

On behalf of all members of the Morriston Bypass business and economic development coalition, we want to thank you for the opportunity to meet several times with your government over the past two years to share information on the importance of proceeding with funding for the Morriston Bypass in the 2016 provincial budget.

While the public safety and economic arguments in favour of the bypass have been shared with successive provincial governments, the opportunity to come together as a business group and provide solid, up-to-date evidence of the regional economic and trade benefits of this critical piece of highway infrastructure, has been gratifying. From our first visit to Queen's park in June 2014, to Minister Del Duca's visit to Guelph/Morrison in July 2015, we have valued every encouraging conversation with elected officials, senior bureaucrats and staff.

As you now prepare the 2016 provincial budget, and in light of the strong commitment of the Trudeau government to help cost share such vital infrastructure projects, we trust we can count on a positive decision and the opportunity to express our public support for it. We remain available for any questions you may have.

Sincerely,



Rory McAlpine  
Senior VP, Government & Industry Relations  
Maple Leaf Foods



Brian Wood  
President  
Con Cast Pipe Inc.



Joe McCarney  
Logistics Manager  
Sleeman Breweries Ltd.



Kithio Mwanzia  
President & CEO  
Guelph Chamber of Commerce



Teresa Schoonings  
Senior Director, Corporate Affairs  
Canada Bread Company, Limited



Mike Millian  
President  
Private Motor Truck Council of Canada



Catherine O'Brien  
Senior VP, Corporate Affairs  
Nestlé Canada Inc.



Patrick McGrade  
Senior VP, Corporate Affairs  
Tim Hortons



Bob Ballantyne  
President  
Freight Management Association of Canada



Ron Foxcroft  
Chairman & CEO  
Fluke Transportation Group



Chantelle Donahue  
Vice President, Corporate Affairs  
Cargill Inc.



Barry Senft  
CEO  
Grain Farmers of Ontario



Bruce Wood  
President & CEO  
Hamilton Port Authority



Councillor Judi Partridge  
Ward 15 Flamborough  
City of Hamilton



Frank Scremin  
President & CEO  
John C. Munro Hamilton International Airport



Keanin Loomis  
President & CEO  
Hamilton Chamber of Commerce



George Bridge  
Warden  
County of Wellington



Stephen Laskowski  
Vice President  
Ontario Trucking Association



John Best  
Executive Director  
Southern Ontario Gateway Council  
**Southern Ontario**  
GATEWAY COUNCIL

Dennis Lever  
Mayor  
Township of Puslinch



Cam Guthrie  
Mayor  
City of Guelph



**Hydro One Networks Inc.**  
430 Clair Rd West,  
Guelph, Ontario  
N1L 0L7  
www.HydroOne.com



January 27, 2016

Councillor Wayne Stokley  
Township of Puslinch  
7404 Wellington Road 34  
Guelph, ON N1H 6H9

**Re: Puslinch Lake Area - Electricity Reliability**

Dear Councillor Stokley:

I am writing today to provide you with an update on electricity reliability in the Puslinch Lake area. Bernice Chan of the IESO has been in touch with Hydro One regarding the issue.

Outside of any scheduled/storm-related outages, customers in the Puslinch Lake area did experience numerous outages prior to 2015. The primary source of these outages was the 8 kilovolt power line that runs along Highway 33 (Townline Road) and supplies electricity to the area. The common causes of outages on this line were aging infrastructure and vegetation-related issues.

Ensuring a safe and reliable supply of power for homes and businesses across Ontario is Hydro One's top priority, and we have been working to improve reliability for customers in the Puslinch Lake area. By mid-2015, Hydro One had addressed several equipment issues through our regular maintenance cycles, which improved reliability. Vegetation management work on the right-of-way is scheduled to begin in March; we expect that this will further improve reliability for customers in the area.

I trust you will find this to be a suitable answer for your constituents. If there is anything requiring further clarification, kindly let me know.

Yours truly,

John MacDonald  
Hydro One Networks Inc.  
Front Line Manager, Guelph  
(905) 961-8256  
[John.Macdonald2@HydroOne.com](mailto:John.Macdonald2@HydroOne.com)

6.9(a)



COUNTY OF WELLINGTON

KIM COURTS  
DEPUTY CLERK  
T 519.837.2600 x 2930  
F 519.837.1909  
E kimc@wellington.ca

74 WOOLWICH STREET  
GUELPH, ONTARIO  
N1H 3T9

February 5, 2016

Sent via email: [klandry@puslinch.ca](mailto:klandry@puslinch.ca)

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

Dear Ms. Landry,

At its meeting held on January 28, 2016, Wellington County Council approved the following recommendation from the Planning Committee:

**That Report PD2016-02 Greenbelt Expansion Discussion be circulated to local municipalities and forwarded to the Province.**

Respectfully,

A handwritten signature in cursive script that reads "Kim Courts".

Kim Courts  
Deputy Clerk



# COUNTY OF WELLINGTON

---

## COMMITTEE REPORT

**To:** Chair and Members of the Planning Committee  
**From:** Mark Paoli, Manager of Policy Planning  
**Date:** January 14, 2016  
**Subject:** GREENBELT EXPANSION DISCUSSION (PD2016-02)

---

### 1.0 Background:

At its April 2015 meeting, County Council received a staff report on a number of recent provincial planning initiatives. One of these initiatives is a Coordinated review of Provincial Plans (Places to Grow, Greenbelt, Oak Ridges Moraine and Niagara Escarpment). The review has raised the question of Greenbelt expansion.

The province has completed its public consultations. In addition to considering all comments submitted for the co-ordinated review, the Government will review and consider the Advisory Panel's report in drafting proposed changes to the plans. The government anticipates that proposed amendments will be released for public input in winter 2016.

### 2.0 Previous Consultation on "Growing the Greenbelt" in 2008

In 2008, the province released a consultation paper on criteria to expand the Greenbelt to establish a rational process under which to consider municipal requests to be included in the Greenbelt. The County staff comment report stated that the draft criteria would entail extensive consultation and a comprehensive approach, and provide a reasonable basis to evaluate municipal requests to expand the Greenbelt. The report was forwarded to the province in accordance with County Council's recommendation.

County Council did not request that the Greenbelt be expanded in Wellington County.

### 3.0 Recent reports on Greenbelt Expansion:

#### 3.1 April 2015 Wellington County Staff Report on the Provincial Plan Review Discussion Paper

The County staff review of the province's discussion paper noted that it included the question:

*"Where are the opportunities to expand the Greenbelt both within urban areas, such as urban river valleys, and in rural areas beyond the Greater Toronto Area?"*

County staff commented that the Greenbelt Plan was established primarily to contain growth pressures from the Greater Toronto Area and Hamilton, and this is why the outer boundary was based on Lake Ontario watersheds. The report also stated that the Greenbelt Plan is doing its intended job reasonably well, and we see no rationale for expanding beyond its current boundary in Wellington County. The report was forwarded to the province in accordance with County Council's recommendation.

### 3.2 Advisory Panel on the Coordinated Provincial Plan Review

The province established a panel headed by former Toronto Mayor David Crombie to provide advice on the Coordinated Provincial Plan Review. The panel was charged with providing recommendations on all four of the Plans individually and on how well the Plans work in combination. Among the 87 recommendations, Recommendations 71 and 72 are particularly relevant to this discussion and are cited below:

#### **Advisory Panel Recommendation 71**

Establish a Provincially led process, in consultation with the Niagara Escarpment Commission, municipalities, conservation authorities, stakeholders and the public, to grow the Greenbelt (including the Oak Ridges Moraine Conservation and Niagara Escarpment Plan areas) beyond its current boundary using a systems approach, based on areas of ecological and hydrological significance where urbanization should not occur, with consideration for:

- Protection of areas that sequester and store carbon or protect and improve resilience to climate change
- Rural source water protection priorities (i.e. not in settlement areas)
- Protection of adjoining areas of critical hydrological significance, such as important surface water areas, key headwaters, moraines, groundwater recharge areas, highly vulnerable aquifers and areas where stress on groundwater quantity may require further study
- Natural heritage systems as defined by municipalities and conservation authorities, with support for further studies and mapping where required
- Publicly owned lands (municipal, conservation authority, provincial and federal) that meet natural resource criteria for growing the Greenbelt
- Potential additions to the Niagara Escarpment Plan area as identified by the Niagara Escarpment Commission
- Minimizing negative impacts on agricultural viability
- Opportunities for education on the values of the Greenbelt such as public health benefits, biodiversity, ecosystem services, connectivity, growth management, and climate change mitigation and adaptation.

#### **Advisory Panel Recommendation 72**

Develop a Provincially led process to designate Urban River Valleys, including connections to lakeshore wetlands, under the Greenbelt Plan including:

- Publicly owned lands (municipal, conservation authority, provincial and federal) that meet policies for Urban River Valleys
- Inclusion of private lands where requested by a landowner and supported by the municipality
- Technical support for studies, mapping and environmental enhancement work by municipalities and conservation authorities

While the Panel did not develop a Greenbelt expansion map, the recommendations appear to be based in part on a map cited in their report that was prepared by environmental groups that has since been expanded as part of the Greenbelt Alliance proposal to enlarge the Greenbelt.



### 3.2 Ontario Greenbelt Alliance

According to its website, the “Ontario Greenbelt Alliance is a watchdog and defender of Ontario’s innovative Greenbelt”, “is coordinated by Environmental Defence and steered by a committee of like-minded environmental organizations...” The Greenbelt Alliance proposes a significant expansion of the Greenbelt (see Attachment ‘A’) that would extend further into Wellington County, as described below:

- The current Greenbelt Plan includes southern parts of the Paris-Galt Moraine (which is a watershed divide) that drain towards Lake Ontario. The proposed expansion includes all of the Paris-Galt Moraine which would enlarge the Greenbelt in Puslinch and Erin, and establish a new area in the southern part of Guelph/Eramosa.
- The largest area of expansion into Wellington County includes: the Orangeville Moraine, the Grand, Eramosa and Speed Rivers in Erin, Guelph/Eramosa and Centre Wellington; and Luther Marsh in Wellington North.
- There is a smaller expansion into Mapleton that is part of a larger area in Waterloo Region that includes the Macton Moraine. The Conestogo River was excluded for the most part.

### 3.3 Other Outer Ring Municipalities

The materials prepared by municipalities in the outer ring of the Greater Golden Horseshoe reviewed at the time of writing this report (see below) seem to indicate they prefer to rely on their official plans rather than Greenbelt expansion.

Waterloo Region May 26, 2015 Report	<ul style="list-style-type: none"> <li>- Set out the consultation history on the initial Greenbelt Plan in which the Region requested that the Waterloo, Paris and Galt Moraines be included in the Greenbelt Plan</li> <li>- Noted recent provincial approval and current Ontario Municipal Board appeal of the Regional Official Plan policies to protect the Waterloo Moraine that are similar to the Greenbelt Plan</li> </ul>
Brant County October 20, 2015 Report	<ul style="list-style-type: none"> <li>- Staff prepared a report with mapping showing areas for consideration</li> <li>- A public meeting was held to get input on the overall provincial plan review</li> <li>- Council passed a Resolution with relevant excerpt cited below:</li> </ul> <p>“...that the County of Brant supports the policies adopted through the approval of its Official Plan.”</p>
Simcoe County Warden November 22, 2015	<ul style="list-style-type: none"> <li>- In a prepared statement to the media, noted the strong and balanced policies of the Simcoe County Official Plan that is pending provincial approval.</li> </ul>
Mulmur Township (in Dufferin) May 6, 2015	<ul style="list-style-type: none"> <li>- Council passed a Resolution with relevant excerpts cited below:</li> </ul> <p>“THAT the Council of the Township of Mulmur, through its approved official plan has policies that protect natural heritage features and functions;</p> <p>AND THAT Council believes that growing the Greenbelt in Mulmur would increase Township costs, constrain economic growth and development and not provide any higher level of protection;”</p>
Peterborough County Staff report May, 2015	<ul style="list-style-type: none"> <li>- Council endorsed a staff report that included the following excerpt:</li> </ul> <p>“Expanding the boundary in the Cavan Ward would appear to be redundant because any land that is part of the natural heritage system or is rural in nature, is protected as prime agricultural land meaning development will not be permitted.”</p>

## 4.0 Discussion:

### Purpose of the Greenbelt

According to the Greenbelt Plan introductory section,

*"The Protected Countryside lands identified in the Greenbelt Plan are intended to enhance the spatial extent of agriculturally and environmentally protected lands covered by the Niagara Escarpment Plan and the Oak Ridges Moraine Conservation Plan while at the same time improving linkages between these areas and the surrounding major lake systems and watersheds."*

It is also worth noting the following also taken from the Greenbelt Plan introduction (underline added):

*"Within the vast majority of south-central Ontario and substantial portions of the Greater Golden Horseshoe beyond the Greenbelt Area, there are extensive agricultural areas, natural and hydrologic features and functions, and other significant resources. The lack of inclusion within the Greenbelt Area does not imply any lesser importance or recognition of the full array of natural environmental and resource attributes found in these areas. Rather, all lands outside of the Greenbelt Area will continue to be governed by current, and potentially future, planning frameworks and regimes which manage land use in Ontario. In addition, no preference for urban structure or the allocation of residential and employment growth beyond the Greenbelt should be inferred from the Greenbelt Plan, as it is intended that these matters be addressed by the planning system and the proposed Growth Plan."*

Two key points from the foregoing are that the Greenbelt was designed with:

- the Niagara Escarpment and Oak Ridges Moraine Plans as the main skeleton of the Plan;
- a clear understanding that there are important areas that lie outside of the Greenbelt and that the planning system in the province generally, and the imminent approval of the Growth Plan for the Golden Horseshoe specifically, could be relied upon to properly address growth and resource management issues beyond the Greenbelt.

### Moraines

Much of the focus of Greenbelt expansion discussion appears to be focused on moraines and their importance to water resources.

From both a land use planning and water resources standpoint, all moraines cannot be viewed equally - some are more important than others.

#### *Ministry of the Environment Environmental Bill of Rights Response*

In April 2009, the Ministry of Environment Responded to an application made under the Environmental Bill of Rights on the need to develop new provincial policy or legislation to protect the Paris and Galt Moraines. The Conclusions of the Response Report included the following:

*"The Ministry's review concluded that new provincial policy or legislation is not required to protect the functions of the Paris and Galt Moraines at this time."*

*Wellington County Official Plan 5-Year Review - Moraines*

At the request of Puslinch Township Council, we began work in 2010 as part of the Official Plan 5-Year Review to develop map schedule changes and policies to protect moraine water resource functions. The County retained Harden Environmental to assist with the technical aspects of the review. Harden advised that only the Paris and Galt moraines should be considered for a moraine policy, and that, unlike the Paris and Galt moraine, the Orangeville Moraine is: smaller; more scattered; not a watershed divide; and has little influence on groundwater and surface water (see updated Memo in Attachment 'B'). Accordingly, we do not see a justification to expand the Greenbelt to include the Orangeville Moraines in Wellington County

The policy and map changes for the Paris and Galt Moraines are in effect in the County Official Plan today as a result of provincial approval of the 5-Year Review Amendment. Therefore, adding the currently excluded portions of the Paris-Galt Moraines to the Greenbelt is not necessary in our view.

*Waterloo Region Official Plan*

The Region of Waterloo studied the significance of the moraines in the Region and did not include the Macton Moraine in its Protected Countryside. The Waterloo Moraine was included. We therefore do not see a justification to expand the Greenbelt to include the Macton Moraine within Wellington County. This also draws into question the basis for the 'Key Feature Connection' shown in the southern part of Mapleton in the Greenbelt Alliance proposal.

**5.0 Conclusion:**

Based on the material on Greenbelt Expansion reviewed to date, we see no reason to change the position that Council approved in April 2015 which stated as follows:

*"The Greenbelt Plan is doing its intended job reasonably well, and we see no rationale for expanding beyond its current boundary in Wellington County."*

**Recommendation:**

That Report PD2016 – 02 Greenbelt Expansion Discussion be circulated to local municipalities and forwarded to the Province.

Respectfully submitted,



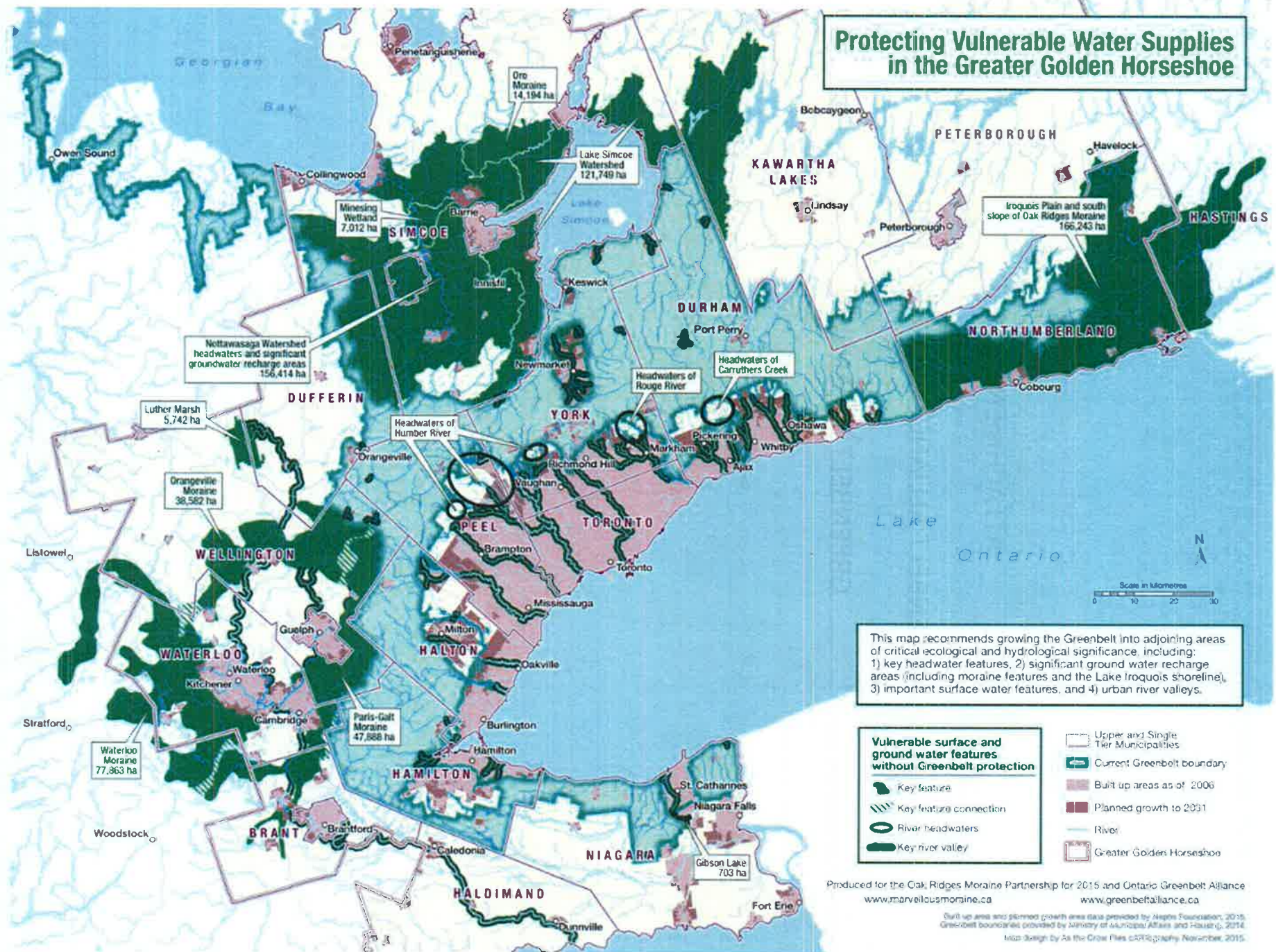
Mark Paoli  
Manager of Policy Planning

**ATTACHMENT 'A'**

**GREENBELT ALLIANCE PROPOSAL FOR**

**GREENBELT EXPANSION**

# Protecting Vulnerable Water Supplies in the Greater Golden Horseshoe



Nettawasaga Watershed headwaters and significant groundwater recharge areas 156,414 ha

Oro Moraine 14,194 ha

Lake Simcoe Watershed 121,749 ha

Iroquois Plain and south slope of Oak Ridges Moraine 166,243 ha

Luther Marsh 5,742 ha

Orangeville Moraine 38,562 ha

Paris-Galt Moraine 47,888 ha

Waterloo Moraine 77,863 ha

Gibson Lake 703 ha

This map recommends growing the Greenbelt into adjoining areas of critical ecological and hydrological significance, including: 1) key headwater features, 2) significant groundwater recharge areas (including moraine features and the Lake Iroquois shoreline), 3) important surface water features, and 4) urban river valleys.

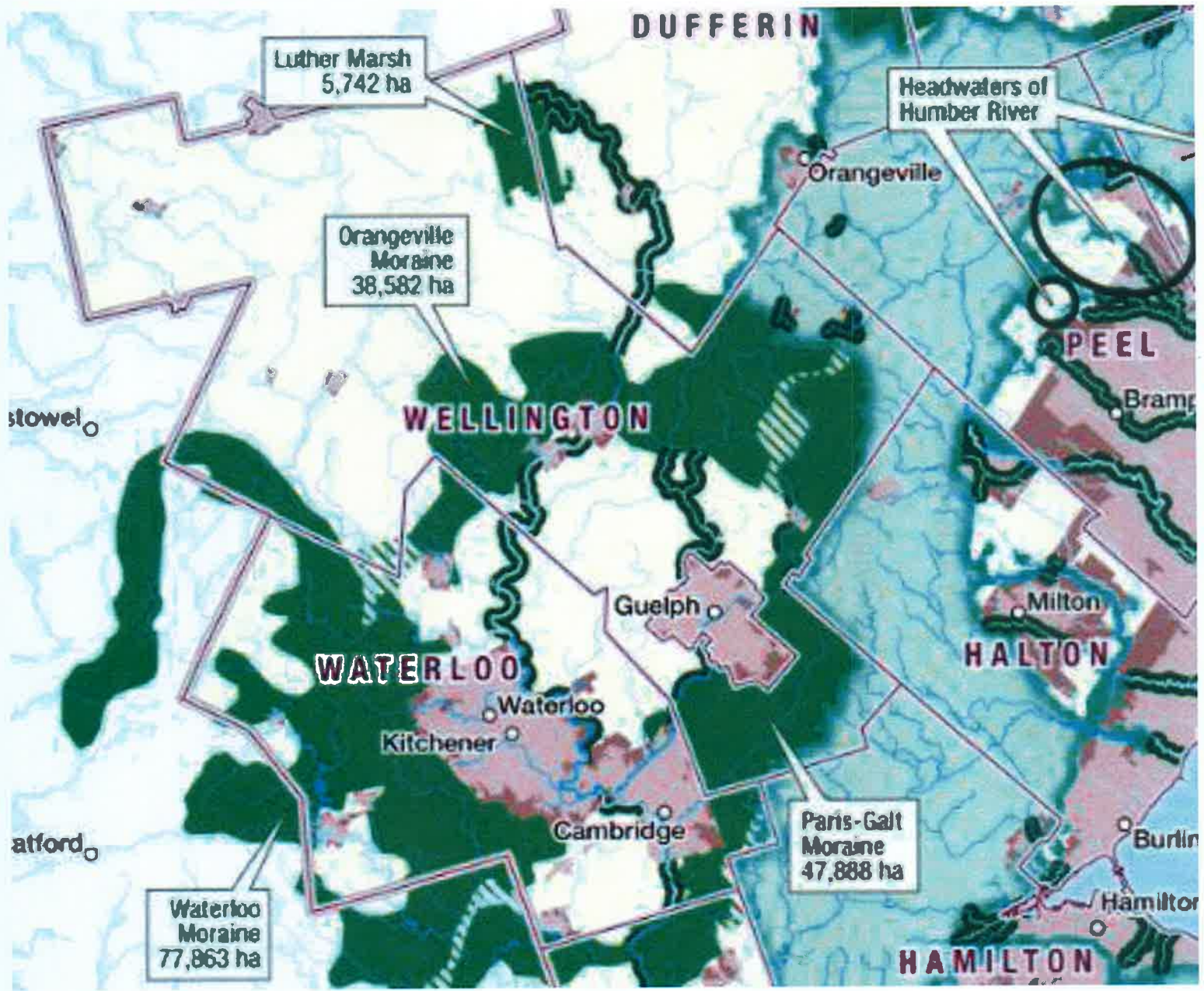
**Vulnerable surface and ground water features without Greenbelt protection**

- Key feature
- Key feature connection
- River headwaters
- Key river valley

- Upper and Single Tier Municipalities
- Current Greenbelt boundary
- Built up areas as of 2006
- Planned growth to 2031
- River
- Greater Golden Horseshoe

Produced for the Oak Ridges Moraine Partnership for 2015 and Ontario Greenbelt Alliance  
[www.marvellousmoraine.ca](http://www.marvellousmoraine.ca) [www.greenbeltalliance.ca](http://www.greenbeltalliance.ca)

Built up area and planned growth area data provided by Neptis Foundation, 2015. Greenbelt boundaries provided by Ministry of Municipal Affairs and Housing, 2014. Map design by As the Crow Flies ©DTG Geography November, 2015.



Waterloo Region Planning Department



# COUNTY OF WELLINGTON

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ATTACHMENT 'B'

HARDEN ENVIRONMENTAL MEMO



**Harden Environmental Services Ltd.**  
**4622 Nassagaweya Puslinch Townline, Moffat, Ontario**  
**LOP 1J0 p 519 826 0099 f 519 826 9099**  
**sdenhoed@hardenv.com**

# Memo

**To:** Mark Paoli  
**From:** Stan Denhoed  
**Date:** 1/5/2016  
**Re:** County Moraine Policy

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## Background

Harden Environmental Services Ltd. was requested by Wellington County to assist with geological and hydrogeological aspects in the development of a moraine policy being contemplated by the County.

There are four moraines identified within Wellington County. These are the Orangeville Moraine, Galt Moraine, Moffat Moraine and Paris Moraine (Figure 1). The Galt Moraine and Paris Moraine are laterally extensive, occurring within Wellington County in Puslinch Township, Guelph-Eramosa Township and Erin Township. The Moffat Moraine is a smaller feature and occurs only in the eastern edge of Puslinch Township. The Orangeville Moraine occurs in Guelph Eramosa Township and Center Wellington.

A moraine is an accumulation of rock debris deposited by a glacier. In general, the moraines found in Wellington County can be characterized as; 1) being higher in elevation than surrounding lands 2) having topographic features such as kettle depressions or hummocky terrain and 3) have greater groundwater recharge rates than surrounding lands.

The greater elevation is caused by the accumulation of rock debris rather than due to an increase in the elevation of the underlying bedrock. These characteristics result in moraines having local and possibly regional influence, with respect to groundwater and surface water resources.



It is our opinion that not all moraines identified on Figure 1 exert sufficient influence on groundwater and surface water resources to require specific land use policies. Where the moraine is relatively small, it will have limited influence on groundwater and surface water features in a manner similar to an esker, drumlin or rolling ground moraine. For this reason, only the Paris, Galt and Moffat moraines should be considered for a specific moraine policy. Another distinction is that the Paris, Galt and Moffat moraines represent subwatershed surface water divides, whereas outliers of the Orangeville Moraine lie scattered within the Speed River watershed and have little influence on groundwater and surface water.

There are several natural functions associated with moraines that are worthy of consideration in land use planning. These are discussed as follows.

### **Groundwater Storage**

Rock debris such as sand, gravel, silt and clay have significantly greater porosity<sup>1</sup> than solid rock. Where occurring below the water table, the open spaces will become filled with water. Therefore, an accumulation of rock debris, such as a moraine, has the potential to be a significant reservoir of water. This water is called groundwater. Even though only a fraction (between 10 and 30%) of the rock debris is open space and can hold water, there are significantly more groundwater resources in Wellington County than there is surface water. In Puslinch Township for example, there are approximately 520 hectares of open water compared to 21,000 hectares of dry land. Assuming that there is an average of 15 metres of rock debris overlying the bedrock, we estimate that the volume of groundwater resources are thirty times greater than those of surface water resources. A similar, if not more profound, contrast will occur in other Townships in Wellington County. This reservoir of groundwater is successfully accessed by thousands of individual homeowners in the County and by villages and towns as a supply of fresh water.

Although glacial rock debris underlies the majority of Wellington County, the Paris and Galt Moraines are the greatest vertical accumulation of glacial rock debris. As a result of their ability to accumulate water, these moraines become a significant local source of groundwater in Wellington County.

### **Groundwater Accumulation**

End moraines such as the Paris and Galt moraines tend to have an undulating surface. These are not only rolling hills, but also localized peaks and valleys separated by tens of metres rather than hundreds of metres. This has been caused by either dumping of rock debris without a subsequent re-burial beneath glacial ice or a burial of a block of ice and subsequent melt. This uneven ground results in the occurrence of closed depressions. That is, depressions trap rainfall and snowmelt that may otherwise flow across the land surface to a nearby stream. This entrapment of rainfall and snowmelt causes 'depression focused

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<sup>1</sup> Porosity is a measure of the open space between individual particles.

recharge' and results in a significantly greater proportion of precipitation being infiltrated compared to other environments.

In addition to the unique topography, moraines typically have soils with relatively high permeability. Therefore, once trapped in the depressions, the permeable soils promote a rapid transition from the ground surface through the root zone to greater depths.

### **Groundwater Potential**

Water stored in groundwater reservoirs will flow under the influence of gravity from high elevation to low elevation. In this way, groundwater moves towards valleys and often flows out of the groundwater reservoir into streams. The enhanced ability to infiltrate water into a moraine causes a greater volume of water to ultimately enter the groundwater flow system. Where the flow system is incapable of moving the high volume of infiltrating water along, a backup or mounding of groundwater will occur beneath a moraine. This represents both greater hydraulic potential and greater storage of groundwater. This is advantageous during droughty conditions resulting in a relatively continuous supply of water to the underlying groundwater flow system. For example, the groundwater potential beneath the Paris Moraine is tens of metres above the regional groundwater flow system resulting in groundwater moving both laterally to streams and vertically downward into underlying aquifers.

Mounding of groundwater does not occur beneath all moraines. If the aquifer beneath a moraine is relatively permeable, then mounding will not occur.

### **Groundwater Discharge**

Depending on topographical conditions, groundwater may discharge along the flank of a moraine. Significant groundwater discharge occurs from the southern flank of the Paris Moraine resulting in numerous cold water streams being created. This creates unique conditions for aquatic life such as brook trout.

### **Surface Water Divides**

The Paris Galt and Moffat moraines in Wellington County create localized and regional surface water divides. For example, the Paris Moraine separates the watersheds of Hanlon Creek and Mill Creek and the Galt Moraine is the subwatershed divide between Fletcher's Creek and Mill Creek.

For the reasons provided, the Galt Paris and Moffat moraines comprise unique geological, hydrogeological and hydrological conditions that are worthy of consideration in the context of land use planning.

## **Moraine Boundaries**

The County of Wellington provided Harden Environmental with a digital copy of moraine boundaries in the vicinity of Wellington County. Following discussions with Jim Boyd of the MNR and a review of meta-data associated with the moraine shape files, we concluded the following;

- 1) the moraine outline is derived from quaternary geology mapping;
- 2) quaternary geology maps were prepared through field work and aerial photography interpretation;
- 3) the moraine boundary is a combination of two map features, f\_hummocky and f\_moraine.

Therefore, if the original mapping geologist did not assign a surficial geological unit as being hummocky (f\_hummocky) or identify the unit as being part of a moraine (f\_moraine), the geological unit did not become incorporated in the moraine shapefile. A review of local features in Puslinch Township revealed that several quaternary geological units were not incorporated into the moraine shapefile. These omissions generally fell under two categories.

### **Category 1 – Non-typical moraine geology within moraine**

There are several instances where geological formations such as Peat and Muck were not included as being part of the moraine although they fell within the moraine boundaries. The peat and muck are relatively thin geological units and will be underlain by moraine deposits. It is our opinion that these areas are on the moraine and should be recognized as such.

### **Category 2 – Typical Moraine Geology Not Included on Moraine**

There are several cases where typical moraine geology associated with either elevated and/or hummocky topography were excluded from the moraine boundary. These identified areas are always adjacent to the moraine boundary and it is our opinion that they reflect typical moraine characteristics and are suitable for inclusion as being part of the moraine.

Through a review of the quaternary geology mapping and reconnaissance of the features, we have identified thirty areas that should be included as part of the moraine. These areas are identified on Figure 2 and summarized in Table 1.

Subject to concurrence with the County of Wellington, it is our suggestion that a moraine policy apply to the areas shown on Figure 3.

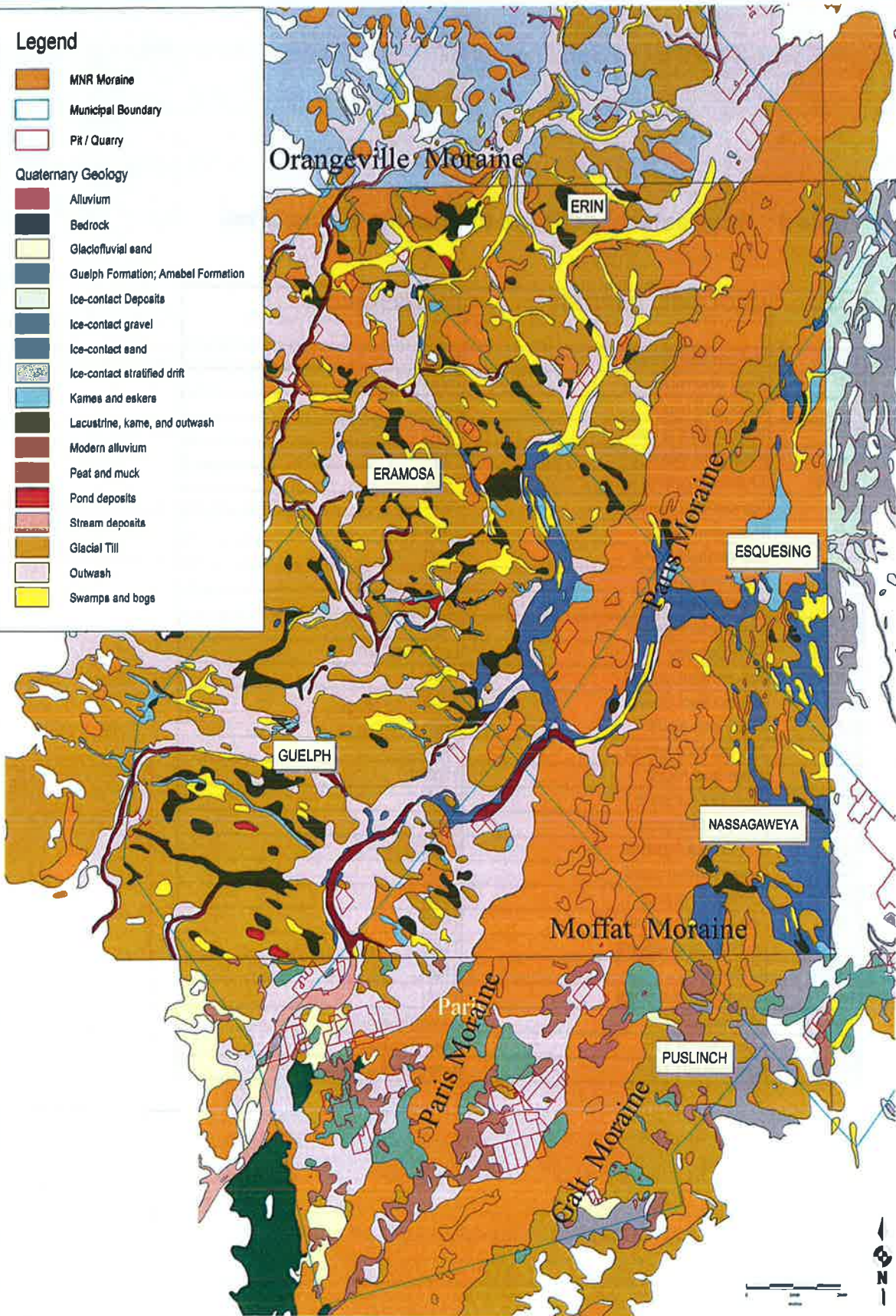
Stan Denhoed, P.Eng., M.Sc.

**Table 1: Suggested Additions to Moraine Boundaries**

<b>LABEL</b>	<b>GEOLOGIC DEPOSIT</b>	<b>PERMEABILTY</b>
1-IC	Ice-contact gravel	High
1-P	Peat and muck	High
2-P	Peat and muck	High
2-IC	Ice-contact gravel	High
3-P	Peat and muck	High
1-OW	Outwash gravel	High
3-IC	Ice-contact gravel	High
4-P	Peat and muck	High
4-IC	Ice-contact sand	High
5-P	Peat and muck	High
5-IC	Ice-contact sand	High
6-IC	Ice-contact gravel	High
1-PST	Port Stanley Till	Low-medium
7-IC	Ice-contact gravel	High
8-IC	Ice-contact gravel	High
6-P	Peat and muck	High
9-IC	Ice-contact gravel	High
7-P	Peat and muck	High
10-IC	Ice-contact sand	High
11-IC	Ice-contact gravel	High
12-IC	Ice-contact gravel	High
1-GF	Glaciofluvial sand	High
2-OW	Outwash gravel	High
13-IC	Ice-contact gravel	High
1-K	Kames and eskers	High
3-OW	Outwash	High
1-S	Swamps and bogs	High
1-WT	Wentworth Till	Low-medium
2-WT	Wentworth Till	Low-medium
3-WT	Wentworth Till	Low-medium

**Legend**

- MNR Moraine
  - Municipal Boundary
  - PR / Quarry
- Quaternary Geology**
- Alluvium
  - Bedrock
  - Glaciofluvial sand
  - Guelph Formation; Amabel Formation
  - Ice-contact Deposits
  - Ice-contact gravel
  - Ice-contact sand
  - Ice-contact stratified drift
  - Kames and eskers
  - Lacustrine, kame, and outwash
  - Modern alluvium
  - Peat and muck
  - Pond deposits
  - Stream deposits
  - Glacial Till
  - Outwash
  - Swamps and bogs



**HARDEN**  
ENVIRONMENTAL

R/R/1  
MOFFAT, ON  
L9P 1J9  
(519) 826-0079

Project No: 0928  
Date: February 11,  
2010

FIGURE 1  
Drawn By: AR

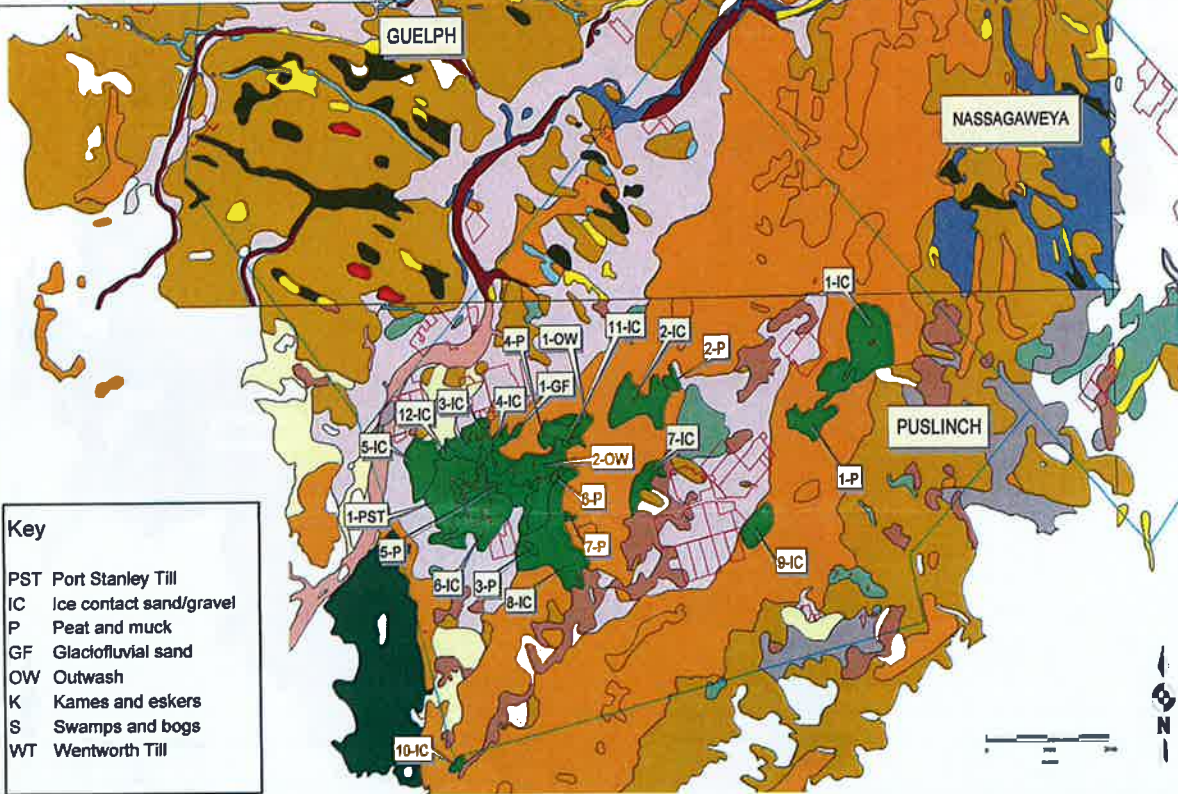
**MNR Moraine**

### Legend

- MNR Moraine
- Moraine Additions
- Municipal Boundary
- Pit / Quarry

### Quaternary Geology

- Alluvium
- Bedrock
- Glaciofluvial sand
- Guelph Formation; Amabel Formation
- Ice-contact Deposits
- Ice-contact gravel
- Ice-contact sand
- Ice-contact stratified drift
- Kames and eskers
- Lacustrine, kame, and outwash
- Modern alluvium
- Peat and muck
- Pond deposits
- Stream deposits
- Glacial Till
- Outwash
- Swamps and bogs



- ### Key
- PST Port Stanley Till
  - IC Ice contact sand/gravel
  - P Peat and muck
  - GF Glaciofluvial sand
  - OW Outwash
  - K Kames and eskers
  - S Swamps and bogs
  - WT Wentworth Till

**HARDEN**  
ENVIRONMENTAL




2222  
MOFFAT, ON  
L4Y 1J6  
(519) 824-8899

Project No: 0928  
Date: February 11,  
2010

FIGURE 2  
Drawn By: AR

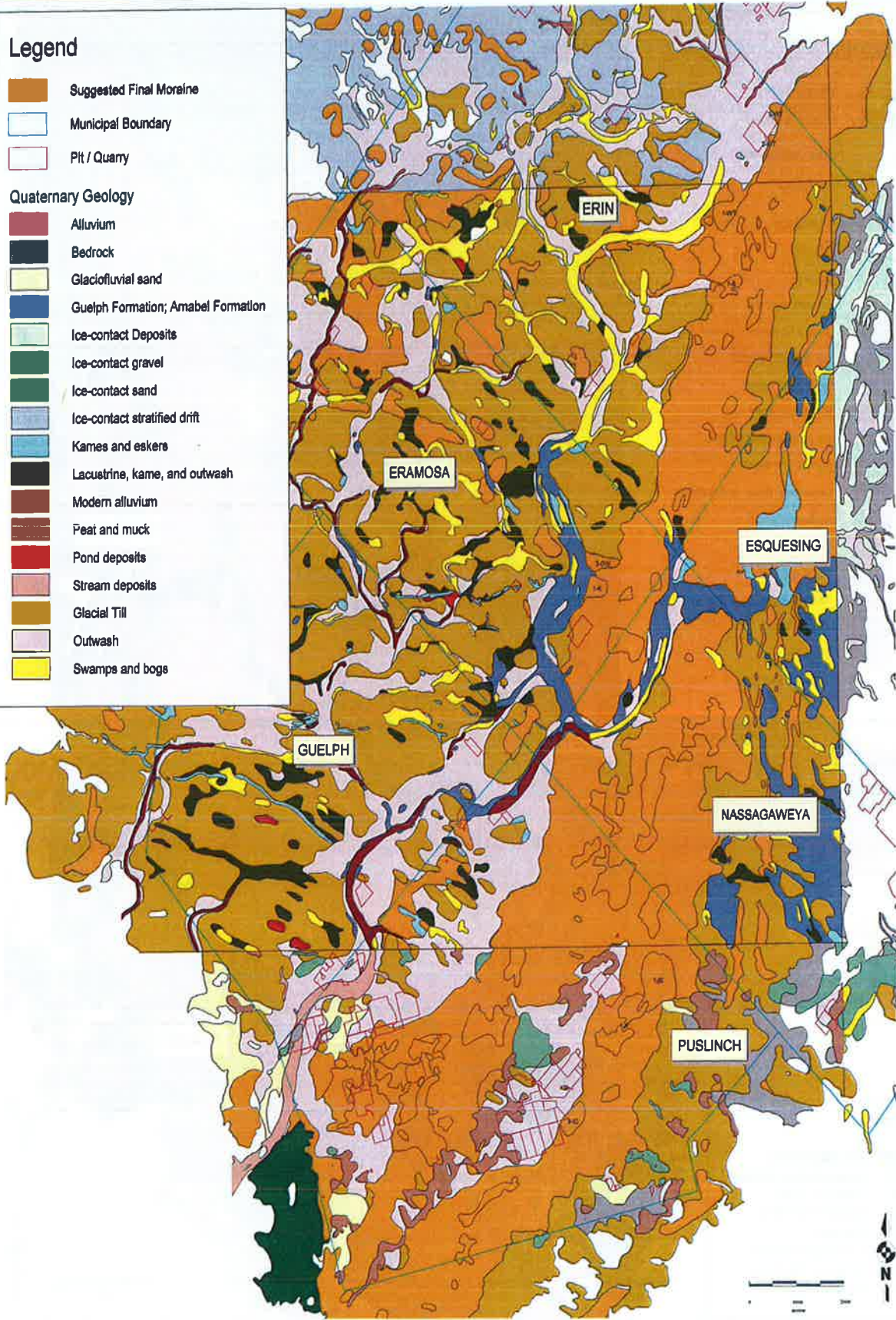
Harden Suggested Inclusions

**Legend**

-  Suggested Final Moraine
-  Municipal Boundary
-  Pit / Quarry

**Quaternary Geology**

-  Alluvium
-  Bedrock
-  Glaciofluvial sand
-  Guelph Formation; Amabel Formation
-  Ice-contact Deposits
-  Ice-contact gravel
-  Ice-contact sand
-  Ice-contact stratified drift
-  Kames and eskers
-  Lacustrine, kame, and outwash
-  Modern alluvium
-  Peat and muck
-  Pond deposits
-  Stream deposits
-  Glacial Till
-  Outwash
-  Swamps and bogs



4080 Maddaugh Road  
R.R. # 1  
PUSLINCH ON N0B 2J0

6.10(a)

February 9, 2016

Mayor and Councillors  
Township of Puslinch

RECEIVED

FEB 11 2016

Township of Puslinch

Dear Mayor Lever and Members of Township Council:

On February 17<sup>th</sup> you will pass the budget for this year. While I appreciate that you have brought the percentage tax increase down to below 3%, I am a bit concerned with how it was achieved. Deferring a very large project to next year is not really helping. However, as there was so little time between the public input meeting and the February 3<sup>rd</sup> budget meeting, I will give you and staff the benefit of the doubt and suggest that maybe there was just not enough time to really look at better ways to cut costs.

While I was upset over the original 8% and then 5.2% tax increases for this year, my main concern was, and continues to be for 2017 when the capital expenses are projected to go up by more than \$500,000. As a percentage of the budget this is a huge amount. At the same time, the County is projecting a 6.2% increase. As the Mayor is the Chair of the County Administration, Finance and Human Resources Committee, I would request that both levels of government, County and Township, spend the next year seriously looking at ways to reduce the financial impact on the residents of Puslinch and the County. Going back to the perennial well (the taxpayers) is fast becoming a non-viable option. You need to look at ways to curb your spending, look at other options for doing things and recognizing what rural "needs" are as opposed to urban-inspired "wants".

A misconception that needs to be rectified is the Mayor's statement that "the Province sees Puslinch as a wealthy Township". We are not a wealthy Township. Many of the residents live on fixed incomes which, 10 years ago, may have looked "wealthy" but, today, they are anything but. As it is we subsidize the other Townships in the County and, by not receiving our fair share of funding from the Province, we are also subsidizing other areas of Ontario.

You took the initiative of inviting input from the public, now show us that you actually listened and address our concerns and suggestions in the 2017 budget.

Sincerely,



Sandra Solomon



**From:** AMO Communications [<mailto:communicate@amo.on.ca>]

**Sent:** February-09-16 8:06 PM

**To:** Karen Landry

**Subject:** Request for council resolutions to support AMO/LAS request for broader municipal investment powers

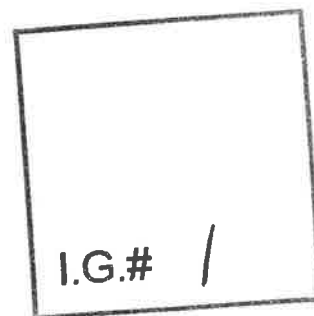
To the attention of the Head of Council and Council:

The Association of Municipalities of Ontario and LAS ask for your council's support of the attached resolution which asks for the province to change the current Municipal Act investment regulation to allow municipalities to invest consistent with the 'Prudent Investor Standard', if such investments are through the One Investment Program.

The province has recently conferred 'Prudent Investor' status on the City of Toronto to enable them to have greater diversification in portfolio management and asset selection, and we strongly believe that other Ontario municipalities should be granted similar investment powers if their investments are managed through professional investment management options, such as the One Investment Program.

AMO, LAS, and the Municipal Finance Officers Association of Ontario (MFOA) have lobbied the Ministry of Municipal Affairs and Housing for broader investment powers for more than 4 years, with the issue now being considered as part of the Municipal Act review. We however want this change to be made sooner than the completion of the Municipal Act review, and to achieve this we ask for your support of this resolution.

If you have any questions about our request or the attached resolution, please contact Jason Hagan, LAS Program Manager, at [jhagan@amo.on.ca](mailto:jhagan@amo.on.ca) or 416-971-9856 x320.



## **Sample resolution for municipal councils related to broader investment powers**

WHEREAS municipalities are required to invest their reserves in accordance with the Municipal Act, 2001 and Ontario Regulation 438/97 (as amended), which specifically outlines allowable investments;

and WHEREAS to ensure the sustainability and sound stewardship of the municipality's investments, the municipality is of the opinion that changes should be made to the Municipal Act, 2001 and Ontario Regulation 438/97 (as amended), to allow for the prudent investment of reserves, if those investments are professionally managed and part of a broader investment strategy;

and WHEREAS the Prudent Investor Standard is an industry accepted best practice in effectively managing a portfolio of investments, and the Standard applies to investments, not in isolation, but in the context of the portfolio of investments and as part of an overall strategy, that should incorporate acceptable risk and return objectives suitable to the stakeholders;

and WHEREAS the Province is conferring "Prudent Investor" status on the City of Toronto to enable greater diversification in portfolio management,

and WHEREAS the Association of Municipalities of Ontario (AMO), Local Authority Services (LAS), and the Municipal Finance Officers Association of Ontario (MFOA), have long requested that the Prudent Investor Standard apply to all municipal investments that are invested with The One Investment Program;

and WHEREAS in 2005, municipalities were granted the ability to invest in longer-term corporate bonds and Canadian equity investments via only the One Investment Program, and the One Investment Program has demonstrated strong investment returns for municipalities within these 'new' investment sectors;

and WHEREAS the institutional portfolio managers utilized by the One Investment Program recommend that the Prudent Investor Standard approach is a more appropriate approach to investing;

and WHEREAS operating municipal investments under the Prudent Investor Standard is precluded by the Municipal Act, Eligible Investments, in its current form;

THEREFORE BE IT RESOLVED THAT Council support the request of AMO, LAS, and MFOA to amend Ontario Regulation 438/97 (as amended) of the Municipal Act, 2001, to allow municipalities to invest consistent with the Prudent Investor Standard, if such investments are through the One Investment Program.

RECEIVED

FEB 08 2016



Township of Aurora

CLERK'S DEPARTMENT	
TO	
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For Your Information	
Council Agenda	✓
File	

Legal & Legislative Services  
Stephen M.A. Huycke  
905-726-4771  
shuycke@aurora.ca

Town of Aurora  
100 John West Way, Box 1000  
Aurora, ON L4G 6J1

February 2, 2016

The Honourable Kathleen Wynne, Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

DELIVERED BY E-MAIL TO:  
kwynne.mpp.co@liberal.ola.org

I.G.# 2

Dear Premier:

**Re: Town of Aurora Council Resolution of January 26, 2016  
Re: Motion (a) Ontario Municipal Board Jurisdiction**

Please be advised that this matter was heard by Council at its Council meeting held on January 26, 2016, and in this regard Council adopted the following resolution:

**WHEREAS the Town of Aurora spends an incredible amount of resources and taxpayer money developing an Official Plan; and**

**WHEREAS the Town's Official Plan is ultimately approved by the Province; and**

**WHEREAS it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of the Town of Aurora Official Plan; and**

**WHEREAS it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Town of Aurora Official Plan; and**

**WHEREAS planning decisions may be appealed to the Ontario Municipal Board ("OMB"), an unelected, appointed body that is not accountable to the residents of Aurora; and**

**WHEREAS appeals of OMB decisions are limited to questions of law, not the findings of facts in a case; and**

**WHEREAS all decisions—save planning decisions—made by Municipal Council are similarly only subject to appeal by judicial review and such appeals are limited to questions of law;**

The Honourable Kathleen Wynne, Premier of Ontario  
Re: Town of Aurora Council Resolution of January 26, 2016  
February 2, 2016  
Page 2 of 2

**NOW THEREFORE BE IT HEREBY RESOLVED THAT Aurora Town Council requests the Government of Ontario to limit the jurisdiction of the OMB to questions of law or process; and**

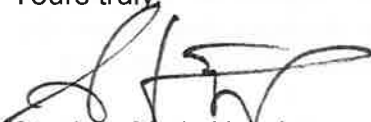
**BE IT FURTHER RESOLVED THAT that the Government of Ontario be requested to require the OMB to uphold any planning decisions of Municipal Councils unless they are contrary to the processes and rules set out in legislation; and**

**BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to The Honourable Kathleen Wynne, Premier of Ontario, The Honourable Ted McMeekin, Minister of Municipal Affairs and Housing, Mr. Patrick Brown, Leader of the Progressive Conservative Party, Ms. Andrea Horwath, Leader of the New Democratic Party, and all Members of Provincial Parliament (MPPs) in the Province of Ontario; and**

**BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.**

The above is for your information and any attention deemed necessary.

Yours truly,



Stephen M. A. Huycke  
Town Clerk

SMH/lb

Copy: The Honourable Ted McMeekin, Minister of Municipal Affairs and Housing  
Mr. Patrick Brown, Leader of the Progressive Conservative Party  
Ms. Andrea Horwath, Leader of the New Democratic Party  
All Members of Provincial Parliament in Ontario  
Association of Municipalities of Ontario (AMO)  
All Ontario Municipalities

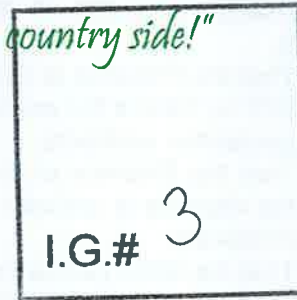


# Township of Wainfleet

*"Wainfleet - find your country side!"*

February 4<sup>th</sup>, 2016

Honourable Kathleen Wynne  
Premier and Minister of Agriculture and Food  
111 Wellesley Street West Room 281  
Toronto ON M7A 1A1



VIA EMAIL

**RE: Resolution Requesting that Ontario Cancel RFP for Added Wind Power Generation**

Dear Premier Wynne,

Please be advised that the Council for the Township of Wainfleet, at its meeting held on January 26<sup>th</sup>, 2016, passed the following resolution:

**WHEREAS** the Independent Electrical System Operator, under Ministerial Directive, issued an RFP for additional renewable energy generation including 300 MW of wind generation and is considering issuing further RFPs for 2016;

**AND WHEREAS** the December 2015 Auditor General's report confirmed that Ontario is generating surplus electricity with capacity increasing by 19% in the last 8 years while demand fell by 7.5% in the same period. Additional capacity is not required at this time;

**AND WHEREAS** the Auditor General also reported that the existing Feed In Tariff (FIT) contracts mean that Ontario power consumers will pay a premium of \$9.2 billion for renewable power with wind power pricing that is double the prices paid in other jurisdictions;

**AND WHEREAS** the Ontario Chamber of Commerce reports that the escalating price of electricity is undermining their members' capacity to grow, hire new workers, and attract investment, and that Ontario's electricity costs are among the highest in North America, making the province uncompetitive for business growth;

**AND WHEREAS** adding wind to Ontario's grid drives CO<sub>2</sub> emissions higher. The Ontario Society of Professional Engineers estimated that wind with natural gas backup produces base-load electricity at about 200 grams of CO<sub>2</sub> emissions/kWh compared with the current system average level of 40 grams CO<sub>2</sub> emissions/kWh;

**AND WHEREAS** Nature Canada reports that wind power facilities have a substantial negative impact on endangered species including migrating bats and birds as well as destroying habitat for species at risk;

**AND WHEREAS** wind power is an intermittent source of electricity generation meaning that it cannot be used to replace dependable generating capacity without natural gas as a back-up;

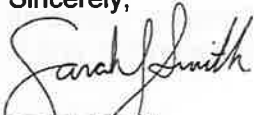
**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Township of Wainfleet requests:

1. That the Province of Ontario exercise its rights in Section 4.13 (12) of the current LRP I RFP to 'cancel the process at any stage and for any reason' and not issue any new wind generation contracts;
2. That the Province of Ontario hold off any further renewable procurement process until the capacity is actually required and focus on sources that will actually reduce carbon emissions;
3. That the IESO review the outstanding FIT contracts that have not achieved 'Commercial Operation', and vigorously enforce the terms of the FIT contract with a view to eliminating further expensive wind generation capacity being added to the grid.

Council has requested that a copy of this resolution be forwarded to all 444 municipalities in Ontario for their endorsement and support, as well as to local MPP's, the Progressive Conservative Party of Ontario and the Ontario NDP.

On behalf of Council, thank you for your consideration of this request.

Sincerely,



Sarah Smith  
Acting Clerk

cc: Honourable Bob Chiarelli, Minister of Energy  
Patrick Brown, Leader of the Ontario Progressive Conservative Party  
Andrea Horwath, Leader of the Ontario NDP  
Tim Hudak, MPP Niagara West – Glanbrook  
Cindy Forster, MPP Welland  
Ontario Municipalities

# SHARING EXPERIENCES



**“Great Opportunity to hear about what is happening in other organizations”**

– 2009 Participant  
Karen Logan, Hamilton Industrial Environmental Association

**“Speakers are inspiring and specialized in their fields.”**

– 2014 Participant  
Jane Lasko, Elora Cataract Trailway

**“This is a great opportunity to network with organizations with similar challenges.”**

– 2010 Participant  
Peter Kelly, *rare* Charitable Research Reserve

## FREE WORKSHOP

Are you a community-minded individual or group member keen on **skill-building, networking and sharing ideas** about your environmental projects? If so, this workshop is for you!

Please arrive with your own stories and questions. We know you will leave with the tools and inspiration to move your ideas forward!

**SATURDAY  
MARCH 5, 2016  
10:00 A.M. - 3:30 P.M.**

**Puslinch Community Centre**  
23 Brock Road South  
Guelph (in Aberfoyle) N1H 6H9

Lunch is provided. Register Online at:  
[sharingexperiencesworkshop.eventbrite.ca](http://sharingexperiencesworkshop.eventbrite.ca)  
or call 905-525-2181 Ext. 181

**Registration required, space is limited**



Conservation  
Halton



CREDIT VALLEY  
CONSERVATION



Hamilton  
Conservation Authority  
*Healthy Streams...Healthy Communities!*



Bruce Trail  
CONSERVANCY  
IROQUOIA CLUB



**NOTICE OF PUBLIC MEETING**  
**Amendments to Road Right of Way and Complete Application Policies**

I.G.# 5

**What?** The Planning Committee is holding a Public Meeting, as required by Section 17 of the *Planning Act*, to consider Official Plan Amendments to the Urban Hamilton Official Plan and the Rural Hamilton Official Plan.

**When?** Tuesday, February 16, 2016 at Planning Committee, which starts at 9:30 a.m. The public meeting for the amendments is just one of a number of items on the Committee's agenda.

**Where?** Hamilton City Hall Council Chambers, 2<sup>nd</sup> floor  
 71 Main Street West, Hamilton

**Why?** The purpose of the Official Plan Amendments is:

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- To update policies which permit road widening requirements for development applications to be reduced or waived;
- To allow road widening requirements to be waived for certain minor development applications; and,
- To add three additional materials to the list of items that can be requested as part of a complete development application; Community Consultation, Design Review Panel Advice, and a Right of Way Impact Assessment.

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Township of Puslinch

The staff report also recommends that Council endorse a set of Guidelines for Planning Justification Reports, Community Consultation Meetings and Minor Developments Exempt from Road Widening to assist applicants in understanding the City's requirements and expectations.

**Appeals**

In accordance with the provisions of the *Planning Act*, please be advised of the following:

- If you wish to be notified of the adoption of the proposed Official Plan Amendments, or the refusal of the request to amend the Official Plans, you must make a written request to: the Co-ordinator, Planning Committee, City of Hamilton, 71 Main Street West, 1<sup>st</sup> Floor, Hamilton, Ontario, L8P 4Y5.
- If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of Hamilton before the proposed Official Plan Amendments are adopted, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Ontario Municipal Board.
- If a person or public body does not make an oral submission at a public meeting or make a written submission to the City of Hamilton before the proposed Official Plan Amendments are adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board, unless, in the opinion of the Board, there are reasonable grounds to add the person or public body as a party.



## **HOW:**

### **Accessing the Proposed Amendment and Report**

Copies of the proposed amendment will be available on and after January 29, 2016, at the City of Hamilton Clerks Department, City Hall, 71 Main Street West, 1<sup>st</sup> Floor from 8:30 a.m. – 4:30 p.m.

Copies of the staff report will be available on and after February 12, 2016, at the City of Hamilton Clerks Department, City Hall, 71 Main Street West, 1<sup>st</sup> Floor from 8:30 a.m. – 4:30 p.m.

### **Additional Information**

If you wish to submit comments for inclusion in the Agenda for the Planning Committee Meeting, please contact Ida Bedioui no later than 12:00 noon on February 12, 2016 (contact information below). Submissions received after the aforementioned deadline will be placed on the following Council agenda.

Anyone interested in making a presentation is asked to pre-register as a delegation by no later than 12:00 noon on February 12, 2016, by contacting:

Ida Bedioui, Planning Coordinator  
City Clerks Office, 1<sup>st</sup> Floor, 71 Main Street West, Hamilton, Ontario L8P 4Y5  
Phone: 905-546-2424 Ext. 4605  
Email: [Ida.Bedioui@hamilton.ca](mailto:Ida.Bedioui@hamilton.ca)

Information respecting this process is being collected under the authority of the Planning Act, R.S.O. 1990, c.P.13. All comments and opinions submitted to the City of Hamilton on this matter, including the name, address and contact information of persons submitting comments and/or opinions will become part of the public record and will be made available to the general public.

Information will be collected in accordance with the *Freedom of Information and Protection of Privacy Act*. With the exception of personal information, all comments will become part of the public record.

If you have any accessibility requirements in order to participate in this program or event, please contact one of the people listed in this ad. Advance requests are highly encouraged to enable us to meet your needs adequately.

### **Contact:**

For further information on the proposed changes please contact:

**Melanie Pham, MCIP, RPP**  
Planning and Economic Development Department  
City of Hamilton  
71 Main Street West, 6<sup>th</sup> Floor Hamilton, Ontario, L8P 4Y5  
**Phone: 905-546-2424 Ext. 6685**  
**E-Mail: [Melanie.Pham@hamilton.ca](mailto:Melanie.Pham@hamilton.ca)**

This Notice issued January 29, 2016.

**THE CORPORATION OF THE COUNTY OF WELLINGTON**

File No: OP-2015-05  
Municipality: County of Wellington

Date of Adoption: January 28, 2016  
Date of Notice: February 2, 2016  
Last Date of Appeal: February 22, 2016

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**NOTICE OF ADOPTION**  
With Respect to an Official Plan Amendment  
to the County of Wellington Official Plan  
Subsection 17(23) and Section 21 of the Planning Act  
(Re: OPA 96 - County of Wellington)

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**Take Notice** that on **January 28, 2016** the Corporation of the County of Wellington passed **By-law No. 5455-16** to adopt **Official Plan Amendment No. 96** to the County of Wellington Official Plan. The proposed Official Plan Amendment is exempt from approval by the Ministry of Municipal Affairs and Housing and the decision of County Council is final if a notice of appeal is not received before or on the last day for filing a notice of appeal as noted above.

**Purpose and Effect of the Official Plan Amendment**

Official Plan Amendment No. 96 updates the Wellington County Official Plan policies on Community Improvement by:

- a) enabling the County to make grants or loans to local municipalities to assist in the implementation of Community Improvement Plans;
- b) adding brownfield remediation, improving energy efficiency of buildings and providing affordable housing, to the matters that may be considered in identifying community improvement project areas;
- c) removing Community Improvement Areas from the land use schedules, and making related text changes to clarify that amendments to the County Official Plan are not needed to recognize or implement Community Improvement Project Area boundaries; and
- d) updating terminology, adding definitions and making housekeeping changes related to the above.

**Public Input**

None of the written submissions made to Council or the oral submissions made at Public Meeting were opposed to the amendment.

**When and How to file An Appeal**

Any appeal to the Ontario Municipal Board must be filed with the Corporation of the County of Wellington no later than 20 days from the date of this notice, as shown above as the last date of appeal. The notice of appeal must be sent to the attention of the Clerk for the County of Wellington at the address shown below and it must:

- (1) set out the specific part of the proposed official plan amendment to which the appeal applies,
- (2) set out the reasons for the request for appeal, and
- (3) be accompanied by the fee prescribed under the Municipal Board Act in the amount of \$125.00 payable by certified cheque to the Minister of Finance, Province of Ontario.

**Who Can File An Appeal**

Only individuals, corporations or public bodies may appeal the decision of the Corporation of the County of Wellington to the Ontario Municipal Board. A notice of appeal may not be made by an unincorporated association or group. However, a notice of appeal may be made in the name of an individual who is a member of the association or the group on its behalf.

**Getting Additional Information:**

Additional information about the application is available for public inspection during regular office hours at the Corporation of the County of Wellington at the address noted below.

**Mailing Address for Filing a Notice of Appeal:**

Clerk, County of Wellington  
Administration Centre  
74 Woolwich Street, Guelph ON N1H 3T9  
tel: (519) 837-2600 fax: (519) 837-1901

I.G.# 6

**AMENDMENT NUMBER 96  
TO THE OFFICIAL PLAN FOR THE  
COUNTY OF WELLINGTON**

**COUNTY OF WELLINGTON  
GENERAL AMENDMENT  
(Community Improvement)**

**Important Notice: This draft amendment to the Official Plan for the County of Wellington may be revised after the statutory public meeting at any point prior to County Council's consideration as a result of public input, agency comments, and further review by the County of Wellington.**



THE CORPORATION OF THE COUNTY OF WELLINGTON

BY-LAW NUMBER 5455-16

A By-law to adopt Official Plan Amendment No. 96 (Community Improvement) to the Wellington County Official Plan.

**WHEREAS** The Council of The Corporation of the County of Wellington, pursuant to the provisions of the Planning Act, R.S.O., 1990, as amended, does hereby enact as follows:

1. That Amendment Number 96 to the Official Plan for the County of Wellington, consisting of the attached maps and explanatory texts is hereby adopted.
2. That this By-law shall come into force and take effect on the day of the final passing thereof, subject to the provisions of the Planning Act, R.S.O., 1990, as amended.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED JANUARY 28, 2016.**



  
\_\_\_\_\_  
GEORGE BRIDGE, WARDEN

  
\_\_\_\_\_  
DONNA BRYCE, COUNTY CLERK

**AMENDMENT NUMBER 96**  
**TO THE**  
**COUNTY OF WELLINGTON OFFICIAL PLAN**

# AMENDMENT NUMBER 96 TO THE COUNTY OF WELLINGTON OFFICIAL PLAN

## INDEX

### **PART A - THE PREAMBLE**

The Preamble provides an explanation of the proposed amendment including the purpose, location, and background information, but does not form part of this amendment.

### **PART B - THE AMENDMENT**

The Amendment describes the changes and/or modifications to the Wellington County Official Plan which constitute Official Plan Amendment Number 96.

### **PART C - THE APPENDICES**

The Appendices, if included herein, provide information related to the Amendment, but do not constitute part of the Amendment.

## **PART A - THE PREAMBLE**

### **PURPOSE**

The purpose of the amendment is to update the County Official Plan policies on Community Improvement.

### **LOCATION**

The amendment applies to the entire County of Wellington.

### **BACKGROUND**

Currently, the County Official Plan has policies on Community Improvement that: set out objectives; provide criteria to be considered in establishing community improvement areas; have the effect of requiring amendments to the Official Plan for new, or major changes to, community improvement areas; and identify ways to implement a community improvement plan. The current policies reflect *Planning Act* provisions that were available in the 1990s.

### **BASIS**

As there have been a number of changes to the *Planning Act*, the Official Plan policies should be updated to:

- Include provisions that enable the County to make grants or loans to local municipalities to assist in the implementation of Community Improvement Plans;
- Broaden the matters that may be considered in identifying community improvement project areas to include remediation of brownfields, improving the energy efficiency of buildings, and providing affordable housing; and
- Update terminology, add definitions and make housekeeping changes resulting from the above changes.

The County Official Plan also shows Community Improvement Areas that were identified in the previous local Official Plans (shown in Appendix 'A'). There is no requirement in the *Planning Act* for community improvement project areas to be shown in the Official Plan, or for their boundaries to conform with the Official Plan. Therefore,

- The Community Improvement Area boundaries shown in Appendix A are to be removed through this amendment.

### **PUBLIC AND AGENCY INPUT**

In accordance with the *Planning Act*, in November 2015 the Notice of Public Meeting was given and a Draft of OPA 96 was circulated to prescribed agencies and individuals who had requested Notice. The Public Meeting was held on December 3, 2015. There were no objections raised in written comments or at the Public Meeting. Most comments were in support of the proposed changes.

### **IMPLEMENTATION AND INTERPRETATION**

The implementation and interpretation of this Amendment shall be in accordance with the relevant policies of the County of Wellington Official Plan.

## **PART B - THE AMENDMENT**

All of this part of the document entitled **Part B - The Amendment**, consisting of the following text constitutes Amendment No 96 to the County of Wellington Official Plan.

### **DETAILS OF THE AMENDMENT**

The Official Plan of the County of Wellington is hereby amended as follows:

1. THAT **Schedule 'A'** be amended by removing the Community Improvement Area boundaries.
2. THAT Section 4.12 be deleted in its entirety and replaced with the following:

#### **"4.12 COMMUNITY IMPROVEMENT**

##### **4.12.1 Introduction**

The Community Improvement provisions of the *Planning Act* provide for and coordinate comprehensive improvements in identified areas of a community. Community improvement policies are intended to provide a planning mechanism for improvements, access to cost sharing programs and encouragement for private investment.

Under the *Planning Act*, local councils may by by-law, designate "Community Improvement Project Areas" within which a local municipality may acquire land, prepare Community Improvement Plans and undertake various community improvement initiatives and works to implement those plans, including the provision of grants and loans to private landowners.

##### **4.12.2 Objectives**

Community Improvement Policies are intended to accomplish the following objectives:

- a) promote the long term stability and viability of identified Community Improvement Project Areas by reducing land use conflicts and upgrading municipal services;
- b) encourage coordinated municipal expenditures, planning and development activities within identified Community Improvement Project Areas;
- c) stimulate the maintenance and renewal of private property;
- d) enhance the visual quality of the community; and
- e) foster local economic growth.



#### **4.12.3 Identifying Areas**

Councils shall consider the following criteria in the designation of Community Improvement Project Areas:

- a) a significant portion of the housing stock and other buildings are in need of maintenance, rehabilitation or redevelopment;
- b) municipal services including sanitary sewer, storm sewer, water supply systems, roads, sidewalks, curbs, gutters, street lighting or parking facilities are inadequate and in need of repair;
- c) the supply of public open space or recreation facilities is deficient;
- d) there are conflicting land uses in the area;
- e) within commercial areas, deterioration in the appearance of building facades, inadequate parking facilities or inadequate pedestrian access;
- f) a significant portion of the buildings are considered heritage resources;
- g) there is a need to remediate brownfields, improve the energy efficiency of buildings, or provide affordable housing; or
- h) there are other environmental, social or community development reasons that have been identified by a Council.

On the basis of the criteria above, a local Council may, by by-law, designate 'Community Improvement Project Areas', the boundaries of which may be the entire municipality or part of the municipality. These areas will be eligible for 'Community Improvement' as defined by the *Planning Act*.

#### **4.12.4 Implementation**

In order to accomplish the community improvement objectives set out in the Plan, a local Council may:

- a) Prepare, adopt and implement a Community Improvement Plan(s) within a designated Community Improvement Project Area(s), pursuant to the *Planning Act* and the community improvement policies set out in this Plan;
- b) Provide public funds such as grants, loans and other financial instruments;
- c) take advantage of federal, provincial or County funding programs which would benefit the community;
- d) prepare and adopt a property standards by-law;
- e) co-operate with groups and organizations whose objectives include community improvement;
- f) undertake other municipal actions, programs or investments for the purpose of achieving the community improvement objectives identified in Section 4.12.2.

#### **4.12.5 County Participation**

County Council may participate in a municipality's Community Improvement Plan, and may make grants and loans to the Council of a lower tier municipality for the purpose of carrying out a Community Improvement Plan that has come into effect, on such terms as to security and otherwise as County Council considers appropriate."

3. Part 15 – Definitions is amended by adding the following:

**“Community improvement:**

Means the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefor, as may be appropriate or necessary.

**Community improvement plan:**

Means a plan for the community improvement of a community improvement project area.

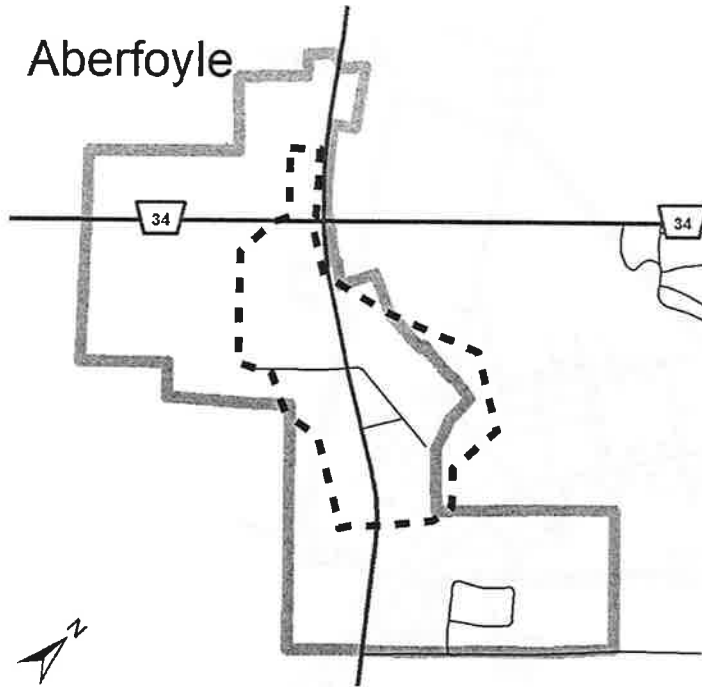
**Community improvement project area:**

Means a municipality or an area within a municipality, the community improvement of which in the opinion of the Council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason.”

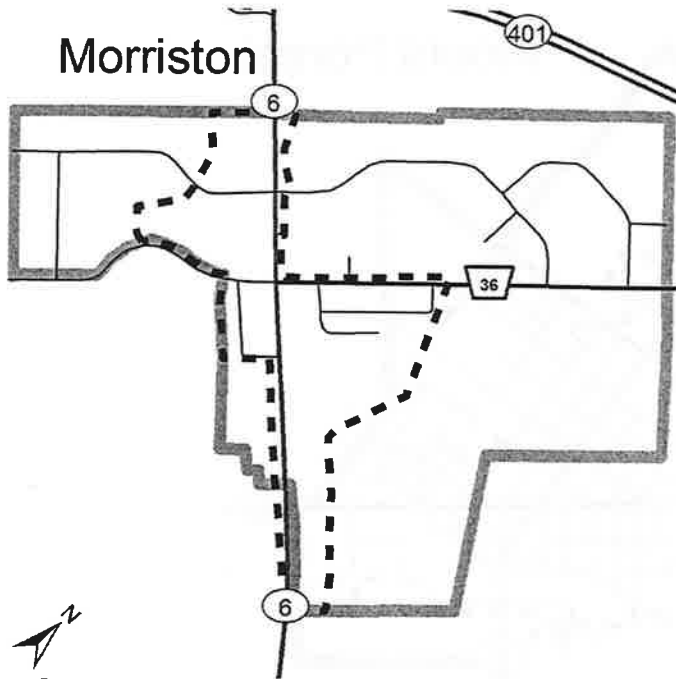
**PART C - THE APPENDIX**

COMMUNITY IMPROVEMENT AREA BOUNDARIES  
TO BE REMOVED FROM SCHEDULE 'A'



Aberfoyle

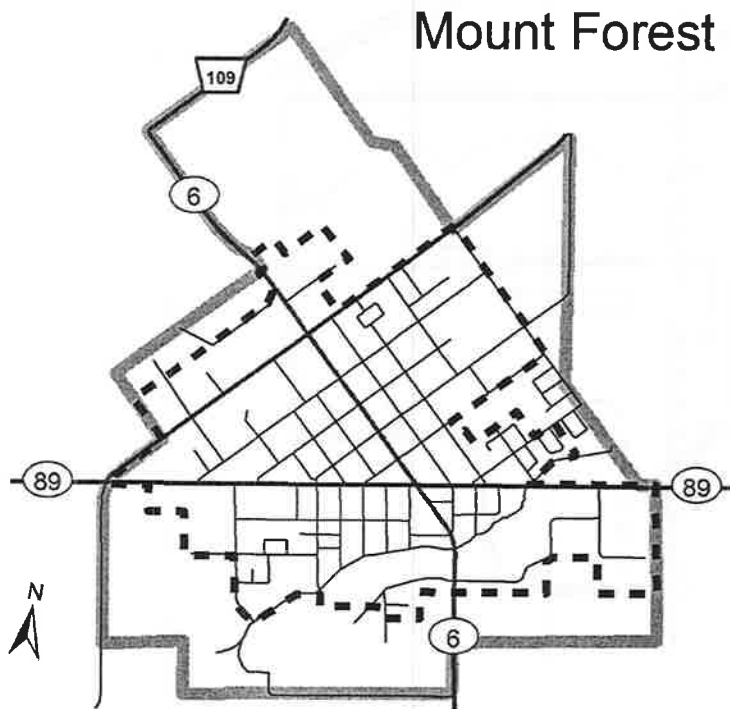
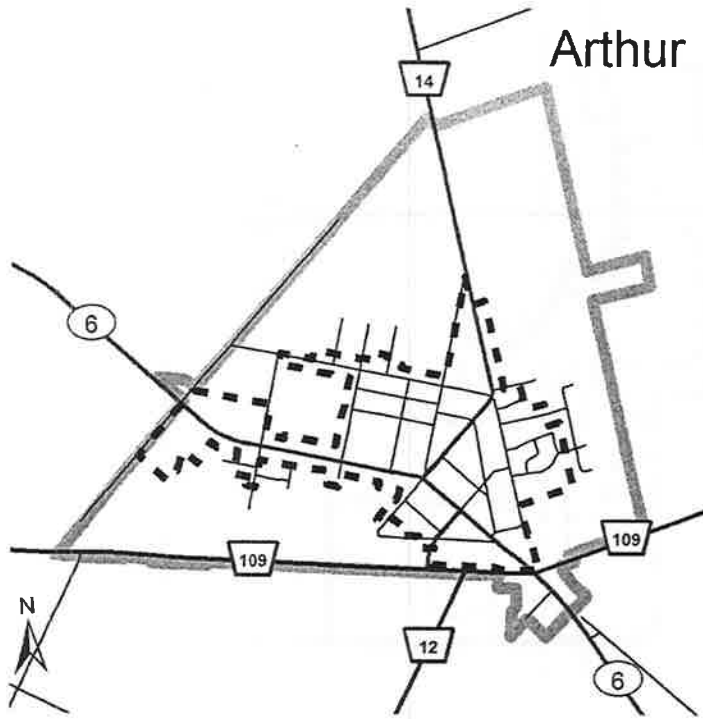


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**Legend**

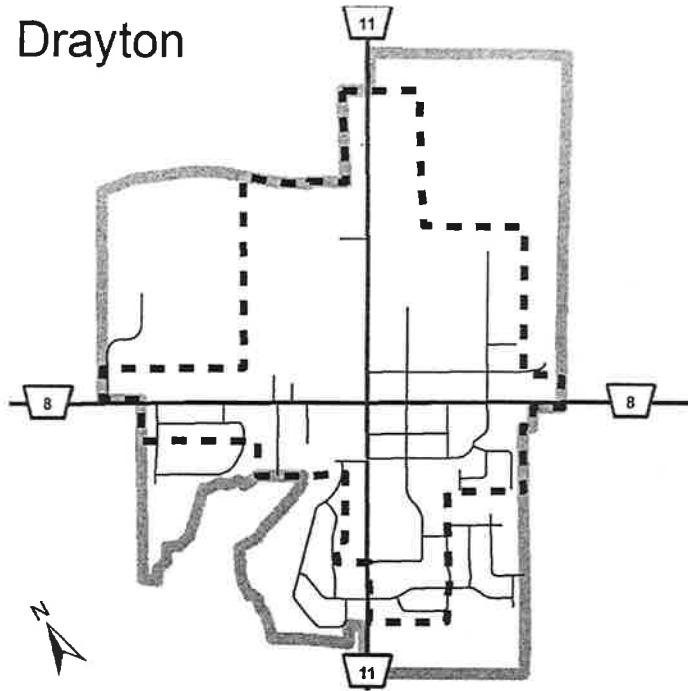
-  Community Improvement Area
-  Urban Centres



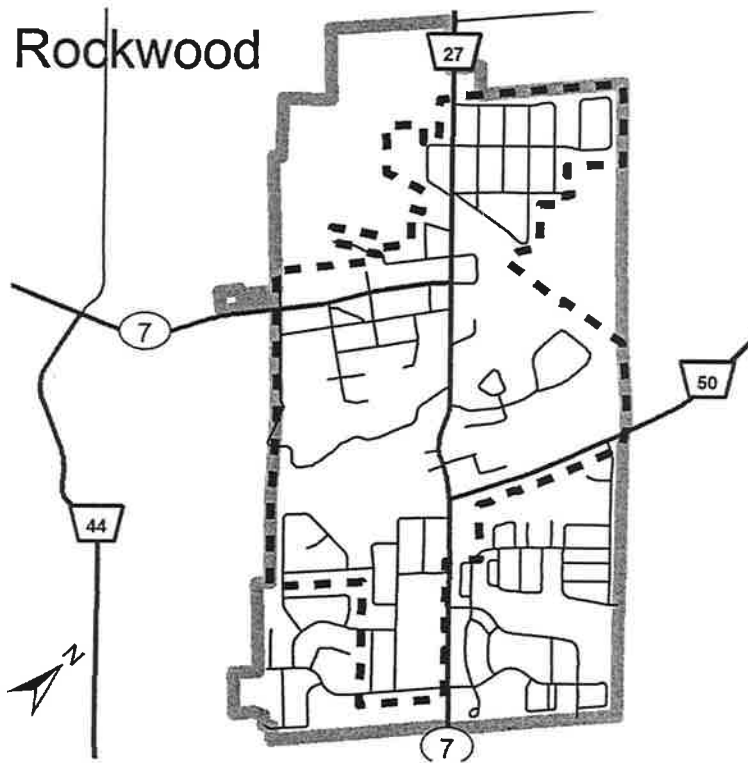
**Legend**

-  Community Improvement Area
-  Urban Centres



# Drayton



# Rockwood



## Legend

-  Community Improvement Area
-  Urban Centres

# ONTARIO ENERGY BOARD NOTICE

The Ontario Energy Board is holding a hearing to consider what mechanisms may be used to recover the costs of expanding natural gas service to Ontario communities that are currently not served.

Learn more. Have your say.

The Ontario Energy Board is commencing a hearing on its own motion to consider what mechanisms may be used to recover the costs of expanding natural gas service to Ontario communities that do not currently have access to natural gas.

In July 2015, Union Gas Limited filed an application (EB-2015-0179) to expand natural gas service to certain rural and remote communities. That application included a proposal to have existing Union Gas Limited customers pay a portion of the costs to connect new customers. The Ontario Energy Board has determined that the requests made by Union Gas Limited in that application raise issues that may be common to any entity that wishes to provide natural gas service to communities that do not currently have access to natural gas service. The Ontario Energy Board will therefore address these issues through a generic proceeding.

The Ontario Energy Board will put the hearing of Union Gas Limited's application (EB-2015-0179) on hold until the generic hearing is complete.

In the generic proceeding, the Ontario Energy Board will consider possible alternative ratemaking frameworks to provide natural gas service to Ontario communities that do not currently have access to natural gas. The OEB plans to seek input from intervenors on exactly what the issues should be. However, broadly speaking the OEB intends to review the following issues:

1. Should the OEB implement new ratemaking mechanisms including changes to current economic tests to encourage utilities to expand natural gas distribution service to new communities? If so, what should these new mechanisms be?
2. Should the OEB consider imposing conditions or making other changes to Municipal Franchise Agreements and Certificates of Public Convenience and Necessity to reduce barriers to natural gas expansion?
3. Does the OEB have the authority to require the ratepayers of one utility to subsidize the costs of another utility to expand into new communities? If so, under what circumstances (if any) would this be appropriate?

To see the detailed draft issues list, please select the file number EB-2016-0004 on the OEB website: [www.ontarioenergyboard.ca/notice](http://www.ontarioenergyboard.ca/notice)

## THE ONTARIO ENERGY BOARD IS HOLDING A PUBLIC HEARING

The Ontario Energy Board (OEB) will hold a public hearing to consider the kind of cost recovery mechanisms that may be appropriate for rural and remote community expansion projects in Ontario. We will hear arguments from parties involved in the process and will decide what, if any, new mechanisms are appropriate.

The OEB will adopt into the record of this proceeding, all evidence filed in EB-2015-0179 that is relevant to the issues to be determined for the generic hearing. The OEB will provide an opportunity for the filing of further evidence in subsequent procedural orders.

The OEB will deem the intervenors in the EB-2015-0179 case to be intervenors in this generic hearing and grants to any such intervenors the same cost eligibility status as was granted in EB-2015-0179.

The OEB is an independent and impartial public agency. We make decisions that serve the public interest. Our goal is to promote a financially viable and efficient energy sector that provides you with reliable energy services at a reasonable cost.

## BE INFORMED AND HAVE YOUR SAY

You have the right to information regarding this application and to be involved in the process.

- You can review this Notice and related documents on the OEB's website now.
- You can sign up to observe the proceeding by receiving OEB documents related to the hearing.
- You can file a letter with your comments which will be considered during the hearing.
- You can become an active participant (called an intervenor). Apply by **February 22, 2016** or the hearing will go ahead without you and you will not receive any further notice of the proceeding.
- At the end of the process, you can review the OEB's decision and its reasons on our website.

## LEARN MORE

Our file number for this case is **EB-2016-0004**. To learn more about this hearing, find instructions on how to file letters or become an intervenor, or to access any document related to this case (including the draft issues list), please select the file number **EB-2016-0004** from the list on the OEB website at [www.ontarioenergyboard.ca/notice](http://www.ontarioenergyboard.ca/notice). You can also phone our Consumer Relations Centre at 1-877-632-2727 with any questions.

## ORAL HEARING

The OEB intends to proceed with an oral hearing for this case.

## PRIVACY

If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. However, your personal telephone number, home address and email address will be removed. If you are a business, all your information will remain public. If you apply to become an intervenor, all information will be public.

This hearing will be held under sections 19 and 36 of the Ontario Energy Board Act, 1998.



Ontario Energy Board  
Commission de l'énergie  
de l'Ontario

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Township of Plover

## Draft Issues List

EB-2016-0004

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1. Does the OEB have the legal authority to establish a framework whereby the customers of one utility subsidize the expansion undertaken by another distributor into communities that do not have natural gas service?
2. Based on a premise that the OEB has the legal authority described in Issue #1, what are the merits of this approach? How should these contributions be treated for ratemaking purposes?
3. Should the OEB consider exemptions or changes to the EBO 188 guidelines for rural and remote community expansion projects?
  - o Should the OEB consider projects that have a portfolio profitability index (PI) less than 1.0 and individual projects within a portfolio that have a PI lower than 0.8?
  - o What costs should be included in the economic assessment for providing natural gas service to communities and how are they to be determined and calculated.
  - o What, if any, amendments to the EBO 188 Guidelines would be required as a result of the inclusion of any costs identified above?
  - o What would be the criteria for the projects/communities that would be eligible for such exemptions? What, if any, other public interest factors should be included as part of this criteria? How are they to be determined?
4. Should the OEB allow existing natural gas distributors to establish surcharges from customers of new communities to improve the feasibility of potential community expansion projects? If so, what approaches are appropriate and over what period of time?
5. Are there other ratemaking or rate recovery approaches that the OEB should consider?
6. Should the OEB allow for the recovery of the revenue requirement associated with community expansion costs in rates that are outside the OEB approved incentive ratemaking framework prior to the end of any incentive regulation plan term once the assets are used and useful?



7. Should the OEB consider imposing conditions or making other changes to Municipal Franchise Agreements and Certificates of Public Convenience and Necessity to reduce barriers to natural gas expansion?
8. What types of processes could be implemented to facilitate the introduction of new entrants to provide service to communities that do not have access to natural gas. What are the merits of these processes and what are the existing barriers to implementation? (e.g. Issuance of Request for Proposals to enter into franchise agreements)



Guelph/Eramosa Township

RECEIVED

FEB 08 2016

Township of Puslinch

THE TOWNSHIP OF GUELPH/ERAMOSA NOTICE OF PUBLIC MEETING

The Township of Guelph/Eramosa has received an application (File No. ZBA 01/14) to amend the Township of Guelph/Eramosa Zoning By-law 57/1999. The Council of the Corporation of the Township of Guelph/Eramosa will hold a public meeting to advise the public of the application and to obtain public input prior to making a decision.

THE PUBLIC MEETING will be held on Monday, March 7th, 2016 at 7:00 p.m. at the Marden Community Centre located at 7368 Wellington Road 30, Guelph/Eramosa, to consider an amendment to the Zoning By-law of the Township of Guelph/Eramosa pursuant to Section 34 of the Planning Act, R.S.O., Chapter P.13, as amended.

The proposed amendment applies to the property, municipally known as 6939 Wellington Road 124, and legally known as Guelph Div B SE Side of RD from Guelph to Waterloo Pt Lots 17 and 18 Pt RD Allow RP 61R10539 Parts 5 to 9 14 to 21 26 and 27 RP 61R20096, former geographic area of the Township of Guelph, now in the Township of Guelph/Eramosa. The proposed area of extraction (being Part of Lot 14 - 16, and Lots 17 & 18, Division B) is currently zoned Agricultural (A).

THE PURPOSE OF THE APPLICATION is to amend the Township of Guelph/Eramosa's Zoning By-law 57/1999 to permit an aggregate extraction operation on the site. The area of the proposed extraction is 36.85 hectares and may increase to 42.25 hectares if the conditional limit of extraction is included. Upon completion of the extraction operations, the area of the extraction is proposed to be rehabilitated to agriculture.

ANY PERSON may attend the public meeting and/or make written or verbal representation in support of or in opposition to the proposed amendment. Written submissions and requests to be notified for the passing of the proposed Zoning By-law Amendment should be directed to the Township Clerk at the address shown below.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the Township of Guelph/Eramosa before the by-law is passed, the person or public body is not entitled to appeal the decision of the Council of the Township of Guelph/Eramosa to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Corporation of the Township of Guelph/Eramosa before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

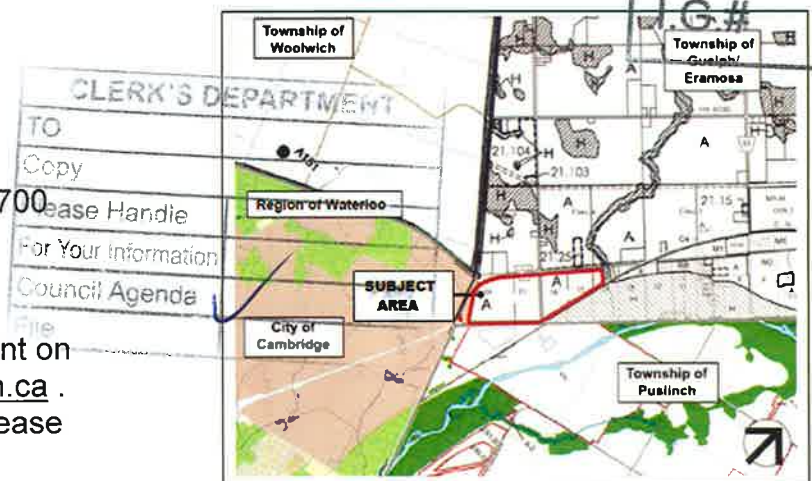
The above information is being collected pursuant to the Planning Act, R.S.O. 1990, CHAPTER P.13, Section 34. Information, including opinions, presentations, reports, documentation, etc., provided for or at a Public Meeting is considered public records. This information may be posted on the Township of Guelph/Eramosa website and/or made available to the public upon request. Questions about this collection should be directed to the undersigned.

ADDITIONAL INFORMATION regarding the proposed amendment is available for inspection between 8:30 a.m. and 4:30 p.m. at the Township of Guelph/Eramosa Municipal Office as of the date of this notice and on the Township's website at www.get.on.ca/tricity.

Dated at the Township of Guelph/Eramosa this 5th day of February, 2016.

Meaghen Reid
Clerk/Director of Legislative Services
Township of Guelph/Eramosa
8348 Wellington Road 124, P.O. Box 700
Rockwood, Ontario N0B 2K0
Fax (519) 856-2240

LOCATION AND ZONING



This document is available in larger font on the Township's website at www.get.on.ca . If you require an alternative format, please contact the Township Clerk.



## REPORT FIN-2016-02

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TO: Mayor and Members of Council  
FROM: Paul Creamer, Director of Finance/Treasurer  
MEETING DATE: February 17, 2015  
SUBJECT: 2016 Budget - Final

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### RECOMMENDATIONS

That Report FIN-2016-02 regarding the 2016 Budget - Final be received; and

That Council enact a by-law to adopt the Budget for the Corporation of the Township of Puslinch for the year 2016.

### DISCUSSION

#### Purpose

The purpose of this report is to provide Council with information regarding the final 2016 Budget based on the discussions that took place at the Operating Budget meeting held on February 3, 2016. The minutes of this meeting document the changes to the proposed budget in detail.

#### Background

Township staff met with Council on February 3, 2016 regarding the 2016 Proposed Capital and Operating Budget at which time the following changes were made by Council:

1. Traffic Calming – Streetscaping Morriston – move the funding in 2016 of \$33,000 for Phase 2 to 2017. This resulted in a decrease of the 2016 levy by \$31,680 as \$1,320 was to be funded through development charges.
2. Septic System Upgrade – fund \$50,000 of the project from the Building Reserve Fund.

The Capital and Operating tables are attached to the proposed by-law included on the February 17, 2016 Council agenda.

## FINANCIAL IMPLICATIONS

The following table outlines the final 2016 Budget and the changes from 2015:

	<b>2015 Budget</b>	<b>2016 Budget</b>
<b>Operating Budget</b>		
Operating Revenues	1,665,149	1,824,490
Operating Contributions from Working Reserves	357,125	318,333
Operating Expenditures	4,659,373	4,809,119
<i>Total Operating Levy</i>	<i>2,637,099</i>	<i>2,666,297</i>
<b>Capital Budget by Funding Source</b>		
Levy	729,270	815,970
Gas Tax	253,706	315,000
Aggregate	-	-
In Lieu of Parkland	13,000	-
Working Reserve	127,830	391,189
DC Reserve	267,056	127,064
Other (grants)	63,678	72,189
Total Capital Budget	1,454,540	1,721,412
<b>Total Tax Levy</b>		
	<b>3,366,369</b>	<b>3,482,267</b>

The final tax rate for 2016 cannot be set until the County of Wellington finalizes the tax ratios for each property class. However, assuming the ratios do not change, the following table shows that the property taxes on the median household in the Township will increase by 2.4%, or \$23.68 per year.

2015 Median Assessment - \$588,000

2016 Median Assessment - \$614,000

	<b>Operating</b>	<b>Capital</b>	<b>Total</b>	<b>Monthly</b>
2015	\$780	\$216	\$996	\$83
2016	\$781	\$239	\$1,020	\$85
<b>Difference</b>	<b>\$0.52</b>	<b>\$23.17</b>	<b>\$23.68</b>	<b>\$1.97</b>

The change per \$100,000 of weighted assessment is as follows:

	<b>Operating</b>	<b>Capital</b>	<b>Total</b>	<b>Monthly</b>
2015	\$132.69	\$36.70	\$169.39	\$14.12
2016	<u>\$132.78</u>	<u>\$40.64</u>	<u>\$173.42</u>	<u>\$14.45</u>
<b>Difference</b>	<b>\$0.09</b>	<b>\$3.94</b>	<b>\$4.03</b>	<b>\$0.34</b>

Note – it was reported at the Council meeting on February 3<sup>rd</sup> that the changes made would reduce the tax increase from 4.8% to 2.8%, this was based on a quick calculation of \$41,000 of levy represents a 1% tax increase. However, the calculation considers more factors and after completing the detailed calculation the tax increase is 2.4% on an average household.

## **APPLICABLE LEGISLATION AND REQUIREMENTS**

Municipal Act, 2001

## **ATTACHMENTS**

None



## **REPORT ADM-2016-002**

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**TO:** Mayor and Members of Council

**FROM:** Karen Landry, CAO/Clerk

**MEETING DATE:** February 17, 2016

**SUBJECT:** Revised 2016 Council/Budget Meeting Schedule

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### **RECOMMENDATIONS**

That Report ADM-2016-002 regarding the Revised 2016- Council/Budget Meeting Schedule, be received; and

That Council adopt the Revised 2016 Council/Budget Meeting Schedule, attached as Appendix "A" to Report ADM-2016-002; and

That the revised schedule be circulated to the County of Wellington; and

That the Township's website be updated to reflect the changes.

### **DISCUSSION**

On November 4, 2015, Council passed Resolution No. 2015-427 as follows:

That Report ADM-2015-018 regarding the Revised 2015-2016 Council/Budget Meeting Schedule, be received; and

*That Council adopt the Revised 2015-2016 Council/Budget Meeting Schedule, attached as Appendix "A" to Report ADM-2015-018; and*

*That the revised schedule be circulated to the County of Wellington; and*

*That the Township's website be updated to reflect the changes.*

Since the approval of the 2016 Revised Council & Budget Meeting Schedule, staff have become aware that there is a conflict with the Public Meeting dates and other meetings in which members of Council attend.

Staff conducted a review of the 2016 Revised Council and Budget Meeting Schedule and recommend the following revisions:

**2016 Public Information Meeting****Note: All meetings commence at 7:00 p.m.**

<b><u>Meeting Date</u></b>	<b><u>Propose Change</u></b>
April 7 <sup>th</sup>	April 21 <sup>st</sup>
May 5 <sup>th</sup>	May 19 <sup>th</sup>
June 2 <sup>nd</sup>	Cancelled – note there are 2 meeting dates in (June 23 <sup>rd</sup> )
October 8 <sup>th</sup>	October 20 <sup>th</sup>

Attached as Schedule “A” is a revised 2016 Council & Budget Meeting Schedule.

**FINANCIAL IMPLICATIONS**

None

**APPLICABLE LEGISLATION AND REQUIREMENTS**

Procedure By-Law 59/08, as amended

**ATTACHMENTS**

Revised 2016 Council Budget Meeting Schedule



# 2016 TOWNSHIP COUNCIL & BUDGET MEETING DATES

## MEETING SCHEDULE - REVISED - ADM-2016-002

JANUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
					H	
3	4	5	6	7	8	9
			C			
10	11	12	13	14	15	16
		PDAC		PIM		
17	18	19	20	21	22	23
		REC	C	PIM		
24	25	26	27	28	29	30
31	*January 14th - Community Based Strategic Plan Public Meeting					
	*January 21st - 2016 Proposed Budget Public Meeting					

FEBRUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
			OB/C	PIM		
7	8	9	10	11	12	13
		PDAC				
14	15	16	17	18	19	20
	H	REC	B			
21	22	23	24	25	26	27
	ROMA/OGRA					
28	29					

MARCH						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
			C	PIM		
6	7	8	9	10	11	12
	PDAC					
13	14	15	16	17	18	19
	March	REC	C	Break		
20	21	22	23	24	25	26
					H	
27	28	29	30	31		
	H					

APRIL						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
			C			
10	11	12	13	14	15	16
		PDAC				
17	18	19	20	21	22	23
		REC	C	PIM		
24	25	26	27	28	29	30

MAY						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
			C			
8	9	10	11	12	13	14
	PDAC					
15	16	17	18	19	20	21
		REC	C	PIM		
22	23	24	25	26	27	28
	H					
29	30	31				

JUNE						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
			C		FCM	
5	6	7	8	9	10	11
FCM						
12	13	14	15	16	17	18
		PDAC	C			
19	20	21	22	23	24	25
		REC		PIM		
26	27	28	29	30		

JULY						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
					H	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
		PDAC				
17	18	19	20	21	22	23
		REC	C			
24	25	26	27	28	29	30
31						

AUGUST						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
	H					
7	8	9	10	11	12	13
		PDAC	C			
14	15	16	17	18	19	20
AMO						
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
	H		C	PIM*		
11	12	13	14	15	16	17
		PDAC				
18	19	20	21	22	23	24
		REC	C			
25	26	27	28	29	30	
			CB			

\* September 8, 2016 - User Fees

OCTOBER						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5		7	8
			C			
9	10	11	12	13	14	15
	H	PDAC	OB			
16	17	18	19	20	21	22
		REC	C	PIM		
23	24	25	26	27	28	29
			OCB			
30	31					

NOVEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
		PDAC	C	PIM	H	
13	14	15	16	17	18	19
20	21	22	23	24	25	26
		REC	C	PIM*		
27	28	29	30			

\* November 24, 2016- Budget Input

DECEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
			OCB	PIM		
11	12	13	14	15	16	17
	PDAC					
18	19	20	21	22	23	24
		REC	C			
25	26	27	28	29	30	31
	H	H				

**PIM** Public Info. Meeting/Open House (7:00 p.m.)  
**H** Denotes a Statutory Holiday/Offices Closed  
**C** Council Meeting ( 1 p.m.)  
**C** Council Meeting ( 7 p.m.)

**B** Final Budget Approval  
**CB** Capital Budget Meeting - 9 a.m.  
**OBP** Operating Budget Meeting - 9 a.m.  
**PDAC** Planning Development Advisory Committee - 7 p.m.  
**RC** Recreation Committee Meeting - 7 p.m.





## **REPORT ADM-2016-003**

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**TO:** Mayor and Members of Council

**FROM:** Karen Landry, CAO/Clerk

**MEETING DATE:** February 17, 2016

**SUBJECT:** 2015 Annual Water Report – Drinking Water System Number  
260021034  
Our File No. E13PUS

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### **RECOMMENDATIONS**

That Report ADM-2016-003 regarding the 2015 Annual Water Report – Drinking Water System Number 260021034 be received; and

That the 2015 Annual Water Report be submitted to the Ministry and the applicable agencies as outlined in Report ADM-2016-003; and

That the 2015 Annual Water Report be posted on the Township's website and at the facilities outlined in Report ADM-2016-003.

### **DISCUSSION**

The Township completes in accordance with Ontario Regulation 170/03 an annual report for Drinking Water System Number 260021034. A copy of 2015 Annual Report is attached as Schedule A.

#### **Notification and Posting**

The Annual Drinking Water System Report is submitted to:

Ministry of Environment & Climate Change  
Ontario Government Building  
4<sup>th</sup> Floor  
1 Stone Road West  
Guelph, ON N1G 4Y2  
Fax: 519-826-4286  
Email: [caterina.luberti@ontario.ca](mailto:caterina.luberti@ontario.ca)

Ministry of Environment & Climate Change  
Suite 200  
6733 Mississauga Road  
Mississauga, ON L5N 6J5

Email: [tina.patel@ontario.ca](mailto:tina.patel@ontario.ca)  
[colleen.watts@ontario.ca](mailto:colleen.watts@ontario.ca)

Wellington Dufferin Guelph Public Health  
160 Chancellors Way  
Guelph, ON N1G 0E1  
Fax: 519-836-7215

The Whistle Stop Co-operative Pre-School Inc.  
23 Brock Road South  
RR #3  
Guelph, ON N1H 6H9

Attention: Sandra Gunson

The Annual Drinking Water System Report is posted on the:

- Township's website
- Township Office Bulletin Board
- Puslinch Community Centre Bulletin Board and Black Binder
- Library Bulletin Board
- Concession Booth

## **FINANCIAL IMPLICATIONS**

None

## **APPLICABLE LEGISLATION AND REQUIREMENTS**

Ontario Regulation 170/03 – Ontario Water Resources Act

## **ATTACHMENTS**

2015 Drinking Water System Number 260021034 Annual Report



**OPTIONAL ANNUAL REPORT TEMPLATE**

<b>Drinking-Water System Number:</b>	260021034
<b>Drinking-Water System Name:</b>	Puslinch Community Centre
<b>Drinking-Water System Owner:</b>	Township of Puslinch
<b>Drinking-Water System Category:</b>	SMNR – Small Municipal Non-Residential
<b>Period being reported:</b>	January 1, 2015 to December 31, 2015

<p><b><u>Complete if your Category is Large Municipal Residential or Small Municipal Residential</u></b></p> <p>Does your Drinking-Water System serve more than 10,000 people? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Is your annual report available to the public at no charge on a web site on the Internet? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	<p><b><u>Complete for all other Categories.</u></b></p> <p>Number of Designated Facilities served:  <div style="border: 1px solid black; display: inline-block; padding: 2px 10px;">1</div></p> <p>Did you provide a copy of your annual report to all Designated Facilities you serve?          Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Number of Interested Authorities you report to:  <div style="border: 1px solid black; display: inline-block; padding: 2px 10px;">3</div></p> <p>(Puslinch Community Centre, Library and Whistlestop Preschool)</p> <p>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility?          Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
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**Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report**

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number
Puslinch Community Centre, Whistlestop Preschool, Library, Concession Booth	260021034



**Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?**

Yes [ X ] No [ ]

**Indicate how you notified system users that your annual report is available, and is free of charge.**

- Public access/notice via the web**
- Public access/notice via Government Office**
- Public access/notice via a newspaper**
- Public access/notice via Public Request**
- Public access/notice via a Public Library**
- Public access/notice via other method**

**Describe your Drinking-Water System**

**There is a UV System in the Puslinch Branch Wellington County Public Library, as well as a UV System in the Concession Booth. There is a Softener and UV System in Puslinch Community Centre that serves the Whistlestop Preschool and The Ontario Early Years Pre-School Group.**

**List all water treatment chemicals used over this reporting period**

N/A

**Were any significant expenses incurred to? N/A**

- Install required equipment**
- Repair required equipment**
- Replace required equipment**

**Please provide a brief description and a breakdown of monetary expenses incurred**

**Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre**

<b>Incident Date</b>	<b>Parameter</b>	<b>Result</b>	<b>Unit of Measure</b>	<b>Corrective Action</b>	<b>Corrective Action Date</b>
n/a					



**Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.**

	Number of Samples	Range of E.Coli Or Fecal Results (min #)-(max #)	Range of Total Coliform Results (min #)-(max #)	Number of HPC Samples	Range of HPC Results (min #)-(max #)
Raw	12	0	0	0	0
Treated	106	0	0	106	<10 - >2000
Distribution	N/A				

**Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.**

	Number of Grab Samples	Range of Results (min #)-(max #)	Unit of Measure	<i>NOTE: For continuous monitors use 8760 as the number of samples.</i>
Turbidity	0			
Chlorine	0			
Fluoride (If the DWS provides fluoridation)	0			

**Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.**

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
N/A				

**Summary of Inorganic parameters tested during this reporting period or the most recent sample results**

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony	Oct. 16/12	0.02	ug/L	
Arsenic	Oct. 16/12	.2	ug/L	
Barium	Oct. 16/12	3.30	ug/L	
Boron	Oct. 16/12	19	ug/L	
Cadmium	Oct. 16/12	0.003	ug/L	
Chromium	Oct. 16/12	.9	ug/L	
*Lead	Oct. 19/15	1.63/.018	ug/L	
Mercury	Oct. 16/12	0.02	ug/L	
Selenium	Oct. 16/12	1	ug/L	
Sodium	Oct. 29/12	140/9.66	mg/L	140
Uranium	Oct. 16/12	0.131	ug/L	
Fluoride	Oct. 16/12	0.46	mg/L	
Nitrite	Oct. 21/15	0.003	mg/L	
Nitrate	Oct. 21/15	0.006	mg/L	



\*only for drinking water systems testing under Schedule 15.2; this includes large municipal non-residential systems, small municipal non-residential systems, non-municipal seasonal residential systems, large non-municipal non-residential systems, and small non-municipal non-residential systems

**Summary of lead testing under Schedule 15.1 during this reporting period**

(applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Lead Results (min#) – (max #)	Unit of Measure	Number of Exceedances
<b>Plumbing</b>				
<b>Distribution</b>				

**Summary of Organic parameters sampled during this reporting period or the most recent sample results**

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	Oct. 16/12	0.02	ug/L	
Aldicarb	Oct. 16/12	0.01	ug/L	
Aldrin + Dieldrin	Oct. 16/12	0.01	ug/L	
Atrazine + N-dealkylated metabolites	Oct. 16/12	0.01	ug/L	
Azinphos-methyl	Oct. 16/12	0.02	ug/L	
Bendiocarb	Oct. 16/12	0.01	ug/L	
Benzene	Oct. 16/12	0.32	ug/L	
Benzo(a)pyrene	Oct. 16/12	0.004	ug/L	
Bromoxynil	Oct. 16/12	0.33	ug/L	
Carbaryl	Oct. 16/12	0.01	ug/L	
Carbofuran	Oct. 16/12	0.01	ug/L	
Carbon Tetrachloride	Oct. 16/12	0.16	ug/L	
Chlordane (Total)	Oct. 16/12	0.01	ug/L	
Chlorpyrifos	Oct. 16/12	0.02	ug/L	
Cyanazine	Oct. 16/12	0.03	ug/L	
Diazinon	Oct. 16/12	0.02	ug/L	
Dicamba	Oct. 16/12	0.20	ug/L	
1,2-Dichlorobenzene	Oct. 16/12	0.41	ug/L	
1,4-Dichlorobenzene	Oct. 16/12	0.36	ug/L	
Dichlorodiphenyltrichloroethane (DDT) + metabolites	Oct. 16/12	0.01	ug/L	
1,2-Dichloroethane	Oct. 16/12	0.35	ug/L	
1,1-Dichloroethylene (vinylidene chloride)	Oct. 16/12	0.33	ug/L	
Dichloromethane	Oct. 16/12	0.35	ug/L	
2-4 Dichlorophenol	Oct. 16/12	0.15	ug/L	
2,4-Dichlorophenoxy acetic acid (2,4-D)	Oct. 16/12	0.19	ug/L	
Diclofop-methyl	Oct. 16/12	0.40	ug/L	
Dimethoate	Oct. 16/12	0.03	ug/L	
Dinoseb	Oct. 16/12	0.36	ug/L	



Diquat	Oct. 16/12	1	ug/L	
Diuron	Oct. 16/12	0.03	ug/L	
Glyphosate	Oct. 16/12	6	ug/L	
Heptachlor + Heptachlor Epoxide	Oct. 16/12	0.01	ug/L	
Lindane (Total)	Oct. 16/12	0.01	ug/L	
Malathion	Oct. 16/12	0.02	ug/L	
Methoxychlor	Oct. 16/12	0.01	ug/L	
Metolachlor	Oct. 16/12	0.01	ug/L	
Metribuzin	Oct. 16/12	0.02	ug/L	
Monochlorobenzene	Oct. 16/12	0.30	ug/L	
Paraquat	Oct. 16/12	1	ug/L	
Parathion	Oct. 16/12	0.02	ug/L	
Pentachlorophenol	Oct. 16/12	0.15	ug/L	
Phorate	Oct. 16/12	0.01	ug/L	
Picloram	Oct. 16/12	1	ug/L	
Polychlorinated Biphenyls(PCB)	Oct. 16/12	0.04	ug/L	
Prometryne	Oct. 16/12	0.03	ug/L	
Simazine	Oct. 16/12	0.01	ug/L	
THM (NOTE: show latest annual average)	Oct. 16/12		ug/L	
Temephos	Oct. 16/12	0.01	ug/L	
Terbufos	Oct. 16/12	0.01	ug/L	
Tetrachloroethylene	Oct. 16/12	0.35	ug/L	
2,3,4,6-Tetrachlorophenol	Oct. 16/12	0.14	ug/L	
Triallate	Oct. 16/12	0.01	ug/L	
Trichloroethylene	Oct. 16/12	0.44	ug/L	
2,4,6-Trichlorophenol	Oct. 16/12	0.25	ug/L	
2,4,5-Trichlorophenoxy acetic acid (2,4,5-T)	Oct. 16/12	0.22	ug/L	
Trifluralin	Oct. 16/12	0.02	ug/L	
Vinyl Chloride	Oct. 16/12	0.17	ug/L	

**List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.**

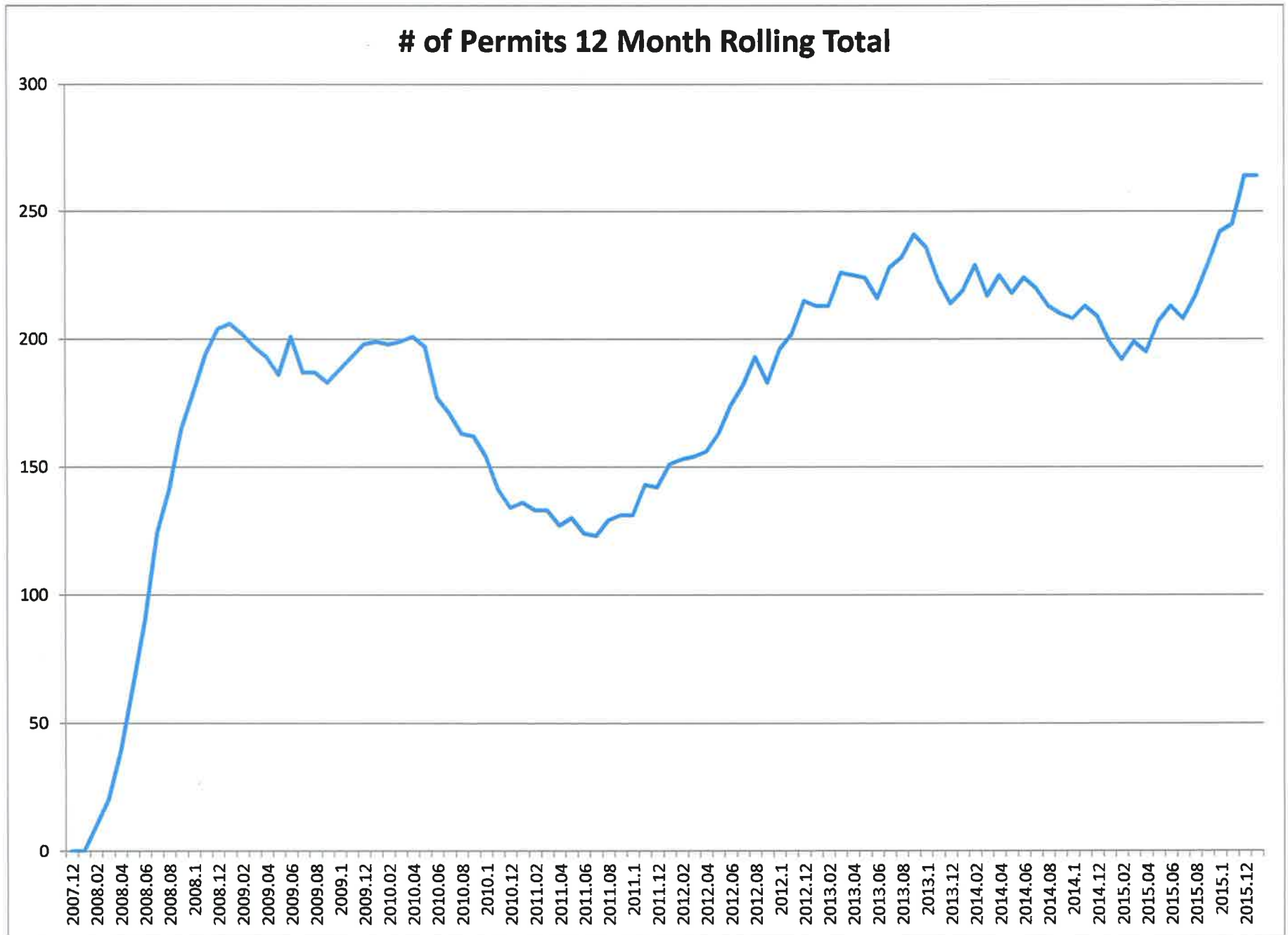
Parameter	Result Value	Unit of Measure	Date of Sample

**2016 BUILDING REPORT**

	<u>VALUE OF CONSTRUCTION</u>		<u>PERMIT FEES COLLECTED</u>		<u>% CHANGE</u>	<u>PERMITS ISSUED</u>
	<u>2015</u>	<u>2016</u>	<u>2015</u>	<u>2016</u>		
January	\$1,355,000.00	\$112,500.00	\$13,967.00	\$1,967.00	8%	7
February	\$0.00	\$0.00	\$0.00	\$0.00	0%	
March	\$0.00	\$0.00	\$0.00	\$0.00	0%	
April	\$0.00	\$0.00	\$0.00	\$0.00	0%	
May	\$0.00	\$0.00	\$0.00	\$0.00	0%	
June	\$0.00	\$0.00	\$0.00	\$0.00	0%	
July	\$0.00	\$0.00	\$0.00	\$0.00	0%	
August	\$0.00	\$0.00	\$0.00	\$0.00	0%	
September	\$0.00	\$0.00	\$0.00	\$0.00	0%	
October	\$0.00	\$0.00	\$0.00	\$0.00	0%	
November	\$0.00	\$0.00	\$0.00	\$0.00	0%	
December	\$0.00	\$0.00	\$0.00	\$0.00	0%	
<b>TOTALS TO DATE</b>		\$112,500.00		\$1,967.00		7
<b>2015 COMPARISON</b>		\$1,355,000.00		\$13,967.00		7
<b>Total % CHANGE</b>		8%		14%		100%

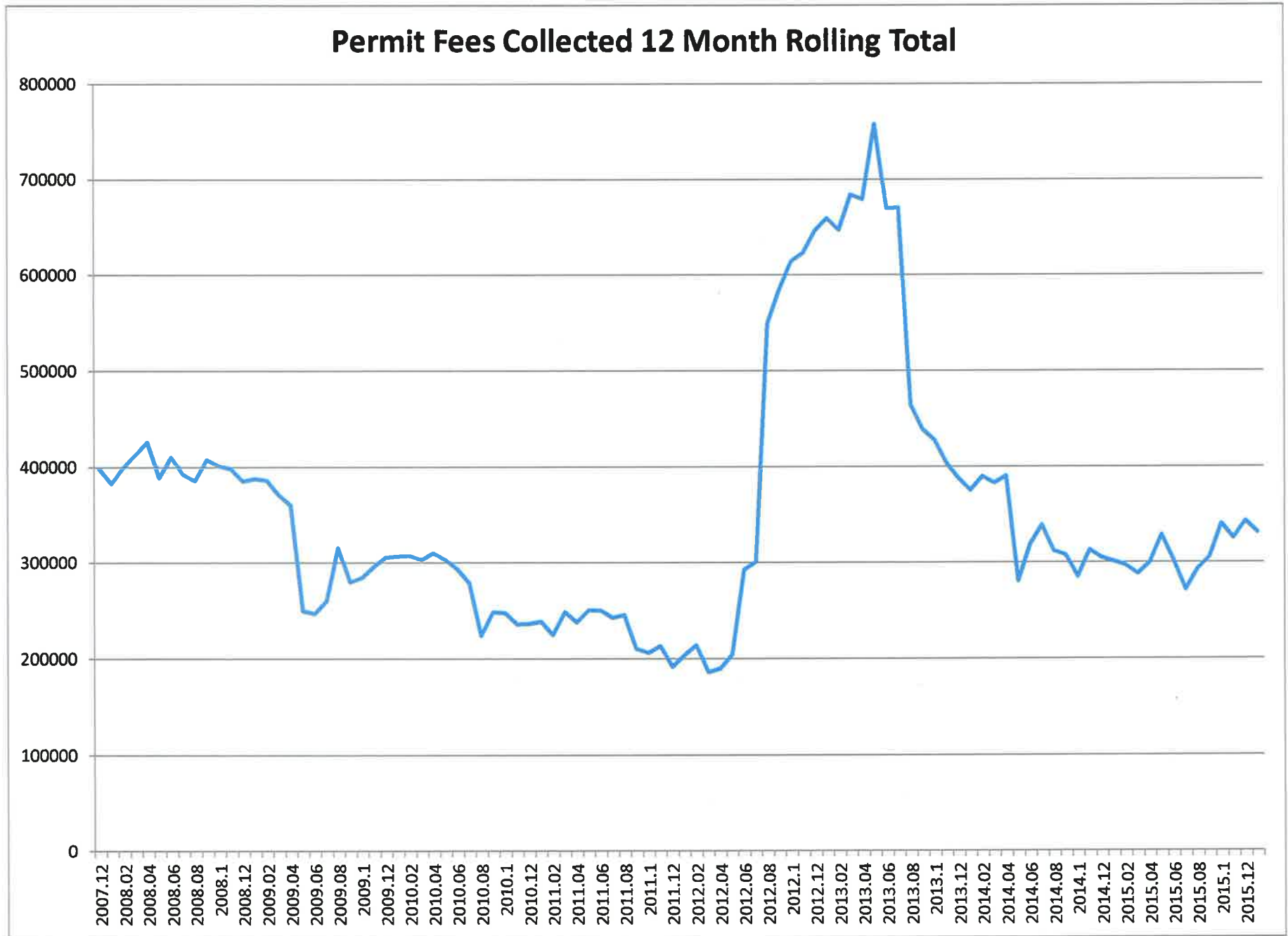


Note: The Graphs Below only Include Septic Permits in 2012 and beyond



Note: The Graphs Below only Include Septic Permits in 2012 and beyond

### Permit Fees Collected 12 Month Rolling Total





## **REPORT PD-2016-006**

---

TO: Mayor and Members of Council

FROM: Kelly Patzer, Development Coordinator

DATE: February 17, 2016

SUBJECT: Holding Removal – Rezoning Application – Mini Lakes Residents Association – Lot 5 (12 Jasper Heights PVT) and Lot 45 (20 Hemlock Crescent PVT) - File No. D14/MIN - Part Lot 21, Concession 8, Plan 61M203, formerly municipally known as 7541 Wellington Road 34.

---

### **RECOMMENDATIONS**

THAT Report PD-2016-006 regarding the Holding Removal – Rezoning Application – Mini Lakes Residents Association – Lot 5 (12 Jasper Heights PVT) and Lot 45 (20 Hemlock Crescent PVT) - File No. D14/MIN, Part Lot 21, Concession 8, Plan 61M203, formerly municipally known as 7541 Wellington Road 34, Township be received; and

THAT Council authorize the request to remove the Holding (h1) Provision from Zoning By-law 19/85, as amended, for Lot 5 (12 Jasper Heights PVT) and Lot 45 (20 Hemlock Crescent PVT), on the lands described as Part Lot 21, Concession 8, Plan 61M203, formerly municipally known as 7541 Wellington Road 34, be approved; and

THAT Council direct staff to prepare the by-law to authorize the removal of the Holding (h1) Provision.

### **DISCUSSION**

#### **Background**

The Mini Lakes property is subject to Ontario Municipal Board Approved Zoning By-law Amendment - By-law 17/00, to permit year-round residence and a sewage treatment plant.

A holding zone provision (h-1) was placed on the lands to ensure the orderly development of the Mini Lakes sites from a seasonal recreational park to a permanent year-round residential community. Council may remove the 'h-1' symbol by amendment to the by-law, subject to being satisfied the following criteria have been met under Section 4(6a), Holding Zone Provisions (Mini Lakes) of by-law 19/85:

- (i) The sewage treatment and water supply services have been completed to provide for year-round operation of those services; and

- (ii) A development agreement between the owners of the land and the Township addressing occupation of the units, operation and maintenance of the services and financial arrangements has been registered on title of the lands; and
- (iii) Where a site is being converted from seasonal to year-round use, an occupancy permit has been issued by the Chief Building Official permitting the year-round occupation of the dwelling unit on the site.

### Comments

The application for amendment to the zoning by-law to lift the holding symbol on Lot 5 (12 Jasper Heights PVT) and Lot 45 (20 Hemlock Crescent PVT), formerly part of 7541 Wellington Road 34, was circulated to Township staff and agencies for comments. No objections were received. The County of Wellington Planning comment is attached as **Schedule "A"**.

Criteria (i) of the holding provision, requires year round water supply and sewage treatment services. Mini Lakes currently has an application with the Ministry of Environment and Climate Change (MOE&CC) regarding upgrades to the existing sewage plant. A representative of Mini Lakes has stated the delay in finalizing the review of application is due to understaffing at the MOE&CC and confirmed funding is in place to proceed with tendering and construction of the plant upgrades once the Environmental Compliance Approval (ECA) is received.

GM Blue Plan staff indicated the existing plant has sufficient capacity to permit the hold removals. The proposed plant upgrades are not to expand capacity (the revised ECA will slightly reduce the rated capacity) but will make operational changes to help the plant meet their effluent criteria. Township staff is monitoring the ongoing application with the MOE&CC.

The Operations & Maintenance Agreements – Sewage Treatment System & Communal Water System and the Condominium & Subdivision Agreements between Mini Lakes Residents Association and the Corporation of the Township of Puslinch were signed August 13, 2014 and registered on title and fulfil criteria (ii) of the holding zone provision.

An Occupancy Permit was granted to the residence located at Lot 5 (12 Jasper Heights PVT) July 27, 2015 and to the residence located at Lot 45 (20 Hemlock Crescent PVT) July 6, 2015, fulfilling criteria (iii) of the holding provision.

### Notice

Notice regarding the Holding Removal has been given to the owner of the lands in accordance with the Planning Act.

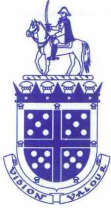
**Financial Implications**

None

**Applicable Legislation and Requirements**

Planning Act.

## Schedule "A" – County of Wellington Planning



### COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT  
GARY A. COUSINS, M.C.I.P., DIRECTOR  
T 519.837.2800  
T 1.800.663.0750  
F 519.823.1694

ADMINISTRATION CENTRE  
74 WOOLWICH STREET  
GUELPH ON N1H 3T9

February 9, 2016

Kelly Patzer, Development Coordinator  
Township of Puslinch  
R. R. 3 (Aberfoyle)  
Guelph, Ontario N1H 6H9

Dear Ms. Patzer:

**Re: Proposed Removal of Holding Symbol  
Lot 5 and Lot 45, 61M-203  
Mini Lakes Residents Association**

Thank you for circulating the notice regarding Council's intent to remove the holding symbol with respect to the above-noted properties. It is our understanding that the owners have requested the removal of the Holding ('h-1') Zone from the property located at 12 Jasper Heights (Lot 5) and 20 Hemlock Crescent (Lot 45) within the Mini Lakes community.

In order to remove the holding provision from the subject land, Section 4(6)(a) of the Zoning By-law 19/85 (as approved by the Ontario Municipal Board) states that:

"Council may remove the 'h-1' symbol by amendment to this By-law, subject to the requirements of Section 36 of The Planning Act, when satisfied that:

- (i) the sewage treatment and water supply services have been completed to provide for year-round operation of those services; and
- (ii) a development agreement between the owners of the land and the Township addressing occupation of the units, operation and maintenance of the services and financial arrangements has been registered on title of the lands; and
- (iii) Where a site is being converted from seasonal to year-round use, an occupancy permit has been issued by the Chief Building Official permitting the year-round occupation of the dwelling unit on the site."

This office has no objection to the removal of the holding symbol for the subject site, provided Council is satisfied that the above requirements have been met. If an amending by-law is approved, we would appreciate a copy for our files.

Yours truly,

Sarah Wilhelm, B.E.S., MCIP, RPP  
Senior Planner



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### Policy Proposal Notice:

**Title:**

Excess Soil Management Policy Framework

**EBR Registry Number:** 012-6065

**Ministry:**

Ministry of the Environment and Climate Change

**Date Proposal loaded to the Registry:**

January 26, 2016

**Keyword(s):** [Brownfields](#) | [Land](#) | [Zoning](#) | [Land use planning](#) | [Conservation](#) | [Aggregates](#) | [Waste](#)

Comment Period: 60 days: submissions may be made between January 26, 2016 and March 26, 2016.

### Description of Policy:

The Ministry of the Environment and Climate Change is engaging Ontarians on an Excess Soil Management Policy Framework ("proposed framework") that proposes a path forward and guiding principles for the development of policy related to the management of excess soil.

The proposed framework embraces two key goals to:

1. protect human health and the environment from the inappropriate relocation of excess soil; and
2. enhance opportunities for the beneficial re-use of excess soil.

The proposed framework also includes:

- principles to guide policy and program development;
- a description of existing policy and current roles and responsibilities; and
- policy needs, actions and priorities.

The proposed framework recognizes excess soil as a resource and promotes a system which strives for consistency, fairness, enforceability, and flexibility.

The framework would shift more responsibility onto the generator of excess soil (the source site) to better plan for its appropriate re-use and track and record excess soil from "source to reuse". This type of policy shift would be achieved through proposed new regulatory requirements on source sites to prepare and implement excess soil management plans, certified by a Qualified Person. These excess soil management plans could be integrated into existing land use planning and development approval processes.

Currently, a number of policy tools can apply in varying degrees to the management of excess soil at receiving sites, such as municipal by-laws, conservation authority permits and/or Aggregate Resources Act licences. This framework proposes to fill a need for clear policies and guidance for receiving sites with respect to management and oversight to better inform and achieve consistency in the application of these policy tools. The framework also proposes development of guidance for the agricultural community to manage excess soils being received for agricultural purposes.

In order to achieve consistency at source and receiving sites, the framework proposes that technical direction, including standards for re-use of excess soil, be prepared by the province, as well as best practices for tracking excess soil.

Excess soil re-use would be considered earlier on in the process of planning for

### Contact:

**All comments on this proposal must be directed to:**

Atif Durrani  
Senior Policy Advisor  
Ministry of the Environment and Climate Change  
Integrated Environmental Policy Division  
Land and Water Policy Branch  
135 St. Clair Avenue West  
Floor 6  
Toronto Ontario  
M4V 1P5  
Phone: (416) 314-3888

**To submit a comment online, click the submit button below:**

[Submit Comment](#)

### Additional Information:

**The following government offices have additional information regarding this Proposal. To arrange a viewing of these documents please call the Ministry Contact or the Office listed below.**

Land and Water Policy Branch  
135 St. Clair Avenue West  
Floor 6  
Toronto Ontario  
M4V 1P5

development and infrastructure. Municipalities would be encouraged to develop strategies for re-use of excess soil as part of planning for growth and development.

Phone: (416) 314-6383

Further policy alignment and consistent application across the province could be achieved through potential amendments to relevant legislation and plans. Several of these are currently under review, including the Municipal Act, Conservation Authorities Act, the Aggregate Resources Act, and the coordinated review of provincial plans. Clarification and alignment would also be achieved through consideration of potential amendments to existing regulations related to brownfields redevelopment and inert fill as it applies to excess soil, both under the Environmental Protection Act.

**The documents linked below are provided for the purposes of enhancing public consultation.**

All links will open in a new window

The proposed framework recognizes that excess soil management is a matter that crosses the interests and policies of multiple ministries and levels of government. It also recognizes the expertise and role of industry and non-governmental organizations. The implementation of the framework would be informed by advice and input from a multi-ministry and multi-stakeholder working group. This would include investigating approaches to program delivery, e.g. like the United Kingdom's CL:AIRE model, that promote market mechanisms to encourage the reuse of excess soil.

1. [Proposed Excess Soil Management Policy Framework](#)

2. [Management of Excess Soil – A Guide for Best Management Practices – 2014](#)

#### **Purpose of Policy:**

MOECC, along with supporting Ministries, is consulting on an enhanced policy framework for excess soil management in Ontario. This proposed framework would support implementation of the directions set out in MOECC's existing BMP and would build upon the existing policy tools that relate to excess soil management. It would also recognize and build upon the recent efforts of many organizations to implement effective sustainable excess soil management practices. The proposed framework embraces two key goals to:

1. protect human health and the environment from the inappropriate relocation of excess soil; and
2. enhance opportunities for the beneficial re-use of excess soil.

The purpose of this posting is to describe and invite comments on the proposed framework.

The proposed framework outlines improvements in existing policy and the development of new policy. It recognizes that movement of excess soil supports critical economic and development activities, and must take into account the roles and responsibilities of all parties involved in the oversight of excess soil and be designed to integrate with business practices to facilitate successful implementation.

The feedback will help inform amendments to existing policy tools, a new regulation under the Environmental Protection Act, and development of new guidance and best practices.

#### **Public Consultation:**

This proposal has been posted for a 60 day public review and comment period starting January 26, 2016. If you have any questions, or would like to submit your comments, please do so by March 26, 2016 to the individual listed under "Contact". Additionally, you may submit your comments on-line.

All comments received prior to March 26, 2016 will be considered as part of the decision-making process by the Ministry if they are submitted in writing or electronically using the form provided in this notice and reference EBR Registry number 012-6065.

Please Note: All comments and submissions received will become part of the public record. You will not receive a formal response to your comment, however, relevant comments received as part of the public participation process for this proposal will be considered by the decision maker for this proposal.



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PROPOSED  
**EXCESS SOIL** MANAGEMENT  
**POLICY FRAMEWORK**



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# 1.0 INTRODUCTION

## 1.1 CONTEXT

*Excess soil* is a result of intensive land development across the province. While cities continue to grow, proper *excess soil management* is necessary to protect human health and the environment.

Managing excess soil in a responsible way is integral to building sustainable communities. Improper management can result in impacts to ground or surface water quality and/or quantity, natural areas and agricultural lands, and cause a number of local issues including concerns regarding noise, dust, truck traffic, road damage, erosion, drainage and other social, health and environmental concerns.

The Growth Plan for the Greater Golden Horseshoe, under the Places to Grow Act, 2005, and the Provincial Policy Statement, 2014 under the Planning Act encourages the redevelopment of brownfield sites and intensification of urban areas. Redevelopment of brownfield sites (those with former industrial or commercial activities) can also generate *excess soil*, with potentially elevated levels of contaminants. As urban areas intensify, opportunities to re-use soil on-site become limited which results in *excess soils* needing to be transported from the redeveloped sites.

Development of infrastructure, such as transit systems, may also generate *excess soil*.

Management of *excess soil* is a growing concern in the Great Toronto Area (GTA) and rural municipalities surrounding the GTA. The issue has received media attention with a focus on illegal dumping of soil, site alteration by-laws, commercial *fill* operations, tracking *excess soil*, concern over the quality of *excess soil*, and protection of the environment, water, and agriculture.

The way *excess soil* is managed and disposed of also impacts greenhouse gas emissions. Annually, thousands of trucks move *excess soil* around the province emitting

### What is excess soil?

*Excess soil* is soil that is excess to requirements at a construction or development site or project (“source site”); it is not needed on the source site after it is excavated and must be moved to a new, off-site, location. Soil remaining within a project site is not considered *excess soil* (see glossary – **Section 8.4** - for more detailed definitions of *italicized terms*).

greenhouse gases. Local re-use of *excess soil* can reduce these greenhouse gas emissions.

While existing legislation, regulation, by-laws and policies address different aspects of *excess soil management* such as waste approvals for *soil processing sites*, records of site condition for brownfields redevelopment sites, and municipal permits under site alteration by-laws – see **Appendix 8.1** for more information), there is no overall policy framework for the management of *excess soil*.

In January 2014, the Ministry of the Environment and Climate Change (MOECC) released a guide titled the “*Management of Excess soil – A Guide for Best Management Practices*” (BMP). This BMP sets out the province’s expectations for all those managing soil and encourages the *beneficial reuse* of *excess soil* in a manner that promotes sustainability and the protection of the environment. It assists those managing *excess soil*, particularly when the *excess soil* may be affected by contamination, and in preventing and mitigating the potential for adverse effects. The BMP encourages re-use of soil and provides guidance on managing *excess soil* at the site where it is excavated, during its transportation and where it is received.

Many organizations in Ontario are working to improve the management of *excess soil* through their own activities (including industry best management practices, conservation authority guidelines, municipal pilot projects, qualified person guidance and soil matching programs). The province developed the proposed Excess Soil Policy Framework to protect human health and the environment from inappropriate relocation of *excess soil* and enhance opportunities for the beneficial reuse of *excess soil*.

## 1.2 ENVIRONMENTAL BILL OF RIGHTS REVIEW

In January 2014, the Ministry of the Environment and Climate Change accepted to undertake a review of *excess soil management* in response to an Environmental Bill of Rights (EBR) application of November 2013.

The application for review requested “*a review of the need to establish a new comprehensive, province-wide policy to address the problem of compromised soil*”. The applicants stated that they were concerned about the impacts of what they termed “*compromised soil*” from urban development to health and safety and the environment. They also stated that current rules related to *excess soil* were a “*patchwork*” with a lack of oversight and called for leadership to ensure “*compromised soil is disposed of properly*.” They also asked for a multi-ministry approach, including involvement from the Ministry of Municipal Affairs and Housing.

The EBR review supports a provincial commitment made in Ontario's Great Lakes Strategy to “*develop a policy framework for soil management, including encouragement of best management practices to support the re-use of excess soil for beneficial uses, as long as it can be done in a way that protects human health and the environment*.”

Further, this issue was recognized in the Ontario legislature. In December, 2014, a motion received all party support for the government to "...consider the development of a strategy for disposing of [excess soil] in a sustainable and environmentally conscious fashion".

The EBR review also assessed whether certain aspects of MOECC's BMP required additional policy to support its implementation and address any policy gaps.

As part of undertaking the review, the MOECC convened a multi-ministry working group, consisting of Ministries of Municipal Affairs and Housing; Natural Resources and Forestry; Agriculture, Food and Rural Affairs; and the Ministry of Transportation, Economic Development, Employment and Infrastructure and Tourism, Culture and Sport. This group helped inform the findings of the review and will continue to work together to develop the solutions needed to implement the recommendations of the review.



Listening sessions on the application for review were held in the fall 2014, including:

- Two sessions with a wide range of municipalities
- Agricultural and rural community sectors
- Select Conservation Authorities and Conservation Ontario
- Ontario Environment Industry Association
- Residential and Civil Construction Alliance of Ontario
- Ontario Sand, Stone and Gravel Association
- Municipal Engineers Association
- Association of Professional Geoscientists / Professional Engineers Ontario
- Ontario Waste Management Association
- Brownfield stakeholders, the development sector, and government agencies including Infrastructure Ontario and Metrolinx
- Local community and environmental groups

First Nations were informed about the review and a meeting was held with those that expressed interest.

The MOECC and other ministries re-engaged select representatives in Fall 2015 to validate and discuss preliminary findings and outline the general elements of the proposed framework (see **Appendix 8.3** for a list of what was heard in these sessions). The conclusion from these sessions is that there is wide support for the proposed approach.

## 2.0 NEED FOR A REVISED POLICY FRAMEWORK

The province consistently heard that the current system for oversight and management of *excess soil* requires stronger direction and clear and enforceable rules which clearly identify the roles and responsibilities as *excess soil* is generated and then moved from a *source site* to a final *receiving site*.

### 2.1 SUMMARY OF FINDINGS FROM ENGAGEMENT

Through stakeholder engagement, it was assessed that *excess soil management* policy could be clarified and improved, and that some new policies may be warranted, including a need for:

- **greater responsibility by owners of *source sites*** that generate *excess soil* to ensure that their *excess soil* reaches appropriate *receiving sites*
- **clearer roles and responsibilities** amongst all who manage or provide an oversight role in the management of *excess soil*
- **filling specific gaps in receiving site oversight and new guidance to promote better oversight at *receiving sites***, including to inform municipal by-laws,
- **greater clarity of existing regulations** such as brownfields-related requirements and inert fill provisions clarifying when *excess soil* must be managed as a “waste”
- **enhanced enforcement mechanisms and tools** to address illegal activities
- **clearer technical guidance and direction** with respect to *excess soil* re-use standards and testing procedures, to assist technical professionals, to integrate into oversight policies, and to help ensure *excess soil management* is protective of human health and the environment
- **better tracking and record keeping** of *excess soil* movements to confirm that *excess soil* reaches intended *receiving sites* and to facilitate oversight
- **protection of sensitive areas of provincial and local interest**, including natural heritage and hydrologic features and functions, farmland, and significant cultural heritage landscapes and archaeological resources
- **greater consideration of *excess soil management* when planning** for development and infrastructure projects, to better plan for appropriate *excess soil* re-use and to identify and promote local re-use opportunities for *excess soil*

By improving these areas, the province could further strengthen environmental protection and provide greater confidence in the proper management of *excess soil*.

## 2.2 SUMMARY OF FINDINGS FROM RESEARCH

Further reviews and assessments have informed the need for policy. Key research findings indicate:

- **Ontario could learn from approaches in other leading jurisdictions:** Other jurisdictions including the United Kingdom (CL:AIRE), Quebec, the Netherlands and some US states, such as Massachusetts, employ a range of approaches and a variety of tools to provide oversight to the management of *excess soil*. These approaches range from extensive government oversight through regulation, tracking, and planning for re-use to more flexible and voluntary approaches allowing industry to self-regulate and agreed upon codes of practice (see **Appendix 8.2** for more information).

Key lessons learned from these jurisdictions include the need for:

- Clearly articulated goals and principles to guide governments, local authorities and industry
  - Rules around tracking of *excess soil* to improve compliance, garner public confidence and allow for transparency
  - Clear roles and responsibilities for those who manage *excess soil*, whether it be industry, government or qualified persons
  - Standards to allow for the *beneficial reuse* of *excess soil* as a resource, while protecting sensitive areas and clearly articulating when *excess soil* is a waste
  - Greater *source site* responsibility, including better planning early on in the development planning process to encourage *excess soil* re-use and minimize the need to move *excess soil*.
- **Existing policy tools do not provide adequate oversight over the life cycle of *excess soil*:** The current oversight for managing *excess soil* focuses on *receiving sites*. Municipalities and conservation authorities are the main permitting bodies for these *receiving sites* through site alteration by-laws under section 142 of the Municipal Act and regulations made under section 28 of the Conservation Authorities Act. *Excess soil* may also be received at sites overseen by other legislation such as the Aggregates Resources Act or landfills under the Environmental Protection Act. Generally, the MOECC may respond to incidents of mismanagement of *excess soil* if there are complaints of illegal dumping of waste or of potential adverse effects under the Environmental Protection Act. Existing policy tools are not clear regarding *source site* responsibility, and the



policy tools providing authority for oversight of receiving sites leave some gaps in authority.

- **Excess soil from “brownfield” sites could be better tracked:** The MOECC reviewed Records of Site Condition (under O. Reg. 153/04 of the Environmental Protection Act). Records of Site Condition are required to be filed when a property use changes from a lesser to more sensitive use (e.g. industrial use to residential). In its analysis the MOECC found that many of these properties are a source of *excess soil*. While the regulation requires information on soil moving on to these properties, there are no requirements or records of where *excess soil* may be going once it leaves these properties. Since this *excess soil* may be leaving properties which once had industrial or commercial uses, it is important for it to be managed properly and tracked.
- **Municipal site alteration by-laws could benefit from additional guidance to promote better oversight:** Many municipalities have recently updated their by-laws to assist in the management of *excess soil*. These by-laws often vary in scope based on local challenges, with some adopting strong municipal control and restrictions and others allowing for *fill* placement under differing degrees of oversight. Some of these by-laws incorporate MOECC soil quality standards for Records of Site Condition and others do not. Similarly, some allow for recovery of costs of oversight through revenue and others do not. They also incorporate a variety of rules to provide oversight to other matters associated with the management of *excess soil*, including noise, truck traffic and dust. The varying approaches has resulted in the movement of *excess soil* to those jurisdictions with limited capacity to deal with the issue and/or less stringent requirements.



- **There is confusion about what standards should apply to the movement of excess soil and when excess soil is “inert fill”:** In the absence of provincial direction on standards for *excess soil* movement, brownfields standards are being applied. However, these standards were not developed to be used in relation to *excess soil* movement. The models used to develop these standards

are based on potential spill scenarios that may have occurred at a property where a Record of Site Condition is to be filed and were not designed to deal with large amounts of fill from many locations being deposited at a particular property.

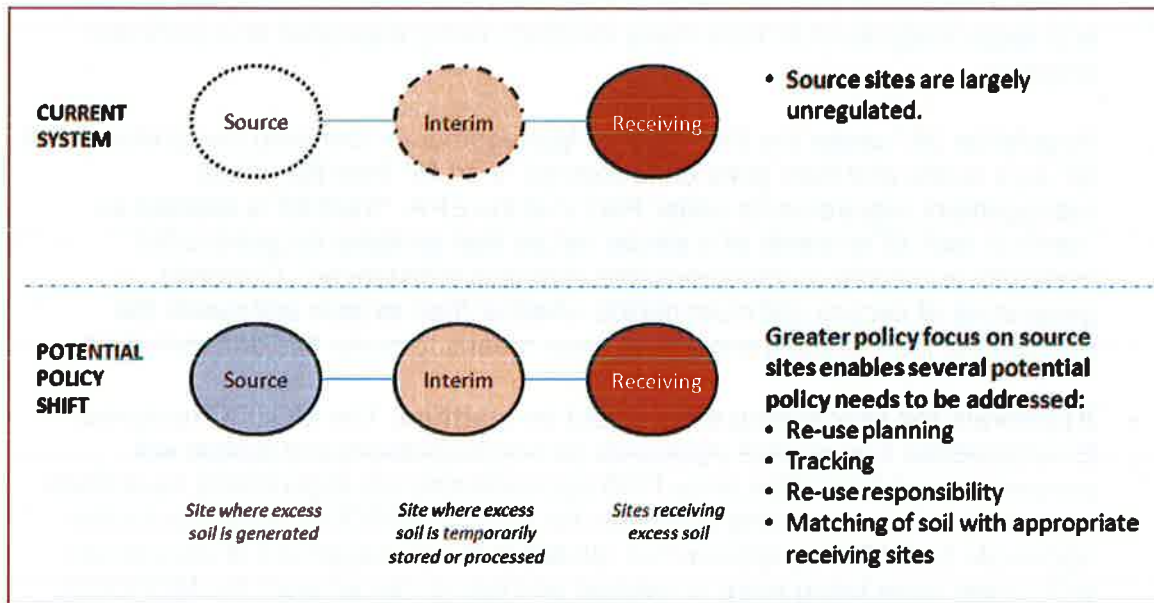
Regulation 347 under the EPA (Waste Management – General) designates “inert fill” as a waste and then goes on to exempt “inert fill” from the waste management requirements under Part V of the EPA. “Inert fill” is defined as “earth or rock fill or waste of a similar nature that contains no putrescible materials or soluble or decomposable chemical substances”. Currently generators of *excess soil* must decide whether their *excess soil* meets the definition of inert fill but there are no clear means to make this determination.

- **Approvals for processing sites could be clarified:** The MOECC reviewed Environmental Compliance Approvals for soil processors and mobile soil processors and found that since 1993 approximately six applications have been approved, with two pending approvals for 2015. The MOECC found that older approvals had differing approaches related to the management of *excess soil*, with newer ones being more consistent and taking into account the MOECC’s January 2014 BMP.
- **There is a general lack of information about the amount and quality of excess soil being managed in Ontario:** The Residential and Civil Construction Alliance of Ontario (RCCAO) estimates that approximately 20 million cubic metres of *excess soil* is excavated annually from construction sites from 2008 to 2010. However these figures are based on broad assumptions and the actual movement of *excess soil* is largely unknown. Similarly the quality of the *excess soil* moving in Ontario is largely unknown.

### 3.0 POLICY FRAMEWORK APPROACH

**This document outlines a proposed policy framework and proposed actions under that framework.**

The proposed policy framework embraces an approach that puts materials, like *excess soil*, back into the system so that they can be reused, when safe to do so. To achieve this, it is necessary to move toward a system that better provides for life-cycle management, with greater responsibility placed on the *source sites* of *excess soil*. This approach recognizes that the generators of *excess soil* are in the best position to support its reuse.



The current oversight for managing *excess soil* focuses on *receiving sites*. The province heard about the need for generators of *excess soil* to be more responsible for proper management, including ensuring that soil reaches an appropriate receiving site. Greater source site responsibility also enables proper planning for re-use of *excess soil*; better tracking of *excess soil* movements; and matching of *excess soil* with appropriate *receiving sites*.

Under the new proposed framework *source sites* would be responsible for characterizing their *excess soil*, tracking it, and verifying that their *excess soil* reaches an appropriate destination. They would also be encouraged to re-use *excess soil* wherever appropriate, minimizing the need to move *excess soil* in the first place. Together, these requirements would help enhance due-diligence at both *source sites* and *receiving sites*.

### **Building on and Enhancing Existing Tools**

Under the proposed framework, *excess soil management* and oversight would continue to be provided at *receiving sites* through existing permitting authorities, including municipalities and conservation authorities. This approach recognizes the local knowledge of public bodies, the value of these tools and bodies to address local concerns and the efforts they have put in to date to deal with the issue. Under this framework, the province would provide technical guidance to help municipalities and others impose appropriate conditions on sites that receive *excess soil*.

The approach will include a combination of a few critical new policy tools; consider potential amendments to enhance and clarify existing policy tools; and provide guidance to clarify application of existing tools under the framework.

**Enforceable policy tools that are part of the proposed framework are noted in the table below:**

SOURCE SITES	INTERIM SITES	RECEIVING SITES
<ul style="list-style-type: none"> <li>• NEW regulation on excess soil management</li> <li>• Regulation 347, if considered waste</li> </ul>	<ul style="list-style-type: none"> <li>• Municipal Act (bylaws)</li> <li>• Environmental Compliance Approvals for soil processing sites</li> </ul>	<ul style="list-style-type: none"> <li>• Municipal Act (bylaws)</li> <li>• Conservation Authority Act</li> <li>• Ontario Regulation 153/04 – records of site condition</li> <li>• Aggregate Resources Act</li> <li>• Environmental Compliance Approvals for land fill sites</li> <li>• Environmental Protection Act – no adverse effect provisions</li> </ul>

Other requirements would be set out in other regulatory tools, such as the Building Code (applicable law) and Planning Act approvals where relevant.

Many guidance documents also exist that could be updated to help inform use of these regulatory tools such as:

- MOECC's BMP
- Ontario provincial standards (OPSS180 / 1010)
- RCCAO (Industry) BMP

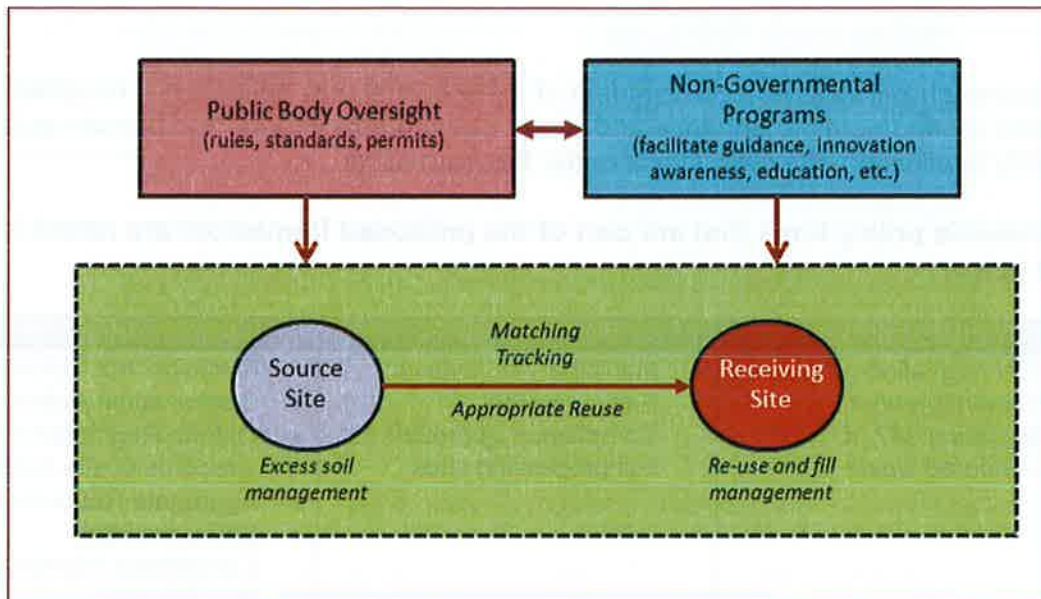
**Clarifying Roles and Responsibilities**

Under the proposed framework, roles and responsibilities would be clarified. The provincial role will be established through a multi-ministry approach. Ministries will enable and facilitate, and in some cases provide oversight and implement, sustainable excess soil management. All ministries will facilitate engagement with interested parties in relation to their mandate.

The province recognizes that municipalities, conservation authorities and other public bodies have multiple responsibilities with roles in oversight, planning for re-use and implementation.

Industry and non-governmental organizations will help in the development of programs to facilitate innovative approaches to soil re-use, use of best practices, compliance and raising awareness, as illustrated in the diagram below:

Key roles are described below:



### Ministry of the Environment and Climate Change

- minimum regulatory requirements for generators of excess soil
- technical guidance to facilitate consistency in oversight, management and re-use, and general excess soil best practices
- clarification and enforcement of Environmental Protection Act and associated regulations, e.g. no adverse effect, waste provisions, brownfields regulations
- integration of excess soil management requirements into relevant approvals, as appropriate, e.g. processing sites

### Ministry of Municipal Affairs and Housing

- guidance and educational materials to support municipalities, e.g. use of municipal by-laws, land use planning and development approvals
- authority for municipal by-laws; provide for integration with other planning and development regulatory tools, as appropriate

### Ministry of Natural Resources and Forestry

- legislative authority for conservation authorities and associated regulations
- integration of excess soil management requirements into relevant approvals, as appropriate, e.g. aggregate resource licenses and permits

### Ministry of Transportation

- implement best practices for highway construction

### Ministry of Agriculture, Food and Rural Affairs

- promotion of best practices for farmers

### Municipalities and Conservation Authorities

- oversight of *receiving sites*, and integrating provincial guidance into municipal by-laws and conservation authority permissions, as appropriate

- integrate sustainable excess soil management as appropriate into planning and development decisions and infrastructure decisions and contracts

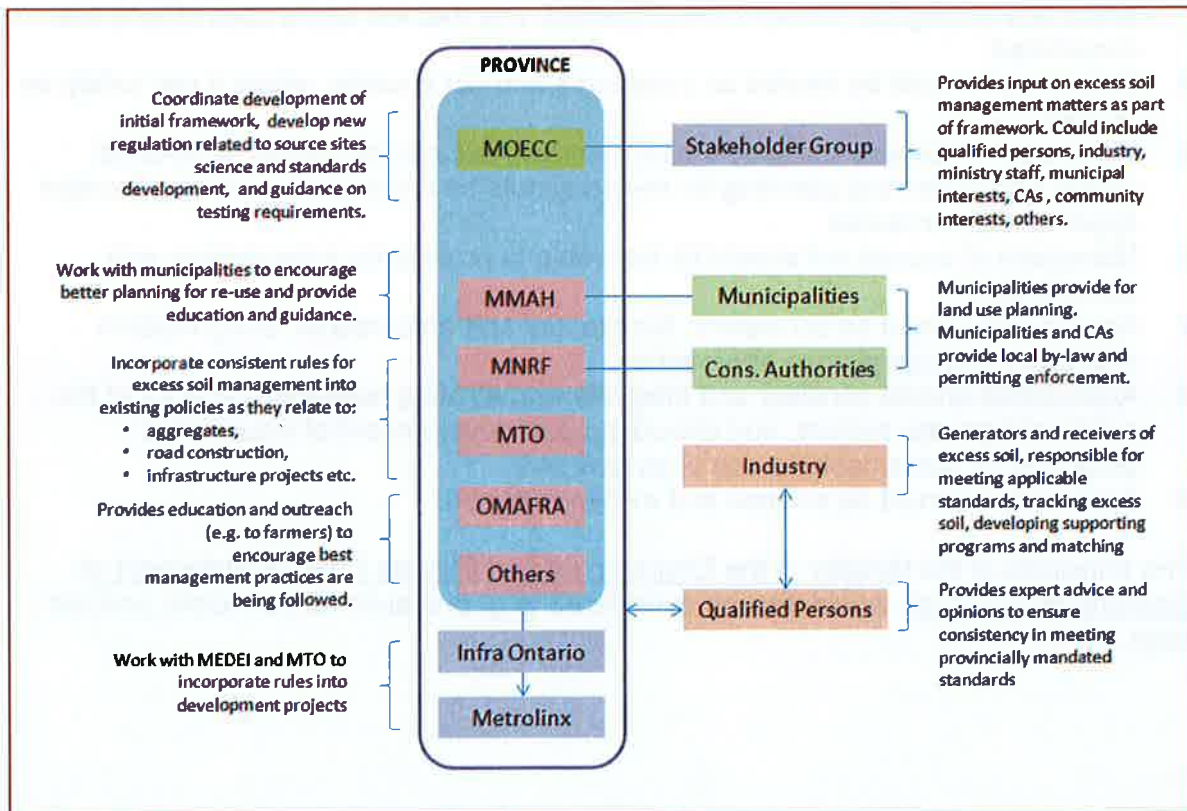
### Qualified Persons

- provide accountability and credible advice consistent with provincial direction and professional practice on technical matters
- provide quality assurance and consistency in advice

### Industry, Property Owners and Non-Governmental Organizations

- owners of *source sites* are responsible for the management of *excess soil* from their properties, including development of excess soil management plans, identification of appropriate receiving sites, and appropriate contractual arrangements
- owners of *receiving sites* are responsible for the management of *excess soil* at their properties, including development of fill management plans
- support implementation through development of programs to facilitate due diligence (e.g. best practices, matching and tracking programs which could include a registry, professional standards, education) potentially through non-governmental organizations
- education of the industry community

The figure below provides an illustration of roles and responsibilities:



## 4.0 GOALS AND PRINCIPLES

The following goals would guide the implementation of a provincial framework:

<b>GOALS</b>	<ol style="list-style-type: none"><li><b>1. Protect human health and the environment from inappropriate relocation of <i>excess soil</i></b></li><li><b>2. Enhance opportunities for the <i>beneficial reuse of excess soil</i></b></li></ol>
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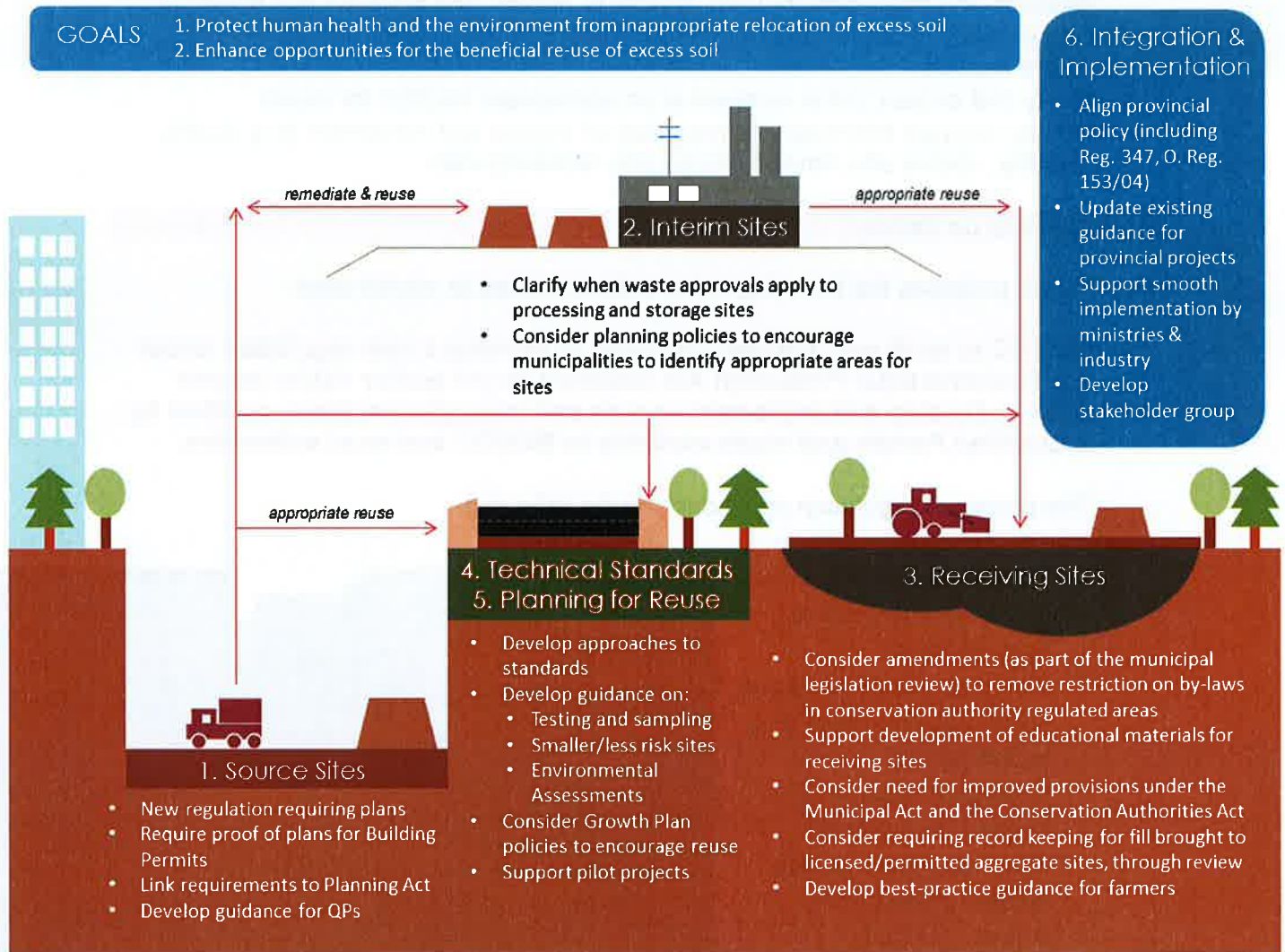
The following **principles** would further guide decision making with respect to the provincial *excess soil* framework:

1. The public should have confidence in the management of *excess soil*.
2. Generators of *excess soil* should be responsible for appropriate management of *excess soil*
3. *Excess soil management* should ensure that farmland, environmentally sensitive areas and ecological functions are protected, and that the future uses of land are considered.
4. *Excess soil* should be treated as a resource and not a waste, where it can safely be reused
5. Generation of excess soil should be minimized, excess soil should be re-used locally if possible, and planning for re-use should be undertaken early to maximize opportunities for re-use
6. Movement of *excess soil* should be traceable to provide for transparency and compliance
7. Approaches should be consistent, flexible, fair and enforceable, using modern regulatory and compliance approaches.
8. Approaches should consider and integrate with existing business practices of the public and private sectors, and should support development of industry-led programs for sustainable re-use of *excess soil*.
9. Approaches should be science and evidence-based.

The principles of the [Ministry of the Environment and Climate Change Statement of Environmental Values](#) would also be considered (e.g. precautionary principle, polluter pays, etc.).

## 5.0 POLICY NEEDS AND ACTIONS

The figure below is an illustration of the proposed provincial framework – including its overarching goals and actions to strengthen oversight of *excess soil management*. Actions are described in greater detail in the next sections of the document.





## 1. SOURCE SITES

### 1.1 Policy Needs

- Clear responsibility on the owner of the *source site* to provide better planning, tracking, and management from “source to re-use” and increase due diligence.
- Ensure early characterization of *excess soil* and planning for *beneficial reuse*, where feasible.
- Verify that *excess soil* is received at an appropriate location for reuse.
- Ensure relevant information is recorded on *excess soil* movement (e.g. quality, quantity, *source site*, hauler, *interim site*, receiving site).

### 1.2 Actions to be Taken

The province proposes the following policy actions related to *source sites*:

- 1. MOECC to work with partner ministries to develop a new regulation under the Environmental Protection Act requiring larger and/or riskier *source sites* to develop and implement *excess soil management* plans certified by a Qualified Person and made available to MOECC and local authorities.**

The proposed regulation could apply to the following:

- **Larger sites**, defined by a volume threshold to capture larger infrastructure projects and larger developments (e.g. buildings with underground parking, larger sub-divisions). They would not include smaller projects and *excess soil* from development of small residential properties.



- **Risk-based sites**, including industrial or commercial properties, or other properties that have had a potentially contaminating activity or sites with greater chance of having impacted *excess soil*.

The proposed regulation would require the owner of the *source site* to hire a qualified person and ensure that an *excess soil management* Plan is prepared and certified. The regulation and requirement for a Plan would not apply to soil remaining at a site. The Plan would be required, at a minimum, to include the following:

- characterization of *excess soil* in-situ (including quality, type and volume)
- requirements for testing *excess soil* which could be based on past land use and potential contamination
- identify and ensure *receiving sites* are authorized to accept *excess soil* (e.g. site is regulated by municipal permit and authorized to accept specific quality of *excess soil*)
- confirmation that the quality of *excess soil* is appropriate for the *receiving site* and that testing results are made available to prospective *receiving sites*.
- tracking plan to ensure and verify the *excess soil* arrives at the *receiving site*
- standard record keeping requirements.

The new regulation would require the owner of the *source site* and any person the owner contracts to manage *excess soil* from that property to implement the *excess soil management* plan. The owner would also be required to retain a copy of the *excess soil management* plan at the property for inspection on request of the MOECC. If there is a failure to develop an *excess soil management* plan or a failure to comply with a provision of the plan by any person, and *excess soil* from a *source site* is deposited at another property unlawfully, in addition to any enforcement action under the EPA that can be taken to deal with such non-compliance such as prosecutions, the owner of the *source site* may be required to remove the *excess soil* material from the site where it has been deposited and transport it to an appropriate receiving site.

The new regulation would define what a Qualified Person is and may draw on the definition of Qualified Person in O. Reg. 153/04.

Some ministries, such as the Ministry of Transportation (MTO) have developed best practices for the management of *excess soil* and related materials that are generated from infrastructure projects such as highways. The ministry will seek to ensure that the requirements developed for soil management plans take into account these best management practices and may consider methods to recognize equivalencies of practices. To achieve this, it may be appropriate in certain instances for the regulation to adopt by reference a government

document such as a best management practice guideline, thus ensuring the enforceability of that guideline.

**2. MMAH and MOECC could require proof of an Excess Soil Management Plan for issuance of certain building permits.**

Requirement to have prepared an Excess Soil Management Plan could be made applicable law for certain building permits. The requirement would be met by showing the building official a letter issued from a Qualified Person certifying an *excess soil* management plan has been developed. This would ensure that those who manage excess soil consider implications early in a project, including the need to minimize *excess soil* and maximize *excess soil* re-use, where appropriate. It would also ensure that *excess soil* is characterized and appropriate *receiving sites* are located before excavation of the soil.

**3. MMAH and MOECC to promote linking requirements for excess soil management to applicable Planning Act approvals through guidance**

As a best practice, the province would promote linking planning for *excess soil management* under any new regulatory requirements, such as the new regulatory requirements outlined above, to applicable Planning Act approvals and develop appropriate guidance to support implementation.

**4. MOECC to work with Qualified Persons on excess soil management guidance.**

Guidance will be developed in partnership with professional bodies to help achieve consistency and enhance public confidence in Qualified Person's work and opinions. The guidance will assist in bringing together to help inform the opinions of Qualified Person's on such matters as implementation of regulatory requirements; approaches to and direction on the use of standards; testing and sampling frequency; direction on storage, remediation and other *receiving sites*; best practices for record keeping; and other related matters. It could also serve as a repository linking information from other sources of guidance.

## 2. INTERIM SITES

### 2.1 Policy Needs

- Encourage and allow for temporary *excess soil* storage where it supports *beneficial reuse* at an appropriate location.

- Authorize generators of *excess soil* to temporarily store the *excess soil* at another location where they comply with a set of minimal requirements without approval.
- Define appropriate temporary storage sites for *excess soil* and encourage storage close to *source/receiving site* to reduce transportation and environmental impacts.
- Clarify requirements for *excess soil* storage and *soil processing sites*.
- Distinguish between interim storage and processing sites governed by waste approvals.
- Promote widespread remediation of contaminated soils to enable re-use and help minimize the quantity sent to landfills for disposal, unless appropriate.

## 2.2 Actions to be Taken

The province proposes the following policy actions related to *interim sites*:

### **5. MOECC to clarify when waste approvals apply to excess soil processing sites and prescribe requirements for temporary storage sites.**

MOECC will continue to issue Environmental Compliance Approval (ECA) waste approvals for *excess soil processing sites* (i.e. remediation) to promote remediation while ensuring the environment and human health are protected.

The new EPA regulation would clarify when ECAs are required to permit the temporary storage of *excess soil*. The regulation would establish the permissible duration for temporary storage and specify minimum controls to ensure the temporary storage does not become permanent and does not result in unacceptable impacts.

### **6. MMAH with MOECC to consider approaches that would encourage municipalities to identify appropriate areas (e.g. industrial) for excess soil storage and processing to encourage local re-use, to be achieved through ongoing updates to the provincial land use planning framework, including the coordinated review of provincial plans.**

MMAH working with MOECC to encourage municipalities to allow for off-site *excess soil* storage and *soil processing sites* where appropriate.

## 3. RECEIVING SITES

### 3.1 Policy Needs

- Improve rules for *receiving sites*, including improved oversight with specified minimum environmental and technical requirements.
- Provide guidance to support local (e.g. municipal or conservation authority) oversight for *receiving site* management
- Help address “nuisance effects” related to *excess soil* movement and placement on the *receiving site*, such as noise, dust, odour, and truck traffic as well as wear and tear of roads.
- Help address impacts related to climate change, including greenhouse gas emissions from transporting *excess soils* over long distances.

### 3.2 Actions to be Taken

The province proposes the following policy actions related to receiving sites:

#### **7. MMAH and MNRF to consider amendments to legislation to remove restrictions on site alteration by-laws in conservation authority regulated areas.**

Changes would consider whether municipalities and conservation authorities have the appropriate tools to address issues related to the management of *excess soil* within their authority and that those tools work together effectively.

Municipalities currently have little control over the establishment and operations of a commercial *fill* operation within the municipal boundaries if it is located in an area regulated by the conservation authority. Conservation authorities are limited under the Conservation Authorities Act to consideration of specific matters which do not include many matters that could be considered under a municipal by-law.

Section 142 of the Municipal Act, 2001, provides municipalities with specific powers to prohibit or regulate the placing or dumping of *fill*, removal of topsoil, and the alteration of the grade of the land, subject to certain limits, such as subsection 142(8).

Subsection 142(8) provides that municipal site alteration by-laws have no effect in areas that are regulated by the conservation authority under the Conservation Authorities Act (the Development and Alterations regulations).

Changes that would allow municipalities to regulate site alteration and placement of *fill* within their municipality, while allowing conservation authorities to fulfill their mandate, have been proposed. This would allow both conservation authorities and municipalities to continue to work collaboratively to regulate the placement of *fill*.



**8. MMAH and MOECC to develop educational materials respecting *receiving sites*, including larger (commercial) sites, to inform municipalities in the development or updating of by-laws.**

These educational materials would be used by municipalities to update and/or create by-laws and inform the development of *fill* management plans (used at *receiving sites* to manage *excess soil* being brought on to the site). The educational materials could include information about:

- Guidance on *fill* quality standards;
- Use of Qualified Persons;
- Testing requirements (audit sampling, frequency);
- Record keeping and documentation (e.g. *source sites*, volumes and quality);
- Verification of source site;
- Contents of *Fill Management Plans*;
- Considerations for:
  - filling in relation to natural features and maintenance of ecological processes (e.g. infiltration);
  - consultation, notification;
  - traffic, transportation (trucking and haul routes);
  - invasive species;
  - odour, noise and dust; (during transport and during *fill* placement at the *receiving site*)
  - site security and signage;
  - stormwater considerations and erosion controls;
  - complaint receipt and handling;

- groundwater protection considerations; and
- protecting significant cultural heritage landscapes and archaeological resources.

**9. MMAH and MNRF to explore, with partners, legislative and non-legislative ways to improve compliance and enforcement with Municipal Act and Conservation Authorities Act requirements.**

Consider whether there is a need for changes to legislation, procedures or consequences to provide better management and oversight of excess soil matters.

**10. MNRF to consider requiring record keeping for *fill* being brought to licensed and permitted aggregate sites, through the current review of the Aggregate Resources Act.**

The importation of *fill* for the rehabilitation of aggregate sites has been a growing concern over the past few years. To ensure that all sites that are authorized to import *fill* for rehabilitation are maintaining minimum records, changes are being considered to the Aggregate Resources Act that would require existing sites to keep records of *fill* (e.g., source, shipper,



deposit location) where it is brought onto a site for rehabilitation purposes. These changes would address requirements related to *fill* now and will provide power to improve record keeping and reporting on activities that could impact the environment in the future.

**11. OMAFRA and MOECC to develop best-practice guidance for farmers to limit impacts of the importation of soil onto farmland.**

Guidance would help clarify the issues that farmers should consider when making decisions on importing *excess soil* onto their properties for use in their

agricultural operations. The intent would be to limit negative impacts on farmland.

This guidance could include information on:

- beneficial uses of imported *excess soil*;
- potential issues associated with bringing *excess soil* onto an agricultural property (environmental impacts, drainage alteration, stockpile runoff/dust, impacts on neighbouring properties, municipal considerations, insurance coverage, legal considerations);
- the regulatory provisions, requirements and approvals that may apply (provincial legislation, municipal legislation and bylaws, Farming and Food Production Protection Act, Conservation Authorities Act); and

The intended outcome would be for farmers to be better informed of the benefits and risks of accepting *excess soil*. Farmers would become more aware of regulatory requirements and approvals for importing *excess soil* onto their agricultural operations and will become familiar with best management practices for handling and using *excess soil* in their agricultural operations.

## 4. TECHNICAL STANDARDS

### 4.1 Policy Needs

- Provide direction on technical matters such as standards for re-use and testing requirements that:
  - Ensure the protection of human and ecological health
  - Reflect quality of *excess soil* appropriate for *beneficial reuse* at a variety of *receiving sites*
  - Enable characterization, and support tracking, matching, re-use, including remediation
  - Can be used to support a variety of policy tools (e.g. provincial regulations, municipal by-laws)
  - Are science and evidence based
  - Are flexible and practical, but also provide for consistency in application
  - Help define when *excess soil* is a “waste”, including following treatment at a processing site
- Promote transparency of standards in order to gain public confidence

### 4.2 Actions to be Taken

The province proposes the following policy actions related to technical matters:



## **12. MOECC to develop approaches and standards for re-use of excess soil that provide for environmental protection and sustainable re-use of excess soil**

MOECC would work with stakeholders to develop approaches which could consider the following:

- **Protection of Sensitive Sites** – There could be recognition that certain types of areas have particular features, resources or sensitivities and should not be areas where *excess soil* is deposited (e.g. natural areas such as wetlands) unless for a specific *beneficial reuse* (e.g. restoration). *Excess soil* brought to such sites could be required to meet certain stringent standards.
- **Use of local background conditions** – For some sites, the use of *excess soil* that meets background levels may be preferred. We have also heard the need to better enable use of local background conditions rather than current provincial background levels (i.e. Table 1 in O. Reg. 153/04). Feasible approaches to enable this could be considered.
- **Use of generic risk based approaches** – It is proposed that generic risk based standards based on land use could be used for the deposit of *excess soil* in some circumstances. This could allow for the reuse of marginally impacted soils in specific circumstances, particularly in areas already impacted and areas where future uses will be less sensitive.
- **Specific risk based approaches** – Risk-based standards could also be developed in relation to specific uses or circumstances. It may also be possible to incorporate predictable risk management measures into these standards. Examples of these specific uses may include infrastructure projects, sound and sight berms, flood control structures, certain former aggregate sites undergoing rehabilitation, certain brownfields sites, or mines. Specific circumstances with specific rules could also be considered, for example specific rules associated with salt-impacted *excess soil*. Site specific risk assessments and risk management approaches requiring technical review and ongoing requirements or restrictions would generally be limited to circumstances involving an appropriate site specific legal instrument, e.g. where a record of site condition is required by regulations.

## **13. MOECC to develop clear guidance to inform requirements for testing of excess soil.**

MOECC would work with industry, consultants and experts to develop clear rules and guidance for testing and sampling *excess soils* in a variety of circumstances to inform regulatory requirements and guidance for by-laws and other policy.

These requirements would be pragmatic and will consider the costs of testing and risks to human and ecological health. They would be developed in close collaboration with experts including the Qualified Persons who would be expected to use them.



#### **14. MOECC to develop guidance for smaller, lower risk source or receiving projects or sites**

The province would work with industry to develop protocols to support management of materials from smaller projects which do not fall within the categories of “riskier sites” or within volume thresholds for larger sites (as described in Action 1). This could include testing protocols at source and/or *receiving sites* and the development of an inspection protocol for these sites.

## 5. PLANNING FOR RE-USE OPPORTUNITIES

### 5.1 Policy Needs

- Encourage municipalities to plan *excess soil* re-use opportunities when planning for growth and intensification.
- Integrate identification of re-use opportunities into design and management of large projects
- Facilitate identification of viable re-uses and management protocols.

### 5.2 Actions to be Taken

The province proposes the following policy actions related to planning for re-use:

#### **15. MMAH with MOECC to identify opportunities to encourage municipalities to develop soil re-use strategies as part of planning for growth and development (e.g. official plans, master planning) through ongoing updates to the provincial land use planning framework, including the coordinated review of provincial plans.**

Encourage municipalities to help ensure that future growth and planning includes an assessment of *excess soil* that may be generated and considers opportunities for re-use. This proposed direction could help inform future updates to official

plans and ensure consideration is given to large scale developments which require the management of *excess soil*, and also the location of future *receiving sites* and temporary sites for *excess soil*.

#### **16. MOECC to develop guidance for the consideration of excess soil in the environmental assessment processes that govern large scale infrastructure and other development projects.**

MOECC would develop guidance to help ensure that proponents consider *excess soil management*. This approach could help integrate *excess soil management* planning into Environmental Assessments for large projects, including consideration of opportunities for re-use within the project, re-use locally, and for use of other local *excess soils* within a project.

Guidance would also be developed to help ensure proponents consider integrating *excess soil management* as part of the overall project planning process, as applicable.

#### **17. Province to support pilot projects identifying opportunities and procedures for excess soil re-use.**

The province will continue to support pilot projects with partners to help promote opportunities for *excess soil* re-use. These types of projects will also help to identify areas for improvements in the proposed framework and inform proposed future policy, guidance and regulatory development.

## 6. INTEGRATION AND IMPLEMENTATION

### 6.1 Policy Needs

- Integrate and align provincial legislation, regulations, guidelines, processes and other policy related to *excess soil* to ensure consistency and alignment with new framework. Including alignment related to:
  - Environmental Protection Act
    - Inert fill definition in Regulation 347 (General – Waste Management)
    - Ontario Regulation 153/04 (Records of Site Condition)
  - Aggregate Resources Act
  - Provincial plans
  - Municipal tools (by-laws, policies)
  - Environmental Assessment Act
- Draw upon the expertise outside of the Ministry to ensure effective and practical policies

- Education to facilitate alignment of policies and implementation

## 6.2 Actions to be Taken

The province proposes the following policy actions related to integration and implementation:

### **18. MOECC to integrate and align various aspects of provincial policy.**

The province will ensure that current legislation, regulations and policy are aligned with new framework. This would include:

- a. Amend the definition of inert fill in **Regulation 347 (Waste)** under the Environmental Protection Act to clarify when *excess soil* is a waste; a new approach could link to standards for re-use of *excess soil*.
- b. Amend **Ontario Regulation 153/04 (Records of Site Condition)** under Environmental Protection Act to clarify requirements and ensure alignment both as a *source site* and *receiving site* (e.g. requirements for *excess soil* brought to a site, record keeping of receiving sites used, roles of qualified persons).

### **19. Province, including MOECC, MTO and MEDEI, to review and update existing guidance for provincial projects (e.g. transportation and infrastructure) to ensure alignment.**

The province, including MOECC, MTO and MEDEI, would review existing guidance, practices and rules for provincial infrastructure projects and expenditures to align with new requirements and incorporate best practices for the management of *excess soil*. Guidance would provide for greater consistency in the management of *excess soil* with consideration for the goals and principles laid out within this framework. This approach would respond to stakeholders who have indicated that there are gaps in current tendering processes. This approach could further be promoted to municipalities, in particular those who may have large *source sites* for projects producing *excess soil*.

Procurement practices could be formalized through education and outreach efforts with agencies responsible for large scale projects, but also by working to ensure that standardized tendering requirements incorporate considerations for sustainable management of *excess soil*.

### **20. MOECC to develop a stakeholder group (and potential sub-working groups) to provide input on proposed policies, technical matters, guidance and implementation, including coordination with external programs.**

MOECC would establish an **Excess Soil Stakeholder and Engagement Group** to help validate approaches. This working group could consist of provincial ministries, the development and construction industry, qualified persons, municipal representatives, conservation authority representatives (both urban and rural), community and environmental representatives, the aggregate industry, the agricultural and rural community sectors, infrastructure, transit and the waste sector, and others as appropriate. First Nation and Metis representatives would also be included or otherwise engaged in policy development.

This group would also support implementation, through relevant associations, to help ensure education and outreach is undertaken.

This group could also provide a critical role in informing the development of industry-led innovations including support for *excess soil* matching programs that facilitate and encourage matching and better tracking of *excess soil* between *source sites* and appropriate *receiving sites*.

The stakeholder group could further be supported by sub-working groups which would focus more closely on specific policy products. These could include:

1. **Technical** sub-working group to provide input on technical matters, including standards, sampling, tracking and record keeping. This group could consist of experts in partner ministries, industry, qualified persons, and scientists.
2. **Municipal and Conservation Authority** sub-working group to provide input on *receiving site* guidance and other implementation matters.

These groups would include membership from other ministries, including the Ministry of Municipal Affairs and Housing, Ministry of Transportation, Ministry of Natural Resources and Forestry, and the Ministry of Agriculture, Food and Rural Affairs, wherever appropriate.

**21. Industry and MOECC will jointly investigate approaches to program delivery, e.g. like the UK CL:AIRE model, that promote market-based mechanisms to encourage the reuse of excess soil.**

Industry and MOECC would work jointly, through the working group, to consider program delivery approaches led by industry or through a non-government organization or enterprise. This type of enterprise could raise awareness, encourage reuse, and facilitate better matching and tracking (e.g. through a registration system) of *excess soil* between *source sites* and appropriate *receiving sites*. This approach could help identify innovative and practical solutions for planning, management and re-use of excess soil.

## 6.0 PRIORITIES AND TIMELINE

The actions outlined in the proposed framework will be prioritized based on feedback heard through consultation. The Ministry would work with its partner ministries, industry and qualified persons to follow through on a number of actions over the next year and into the future, including the following potential actions which are either already underway or would be initiated in the near future:

PROPOSED ACTION	Currently Underway	Short-term (2016)	Longer-term
1. MOECC to work with partner ministries to develop a new regulation under the EPA requiring larger and/or riskier <i>source sites</i> to develop and implement excess soil management plans certified by a Qualified Person and made available to MOECC and local authorities.		X	
2. MMAH and MOECC, could require proof of an Excess Soil Management Plan for issuance of certain building permits.			X
3. MMAH and MOECC, to promote linking requirements for <i>excess soil management</i> to applicable Planning Act approvals through guidance			X
4. MOECC to work with Qualified Persons on <i>excess soil management</i> guidance.	X		
5. MOECC to clarify when waste approvals apply to <i>excess soil processing sites</i> and prescribe requirements for temporary storage sites.		X	
6. MMAH with MOECC to consider approaches that would encourage municipalities to identify appropriate areas (e.g. industrial) for <i>excess soil</i> storage and processing to encourage local re-use, to be achieved through ongoing updates to the provincial land use planning framework, including the coordinated review of provincial plans.	X		
7. MMAH and MNRF to consider amendments to legislation to remove restrictions on site alteration by-laws in conservation authority regulated areas.	X		
8. MMAH and MOECC to develop educational materials respecting receiving sites, including larger (commercial) sites, to inform municipalities in the development or updating of by-laws.		X	
9. MMAH and MNRF to explore, with partners, legislative and non-legislative ways to improve compliance and enforcement with Municipal Act and Conservation Authorities Act requirements.	X		
10. MNRF to consider requiring record keeping for fill being brought to licensed and permitted aggregate sites, through the current review of the Aggregate Resources Act	X		
11. OMAFRA and MOECC, to develop best-practice guidance for farmers to limit impacts of the importation of soil onto farmland.	X		
12. MOECC to develop approaches and standards for re-use of <i>excess soil</i> that provide for environmental protection and sustainable re-use of <i>excess soil</i> .		X	X
13. MOECC to develop clear guidance to inform requirements on testing of <i>excess soil</i> .			X
14. MOECC to develop guidance for smaller, lower risk source or receiving projects or sites.			X

PROPOSED ACTION	Currently Underway	Short-term (2016)	Longer-term
15. MMAH with MOECC to identify opportunities to encourage municipalities to develop soil re-use strategies as part of planning for growth and development (e.g. official plans, master planning) through ongoing updates to the provincial land use planning framework, including the coordinated review of provincial plans.	X		
16. MOECC to develop guidance for the consideration of <i>excess soil</i> in the environmental assessment processes that govern large infrastructure and other development projects.			X
17. Province to support pilot projects identifying opportunities and procedures for <i>excess soil</i> re-use		X	
18. MOECC to integrate and align various aspects of provincial policy including Regulation 347 (Waste) and O. Reg. 153/04.		X	
19. Province, including MOECC, MTO and MEDEI, to review and update existing guidance for provincial projects (e.g. transportation and infrastructure) to ensure alignment.			X
20. MOECC to develop a stakeholder group (and potential sub-working groups) to provide input on proposed policies, technical matters, guidance and implementation, including coordination with external programs.		X	
21. Industry and MOECC will jointly investigate approaches to program delivery, e.g. like the UK CL:AIRE model, that promote market-based mechanisms to encourage the reuse of excess soil.		X	

## 7.0 QUESTIONS FOR CONSIDERATION

The Ministry would like your opinion and comments on this framework, including the following key questions:

1. Does the proposed policy framework include adequate policy tools and actions to improve the management of *excess soil* in Ontario? If not, what additional tools or actions would you suggest?
2. Are you aware of examples of existing best practices from other jurisdictions that may be helpful to Ontario that you would like to share?
3. Which proposed actions do you see as a priority?
4. What role do you see for you or your organization in implementing the proposed framework?
5. What role do you see for industry or non-governmental organizations in supporting delivery of excess soil programs for soil matching, tracking, and promoting innovation, etc.?
6. How can the province best continue to engage you or your organization and the public as it moves forward?
7. Do you have any other comments or feedback?



## 8.0 APPENDICES

### 8.1 EXISTING POLICY

While several pieces of legislation and regulations apply to specific aspects of *excess soil management*, the majority of *excess soil* moved in Ontario is, for the most part, not directly regulated by MOECC. Ontario's January 2014 Best Management Practices for *excess soil* though provides guidance on *excess soil management*, including at the site where it is excavated, during its transportation and at the receiving site.

Different levels of government and various agencies regulate certain aspects of *excess soil* movement, particularly the province, municipalities and conservation authorities. The table below outlines specific legislation, regulation, policy and other instruments and their roles in the management of *excess soil*.

#### ***Environmental Protection Act (EPA) "Adverse Effect" and Ontario Water Resources Act***

Broad provisions prohibiting discharges that cause or may cause adverse effect, and providing authority for the Ministry to issue orders requiring measures to prevent, stop or remediate adverse effects

Provides authority to address impairment of waters, and measures to prevent impairment of waters.

Weblinks for more information:

- <http://www.ontario.ca/laws/statute/90e19>
- <http://www.ontario.ca/laws/statute/90o40>

#### **Records of Site Condition (RSC) – EPA and O. Reg. 153/04**

A Record of Site Condition (RSC) is required before certain changes in property use take place, where the property use goes from a less sensitive to more sensitive use (e.g. from industrial to residential).

The regulation ensures the quality of soil brought to an RSC property meets certain standards, depending on a number of factors including historical uses, as well as environmental site assessment requirements.

Weblink for more information:

- <http://www.ontario.ca/laws/regulation/040153>

#### **Management of Excess soil – A Guide for Best Management Practices**

- A best practices document that provides guidance on how to handle *excess soil* generated from large-scale projects. It provides guidance for: soil source sites; soil receiving sites; temporary soil storage sites; traffic and transportation management; and procurement practices for projects that include soil management. It also provides guidance that could be used to inform municipal by-laws.

Weblink for more information:

- <http://www.ontario.ca/document/management-excess-soil-guide-best-management-practices>

#### **Reg. 347 General-Waste Management under the EPA**

Transportation, storage, deposit and disposal of soil that is waste must be authorized by an Environmental Compliance Approval (ECA), except where the waste soil is “inert fill” as defined in Reg. 347.

Inert fill is designated as waste, but exempted from the need for an ECA. Inert fill may or may not be soil.

Weblink for more information:

- <http://www.ontario.ca/laws/regulation/900347>

#### **Municipal Act, 2001 - By-laws**

S. 142 provides authority for municipalities to establish by-laws to prohibit or regulate the placing or dumping of fill, removal of topsoil, or alteration of the grade of land, and establish a requirement for permits for these activities. Municipalities may also enact bylaws to manage other aspects of site alteration and filling (e.g. noise and dust control). Municipal site alteration bylaws are of no effect in certain Conservation Authority regulated areas.

Weblink for more information:

- <http://www.ontario.ca/laws/statute/01m25>

#### **Conservation Authorities Act - Regulations**

Enables municipalities to establish conservation authorities and defines regulation-making authority for purposes of public safety and natural hazard management. The placement of any material in areas affected by the regulations made under the Conservation Authorities Act requires a conservation authority permit. All conservation authorities have programs in flood and erosion control within their jurisdictions.

Weblink for more information:

- <http://www.ontario.ca/laws/statute/90c27>

#### **Provincial Policy Statement and Provincial Plans**

Include a range of policies affecting development and site alteration. Policies do not generally apply to *excess soil*, as commercial filling is not considered a land use.

Weblinks for more information:

- <http://www.mah.gov.on.ca/Page215.aspx>
- <http://www.mah.gov.on.ca/Page186.aspx>

#### **Aggregate Resources Act**

Supplementary guidance to the legislation provides conditions for placing of fill on aggregate sites (e.g. for rehabilitation purposes).

Weblink for more information:

- <http://www.ontario.ca/laws/statute/90a08>

### ***Farming and Food Production Protection Act***

The Act continues the Normal Farm Practices Protection Board and provides a procedure to apply to the Board to determine what constitutes a “normal farm practice” in a particular case. The Act protects farmers from liability in nuisance resulting from a normal farm practice. It further provides that certain municipal by-laws may not restrict a normal farm practice that is carried on as part of an agricultural operation. The Act provides the Minister with authority to issue directives, guidelines or policy statements and Board decisions are required to be consistent with those documents.

Weblink for more information:

- <http://www.ontario.ca/laws/statute/98f01>

### ***Environmental Assessment Act***

Sets framework for individual environmental assessments (EAs), Class EAs, and streamlined EAs under regulation.

Weblink for more information:

- <http://www.ontario.ca/laws/statute/90e18>

### ***OPSS (180 and 1010)***

Provides guidance for management of excess earth, aggregate, rock, and various other materials for consideration in provincial transportation and infrastructure contracts.

Weblinks for more information:

- [OPSS180](#)
- [OPSS1010](#)

## 8.2 SUMMARY OF SELECT OTHER JURISDICTIONS

Below is a summary of findings from key jurisdictions.

### **UNITED KINGDOM**

#### **Implementation Approach:**

- Voluntary best practices approach, when following code of practice provides exemption from government approvals
- Contaminated Land: Applications in Real Environments (CL:AIRE) is an independent not-for-profit organization in the UK which encourages the regeneration of contaminated land
- Primarily industry-led

#### **Key Elements:**

- CL:AIRE developed a Code of Practice (COP) which allows users to determine if excavated materials are a waste or not.
- If deemed not to be a waste the material can be used without an Environmental Permit or Waste Exemption from the UK Department of the Environment, and requires some self-regulation.
- The COP is applicable to those who commission earthworks and a range of other parties. It is also of interest to land owners and developers.
- The three basic steps of the process are
  1. Ensuring that a **Materials Management Plan (MMP)** is in place for the use of materials on a specific site.

2. Ensuring that the MMP is based on risk assessment, that underpins the Remediation Strategy (for contaminated sites) or Design Statement (for uncontaminated sites);
  3. Auditing the process in a Verification Plan.
- Standards and exceedances for re-use based on direction for UK Environment Agency; CoP has additional technical direction, e.g. testing strategies.
  - A Qualified Person must review evidence related to a proposed use of materials and if it is acceptable sign a Declaration. This is submitted to the UK Environment Agency.
  - CL:AIRE has also developed a Register of Materials website, that helps link source sites (donor sites) with receiver sites.

## QUEBEC

### Implementation Approach:

- Over-arching soil management policy supported by regulations and incentives
- Primarily led by province
- Also has guidance for sampling

### Key Elements:

- Approach strongly based on reuse; Quebec has a variety of regulations affecting the landfilling of soil
- Quebec has developed a **Soil Management Grid**, which provides management options for excavated soils depending on their level of contamination
- Province provides grants to foster contaminated sites clean up and revitalisation.
- Regulation Respecting Contaminated Soil Storage and Contaminated Soil Transfer Stations determines the conditions for the operation of transfer stations and temporary storage sites for contaminated soils

## BRITISH COLUMBIA

### Implementation Approach:

- Primarily led by ministry and industry
- Uses Environmental Protection Act, Contaminated Sites regulation, and a range of guidance

### Key Elements:

- Uses **Contaminated Soil Relocation Agreements (CSRAs)** for applicable soil movements based on size and quality standards; the focus is on contaminated soil and the size threshold is small (5 cubic metres)
- A CSRA is an agreement between the owner of a source site, the receiving site, and the Director of Waste Management, authorizing the relocation of soils from a contaminated site to a suitable deposit site.
- Soils to be relocated need to be adequately characterized to determine re-use options and if the soils will meet the numerical or risk-based environmental quality standards for the receiving site

## NETHERLANDS

### Implementation Approach:

- Strong government oversight, with high level of government investment.
- Implemented through federal government, as well as municipal partners

### Key Elements:

- Has a detailed range of Acts, regulations and protocols to address soil
- Various protocols outline sampling requirements and strategies.
- Soil is an especially valuable resource; legislation and policies are tied to ensuring the sustainable use of soils at all levels of government.

- Has national and private registries for soil matching with substantial government investment in a soil banking system
- To enable reuse, adopts principles such as the “standstill principle”, which requires that the *excess soil* to be placed at then receiving site should be of equal or better quality than the soil that is present at the receiving site, and **soil quality maps** of zones with varying sampling and reuse requirements

## MASSACHUSETTS

### Implementation Approach:

- Requirements largely self-regulated by Licensed Site Professionals (LSPs).

### Key Elements:

- Regulatory approach for sites falling under the Massachusetts Oil and Hazardous Material Release Prevention Act (Chapter 21E sites)
- Has a Similar Soils Provision outlined in a guidance document which intended to prevent the degradation of sites by ensuring that the relocated soil does not increase the risk at the receiving site, since it will be similar to what is already there.
- In May 2015, The Massachusetts Department of Environmental Protection (DEP) released a new **Draft Interim Policy on the Re-Use of Soil for Large Reclamation Projects**, describing an approach for obtaining site-specific approval from the DEP for the reclamation of quarries, sand pits and gravel pits using more than a threshold amount. The policy states the type of information to be submitted to support the issuance of an approval for such projects (e.g. soil management plan).

## 8.3 SUMMARY OF KEY ISSUES HEARD

Below is a list of some of the broader key issues heard through engagement on the EBR review related to *excess soil management* policy. This list is not a reflection of provincial opinion, but rather a listing of some of the broader themes heard through engagement sessions with various stakeholders.

1. **Improved oversight** – issues raised related to general perception that current system is fragmented and requires stronger provincial direction
2. **Standards and direction** – issues raised related to need for clear standards to provide direction on where *excess soil* can be re-used and where it may be a “waste”
3. **Testing** - issues raised related to scope of testing needed, costs and timing
4. **Source site responsibility** – issues raised related to need for generator of *excess soil* (*source sites*) to be more responsible for its end use
5. **By-laws** – issues raised related to difference in approaches being taken in by-laws and need for guidance

6. **Education and outreach** - issues raised related to need for additional technical guidance and education for others (e.g. farmers, public)
7. **Traceability and tracking** – issues raised related to need for mechanisms to ensure *excess soil* is better tracked
8. **Municipal by-laws in conservation authority regulated areas** – issues raised related to the need to remove restriction on by-laws in conservation authority regulated areas
9. **Protecting agriculture** – issues raised related to need to protect agricultural land from potential contamination so as to limit potential impacts on crops and/or livestock
10. **Need to protect sensitive areas and limit environmental impacts** – issues raised related to the need to protect sensitive areas (e.g. Greenbelt, Oak Ridges Moraine, groundwater, source protection, soil erosion and climate change)
11. **Temporary storage** – issues raised related to need for clearer direction on temporary storage of *excess soil*
12. **Planning process** – issues raised related to perception that *excess soil* should be managed early on in the development and planning process
13. **Identification of appropriate receiving sites** – issues raised related to need to identify appropriate sites which could be appropriate for *excess soil* re-use
14. **Enforcement** – issues related to the perception that there is a lack of ability to enforce current requirements due to limited capacity and scope of powers
15. **Pilots** – support for pilot projects to incent change and garner buy-in
16. **Information gaps** – issues raised related to the lack of information with respect to the movement of *excess soil* (e.g. quantity, quality, impacts)
17. **Traffic, air, dust, noise, and other social impacts** – issues raised related to the need to minimize impacts like traffic, noise, air, dust, etc.
18. **Liability** – issues raised related to the need to consider financial insurance, security, and monetary penalties
19. **Restrictions on aggregate licenses** – issues raised related to perception that requirement for rehabilitation of aggregate sites are too restrictive

20. **Aerodromes** - issues raised related to whether *excess soil* is being inappropriately brought on to properties who are operating as an aerodrome under federal jurisdiction and as a result are avoiding municipal permits
21. **Normal farm practices** - issues raised about whether some farmers may not be following certain municipal by-laws because they are under the misconception that the by-law does not apply to them
22. **Soil remediation** – support for the need to promote remediation
23. **Flexibility and costs** – support for the need for flexibility in approaches and need to consider costs of *excess soil management* in any future approaches
24. **Smaller projects** - need to recognize that smaller sites have a cumulative impact, but need to be handled differently from larger sites
25. **Municipal capacity** – issues raised related to lack of capacity amongst some municipalities to deal with issues, both technically and financially
26. **Cultural heritage resources** – issues raised related to need to assess impacts to and protect sites of cultural heritage value or interest (e.g. significant built heritage resources, cultural heritage landscapes, or archaeological resources)
27. **Need to better consider *excess soil management* in government projects** – issues related to the need to better consider *excess soil management* in government-funded projects
28. **Need to align provincial policy** – issue related to the need to better align on *excess soil* related management across ministries
29. **Protection of rural areas and rural lens** – issues raised related to the perception that there are policies allowing for the contamination of rural areas at the expense of development and intensification in urban centres.
30. **Qualified persons** - issues raised related to skills, credibility, consistency in opinion, conflict of interest and public confidence.

## 8.4 GLOSSARY OF FREQUENTLY USED TERMS

Below are general definitions for terms used more frequently throughout this document. For the purposes of any future policy or regulation, the province would develop and consult on appropriate definitions for these terms.

**Beneficial re-use:** The placement of *excess soil* at a site that is not a waste disposal site, in a manner that complies with applicable legislation and is environmentally responsible.

**Excess soil:** Soil that has been excavated, typically as a result of construction activities that cannot or will not be reused at the site where the soil was excavated and must be moved off site. In some cases, *excess soil* may be temporarily stored at another location before the *excess soil* is brought back to be used for a *beneficial reuse* at the site where the soil was originally excavated. *Excess soil* does not refer to such materials as compost, engineered fill products, asphalt, concrete, re-used or recycled aggregate product and/or mine tailings, other products, including soil mixed with debris such as garbage, shingles, painted wood, ashes, or other refuse. It could include naturally occurring materials commonly known as earth, topsoil, loam, subsoil, clay, sand or gravel, or any combination thereof.

**Excess soil management:** The management of *excess soil*, including its excavation, placement, hauling, tracking, characterization, and disposal.

**Fill:** Any type of material deposited or placed on land

**Interim site:** Sites owned or controlled by the owner/operator of a *Source site* or *Receiving site*, at which *excess soil* is temporarily stored. The term can also refer to sites that treat, remediate and transfer *excess soil* to other sites for final placement or disposal (defined below as "*soil processing sites*").

**Receiving site:** Sites that accept and receive *excess soil* and constitute the *excess soil's* final resting place. The term also includes larger commercial fill operations as well as other sites like agricultural operations or aggregate operations.

**Soil processing site:** Are subsets of *interim sites*, such as a waste disposal site that processes poorer-quality soil to remove or reduce the concentrations of contaminants, such that the soil can be re-used. These sites are subject to approval requirements under Part V of the Environmental Protection Act and are subject to inspections by the Ministry of the Environment and Climate Change.

**Source site:** Sites that generate *excess soil*. They are often construction or development sites or projects where *excess soil* is excavated and must be managed.





## **REPORT REC-2016-002**

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**TO:** Mayor and Members of Council

**FROM:** Don Creed, Director of Public Works and Parks  
Karen Landry, CAO/Clerk

**MEETING DATE:** February 17, 2016

**SUBJECT:** Sound Study Results  
Our File: R05ORC

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### **RECOMMENDATIONS**

That Report REC-2016-002 regarding the Sound Study Results be received; and

That the following be referred to the ORCP Ad-hoc Committee for review and consideration:

- Gamsby and Mannerow - Sound Levels Assessment dated January 17, 2014; and
- Gamsby and Mannerow – Sound Levels Assessment dated March 13, 2014; and
- Gamsby and Mannerow – Comparison of Sound Levels Assessments dated March 13, 2014; and
- GM BluePlan and dBA Environmental Services Inc. dated January 25, 2016

### **DISCUSSION**

In December 2013 and January 2014, sound level assessments were completed to investigate the transmission of sound from the Puslinch Optimist Recreation Centre to neighbouring properties fronting along Maple Leaf Lane. The first assessment was completed on December 20, 2013 followed by a second sound level assessment on March 5, 2014 upon the ice rink compressor being replaced. Attached to this report is correspondence from Gamsby and Mannerow dated March 13, 2014 which compares the findings of the two sound level assessments. Findings from these reports showed that the noise levels of the new compressors are within the MOE recommended limit for this area.

At the Council meeting held on December 14, 2014, Council requested staff to obtain an estimate for the purpose of conducting an additional detailed sound level assessment.

On January 21, 2015, Council passed the following resolution:

“The Report REC-2015-001 regarding costing of additional sound study alternatives for the ORC be received; and

That should Council proceed with a further sound study, that funding of the sound study be considered during operating budget deliberations on January 28, 2015.”

On January 28, 2015, Council passed the following resolution:

“The Council proceed with a further sound study at the Optimist Recreation Centre at a cost of \$7,000.00.”

Attached to this report is correspondence from dBA Environmental Services Inc. dated January 25, 2016, outlining the results of the noise monitoring conducted from December 4, 2015 to December 9, 2015.

On January 6, 2016, Council passed resolution 2016-009 to establish an ad-hoc committee for the purpose of:

1. Analyzing and evaluating the past and present data related to revenue, expenses and user fees for the ice pad;
2. Current service level delivery for the ice pad both on and off season; and
3. Explore new opportunities for optimizing the use of the ice pad including options to extend the ice season and the feasibility of other pad sporting activities.

Staff recommends that a comprehensive review of all proposed opportunities and/or changes at the ORC be considered collectively.

## **FINANCIAL IMPLICATIONS**

None

## **APPLICABLE LEGISLATION AND REQUIREMENTS**

## **ATTACHMENTS**

Gamsby and Mannerow - Sound Levels Assessment dated January 17, 2014

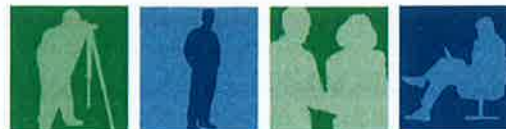
Gamsby and Mannerow – Sound Levels Assessment dated March 13, 2014

Gamsby and Mannerow – Comparison of Sound Levels Assessments dated March 13, 2014

GM BluePlan and dBA Environmental Services Inc. dated January 25, 2016



Gamsby and Mannerow  
ENGINEERS



January 17, 2014  
Our File: 109012

Township of Puslinch  
7404 Wellington Road 34  
Guelph, ON N1H 6H9  
Attention: Mr. Don Creed  
Director of Public Works and Parks

Re: Sound Levels Assessment  
Puslinch Optimist Recreation Centre  
23 Brock Road South  
Aberfoyle, ON

Dear Mr. Creed:

This letter report is to present the findings of the sound levels assessment completed on December 30, 2013 to investigate the transmission of sound from the Puslinch Optimist Recreation Centre (ORC) to the neighbouring properties fronting along Maple Lane in Puslinch, Ontario.

**BACKGROUND**

The purpose of the sound level assessment was to determine whether the ORC ice rink compressor was contributing to a level of sound that is above the general “urban hum” that could be expected from a low density urban setting.

For the purpose of this assessment the residential area along Maple Lane was considered to be a “Class 2 area” where the background sound levels are predominately road traffic and the activities of people between the hours of 0700 to 1900. The Ministry of the Environment (MOE) document “Environmental Noise Guideline – Stationary and Transportation Sources – Approval and Planning” Publication NPC-300 was used as a reference in completing the assessment. The referenced document outlines the sound level limits for the different class areas as noted below in MOE Table B-2.

**Table B-2**  
**Exclusion Limit Values of One-Hour Equivalent Sound Level (L<sub>eq</sub>, dBA)**  
**Plane of Window of Noise Sensitive Spaces**

Time of Day	Class 1 Area	Class 2 Area	Class 3 Area	Class 4 Area
07:00 – 19:00	50	50	45	60
19:00 – 23:00	50	50	40	60
23:00 – 07:00	45	45	40	55

people engineering environments

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## **METHODOLGY**

The assessment included the completion of two measurements, each of 25 minutes and 1 second in duration with readings collected every 30 seconds, using a Quest Technologies Sound Pro II sound level instrument. The two measurements were completed in close succession with the first measurement collecting readings of the background sound levels of the general area (referred to as “background”) and the second measurement collecting background sound levels and the addition of the ORC ice rink compressor noise (referred to as “active”).

The sound levels were recorded with the microphone, equipped with a windscreen, oriented in the direction of the stationary sound source (ORC ice rink compressor) and placed at a height of 1.53 metres above the ground surface. The microphone was placed in front of the main access door to 8 Maple Lane to best represent an area where, if open, sound would likely transmit into the residence.

## **FINDINGS**

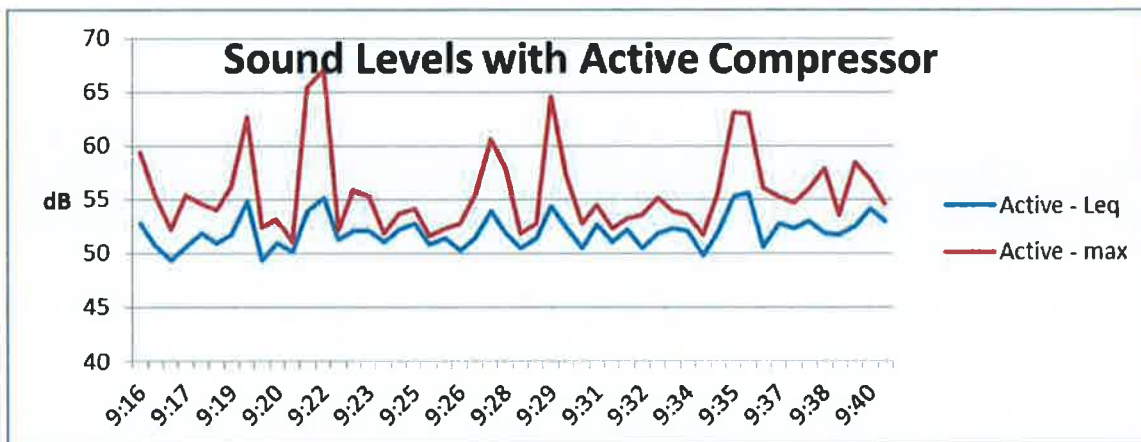
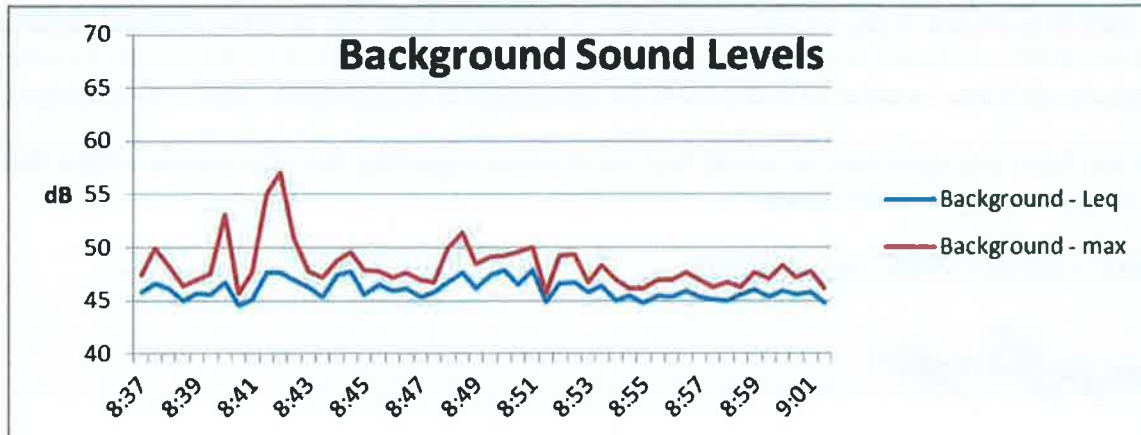
The weather during the sound level assessment was partly cloudy, calm air with an approximate temperature of -12°C.

The background sound level measurement occurred between 0837 and 0901. During the background measurement the reported discernible sounds included vehicular traffic being transmitted from Brock Road South (approximately 130 metres to the east of the test location) and low level human conversation occurring outside the ORC in the ice rink area.

The active measurement occurred between 0916 and 0940. During the active measurement an increase in vehicular traffic both along Brock Road South and at the ORC was noted. Additionally, the number of human conversations and activities that occurred at the ORC also increased from the background to the active sound level measurements. Also of note was the one minute conversation between G&M staff and the resident of 10 Maple Lane that occurred at 0921 hrs. The ORC ice rink compressor was running for the full duration of the active measurement.

The results of the background and active sound level measurements are presented below in the correspondingly labelled charts.





The average  $L_{eq}$  for the background measurement is 46.1 decibels (dB) and is 51.9 dB for the active measurement representing an increase in 5.8 dB.

Averaged maximum sound level readings of 48.3 dB and 55.7 dB were recorded for the background and active compressor measurements, respectively.

## DISCUSSION

The background sound level measurement (46.1 dB) is within the MOE guideline for a Class 2 area.

The active sound level measurement would suggest that the combined average sound levels (55.7 dB) being transmitted from the ORC in the direction of the residential house at 8 Maple Lane are above the MOE guideline of 50 dB.

At this time it is unclear if the ice rink compressor is responsible for the increase in sound levels as the number of number of sound sources increased during the active sound level measurement. Isolating and removing the additional sources of sound from the measurement is beyond the limits of the assignment.

Should you have any questions or would like clarification regarding the information within the letter report, please contact the undersigned.

GAMSBY AND MANNEROW LIMITED

Per:



Cory Young, B.Sc.-Env.Sc, C.Tech.

CY/sc





Gamsby and Mannerow  
ENGINEERS



March 13, 2014  
Our File: 109012

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

Attention: Mr. Don Creed  
Director of Public Works and Parks

Re: Sound Levels Assessment  
Puslinch Optimist Recreation Centre  
23 Brock Road South  
Aberfoyle, ON

Dear Mr. Creed:

This letter report is to present the findings of the sound levels assessment completed on March 5, 2014 to investigate the transmission of sound from the recently installed ice rink compressor located within the Puslinch Optimist Recreation Centre (ORC) to the neighbouring properties fronting along Maple Leaf Lane in Puslinch, Ontario.

#### **BACKGROUND**

The purpose of the sound level assessment was to determine whether the ORC ice rink compressor was contributing to a level of sound that is above the general "urban hum" that could be expected from a low density urban setting.

For the purpose of this assessment the residential area along Maple Leaf Lane was considered to be a "Class 2 area" where the background sound levels are predominately road traffic and the activities of people between the hours of 0700 to 1900. The Ministry of the Environment (MOE) document "Environmental Noise Guideline – Stationary and Transportation Sources – Approval and Planning" Publication NPC-300 was used as a reference in completing the assessment. The referenced document outlines the sound level limits for the different class areas as noted below in MOE Table B-2.

people engineering environments

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**Table B-2**  
**Exclusion Limit Values of One-Hour Equivalent Sound Level ( $L_{eq}$ , dBA)**  
**Plane of Window of Noise Sensitive Spaces**

<b>Time of Day</b>	<b>Class 1 Area</b>	<b>Class 2 Area</b>	<b>Class 3 Area</b>	<b>Class 4 Area</b>
07:00 – 19:00	50	50	45	60
19:00 – 23:00	50	50	40	60
23:00 – 07:00	45	45	40	55

Since the December 2013 sound levels assessment the Township of Puslinch has replaced the ice rink compressor with a newer unit. The purpose of this sound levels assessment is to measure and record the resulting sound levels with the new compressor.

### **METHODOLOGY**

The assessment included the completion of two measurements, each of 25 minutes and 1 second in duration with readings collected every 60 seconds, using a Quest Technologies Sound Pro II sound level instrument. The two measurements were completed in close succession with the first measurement collecting readings of the background sound levels of the general area (referred to as “background”) and the second measurement collecting background sound levels and the addition of the ORC ice rink compressor noise (referred to as “active”).

The sound levels were recorded with the microphone, equipped with a windscreen, oriented in the direction of the stationary sound source (ORC ice rink compressor) and placed at a height of 1.61 metres above the ground surface. The microphone was placed in front of the main access door to 8 Maple Leaf Lane to best represent an area where, if open, sound would likely transmit into the residence. The collection of information and location of the microphone is similar to the December 2013 sound level assessment.

### **FINDINGS**

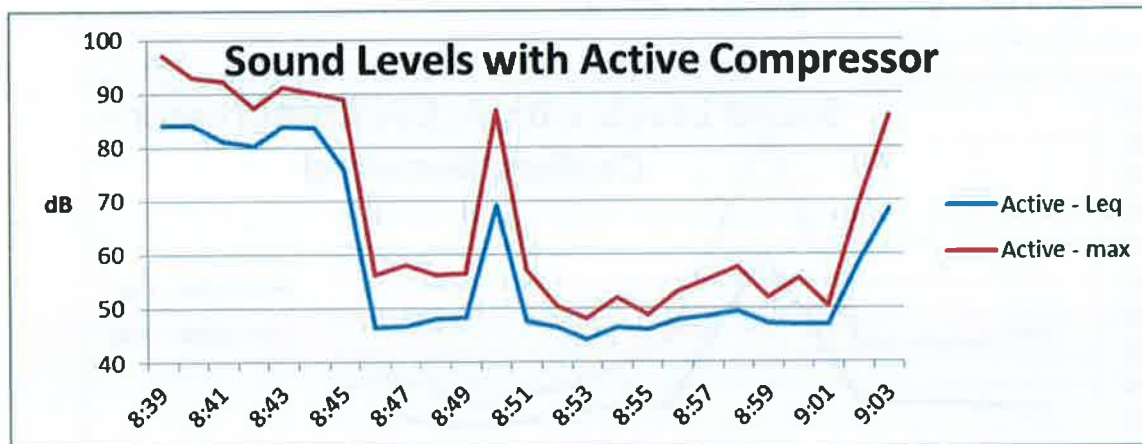
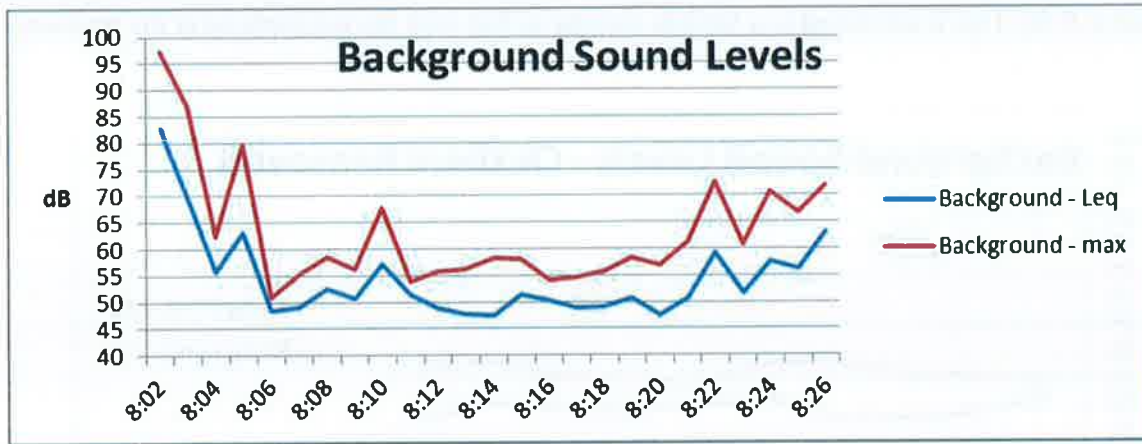
The weather during the sound level assessment on March 5<sup>th</sup>, 2014 was partly cloudy with calm air and an approximate temperature of -12°C.

The background sound level measurement occurred between 0802 and 0826. During the background measurement the reported discernible sounds included vehicular traffic being transmitted from Brock Road South (approximately 130 metres to the east of the test location), general household noise from within the residence and local wildlife (birds) in the area. The initial sound level measurements are deemed to be artificially elevated due to personnel movement in close proximity to the sound level instrument. At approximately 0821 hours the residents of the house (#8 Maple Leaf Lane) opened the garage door and then left the premises. The increased noise levels were recorded until the end of the measurement period.



The active measurement occurred between 0839 and 0903. During the active measurement an increase in vehicular traffic along Brock Road South was noted. A conversation occurred between the ORC building and the sound level measuring location at the beginning and the end of the 'active' measurement. At approximately 0850 an automobile was started in this same location and left the area. The ORC ice rink compressor was running for the full duration of the active measurement.

The results of the background and active sound level measurements are presented below in the correspondingly labelled charts.

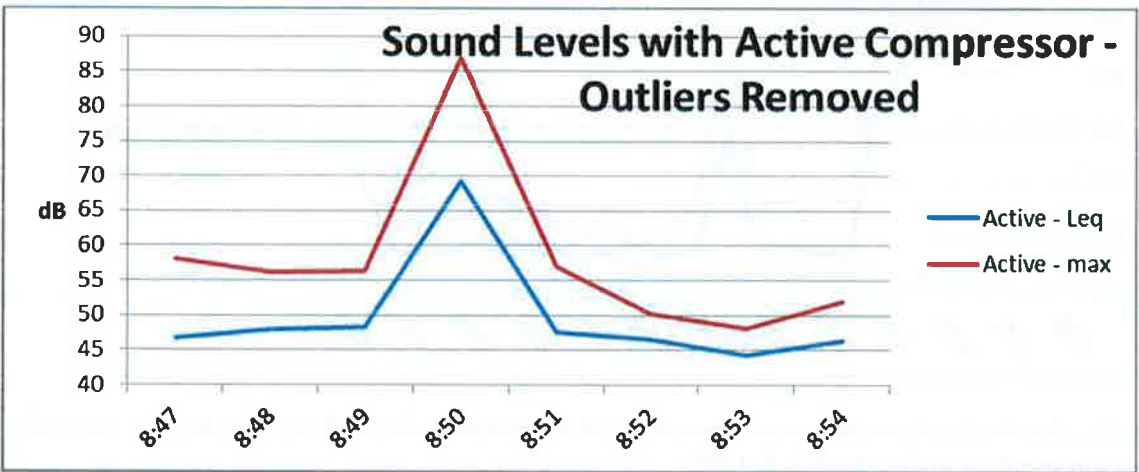
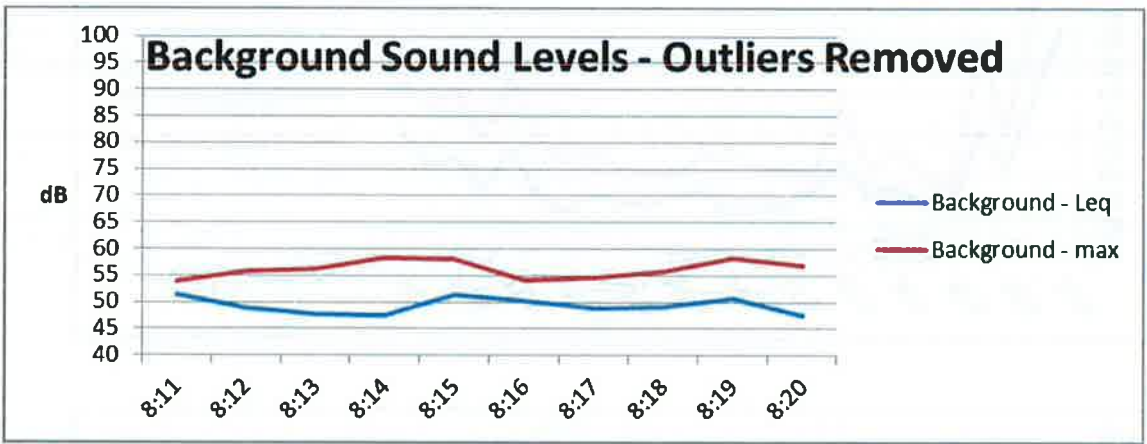


The average  $L_{eq}$  for the background measurement is 54.4 decibels (dB) and is 59.0 dB for the active measurement representing an increase in 5.4 dB.

Averaged maximum sound level readings of 63.2 dB and 67.5 dB were recorded for the background and active compressor measurements, respectively.

Due to the localized disturbances that occurred during both sets of measurements (background and active) the data was further analyzed by only assessing the middle eight minutes of each measurement effectively removing the “outliers” found at the beginning and end of each set of measurements. By analyzing the central readings, which are arguably the most accurate measurement of comparing the background and active compressor readings, the resulting averages (49.3 dB and 49.6 dB, respectively) are within the recommended levels for a MOE guideline Class 2 area. The sound level measurements with the outliers removed are presented in the charts below.

During the sound level measurement with the active compressor a spike in the recorded sound level was recorded at 8:50. This is attributed to a vehicle starting in line with the microphone at the roadway.



**DISCUSSION**

The averaged sound level measurements with the outliers removed are within the acceptable range of the MOE guideline for a Class 2 area.

The sound level measurement with the active compressor (with outliers removed) is only marginally higher than the background sound level measurement and is not considered to contribute a significant amount to the background sound levels.

The removal of the outliers was not applied to the December 2013 Sound Level Assessment due to the absence of noticeable localized disturbances (or outliers) present during the measurements. Had this methodology been applied the resulting averaged sound levels would have been 46.5 dB for the background and 51.8 dB for the active measurement. This represents a difference of 0.6 and 0.1 dB, respectively.

Should you have any questions or would like clarification regarding the information within the letter report, please contact the undersigned.

GAMSBY AND MANNEROW LIMITED

Per:



Cory Young, B.Sc.-Env.Sc, C.Tech.

CY/sc





Gamsby and Mannerow  
ENGINEERS



March 13, 2014  
Our File: 109012

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

Attention: Mr. Don Creed  
Director of Public Works and Parks

Re: Comparison of Sound  
Level Assessments  
Puslinch Optimist Recreation Centre  
23 Brock Road South  
Aberfoyle, ON

Dear Mr. Creed:

This letter report is to present a comparison of the findings of the two sound level assessments that occurred at #8 Maple Leaf Lane adjacent to the Puslinch Optimist Recreation Centre (ORC) in Puslinch, Ontario. The assessments were conducted to assess the sound levels originating from the ice rink compressor located within the ORC. The first assessment was completed on December 30, 2013, following that assessment the ice rink compressor was replaced and a second sound level assessment was completed on March 5, 2014.

#### **BACKGROUND**

The purpose of the comparison of the two assessments is to determine whether the new ice rink compressor is contributing to a level of sound that is below the previous compressor.

As previously mentioned in the letter reports dated January 17, 2014 and March 13, 2014 the residential area along Maple Leaf Lane was considered to be a "Class 2 area" where the background sound levels are predominately road traffic and the activities of people between the hours of 0700 to 1900. The Ministry of the Environment (MOE) document "Environmental Noise Guideline – Stationary and Transportation Sources – Approval and Planning" Publication NPC-300 was used as a reference in completing the assessment. The referenced document outlines the sound level limits for a Class 2 area of 50 dB between the hours of 0700 and 1900.

#### **DATA ANALYSIS**

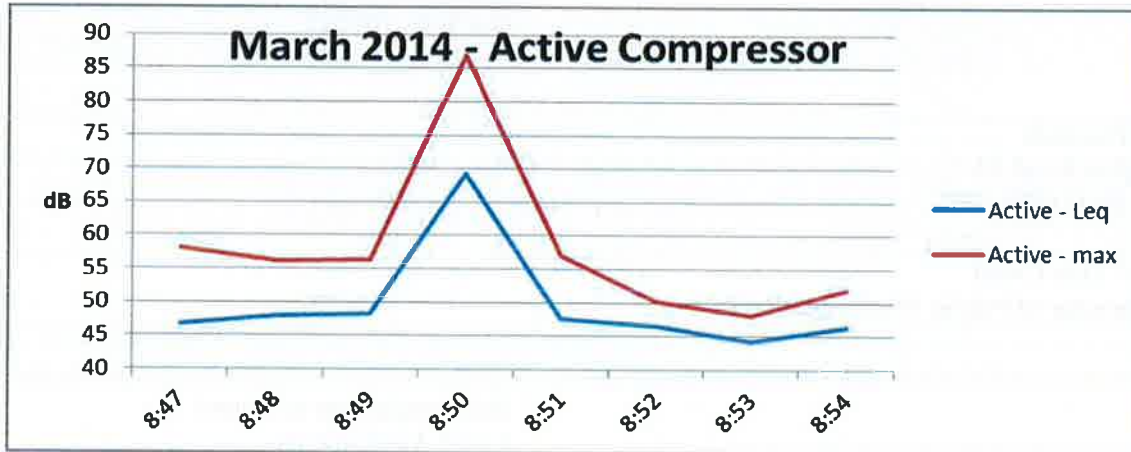
The March 5, 2014 measurement of sound levels with the ice rink compressor active (i.e. actively operating) resulted in the collection of data as presented in the graph below. As noted in the letter report

people engineering environments

**Gamsby and Mannerow Ltd. Guelph, Owen Sound, Listowel, Kitchener, Exeter**

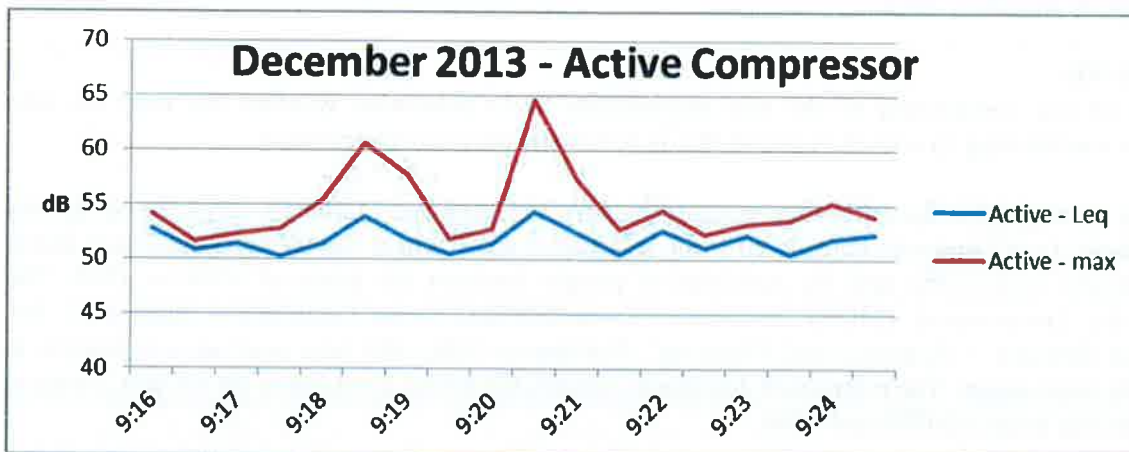
650 Woodlawn Rd. W. Block C, Unit 2, Guelph, ON N1K1B8 519-824-8150 fax 519-824-8089 www.gamsby.com

dated March 13, 2014, the presence of non-typical readings (outliers) appeared during both the background and active compressor sound level measurements. The outlying data collected at the beginning and end of each measurement was removed resulting in the chart below.



The collection of the data while the compressor was active included the occurrence of traffic movements at the ORC and an adjacent roadway to the east, as well as increased human activity and conversations at the ORC and neighbouring properties. The March 5<sup>th</sup>, 2014 averaged active compressor sound levels recorded were **49.6 dB**. Average background levels recorded on this date were 49.3 dB. The average sound levels recorded during the March 6<sup>th</sup>, 2014 measurement were both below the MOE guideline of 50 dB.

The December 30, 2013 measurement of sound levels with the ice rink compressor active resulted in the collection of data as presented in the graph below. For comparison purposes the same methodology of only analyzing the central eight minutes of the measurement was used.



The collection of the data while the compressor was active included the occurrence of traffic movements at the ORC and an adjacent roadway to the east, as well as increased human activity and conversations at the ORC and neighbouring properties. The December 30<sup>th</sup>, 2013 averaged active compressor sound levels recorded were **51.8 dB**. Average background levels recorded on this date were 46.5 dB. The average active compressor sound levels recorded during the December 30, 2013 measurement were above the MOE guideline of 50 dB.

## DISCUSSION

A comparison of the two data sets would suggest that the new ice rink compressor is operating at a lower sound level than the original compressor as measured on December 30<sup>th</sup>, 2013 and that the new compressor's measured averaged sound level readings are below the MOE guideline for a "Class 2 area".

The March 5<sup>th</sup>, 2014 sound level measurement with the active ice rink compressor (with outliers removed) is only marginally higher than the background sound level measurement and is not considered to contribute a significant amount to the background sound levels from the .

Should you have any questions or would like clarification regarding the information within the letter report, please contact the undersigned.

GAMSBY AND MANNEROW LIMITED

Per:



Cory Young, B.Sc.-Env.Sc, C.Tech.

CY/sc



## Karen Landry

---

**From:** Don Creed  
**Sent:** February-01-16 8:47 AM  
**To:** Karen Landry  
**Subject:** FW: 109012 - MURF Noise Study

Don Creed CRS-S  
Director of Public Works and Parks  
Township of Puslinch  
519-763-1470  
[dcreed@puslinch.ca](mailto:dcreed@puslinch.ca)

---

**From:** Cory Young - GM BluePlan [<mailto:Cory.Young@gmblueplan.ca>]  
**Sent:** January-28-16 4:45 PM  
**To:** Don Creed; John Stubbs  
**Subject:** 109012 - MURF Noise Study

Gentlemen,

Please find a link for the recently completed noise study relating to the operation of the ice rink compressors at the MURF facility in Puslinch.

The finding indicate that the compressors are marginally higher (53dB) than the permitted 50dB limit for daytime noise levels. During the evening hours the limit drops to 45dB.

dba Environmental Services Inc. recommends the installation of a noise barrier to reduce the active noise levels from the ice rink compressors to acceptable levels.

Please click on the link below to access the file. This link will be valid for 14 days.

[https://sendafile.gmblueplan.ca/uploads/01-28-16\\_164343\\_Puslinch\\_Noise\\_Study\\_-\\_2015.pdf](https://sendafile.gmblueplan.ca/uploads/01-28-16_164343_Puslinch_Noise_Study_-_2015.pdf)

Please feel free to contact us if you have any questions pertaining to the above.

Thank you,

**Cory Young, B.Sc.-Env.Sc., C.Tech**  
Senior Technical Specialist

**GM BluePlan Engineering Limited**  
650 Woodlawn Road West, Block C, Unit 2 | Guelph ON N1K 1B8  
t: 519.824.8150 | c: 226.755.1055  
[cory.young@gmblueplan.ca](mailto:cory.young@gmblueplan.ca) | [www.gmblueplan.ca](http://www.gmblueplan.ca)





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# Environmental Services Inc.

Since 1986 Certified & Qualified Noise & Vibration Consultants

R05 ORC  
Noise Attenuation  
Wall

January 25, 2016

Township of Puslinch  
RR 3 7404 Wellington Road 34  
Guelph ON  
N1H 6H9

Attention: Don Creed, Director of Public Works and Parks

Re: Noise Monitoring Results Optimist Recreation Centre (ORC) located at 23 Brock Road South in Puslinch Township, ON.

---

## INTRODUCTION

On behalf of the Town of Puslinch, dBA Environmental Services Inc. has been contracted to conduct a noise assessment of the Optimist Recreation Centre new ice rink chiller system. The purpose of this report is to identify the current noise levels emanating from the ice rink chiller system and confirm if the noise levels comply with the Ministry of Environment Publication NPC 300, Stationary and Transportation Sources Guidelines and, if necessary, recommend noise mitigation measures for compliance.

## BACKGROUND

The Optimist Recreation Centre (ORC) located at 23 Brock Road South in Puslinch Township, ON had recently installed an ice rink chiller system that operates during specific weather changes to help keep the ice rink at a specified temperature during times when the outdoor temperature affects the indoor ice temperature. Once the temperature reaches a specific temperature the ice rink chillers kick in to continuously operate till the appropriate ice temperature is obtained. Since the installation of the ice rink chiller system an area residence located at 10 Maple Leaf Ln, Puslinch On., had complained about the noise levels emanating from the ice rink chiller system and the impact it had on their daily lives. As a result of the noise complaints, noise monitoring was conducted from December 4, 2015 till December 9, 2015 from the front property of 10 Maple Leaf Lane.

## REGULATORY CONTEXT

The MOE Publication NPC 300 - Stationary and Transportation Source Guidelines defines a point of reception/receptor as *“any point on the premises of a person where the sound or vibration originating from other than those premises is received.”*

The point of reception may be located on any of the following, or zoned for future use, premises including but not limited to the following: residential homes, hospitals, nursing/retirement homes, etc.

The areas surrounding the "10 Maple Leaf Lane" is indicative of a "Class 2 Area" (Urban) as defined in MOE Publication 300, Stationary & Transportation Sources-Approval & Planning.

The applicable sound limits are the higher of:

- The existing ambient sound level; or
- The minimum values of Table 1.

No restrictions apply to stationary sources if the one-hour equivalent sound exposure (Leq) is lower than the levels in the following Table 1.

<b>TABLE 1 - Sound Levels Limits Class 2</b>	
<b>Outdoor Location</b>	<b>Leq (dBA)</b>
	<b>Ice Rink Chiller Limits</b>
7:00 – 19:00	50
19:00 – 23:00	50
23:00 – 07:00	40

### **NOISE MONITORING RESULTS**

dBa Environmental Services staff conducted noise monitoring using Larson Davis Model 720 sound level meter. Calibration was verified before and after use with a Larson Davis model CA250 acoustic calibrator, serial number 0495. Sound monitor was equipped with a tripod and wind screen. Meteorological conditions were ideal for sound level monitoring. All monitoring was conducted in accordance with MOE Publication NPC-103 entitled "Procedures". Noise levels were measured to be representative of worst-case scenario.

### **NOISE MONITORING RESULTS**

Noise monitoring was conducted continuously from Friday December 4, 2015 till Wednesday December 9, 2015, during the daytime and nighttime hours. The noise level results of the ice rink chiller are attached as Appendix "A" of this report as well as the daily operational usage times. It is noted that the daily operational scheduled usage only notes daytime and one-day evening usage. The noise levels are noted in the attachments for the sound from the ice rink chiller during operation at specific times are considered over the sound level limits noted in Table 1.

Nighttime noise levels were not considered in this report as documentation for the chiller systems were not supplied.

It is considered that the ice rink chiller units may operate during the nighttime hours and the sound level, although the ice rink chiller units may cycle, we must consider the worst case scenario that they operate all at once during a full hour of any one hour of the nighttime hours. Therefore, as a result the nighttime sound level limits noted in Table 1 are to be achieved.

## CONCLUSION

Table 1 notes the sound level limits that must be achieved during daytime and nighttime hours. The noise levels monitored over the dates noted in Appendix "A" indicated an exceedance during day time hours and nighttime hours are considered to be 5 dba higher in excess than day time levels. To achieve the nighttime noise levels a proper acoustical noise barrier should be considered to mitigate the existing noise levels for nighttime hours and would comply with any day time hours. The noise barrier must be installed to exceed the line-of-site from the neighboring residential second storey bedroom windows. The noise barrier will achieve a 10-15 dba reduction in day and nighttime sound levels. The noise barrier must be constructed of absorbent material and in compliance with MOE guidelines, the noise barrier must have a minimum surface density of 20 kg/m<sup>2</sup> and be designed and constructed with no cracks or gaps. Any gap under the noise barrier that is necessary for drainage purposes must be minimized and must not distract from the acoustical performance.

Respectfully submitted,  
dBA Environmental Services Inc.

  
Frank Westaway, Owner



# APPENDIX "A"

A faint, illegible signature or stamp is visible in the lower right quadrant of the page. It appears to be a handwritten name or a faded official seal, but the details are too light to discern.

If the background sound level is to be established by means of monitoring, the monitoring should be performed over a minimum period of 48 hours and should be conducted during times when the background sound level is at its lowest level. The lowest hourly  $L_{eq}$  value should be selected to represent the background sound level.

In general, the sound level data included in an impact assessment needs to be representative of the background conditions and the predictable worst case noise impact from the stationary source.

## **B6 Sound Levels Due to Stationary Sources**

### **(1) Approval of Stationary Sources**

The One-Hour Equivalent Sound Level ( $L_{eq}$ ) and/or the Logarithmic Mean Impulse Sound Level ( $L_{LM}$ ) produced by the stationary sources are to be obtained by measurement and/or prediction. The estimation of the  $L_{eq}$  and/or  $L_{LM}$  of the stationary source under impact assessment needs to reflect the principle of predictable worst case noise impact. The predictable worst case noise impact at a point of reception is defined in Part A of this guideline as the greatest noise impact relative to the limit in any hour.

### **(2) Complaint Investigation of Stationary Sources**

The One-Hour Equivalent Sound Level ( $L_{eq}$ ) and/or the Logarithmic Mean Impulse Sound Level ( $L_{LM}$ ) produced by the existing stationary sources are to be obtained by measurements taken in accordance with the procedures described in Section B3.1.

## **B7 Sound Level Limits – General**

Note that the sound level limits in this Part B are the same as those presented in Part C for the planning of new noise sensitive land uses.

In principle, the objective of complying with the plane of window limits in Table B-1 and Table B-2 is to be protective of noise sensitive spaces, i.e., indoor areas. This objective of protecting indoor areas should be considered in the noise impact assessment when the building façade includes ventilation devices or openings that may reduce the transmission loss and compromise the indoor noise environment.

### **B7.1 Steady and Varying Sound – Outdoors and Plane of Window**

For sound from a stationary source including Quasi-Steady Impulsive Sound but not including other impulsive sound, the sound level limit at a point of reception, expressed in terms of the One-Hour Equivalent Sound Level ( $L_{eq}$ ) is the higher of the applicable exclusion limit value given in Table B-1 or Table B-2, or the background sound level

for that point of reception. The outdoor sound level limits for stationary sources apply only to daytime and evening (07:00 – 23:00 hours). Sound level limits apply during the nighttime period (23:00 – 07:00) for the plane of the window of a noise sensitive space. In general, the outdoor points of reception will be protected during the nighttime as a consequence of meeting the sound level limits at the adjacent plane of window of noise sensitive spaces.

Note that for Class 1, 2 and 3 areas, the plane of window limits apply to a window that is assumed to be open. For Class 4 areas, the plane of window limits apply to a window which is assumed to be closed. This distinction does not affect the prediction of plane of window sound levels.

**Table B-1**  
**Exclusion Limit Values of One-Hour Equivalent Sound Level ( $L_{eq}$ , dBA)**  
**Outdoor Points of Reception**

Time of Day	Class 1 Area	Class 2 Area	Class 3 Area	Class 4 Area
07:00 – 19:00	50	50	45	55
19:00 – 23:00	50	45	40	55

**Table B-2**  
**Exclusion Limit Values of One-Hour Equivalent Sound Level ( $L_{eq}$ , dBA)**  
**Plane of Window of Noise Sensitive Spaces**

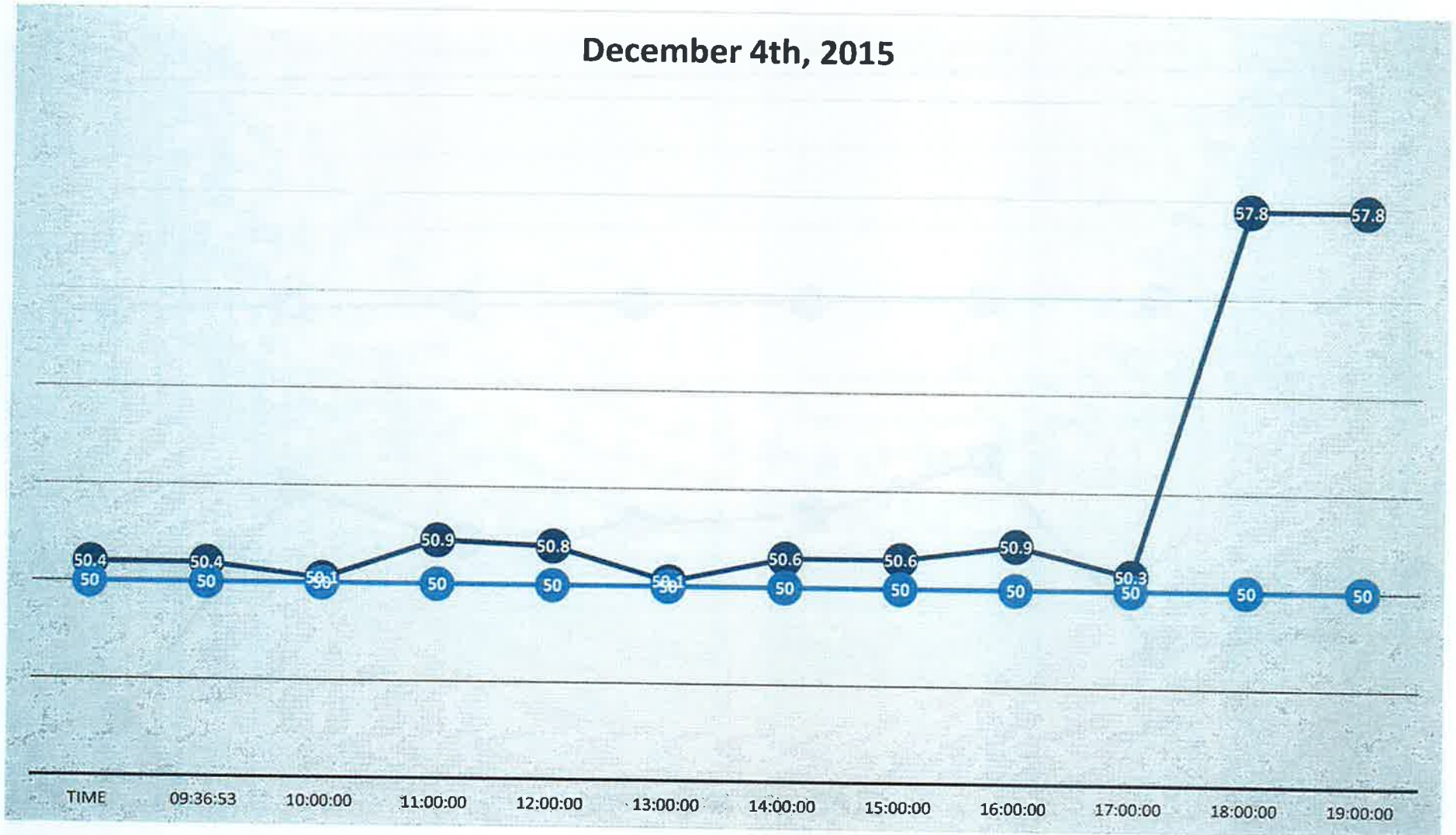
Time of Day	Class 1 Area	Class 2 Area	Class 3 Area	Class 4 Area
07:00 – 19:00	50	50	45	60
19:00 – 23:00	50	50	40	60
23:00 – 07:00	45	45	40	55

## **B7.2 Impulsive Sound – Outdoors and Plane of Window**

For impulsive sound, other than Quasi-Steady Impulsive Sound, from a stationary source, the sound level limit at a point of reception expressed in terms of the Logarithmic Mean Impulse Sound Level ( $L_{LM}$ ) is the higher of the applicable exclusion limit value given in Table B-3 or Table B-4, or the background sound level for that point of reception. The outdoor sound level limits for stationary sources apply only to daytime and evening (07:00 – 23:00 hours). Sound level limits apply during the nighttime period (23:00 – 07:00) for the plane of the window of a noise sensitive space. In general, the outdoor points of reception will be protected during the nighttime as a consequence of meeting the sound level limits at the adjacent plane of window of noise sensitive spaces.

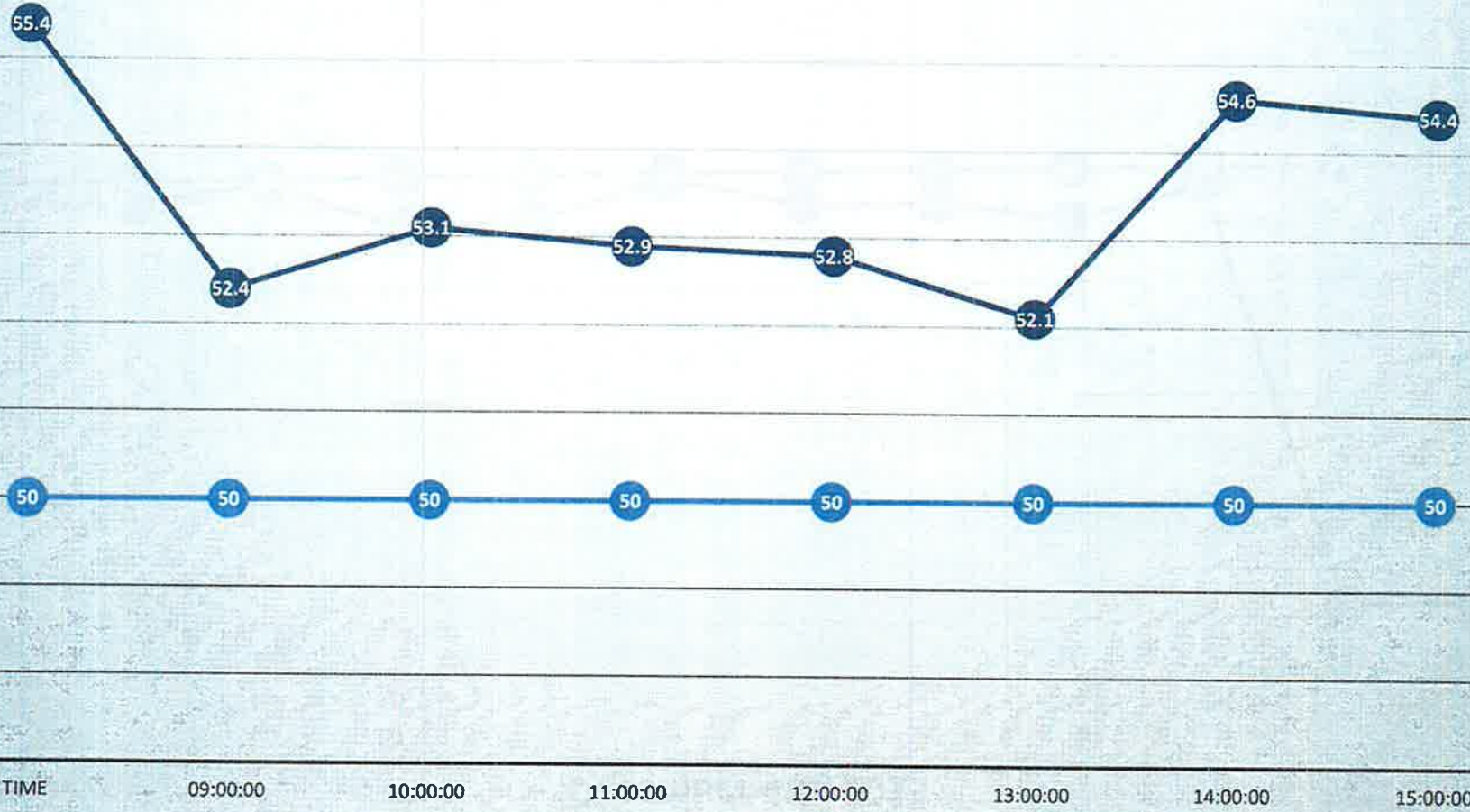
Notwithstanding Publication NPC-103, Reference [29], the following sound level limits in Table B-3 and Table B-4 below apply to impulsive sound:

# December 4th, 2015

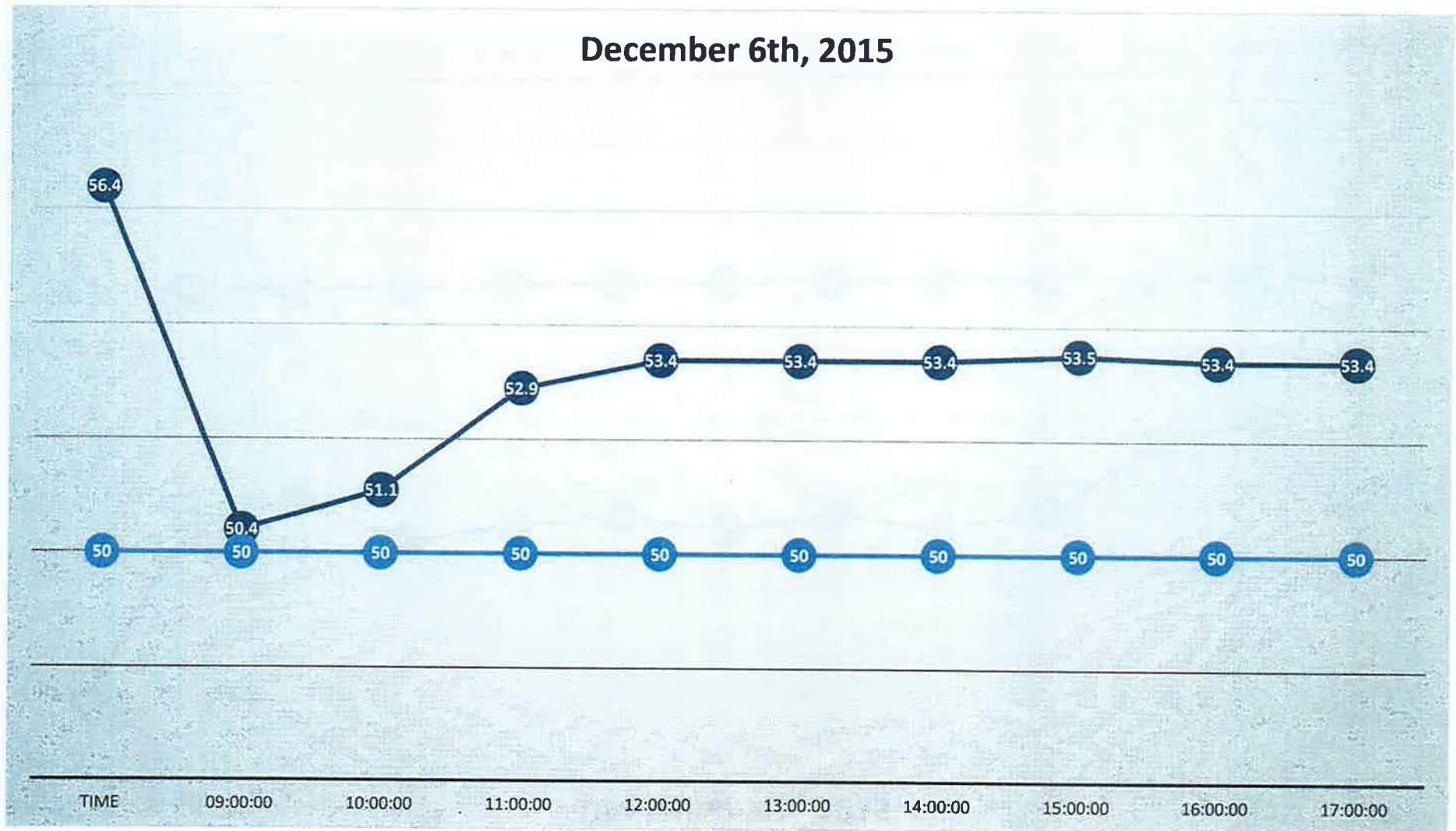




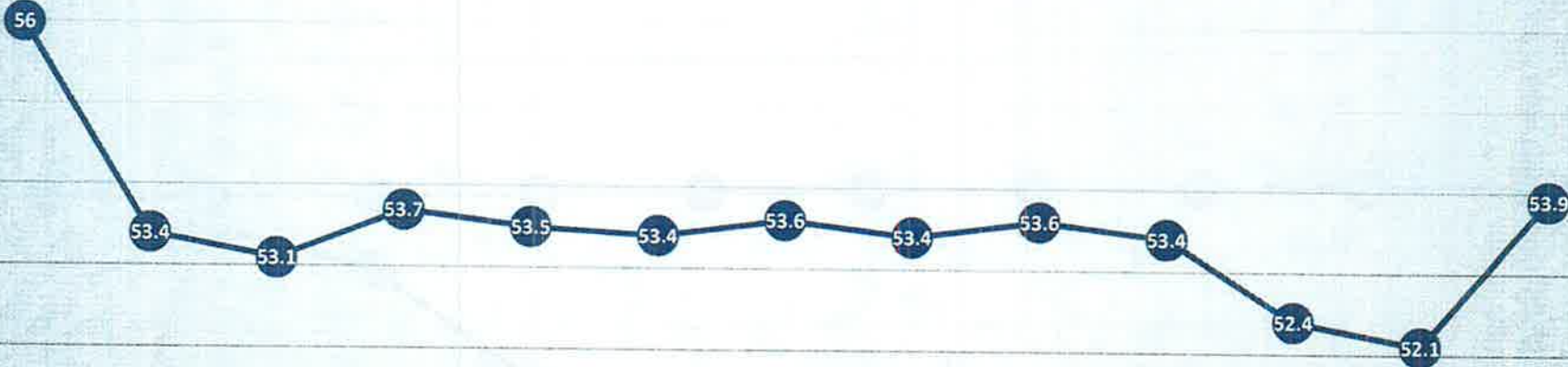
## December 5th, 2015



# December 6th, 2015

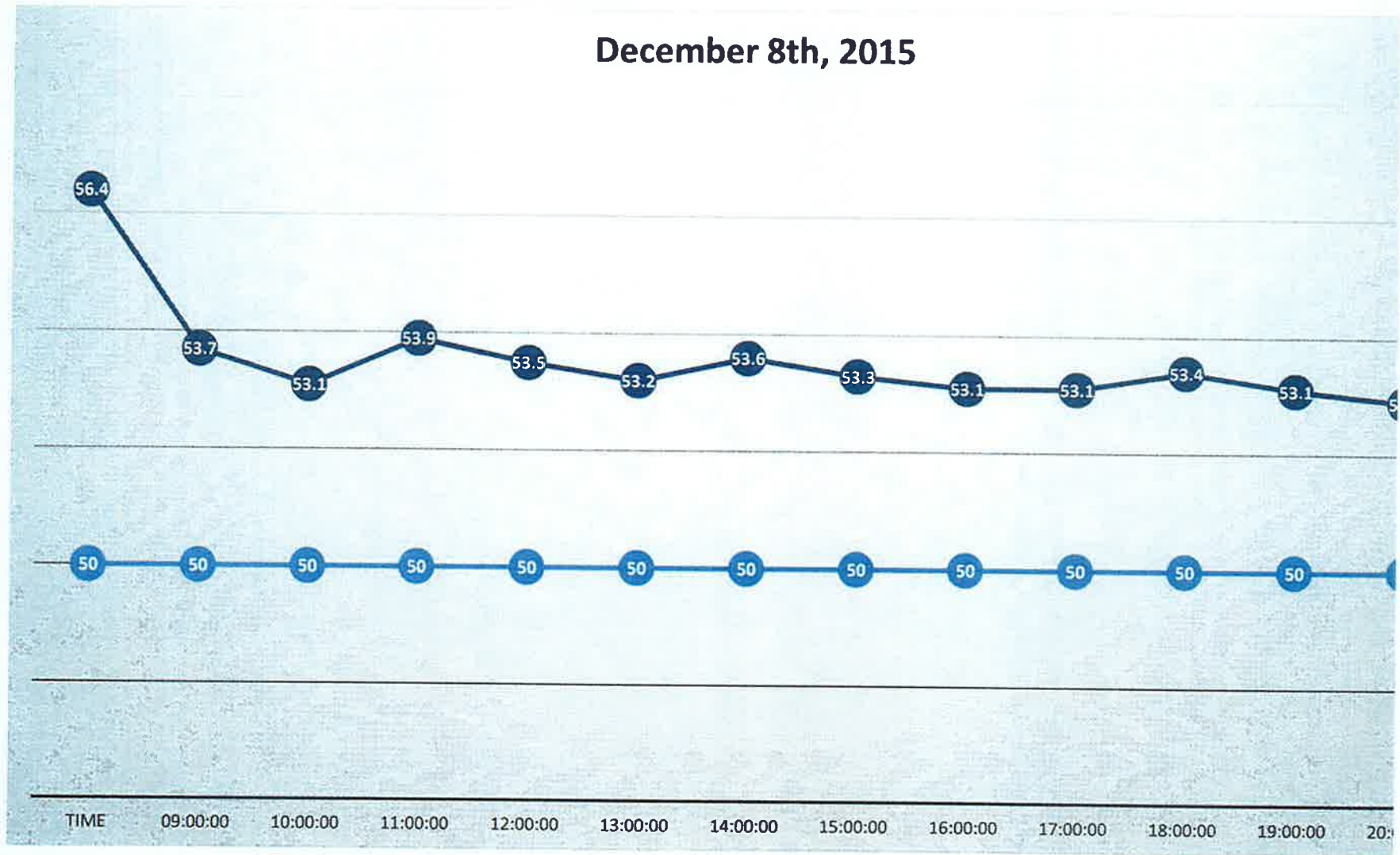


# December 7th, 2015



TIME 09:00:00 10:00:00 11:00:00 12:00:00 13:00:00 14:00:00 15:00:00 16:00:00 17:00:00 18:00:00 19:00:00 20:00:00

# December 8th, 2015





## MINUTES

### MEMBERS PRESENT

Mary Tivy – Chair  
Cameron Tuck  
Barb Jefferson  
John Levak

### MEMBERS ABSENT

John Arnold

### TOWNSHIP STAFF

Karen Landry – CAO/Clerk  
Meghan Yzerman – Legislative Assistant

#### 1. CALL TO ORDER

The meeting was called to order at 7:00pm.

#### 2. INTRODUCTION OF MEGHAN YZERMAN

Karen Landry introduced Meghan Yzerman as the successful candidate for the Township position of Legislative Assistant and will be the liaison between the Heritage Committee and the Township of Puslinch

#### 3. APPROVAL/ADOPTION OF MINUTES

a) July 27, 2015 – Summer Tour Meeting

Moved by: Barb Jefferson    Seconded by: John Levak.

That the minutes of the Heritage Committee meeting dated July 27, 2015 be adopted.

#### **CARRIED**

#### 4. APPROVAL OF 2016 HERITAGE COMMITTEE MEETING SCHEDULE

Change to the August 2016 meeting – It has been changed to July 25, 2016 at 1:00pm

Change to the November 2016 meeting – It has been changed to November 14, 2016 at 7:00pm



The Committee approved the revised 2016 Heritage Committee Meeting Schedule.

## 5. DELEGATIONS/PRESENTATIONS

### a) Ms. Laura Murr regarding Niska Rd. Environmental Assessment.

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

### b) Ms. Jo Marie Powers regarding Bailey Bridge and Niska Rd

Ms. Power presented some concerns regarding Bailey Bridge and Niska Rd. She informed the committee about her plans for the demolition of her barn structure and the dangers of the deteriorating structural components. She plans to demolish the barn and create a picnic area that is accessible off the trail.

## 6. CHAIR UPDATES

### **Niska Road Cultural Heritage Landscape**

Mary Tivy provided an update and noted that Guelph Council still needs to make a decision on this matter.

### **Black Bridge Cultural Heritage Landscape**

Discussion with respect to infrastructure, preservation of environmental features, master environmental plan is being completed by the City of Cambridge.

Puslinch Heritage Committee may need to consider a cultural heritage landscape designation for the identified features in Puslinch.

### **City of Guelph – Clair/Maltby Secondary Plan**

Mary Tivy updated the committee with information regarding the Clair/Maltby Secondary Plan and requested the Township send correspondence advising the City that the Halligan's Farm has received a heritage plaque from the Township.



**MUNICIPAL HERITAGE REGISTER AND STATUS OF INVENTORIED PROPERTIES  
IN PUSLINCH**

Karen Landry requested that the committee update the Heritage Listing Document. The Township needs to identify what properties were on the listing at the time Council adopted the listing at its meeting held in March 2012, as well as what properties have been added since that time.

Karen Landry recommended that the committee review and develop a comprehensive list that will be dated and brought forward to Council for adoption. Karen Landry suggested that all the property owners of the properties identified on the comprehensive list be notified prior to the matter being considered by Council.

**8. SUMMER TOUR SITES AND PLAQUING RECOMMENDATIONS**

**Ramsay Farmhouse – 3916 Sideroad 10 S**

**Puslinch Golf Club – Club house**

It was noted that a reception tower has been placed in front of the building and members discussed the potential impact on its value.

Karen Landry requested that the property owner be notified prior to a plaque being installed.

Moved by: Cameron Tuck Seconded by: Barb Jefferson.

That the Ramsay Farmhouse and the Puslinch Golf Club receive heritage plaques.

**CARRIED**

**9. PROPERTY RESEARCH METHODS AND VISIT TO LRO AND ARCHIVES**

Mavy Tivy reminded members of the LRO and Wellington County Archives resources that they have access to.

**10. REPORT ON PUSLINCH HISTORICAL SOCIETY ACTIVITIES**

Barb Jefferson reported that the Puslinch Historical Society presented a series of three evenings dedicated to the communities within Puslinch. The boundaries of the twelve original school sections were presented as follows:



Tuesday, May 5th at Arkell United Church Hall for Arkell, Brock Road, Downey and Aberfoyle areas (S.S. 1 to 4).

Tuesday, Oct 6th at Knox Crieff Sunday School Room for "The Third", Killean, Crieff and Morriston areas (S.S. 5 to 8).

Tuesday, Nov 3rd at the Badenoch Community Centre for the history of Badenoch, Corwhin, "The Lake" and Glenchristie areas (S.S. 9 to 12).

Cameron Tuck researched various options for communications including the Puslinch Pioneer and suggested that the committee designate a communications representative. Cameron Tuck advised he is prepared to fulfil the responsibilities of communications representative. Communications will be issued to announce new property plaquing and further information on selected properties. Karen Landry advised the Township can assist with the preparation of communication items.

#### **11. CONFERENCE**

Ontario Heritage Conference will be held Thursday May 12- Saturday May 14, 2015 in Stratford and St. Mary's. The link on the web is as follows;

<http://ontarioheritageconference.vpweb.ca/program>

#### **12. ADJOURNMENT**

Moved by Cameron Tuck    Seconded by: John Levak

That the Committee hereby adjourns the meeting at 8:15 pm.

**CARRIED**

#### **13. NEXT MEETING**

The next Heritage Committee meeting will be on **Monday February 1, 2016** at **7:00 pm** in Council Chambers, Aberfoyle.

This meeting will be a working meeting as requested by the Chair, Mary Tivy.





## MINUTES

### MEMBERS PRESENT:

John Sepulis, Chair  
Councillor Ken Roth  
Dennis O'Connor  
Dianne Paron  
Deep Basi

### OTHERS IN ATTENDANCE:

Kelly Patzer – Development Coordinator  
Sarah Wilhelm – County of Wellington  
Nancy Shoemaker, BSRD  
Colin Vanderwoerd, Van Harten Surveying  
Joe Cascanette  
Troy Cox  
Brian & Janice Cox

### 1. - 5. COMMITTEE OF ADJUSTMENT

- See January 12, 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 planning development applications.

### 7. DISCLOSURE OF PECUNIARY INTEREST

- None

### 8. APPROVAL OF MINUTES

- Moved by Dianne Paron, Seconded by Ken Roth
- That the minutes of the Tuesday December 8<sup>th</sup>, 2015 Planning & Development Advisory Committee Meeting are hereby adopted.

CARRIED

### 9. APPLICATIONS FOR SITE PLAN URBAN DESIGN REVIEW

- None

### 10. ZONING BY-LAW AMENDMENTS

- None

### 11. LAND DIVISION

#### 11(a) Severance Application B124/15(D10/MCC) – Raymond & Mary McCarron, Part Lot 17, Concession 10, municipally known as 4556 Concession 11.

Proposed severance is 250' x 450' = 2.3 acres, vacant bush for proposed rural residential use

Retained parcel is 84.6 acres with 446.5' frontage, existing and proposed rural residential and agricultural use with existing dwelling, 2 barns, stone cottage and drive shed.

Moved by Dennis O'Connor, Seconded by Deep Basi that the following comments

are forwarded to the County of Wellington Land Division Committee:

- MDS calculation should be based on having livestock inside the barn.

CARRIED

**11(b)** Severance Application B125/15 (D10/PER) – Persian Investments Limited - Concession 7, Part Lot 16, municipally known as 424 Maltby Road W.

Proposed severance is 13.2 hectares with 293 m frontage on Maltby Rd and 361 m frontage on Concession Road 7, vacant land for proposed rural industrial use.

Retained parcel is 28.9 hectares with 708 m frontage, existing and proposed agricultural use with existing vacant house and barn.

Moved by Dianne Paron, Seconded by Ken Roth that the following comments be forwarded to the County of Wellington Land Division Committee:.

- No comments.

CARRIED

**11(c)** Severance Application B126/15 (D10/LAK) – Estate of Edward Lake c/o Gary & William Lake, Part Lots 18, 19 & 20, Concession 1, municipally known as 6947 Concession Road 2.

Proposed severance is 0.4995 hectares with 48.8 m frontage, existing agricultural use for proposed rural residential use.

Retained parcel is 88.5 hectares with 1192m frontage, existing and proposed agricultural and rural residential use with existing house, 2 drive sheds, barn and 3 silos.

- John Sepulis noted that there is an overhead hydro line crossing the property
- Nancy Shoemaker indicted that the line seems to service many properties and does not have a clear start or end, indicating it could be a public line for hydro service.

Moved by Dennis O'Connor, Seconded by Deep Basi that the following comments be forwarded to the County of Wellington Land Division Committee:

- Severed parcel should not be encumbered by a distribution hydro line crossing the parcel
- It should be determined if the utility is a public or private line
- Hydro should be circulated for comment if it is a public line

CARRIED

**12. OTHER MATTERS**

- none

**13. CLOSED MEETING**

- No matters

**14. FUTURE MEETINGS**

- Next Regular Meeting Tuesday February 9, 2016 @ 7:00 p.m.

**15. ADJOURNMENT**

Moved by Ken Roth and Seconded by Dianne Paron,

- That the Planning & Development Advisory Committee adjourns at 7:40 p.m.

CARRIED



## MINUTES

### MEMBERS PRESENT:

John Sepulis, Chair  
Councillor Ken Roth  
Dennis O'Connor  
Dianne Paron  
Deep Basi

### OTHERS IN ATTENDANCE:

Kelly Patzer – Development Coordinator  
Sarah Wilhelm – County of Wellington  
Nancy Shoemaker, BSRD  
Colin Vanderwoerd, Van Harten Surveying  
Joe Cascanette  
Troy Cox  
Brian & Janice Cox

### 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 speak 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

- None

### 4. COMMITTEE OF ADJUSTMENT – Applications for Minor Variance

4(a) Minor Variance Application D13/COX – Brian & Janice Cox – Property described as Part Lot19, Concession 9, 4501 Victoria Road S, Township of Puslinch.

Requesting relief from provisions of Zoning By-Law #19/85, as amended, to allow:

1. A 6.0 metre lot width (frontage); and
2. A 15 metre buffer from the limit of the Natural Environment Zone for buildings, structures and septic systems.

- Kelly Patzer summarized the application for minor variance as submitted and noted no objections were received from circulated agencies or the public.
- Colin Vanderwoerd of VanHarten Surveying, agent, indicated that the application is a condition of severance. A 6 metre frontage is being requested and a 15 metre setback from the limit of the Natural Environment. An Environmental Impact Assessment was prepared and approved by the Grand River Conservation Authority.

- Joe Cascanette asked for clarification of the plan as it was small in the notice mailed out.
- Kelly Patzer confirmed the application was for a property to permit a single family dwelling.
- Dianne Paron questioned the Chief Building Official's comment of a 6 metre frontage not being favourable.
- John Sepulis noted that the application is a condition of a consent that the Planning and Development Advisory Committee.
- There were no further questions or comments.

Moved by Ken Roth and Seconded by Dennis O'Connor,

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 allow:

1. A 6.0 metre lot width (frontage); whereas, Section 5.3(e(iv)) of the by-law, Agricultural Zone, Reduced Lot Requirements, requires a minimum 24.3 metre lot width (frontage).
2. A 15 metre buffer from the limit of the Natural Environment Zone for buildings, structures and septic systems; whereas, Section 3.25(a) of the by-law, General Provisions, Setbacks from the Natural Environment Zone requires a 30 metre setback from the limit of the Natural Environment Zone for all buildings or structures including a private sewage treatment system and associated weeping tile bed.

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 7:11 p.m.

CARRIED

# THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

## BY-LAW NO 0XX/16

A by-law to adopt the Budget for the Corporation of the Township of Puslinch for the year 2016.

**WHEREAS** Section 290(1) of the Municipal Act, S.O. 2001, c. 25 as amended provides that a local municipality shall in the year or immediately preceding the year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality; and

**WHEREAS** the budget of the Corporation of the Township of Puslinch for 2016 is described in detail in Schedule "A" and Schedule "B" of this By-law.

**NOW THEREFORE** the Council of the Corporation of the Township of Puslinch enacts as follows:

1. That the total estimated operating expenditures for the purposes of the Corporation of the Township of Puslinch ("the Township") for the year 2016 be adopted in the amount of \$4,809,119.00.
2. That the total estimated operating revenues for the purposes of the Township for the year 2016 be adopted in the amount of \$1,824,490.00.
3. That the total estimated capital expenditures for the purpose of the Township for the year 2016 be adopted in the amount of \$1,721,412.00.
4. That the general operating taxation levy to be raised on all rateable property in the Township for the year 2016 be adopted in the amount of \$2,666,297.00.
5. That the general capital taxation levy to be raised on all rateable property in the Township for the year 2016 be adopted in the amount of \$815,970.00.
6. That the Treasurer be authorized to establish Working Reserves and Reserve Funds as a result of the 2016 budget in accordance with the working reserves and reserve funds by-law.
7. That the Treasurer be authorized to withdraw funds from and contribute funds to the Township of Puslinch's working reserves and reserve funds as outlined in Schedule "A" and Schedule "B" of this By-law.
8. That any gas tax funds not required for those projects that identify the use of gas tax funds be directed to other qualified projects identified in Schedule B.
9. That Schedules "A" and "B", annexed hereto, form part of this By-law.
10. If any section or portion of this by-law is found by a court of competent jurisdiction to be invalid, it is the intent of Council for the Township that all remaining sections and portions of this by-law continue in force and effect.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 17<sup>th</sup> DAY OF FEBRUARY, 2016.**

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Dennis Lever, Mayor

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Karen Landry, CAO/Clerk

**Corporate  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	Parkland	Working Reserve	DC		Other (grants)
IT Software Upgrade	61,281	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(GIS Integration; Access Database - Building; Records Tracking; Intranet; eCommerce; Advanced Tracker (web-based time recording), Online Payments, Telephone System Upgrades (VOIP) Projects approved in 2014 Capital Budget and carried forward to 2016.
Schematic Design of Municipal Office	16,981	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Projects approved in 2014 Capital Budget and carried forward to 2016.
Community Based Strategic Plan	5,100	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Projects approved in 2015 Capital Budget and carried forward to 2016.
Destination Marketing/Branding (Logo)	-	15,000	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	7,500	See Capital Budget Project Sheet
Server	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Server is recommended for replacement every 4-5 years.
Computer Equipment	-	12,600	-	20,000	-	-	-	20,000	-	-	-	12,600	-	-	-	-	-	-	5 year replacement cycle for laptops and desktops to begin in 2016.
Office renovation/ expansion including accessibility	-	-	-	-	231,000	231,000	231,000	231,000	231,000	-	-	-	-	-	-	-	-	-	Eligible for \$10K/year for the County Accessibility Grant. Facility Needs Assessment dated April 13, 2015 indicates a cost of \$1.05M (net of taxes, site work, furniture, fixtures, equipment, permits and consulting costs). Assumed 8% consulting costs for the project management and administration of the project and 2% for the non-refundable portion of HST. No inflationary impacts are included in the amount budgeted. Cost estimate does not include an increase in the size/capacity of the Council Chambers. Additional costs not currently budgeted for include the cost of a portable for offsite staff work. The total cost of the use of an offsite portable would depend on the phasing of the project in accordance with the recommendations from the Schematic Design to be completed in 2015.
Septic System Upgrade	-	80,000	-	-	-	50,000	-	-	-	-	-	30,000	-	-	-	-	-	50,000	Pipe works in the tank and septic bed are deteriorating. Septic system acquired in 1983 with a 30 year lifecycle.
Air Balancing Study & Recommission HVAC	-	-	-	-	10,500	-	-	-	-	-	-	-	-	-	-	-	-	-	BCA recommends completion of an Air Balancing Study for the Municipal Office immediately (page 3-10 of 3-19). The Energy Conservation and Demand Management Plan indicates recommissioning of HVAC system and re-balancing of air flows in the Municipal Office (Section 10).

**Corporate  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	Parkland	Working Reserve	DC		Other (grants)
Heating, Ventilation and Air Conditioning in Municipal Offices	-	-	-	-	5,000	-	-	30,000	-	-	-	-	-	-	-	-	-	-	BCA report indicates the furnace and condenser units are in good condition along with the HVAC distribution ductwork and damper control system and shall be scheduled for replacement at the end of their service life in 8 years time (\$20K for furnaces and condenser units and \$10K for damper control system) . The heat recovery unit is approaching the end of its typical life cycle and should be replaced in the next 5 years (p. 3-10 of 3-19).
Arc Flash Study	-	-	-	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-	BCA recommends Arc Flash Study for all electrical equipment in the Municipal Office. Different electrical panels and electrical equipment have different arc flash ratings. This study reviews the arc flash hazard risks to determine the types of protective equipment to be used in areas that have a high arc flash rating.
Replacement of John Wood Electric 48 USG Heater	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	BCA report indicates that this equipment is approximately 9 years old and is recommended for replacement in 6 years time (p. 3-10 of 3-19). Energy Conservation and Demand Management Plan indicates the replacement of the electric hot water heater with a natural gas model to save on energy consumption (Section 10).
Pay Equity Study	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	Last Pay Equity Study completed in 2014. Recommended to complete every 7 years.
Power Distribution Equipment (feeders, panels, main disconnect switch)	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	BCA report indicates replacement in 2 to 7 years (p. 3-13 of 3-19).
Heating, Ventilation and Air Conditioning in Public Works Area	-	-	-	-	-	-	-	-	-	6,000	-	-	-	-	-	-	-	-	BCA report indicates that replacement of the gas fired infra-red heaters in the public works area estimated at \$6,000 in 2024 (p. 3-10 of 3-19).
Replacement of UV Pure Water Treatment System	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	BCA report indicates that the water treatment equipment is in good/fair condition and is anticipated for replacement in 2024 (p.3-10 of 3-19).
Replacement of Metal Roofing Panels <b>* The year of these works is based on the design of addition/improvement of Municipal Office.</b>	-	-	-	-	-	-	-	-	-	125,000	-	-	-	-	-	-	-	-	BCA report indicates that the roof appears to be performing as intended but is approaching the end of its life expectancy (p. 3-4 of 3-19).
Window and Door Replacement Program <b>* The year of these works is based on the design of addition/improvement of Municipal Office.</b>	-	-	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	BCA report indicates that the exterior windows and doors are in fair condition and will reach the end of their life expectancy within the next 10 years (p. 3-6 of 3-19).
Community Based Strategic Plan	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	Completion every 10 years.

**Corporate  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	Parkland	Working Reserve	DC		Other (grants)
<b>Grand Total Capital</b>	83,362	107,600	20,000	20,000	246,500	293,500	261,000	281,000	231,000	241,000	30,000	50,100	-	-	-	50,000	-	7,500	

**Working Reserves and Reserve Funds**

Corporate Office Repairs/ Restoration	-	0	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	-	-	-	-	-	-	-	
Corporate Accessibility	-	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	-	-	-	-	-	-	-	See Note A
Corporate IT Software	-	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	-	-	-	-	-	-	-	
Corporate IT Hardware	-	0	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	-	-	-	-	-	-	Future server replacement and future laptop/desktop purchases.
Administration Studies Reserve Fund	Monies received as development charges as set out in the Development Charges Act, 1997																		
<b>Grand Total Contributions</b>	-	-	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	-	-	-	-	-	-	-	

**Note A**

The deadline for developing, implementing and enforcing accessibility standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises is on or before January 1, 2025. At this time, the barrier free requirements for interior spaces still fall under the Ontario Building Code Act. Currently, the only requirements under the AODA are specifically exterior spaces such as trails, parking, outdoor public eating areas, etc. Most municipalities across Ontario are not waiting until the Ontario Building Code is updated to encompass a greater level of accessibility; they are instead referring to the Facility Accessibility Design Standards from the City of London and the Final Proposed Accessible Building Environment Standard issued by the province when building or renovating buildings and facilities. The intent is for the Final Proposed Building Environment Standard to eventually replace the Barrier-Free section of the Ontario Building Code. The Township of Puslinch, through By-law No. 41/09, adopted the County of Wellington Facility Accessibility Design Manual which is based on the City of London's design standards.



**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

Corporate

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Destination Marketing/Branding (Logo)

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

The Recreation and Parks Master Plan and Township Council during its term of Council goals and objective setting session identified "Destination Marketing/Branding" as an initiative.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

N/A

**4 - Project Description**

The Recreation and Parks Master Plan recommended undertaking a Communications & Branding Strategy to promote local parks and recreation opportunities. One option presented in the plan was utilizing Township-wide signage to easily identify municipal assets and branding (logo, tag line, etc.) and to provide consistent messaging.

The Rural Economic Development (RED) program will be accepting new applications beginning in October 2015. This project could be eligible for \$7,500 (50%) RED funding with the remaining \$7,500 (50%) funding from the tax levy. It is recommended that the commencement of this project be contingent upon receiving RED funding.

**5 - Capital Funding for 2016 Expenditures**

<b>Tax Levy</b>	7,500		
<b>Gas Tax Reserve Fund</b>			
<b>Aggregate Levy</b>			
<b>In Lieu of Parkland Working Reserve</b>			
<b>DC Reserve Fund</b> <small>Note A</small>		<b>Additional information related to DC's</b>	
<b>Other (grants)</b>	7,500	Project # and Description in DC	
<b>Total Funding</b>	<b>15,000</b>	Year in DC Study	
		% of DC Funding allowed in DC	
		Service Area in DC	

**Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.**

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2015	2017	2018	2019	2020
Professional Services			15,000		15,000				
					-				
					-				
<b>Total Cost</b>	-	-	<b>15,000</b>	-	<b>15,000</b>	-	-	-	-
<b>Note B:</b> The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.									

**7 - Incremental Operating Budget Impact**

	2016	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**Finance**  
**2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Other (grants)
Amendment to the 2014 DC Study	7,140	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Item approved in 2015 Capital Budget and carried forward to 2016 as the results of the Fire Master Plan are currently pending.
Updates to Asset Management Plan (AMP)	-	25,000	10,000	10,000	-	-	-	-	-	-	-	25,000	-	-	-	-	-	-	See Capital Budget Sheet
2019 Development Charges Background Study	-	-	-	-	17,113	-	-	-	-	-	-	-	-	-	-	-	-	-	Unless it expires or is repealed earlier, a development charge by-law expires five years after the day it comes into force. By-Law No. 2014-054 expires on September 3, 2019. The 2014 DC Study includes a Development Charges Background Study in 2019 with a gross capital cost estimate of \$15,500 (\$17,113 recorded in 2019 is adjusted for inflation) and approx. 90% recoverable with DC's (p. 5-2).
<b>Grand Total Capital</b>	7,140	25,000	10,000	10,000	17,113	-	-	-	-	-	-	25,000	-	-	-	-	-	-	

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

<b>Finance</b>
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**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Updates to Asset Management Plan Project Type - Plan
---

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

<p>1.) The Pavement Condition Index (PCI) on Township roads was last updated as part of the 2007 Roads Needs Study. The 2013 Asset Management Plan (AMP) indicates that the Township will endeavour to undertake a detailed assessment of the current condition of Township roads, including updating the PCI values at least every 5 years. The estimate for updating the 2007 PCI values is included in 2016 at a cost of \$25,000.</p> <p>2.) The AMP indicates that Stormwater Management (SWM) facilities be inspected and maintained in accordance with the Ministry of Environment SWM Planning and Design Manual. The AMP indicates that these inspections in accordance with the MOE be completed annually to ensure inlets and outlets are free from obstructing debris and to assess maintenance requirements. As part of our Municipal Performance Measurement Program reporting, the information requested is the total kilometers of rural drainage system. The estimate for inspecting SWM facilities is included in the 2017 forecast at a cost of \$10,000 (\$3,500 is a one-time cost for determining the length and reviewing and compiling archive data of SWM design reports).</p> <p>3.) The AMP dated December 2013 indicates that at a minimum, the AMP should be updated every 5 years. The estimate for incorporating the updates above to our AMP is included in the 2018 forecast at a total cost of \$10,000. In 2015, BDO Canada LLP conducted a review of the Township AMP to provide the Township with recommendations, etc. for our next update. The recommendations as part of BDO's peer review should be incorporated into the updated AMP. BDO Canada has recommended improvements to the Township's financing strategy in order to be aligned with the Ministry's requirements for an AMP.</p>
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**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

N/A
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**4 - Project Description**

Updates to Asset Management Plan
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**5 - Capital Funding for 2016 Expenditures**

Tax Levy	25,000
Gas Tax Reserve Fund	

<b>Aggregate Levy</b>		<b>Additional information related to DC's</b>	
<b>In Lieu of Parkland</b>			<b>Project # and Description in DC</b>
<b>Building Surplus Reserve Fund</b>			<b>Year in DC Study</b>
<b>DC Reserve Fund</b> <small>Note A</small>			<b>% of DC Funding allowed in DC</b>
<b>Other (grants)</b>			<b>Service Area in DC</b>
<b>Total Funding</b>	<b>25,000</b>		

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <small>Note B</small>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2015	2017	2018	2019	2020
Professional Services				25,000	25,000	10,000	10,000		
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>25,000</b>	<b>25,000</b>	<b>10,000</b>	<b>10,000</b>	-	-

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	<b>2016</b>	<b>Annualized</b>		
<b>Incremental Revenues</b>				
<b>Incremental Salary and Benefits</b>			<b># FT Staff</b>	<b># PT Staff</b>
<b>Incremental Non-Salary Costs</b>				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**Building  
2016 Capital Budget and Forecast**

Capital Project	Capity Cfwd- 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC Reserve	
Vehicle - for Inspector - Replacement	-	-	-	-	-	-	-	-	-	-	33,000	-	-	-	-	-	-	2015 vehicle to be replaced in 2025 (10 yr. lifecycle).
Vehicle - for CBO Official - Replacement	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-	-	-	-	2013 Chevrolet Silverado to be replaced in 2018 (5 yr. lifecycle).
<b>Grand Total Capital</b>	-	-	-	35,000	-	-	-	-	-	-	33,000	-	-	-	-	-	-	

**Working Reserves and Reserve Funds**

Building Surplus Reserve Fund	Under the Building Code Act, 1992, The total amount of the fees must not exceed the anticipated reasonable costs of the principal authority to administer and enforce this Act in its area of jurisdiction. 2002, c. 9, s. 11 (2).
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**Planning and Development  
2016 Capital Budget and Forecast**

Capital Project	Capity Cfwd- 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC Reserve		Other (grants)
Municipal Servicing Standards	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Item approved in 2015 Capital Budget and carried forward to 2016.
Comprehensive Zoning By-law Review (CIP OPA Amendment)	-	80,000	-	-	-	-	-	-	-	-	-	72,800	-	-	-	-	7,200	-	See Capital Budget Sheet
<b>Grand Total Capital</b>	25,000	80,000	-	-	-	-	-	-	-	-	-	72,800	-	-	-	-	7,200	-	

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department **Planning and Development**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Comprehensive Zoning By-law Review including CIP OPA Amendment  
Project Type - By-law Update

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

The Township's Zoning By-law No. 19/85 developed in 1985 requires updating. Staff are proposing to develop a new comprehensive Zoning By-law with the goal of creating a single and progressive regulatory document which appropriately implements Provincial, Regional and Local policies. The cost estimated of \$80,000 is based on comparator municipalities who have undergone a Comprehensive Zoning By-law review by retaining an outside consultant.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

N/A

**4 - Project Description**

Comprehensive Zoning By-law Review as current by-law is outdated (1985).

**5 - Capital Funding for 2016 Expenditures**

Tax Levy	72,800		
Gas Tax Reserve Fund			
Aggregate Levy			
In Lieu of Parkland			
Building Surplus Reserve Fund			
DC Reserve Fund <span style="color: red;">Note A</span>	7,200		
Other (grants)			
<b>Total Funding</b>	<b>80,000</b>		

Additional information related to DC's	
Project # and Description in DC	3 - Zoning By-law Review
Year in DC Study	2018
% of DC Funding allowed in DC	45%
Service Area in DC	Administration Studies

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.



**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2015	2017	2018	2019	2020
Professional Services		20,000	20,000	40,000	80,000				
					-				
					-				
<b>Total Cost</b>	-	<b>20,000</b>	<b>20,000</b>	<b>40,000</b>	<b>80,000</b>	-	-	-	-
<b>Note B:</b> The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.									

**7 - Incremental Operating Budget Impact**

	2016	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**Public Works  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Grant
Traffic Calming - Streetscaping Morriston	59,041	-	66,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$15k approved in 2013 (\$4,986 actual). \$37,500 approved in 2014 (\$2,132 actual). \$10,000 approved in 2015 (\$3,917 actual). Current estimated construction cost is roughly \$105,000 (\$70K phase 1 and \$35K phase 2). There are also architectural fees estimated at \$12.5K for both phases. Project is 15.6% DC recoverable (p. 5-6 ). Maintenance costs - Shrub beds should receive mulch top up every two years which represents approximately \$2,500 per occurrence. Weeding of beds, if done monthly April through September, is approximately \$1,000 per occurrence. Tree maintenance will only be required under extreme weather conditions requiring water/fertilizing or through damages caused by wind or ice.
Nassagaweya-Puslinch Townline			93,300									-	-	-	-	-	-	-	See Capital Budget Sheet
Calfass Rd	11,880	350,000	-	-	-	-	-	-	-	-	-	21,000	315,000	-	-	-	14,000	-	See Capital Budget Sheet
Victoria Rd	13,575	160,000	225,000	415,500	-	-	-	-	-	-	-	110,722	-	-	-	-	6,400	42,878	See Capital Budget Sheet
Watson Rd-Maltby to #34	10,824	350,000	-	-	-	-	-	-	-	-	-	236,000	-	-	-	100,000	14,000	-	See Capital Budget Sheet
Leslie Rd- Victoria Rd. to Hwy 6	-	241,600	-	-	-	-	-	-	-	-	-	231,936	-	-	-	-	9,664	-	See Capital Budget Sheet
Carroll Pond & Lesic-Jassal Municipal Drain	-	5,000	265,000	-	-	13,000	-	-	-	-	150,000	5,000	-	-	-	-	-	-	See Capital Budget Sheet
Bridge and Culvert Inspections	-	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	-	-	-	-	-	-	Bi-annual bridge and culvert inspections as per OSIM regulation.
Ellis Culvert-2010	-	20,000	75,000	-	-	-	-	-	-	-	-	19,200	-	-	-	-	800	-	See Capital Budget Sheet

**Public Works  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC	
Concession 1 -35 to Sideroad 20	-	-	253,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Asset Number 15_ Surface amounting to repaving of 2 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6)
Watson Rd- 36 to Leslie Rd	-	-	215,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Asset Numbers 134 and 136 amounting to repaving of 1.6 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p. 5-6)
Pickup truck-Staff	-	-	35,000	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	This is a 2012 pick-up truck with a 5 yr lifecycle.
Fox Run Dr	-	-	63,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Asset Numbers 205 and 206 amounting to repaving of 0.25 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the AMP dated December 2013. 15.6% DC recoverable (p. 5-6) This is a paving project to the end of the curbing. Remove top layer of asphalt and repave.
Little's Bridge	-	-	20,000	195,000	-	-	-	-	-	-	-	-	-	-	-	-	-	Asset Number 1003 as identified in Appendix B - 2016 Expenditure Forecast of the AMP dated December 2013. 15.6% DC recoverable (p.5-6) This is a structural repair project with engineering to commence in 2017 and construction in 2018.

**Public Works  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Grant
Bridlepath	-	-	330,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Asset Number 204_Surface amounting to repaving of 1.1 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6). Remove top layer of asphalt and repave.
Aberfoyle Sidewalks	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	County re-constructing Brock Road, sidewalk replacement to be part of this contract. Potential to utilize Wellington County Trail Funding Programme.
Ellis Rd-32 to Townline	-	-	-	275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Asset Number 44 amounting to repaving of 2.1 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the AMP dated December 2013. 15.6% DC recoverable (p.5-6).
Watson Rd- Leslie Rd to 4057 Watson Rd	-	-	-	127,400	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Asset Number 133 repaving of 1 km of roadway as identified in Appendix B - 2014 Expenditure Forecast of the AMP dated December 2013. 15.6% DC recoverable (p.5-6).
1.5 ton dump truck	-	-	-	75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2008 1.5 ton dump truck with a 10 year replacement cycle.
Backhoe	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2008 Backhoe with a 10 year replacement cycle.

**Public Works  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Grant
Concession 2- Sideroad 10 to 32	-	-	-	-	233,400	-	-	-	-	-	-	-	-	-	-	-	-	-	Asset Number 32 amounting to repaving of 2.1 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the AMP dated December 2013. 15.6% DC recoverable (p.5-6).
Forestell Rd- 32 to Roszell Rd	-	-	-	-	145,000	-	-	-	-	-	-	-	-	-	-	-	-	-	Asset Number 66 amounting to repaving of 1.2 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. DC recoverable (p.5-6)
Tandem Dump Truck- 304	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	2011 single axle dump truck with a 8 year replacement cycle. Replace with a tandem axle dump truck.
Concession 2- 2A to Sideroad 20	-	-	-	-	519,300	-	-	-	-	-	-	-	-	-	-	-	-	-	Asset Number 36 as identified in Appendix B - 2018 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6). This is a 2 km paving project on a major haul road. 130mm of asphalt and 9 metres wide.
Concession 7- McLean Rd to Concession 2A	-	-	-	-	208,900	-	-	-	-	-	-	-	-	-	-	-	-	-	Asset Number 165_Surface as identified in Appendix B - 2022 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p. 5-6). This is a 0.7 km paving project on a major haul road. 130mm of asphalt and 9 metres wide.

**Public Works  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC	
Concession 2A	-	-	-	-	102,500	-	-	-	-	-	-	-	-	-	-	-	-	Asset Number 37 as identified in Appendix B - 2018 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p. 5-6). This is a .3 km paving project on a major haul road. 130mm of asphalt and 9 metres wide.
Leslie Rd	-	-	-	-	20,000	300,000	-	-	-	-	-	-	-	-	-	-	-	Asset Numbers 22, 23, 25 amounting to 2.8 kms of paving as identified in Appendix B- 2018, 2019, 2020 Expenditure Forecasts of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p. 5-6). This is a drainage repair and paving project. Engineering to begin in 2019 with construction in 2020.
Gilmour Cu- 2009	-	-	-	-	-	100,000	-	500,000	-	-	-	-	-	-	-	-	-	Engineering for this project conducted in 2014 to determine the work and approximate cost for this project. A structural repair project with final engineering and land acquisition to commence in 2020 and construction in 2022. Asset number 2009 as identified in Appendix B - 2015 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p. 5-6).
Pickup Truck- Director	-	-	-	-	-	35,000	-	-	-	-	35,000	-	-	-	-	-	-	This is a 2015 truck with a 5 yr lifecycle.
Tandem Dump Truck- 302	-	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	This is a 2012 truck with a 8 yr replacement cycle.

**Public Works  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Grant
Laird Rd	-	-	-	-	-	450,000	450,000	-	-	-	-	-	-	-	-	-	-	-	Asset Numbers 72_Surface, 73_Surface, and 74_Surface amounting to repaving of 4 kms on a minor haul roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6). 100mm of asphalt and 9 metres wide. 2 km in 2020 and 2 km in 2021.
Tandem Dump Truck- 301	-	-	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	This is a 2012 tandem truck with a 8 yr replacement cycle.
Traffic Count Study	-	-	-	-	-	-	28,800	-	-	-	-	-	-	-	-	-	-	-	The 2014 DC Study includes a Traffic Count Study in 2021, gross capital cost estimate of \$25,000 (\$28,800 recorded in 2021 is adjusted for inflation) and approx. 60% recoverable DC's (p. 5-2).
Forestell Rd- 35 to 32	-	-	-	-	-	-	460,000	-	-	-	-	-	-	-	-	-	-	-	Asset Numbers 67, 68, and 69 amounting to repaving of 4 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the AMP dated December 2013. 15.6% DC recoverable (p.5-6).
Grader- 501	-	-	-	-	-	-	-	350,000	-	-	-	-	-	-	-	-	-	-	This is a 1999 grader with a 20 to 25 yr lifecycle.

**Public Works  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Grant
Concession 4- 35 to Sideroad 10	-	-	-	-	-	-	-	230,000	-	-	-	-	-	-	-	-	-	-	Asset Numbers 57 and 58 amounting to repaving of 2 kms of roadway as identified in Appendix B - 2019 and 2020 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6).
Pickup Truck-Director	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-	This is a 2017 truck with a 5 yr lifecycle.
Transportation Master Plan	-	-	-	-	-	-	-		30,000	-	-	-	-	-	-	-	-	-	The 2014 DC Study includes a Transportation Master Plan in 2023 with a gross capital cost estimate of \$25,000 (\$30,000 recorded in 2023 is adjusted for inflation) and approx. 60% recoverable with DC's (p. 5-2).
Single Axle Dump Truck-303	-	-	-	-	-	-	-		225,000	-	-	-	-	-	-	-	-	-	This is a 2015 single axle dump truck with an 8 yr replacement cycle.
Concession 4- Sideroad 10 to 32	-	-	-	-	-	-	-		450,000	-	-	-	-	-	-	-	-	-	Asset number 56_Surface 2 amounting to repaving of 2 kms. 1 km of this road will require the installation of geo-fabric to control road movement due to swamp conditions.
McLean Rd E and Winer Rd	-	-	-	-	-	-	-	-	365,000	-	-	-	-	-	-	-	-	-	Asset Numbers 158 and 212A amounting to repaving of 1.3 kms on a major haul road as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6). 130mm of asphalt and 9 metres wide.



**Public Works  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC	
Mason Crt	-	-	-	-	-	-	-	-	38,100	-	-	-	-	-	-	-	-	Asset Number 38 amounting to repaving of 0.2 kms on a minor haul road as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6). 100mm of asphalt and 9 metres wide.
Maple Leaf Lane	-	-	-	-	-	-	-	-	45,800	-	-	-	-	-	-	-	-	Asset Number 52 amounting to repaving of 0.3 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6).
Grader-502	-	-	-	-	-	-	-	-	-	350,000	-	-	-	-	-	-	-	This is a 2000 grader with a 20 to 25 yr lifecycle.
Concession 4- Hwy 6 to 35	-	-	-	-	-	-	-	-	-	390,000	-	-	-	-	-	-	-	Asset Numbers 59, 160, and 161 amounting to repaving of 3 kms as identified in Appendix B - 2018 and 2021 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6).
Watson Rd- Maltby to Arkell	-	-	-	-	-	-	-	-	-	480,000	-	-	-	-	-	-	-	Asset Numbers 139 and 140 amounting to repaving of 3.7 kms as identified in Appendix B - 2015 and 2016 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6).

**Public Works  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Grant
Watson Rd - Wellington Road 34 to Wellington Road 36	-	-	-	-	-	-	-	-	-	-	500,000	-	-	-	-	-	-	-	Asset Number 137 amounting to repaving of 4 kms as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6).
Gore Road - Valens Road to Concession 7	-	-	-	-	-	-	-	-	-	-	270,000	-	-	-	-	-	-	-	Asset Number 5 amounting to repaving of 1.5 kms as identified in Appendix B - 2015 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6).
Church and Victoria Street	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	Asset Number 28_Surface amounting to repaving of .2 kms as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. 15.6% DC recoverable (p.5-6).
<b>Grand Total Capital</b>	95,320	1,134,100	1,747,800	1,195,400	1,486,600	1,155,500	1,196,300	1,157,500	1,161,400	1,227,500	1,012,500	631,358	315,000	-	-	100,000	44,864	42,878	

**Public Works  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd - 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Grant
<b>Working Reserves and Reserve Funds</b>																			
Public Works Replacement and Restoration of Aging Infrastructure Working Reserve	-	0	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	0	-	-	-	-	-	-	
Winter Maintenance Reserve Fund	To provide winter maintenance funding as needed to offset unusual/severe winter maintenance costs. Surplus of funds in account number 01-0030-4214 should be transferred to this reserve fund.																		
Equipment Replacement Working Reserve	-	0	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	0	-	-	-	-	-	-	
Roads and Related Services Reserve Fund	Monies received as development charges as set out in the Development Charges Act, 1997																		
Federal Gas Tax Rebate Reserve Fund	Monies received as gas tax funds: 2015 - \$203,528; 2016 - \$213,704; 2017 - \$213,704; 2018 - \$223,880. The remaining years funding will be determined by AMO by December 31, 2018 with an amendment to the agreement between AMO and the Township of Puslinch dated April 1, 2014.																		
<b>Grand Total Contributions</b>	-	-	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	-	-	-	-	-	-	-	

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

**Public Works**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Road Construction  
Project Type - Pulverize, Repave Sidewalks, Curbing and Drainage Improvements

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Asset Number 27B amounting to repaving of .1 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Calfass Road between Highway 6 and Victoria Street.

**4 - Project Description**

Traffic control, pulverize existing asphalt, grade and compact road base, repave with 50mm of HL4 asphalt, pave and reconstruct driveways, install curbing and catch basins, repair existing sidewalk, expand parking areas, permanent pavement markings and inspection

**5 - Capital Funding for 2016 Expenditures**

<b>Tax Levy</b>	21,000		
<b>Gas Tax Reserve Fund</b>	315,000		
<b>Aggregate Levy</b>			
<b>In Lieu of Parkland</b>			
<b>Working Reserve</b>			
<b>DC Reserve Fund</b> <small>Note A</small>	14,000		
<b>Other (grants)</b>			
<b>Total Funding</b>	<b>350,000</b>		

<b>Additional information related to DC's</b>		
Project # and Description in DC	26 - Provision for Future Road Projects (p. 5-6)	
Year in DC Study	2019-2023	
% of DC Funding allowed in DC	15.6%	
Service Area in DC	Roads and Related Services	

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2016	2017	2018	2019	2020
Construction				350,000	350,000				
					-				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>350,000</b>	<b>350,000</b>	-	-	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	<b>2016</b>	<b>Annualized</b>		
Incremental Revenues			<b># FT Staff</b>	<b># PT Staff</b>
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

**Public Works**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Road Construction  
Project Type - Pulverize and Repave

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Asset Number 125B amounting to repaving of .5 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Victoria Road between Wellington Road 34 and Aberfoyle Pit #2.

**4 - Project Description**

Traffic control, pulverize existing asphalt, grade and compact road base, repave with 60mm of HL8 base asphalt and 50mm of HL4 asphalt, pave and reconstruct driveways, compacted granular A shoulders, permanent pavement markings and inspection

**5 - Capital Funding for 2016 Expenditures**

<b>Tax Levy</b>	110,722		
<b>Gas Tax Reserve Fund</b>			
<b>Aggregate Levy</b>			
<b>In Lieu of Parkland</b>			
<b>Working Reserve</b>			
<b>DC Reserve Fund</b> <small>Note A</small>	6,400		
<b>OCIF Formula Based</b>	42,878		
<b>Total Funding</b>	<b>160,000</b>		
		<b>Additional information related to DC's</b>	
		Project # and Description in DC	2 - Victoria Rd: CR 34 to CR 36 (p. 5-6)
		Year in DC Study	2016
		% of DC Funding allowed in DC	15.6%
		Service Area in DC	Roads and Related Services

**Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.**

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2016	2017	2018	2019	2020
Construction				160,000	160,000	225,000	415,500		
					-				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>160,000</b>	<b>160,000</b>	<b>225,000</b>	<b>415,500</b>	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2016	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

**Public Works**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Road Construction  
Project Type - Pulverize, Repave and Drainage Improvements on Corwhin Hill

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Asset Number 138 amounting to repaving of 2.1 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Watson Road between Wellington Road 34 and Maltby Road.

**4 - Project Description**

Traffic control, pulverize existing asphalt, grade and compact road base, repave with 50mm of HL4 asphalt, pave and reconstruct driveways, compacted granular A shoulders, permanent pavement markings and inspection. Drainage improvements on Corwhin hill.

**5 - Capital Funding for 2016 Expenditures**

<b>Tax Levy</b>	236,000		
<b>Gas Tax Reserve Fund</b>			
<b>Aggregate Levy</b>			
<b>In Lieu of Parkland</b>			
<b>Working Reserve</b>	100,000		
<b>DC Reserve Fund</b> <small>Note A</small>	14,000		
<b>Other (grants)</b>			
<b>Total Funding</b>	<b>350,000</b>		

<b>Additional information related to DC's</b>	
Project # and Description in DC	19 - Watson Rd.: Maltby to CR34(p. 5-6)
Year in DC Study	2016
% of DC Funding allowed in DC	15.6%
Service Area in DC	Roads and Related Services

**Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.**



**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <small>Note B</small>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2016	2017	2018	2019	2020
Construction				350,000	350,000				
					-				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>350,000</b>	<b>350,000</b>	-	-	-	-

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2016	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

**Public Works**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Road Construction  
Project Type - Pulverize and Repave

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Asset Number 20 amounting to repaving of 2 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Leslie Road between Highway 6 and Victoria Road.

**4 - Project Description**

Traffic control, pulverize existing asphalt, grade and compact road base, repave with 50mm of HL4 asphalt, pave and reconstruct driveways, compacted granular A shoulders, permanent pavement markings and inspection

**5 - Capital Funding for 2016 Expenditures**

<b>Tax Levy</b>	231,936		
<b>Gas Tax Reserve Fund</b>			
<b>Aggregate Levy</b>			
<b>In Lieu of Parkland</b>			
<b>Working Reserve</b>			
<b>DC Reserve Fund</b> <small>Note A</small>	9,664		
<b>Other (grants)</b>			
<b>Total Funding</b>	<b>241,600</b>		

<b>Additional information related to DC's</b>	
Project # and Description in DC	8 - Leslie Rd: Hwy 6 to Victoria Rd. South (p. 5-6)
Year in DC Study	2014
% of DC Funding allowed in DC	15.6%
Service Area in DC	Roads and Related Services

**Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.**

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2016	2017	2018	2019	2020
Construction				241,600	241,600				
					-				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>241,600</b>	<b>241,600</b>	-	-	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2016	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

**Public Works**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Carroll Pond and Lesic-Jassal Municipal Drain  
Project Type - Sediment Survey

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Asset Number 12009, acquisition date of 2010. GM BluePlan report dated October 6, 2014 has specific recommendations regarding the maintenance of Carroll Pond and Lesic-Jassal Municipal Drain.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Carroll Pond and Lesic-Jassal Municipal Drain

**4 - Project Description**

Based on discussions with GM BluePlan dated January 23, 2015, the following is required:

- 1.) Completion of a sediment survey of the three cells is estimated at approximately \$5,000. This includes one day onsite by the survey crew for establishing control points and completing the survey, as well as video review and reporting to the Township.
- 2.) Completion of a closed circuit television (CCTV) inspection is required at a frequency of every 10 years estimated at approximately \$13,000. This includes CCTV inspection by a retained sub-contractor (typically in the range of \$10/m) as well as data review and reporting to the Township.

GM BluePlan also indicated that there are estimated costs associated with the future clean out of the pond ranging from \$75.00 per m<sup>3</sup> to \$140 per m<sup>3</sup>. This cost depends on various factors. GM BluePlan indicated that given this is an industrial area, it is likely that the sediment may contain elevated levels of some metals/contaminants and may need to be landfilled. It would be prudent to plan for the upper limit which would correspond to approximately:

- \$150K for Cell 1 (cleanout frequency of 18 years is estimated)
- \$65K for Cell 2 (cleanout frequency of 5 years is estimated)
- \$200K for Cell 3 (cleanout frequency of 5 years is estimated)

The initial sediment survey proposed for 2016 should give a good indication of how the sediment loading is tracking in terms of removal estimations.

**5 - Capital Funding for 2016 Expenditures**

<b>Tax Levy</b>	5,000		
<b>Gas Tax Reserve Fund</b>			
<b>Aggregate Levy</b>			
<b>In Lieu of Parkland</b>			
<b>Working Reserve</b>			
<b>DC Reserve Fund</b> <small>Note A</small>			
<b>Other (grants)</b>			
<b>Total Funding</b>	<b>5,000</b>		

<b>Additional information related to DC's</b>	
Project # and Description in DC	
Year in DC Study	
% of DC Funding allowed in DC	
Service Area in DC	

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

<b>Project Components</b>	<b>2016</b>					<b>Future Phases</b> <small>Note B</small>			
	<b>JAN-MAR</b>	<b>APR-JUN</b>	<b>JUL-SEP</b>	<b>OCT-DEC</b>	<b>Total 2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Sediment Survey				5,000	5,000				
Clean out of pond - Cells 2 and 3					-	265,000			
Closed Circuit Television Inspection					-				13,000
Clean out of pond - Cell 1					-				
<b>Total Cost</b>	-	-	-	<b>5,000</b>	<b>5,000</b>	<b>265,000</b>	-	-	<b>13,000</b>

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

**Public Works**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Professional Services  
Project Type - Roadway Culvert Rehabilitation, Structure #2010

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Asset Number 2010 amounting to the rehabilitation of the culvert over Irish Creek as identified in Appendix B - 2018 Expenditure Forecast of the Asset Management Plan dated December 2013.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Ellis Road between Wellington Road 32 and Townline Road.

**4 - Project Description**

Complete engineering component and requirements for Conservation permits before construction in 2017. Road repaving is scheduled for 2018.

**5 - Capital Funding for 2016 Expenditures**

<b>Tax Levy</b>	19,200		
<b>Gas Tax Reserve Fund</b>			
<b>Aggregate Levy</b>			
<b>In Lieu of Parkland</b>			
<b>Working Reserve</b>			
<b>DC Reserve Fund</b> <small>Note A</small>	800		
<b>Other (grants)</b>			
<b>Total Funding</b>	<b>20,000</b>		

<b>Additional information related to DC's</b>	
Project # and Description in DC	12 - Ellis Rd. Culvert over Puslinch Lake (p. 5-6)
Year in DC Study	2017
% of DC Funding allowed in DC	15.60%
Service Area in DC	Roads and Related Services

**Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.**

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2016	2017	2018	2019	2020
Professional Services				20,000	20,000				
Construction					-	75,000			
Construction					-		275,000		
					-				
<b>Total Cost</b>	-	-	-	<b>20,000</b>	<b>20,000</b>	<b>75,000</b>	<b>275,000</b>	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2016	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**Fire and Rescue Services  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfw-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Other (grants)
Structural Firefighter Ensemble	-	10,712	10,924	13,930	5,682	11,592	11,824	12,060	15,380	15,685	19,200	10,712	-	-	-	-	-	-	See Capital Budget Sheet
Defibrillators	-	-	21,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2012 Defibrillators - the recommended lifecycle is 5 years as per manufacturer's recommendation at \$1,500 for each public access defibrillator and \$5,000 for each fire and rescue services defibrillator. There are 7 defibrillators in total, 4 public access (PCC, Badenoch, ORC, Township Office) and 3 in Township fire and rescue services trucks. Guelph/Wellington EMS indicated that there is a possibility of having public access defibrillators replaced through the Heart and Stroke Foundation grant program.
Satellite Station Building	-	-	300,000	621,060	-	-	-	-	-	-	-	-	-	-	-	-	-	-	The 2014 DC study has a provision for additional fire facility space and equipment from 2016-2023 with a total gross capital cost estimate of approximately \$952K with approx. 80% recoverable through DC's. This provision will be adjusted in the 2016 Amendment to the DC Study based on the results of the Master Fire Plan. The capital cost for the satellite station equipment includes radios, computers, furniture, bunker gear racks, diesel exhaust extractor, protective equipment for 4 firefighters, and land acquisition costs. <b>*these capital requests will be evaluated through the Master Fire Plan Process</b>
Satellite Station Equipment	-	-	-	50,082	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Pump 31 Body Work and Paint Job	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	The 2005 Pump 31 rear body paint is peeling off. American LaFrance's 10 year paint warranty is void due to the company filing Chapter 11 bankruptcy. This truck has approx. 10 yrs remaining in its lifecycle.



**Fire and Rescue Services  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfw-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC	
SCBA Cylinders	-	-	-	-	6,500	13,250	5,067	22,400	10,500	-	9,140	-	-	-	-	-	-	30 SCBA cylinders with a 15 year lifecycle. The 2015 replacement cost for a cylinder is \$1,500. These were previously budgeted in Operating Budget Account Number 01-0040-4205.
* Quint Truck (Aerial 33 Truck) (2016) * Pickup Truck (2017) * Rescue 35 Truck (2020) * Pump 31 Truck (2025)  <b>*these capital requests will be evaluated through the Master Fire Plan to determine the most efficient and cost effective method of utilizing Township Fire fleet.</b>	-	300,000	30,000	-	-	360,000	-	-	-	-	490,000	-	-	-	-	225,000	75,000	* Aerial 33 truck purchased in 1990 has a 25 yr. lifecycle and is to be replaced in 2016 with a Quint Apparatus. * New pick up truck with 10 yr lifecycle. Truck to be used for multiple purposes including command vehicle, fire prevention, education, training, emergency response & fire prevention. * Rescue 35 truck purchased in 2000 has a 20 yr. lifecycle and is to be replaced in 2020. * Pump 31 truck purchased in 2005 has a 20 yr. lifecycle and is to be replaced in 2025. * The 2014 DC study has a provision for incremental vehicles added to Fire and Rescue Services fleet from 2016-2023 with a total gross capital cost estimate of \$115K with approx. 80% recoverable with DC's.
Master Fire Plan	-	-	-	-	-	-	-	-	-	-	51,550	-	-	-	-	-	-	The 2014 DC Study includes a Master Fire Plan in 2023 with a gross capital cost estimate of \$44,000 (\$51,550 recorded in 2025 is adjusted for inflation) and approx. 60% recoverable with DC's (p. 5-2).
<b>Total Capital</b>	-	310,712	361,924	700,072	12,182	384,842	16,891	34,460	25,880	15,685	569,890	10,712	-	-	-	225,000	75,000	-

**Fire and Rescue Services  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfw-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Other (grants)
<b>Working Reserves and Reserve Funds</b>																			
Vehicle Replacement Working Reserve	-	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	0						760,000 Quint Truck (Aerial Truck 33) in 2016 - 25 year replacement plan 30,000 Pickup Truck in 2017 - 10 year replacement life 360,000 Rescue 35 in 2020 - 20 year replacement plan 490,000 Pump 31 in 2025 - 20 year replacement plan Note - The proposed pickup truck's replacement lifecycle is higher than the Director of Public Works and Parks and the Chief Building Official because the frequency of use of this vehicle is anticipated to be less.
Equipment Replacement Working Reserve	-	0	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	0						
Fire Services Reserve Fund	Monies received as development charges as set out in the Development Charges Act, 1997																		
<b>Grand Total Contributions</b>	-	-	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	-	-	-	-	-	-	

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

**Fire and Rescue**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Structural Firefighting Ensemble  
Type - Replacement

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Structural firefighting ensembles have a 10-year life cycle from the date of manufacturer as per National Fire Protection Association 1851 "Standard on Selection, Care, Maintenance of Protective Ensembles for Structural Firefighting". There are approximately four sets replaced each year.  
2016 - 4 sets to be replaced  
2017 - 4 sets to be replaced  
2018 - 5 sets to be replaced  
2019 - 2 sets to be replaced  
2020 - 4 new spare sets to be added

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

This product is required by each fire and rescue firefighter staff member

**4 - Project Description**

Structural firefighting ensembles (pants and jacket) is a three-component ensemble intended to protect the fire fighter from radiant and thermal exposure, unexpected flashover conditions, and puncture and abrasion hazards while still maintaining an adequate level of dexterity and comfort.

**5 - Capital Funding for 2016 Expenditures**

Tax Levy	10,712	<b>Additional information related to DC's</b> Project # and Description in DC Year in DC Study % of DC Funding allowed in DC Service Area in DC	
In Lieu of Parkland			
Working Reserve			
DC Reserve Fund <span style="color: red;">Note A</span>			
Other (grants)			
<b>Total Funding</b>	<b>10,712</b>		

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2016	2017	2018	2019	2020
Structural firefighting ensembles		10,712			10,712	10,924	13,930	5,682	11,592
					-				
					-				
					-				
<b>Total Cost</b>	<b>-</b>	<b>10,712</b>	<b>-</b>	<b>-</b>	<b>10,712</b>	<b>10,924</b>	<b>13,930</b>	<b>5,682</b>	<b>11,592</b>

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2016	Annualized	# FT Staff # PT Staff	
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs	- 10,712			
<b>Total Incr. Exp./(Rev.)</b>	<b>- 10,712</b>	<b>-</b>		

The Operating Budget for Fire and Rescue Services will result in a decrease of \$10,712 in account number 01-0040-4321.

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

Fire

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Replacement Vehicle  
Type - Quint Apparatus (Aerial)

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Replace current Aerial used by fire and rescue staff with a Quint apparatus which has a 25-year replacement plan. Replacement of the vehicle is required to maximize firefighter capabilities and minimize risk of injuries, it is important that fire apparatus be equipped with the latest safety features and operating capabilities. The Fire Underwriters Survey Fire Suppression Rating Schedule states, "Response areas with 5 buildings that are 3 stories or 35 feet or more in height, or have 5 buildings that a Needed Fire Flow greater than 3,300 IGPM, or any combination of these criteria, should have a ladder company (Quint)." Replacement of the Aerial truck is required in order to maintain the Township's current insurance Fire Underwriters Survey rating which directly impacts homeowners and business owners insurance premiums. Accreditation is contingent upon the fire protection district being capable of continuously meeting the requirements of the Superior Tanker Shuttle service and maintaining the current fire department capital budget and replacement fleet plan. Master Fire Plan preliminary presentation states that consideration should be made to replace current aerial apparatus.

New truck will be bigger than the current truck, therefore, a portion of the replaced truck can be funded through development charges. Currently, the truck's ladder height is 50 ft but to increase to a minimum of 75 ft. The water tank is 400 gallons but to increase to 500 gallons. The crew cab will be larger in size. Based on discussions with the Township's DC Consultant, Dan Wilson from Watson and Associates, the purchase of a used quint truck is DC eligible as the new quint is proposed to hold more gallons of water (400 gallons to 500 gallons), this represents a 25% DC recoverability rate.

**Option 1 - Purchase Used Quint at \$515,000 which includes:**

Truck purchase averaging - \$375,000 USD

Convert \$375,000 USD to Canadian Dollars based on July 24, 2015 exchange rate of 1.3030 - \$488,625

Commodity Taxes - Currently conversing with BDO Canada's Commodity Tax Specialist regarding commodity taxes for a truck purchased in the US - \$10,000

Customs - \$1,000 air conditioning charge, \$1,100 Green Levy charge, \$195 RIV fee for registering the vehicle with Transport Canada, Brokerage Fee of \$300

Fire and Rescue staff travel and meal costs to travel to US and bring Quint to Township - \$1,500

Decals and Radio Installation - \$3,000

Duty is free according to NAFTA. Vehicle is built in North America

No warranty

travel cost to inspect vehicle - \$1,500

Price does not include licensing cost

Total of above - \$507,220

Total included in Capital Budget Appendices = \$505,000

**Option 2 - Purchase a used Quint Truck at \$300,000 CAD:**

There are currently no available used quint trucks in this price range, however, the department will pursue all options that fall below \$300,000. Purchasing a truck in this price range will likely mean the truck will be older than the price shown in Option 1.

**Option 3 - Purchase a new Quint Truck at 795,000 which includes:**

Lowest price for a New Demo Quint is \$776,000 Canadian based on July 24, 2015 exchange rate of 1.3030

Non-refundable portion of HST - \$16,000

No duty or brokerage fee

Decals and Radio Installation - \$3,000

Warranty included

Cost for vehicle inspection is included in the purchase cost

Price does not include licensing cost

Total of above \$795,000

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

This apparatus will be located at the fire department station.

**4 - Project Description**

A Quint is a fire service apparatus that serves the purpose of an engine and a ladder truck. The name Quint refers to the five functions that a Quint provides: pump, water tank, fire hose, aerial device, and ground ladders.

**5 - Capital Funding for 2016 Expenditures**

Tax Levy	-
Gas Tax Reserve Fund	
Aggregate Levy	
In Lieu of Parkland	
Working Reserve	225,000
DC Reserve Fund <sup>Note A</sup>	75,000
Estimated Resale Value	25,000
<b>Total Funding</b>	<b>325,000</b>

**Additional information related to DC's**

Project # and Description in DC	Based on discussions with DC Consultant
Year in DC Study	Based on discussions with DC Consultant
% of DC Funding allowed in DC	25%
Service Area in DC	Fire Services

**Note A:** Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2016	2017	2018	2019	2020
Quint Apparatus Replacement of Aerial 33.			325,000		325,000				
<b>Total Cost</b>	-	-	<b>325,000</b>	-	<b>325,000</b>	-	-	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2016	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs	5,670			
<b>Total Incr. Exp./(Rev.)</b>	<b>5,670</b>	-		

Incremental non-salary costs relate to fuel of \$720 (account number 01-0040-4203), general maintenance of \$3,400 (account number 01-0040-4220) and insurance premiums of \$1,550. The introduction of this capital item will not result in an increase in any operating budget line item.

**Parks  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Other (grants)
Parks Trail Development	37,800	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	<p>* This project was included as recommendation number 42 in the Recreation and Parks Master Plan dated May 2015 and will be evaluated after the Development of the Master Plan for the Puslinch Community Centre Park.</p> <p>GWS estimate. The 2014 DC Study includes a provision for trail development in 2015 with a gross capital cost estimate of \$37,000 (\$37,800 recorded in 2015 is adjusted for inflation) and approx. 90% recoverable with DC's (p. 5-4). The Wellington County Trail Funding Program established for the period of 2015 to November 30, 2018 provides the Township with a maximum of \$50,000 of funds which must be matched by the Township for the development of local trails to serve non-motorized users. A Council resolution and a brief description of the project is required to be eligible for the grant program.</p>
Parks Master Plan - Puslinch Community Centre Park	17,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	See Report FIN-2015-028. This project was included as recommendation number 32 in the Recreation and Parks Master Plan dated May 2015.
Lawn Tractor	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Tractor bought in 2005 with a 10 yr lifecycle. Proposed contracting costs for lawn care only (ie. no landscaping, etc.) - \$55,250 per year 2013 in-house and contracted lawn care cost for lawn care and ball diamond maintenance - \$29,342



**Parks  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Other (grants)
Replace Light Standards and Bleachers - Old Morriston <b>* will be evaluated after the Development of the Master Plan for the Puslinch Community Centre Park.</b>	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	More cost effective to replace the light standards rather than sandblasting and painting the light standards as indicated in the 2013 Capital Budget. The costs outlined are estimates only. This project was included as recommendation number 26 in the Recreation and Parks Master Plan dated May 2015.
Playground area at PCC <b>* will be evaluated after the Development of the Master Plan for the Puslinch Community Centre Park.</b>	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	The edging around the play area requires replacement, sand material to be changed to either a rubber material or specific wood chips for play areas. This project was included as recommendation number 30 in the Recreation and Parks Master Plan dated May 2015.
Parking Lot & Associated Enhancements (curbing, entrance, lighting)	-	-	-	300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Township staff have indicated a cost of \$300K in 2018 for the enhancements to curbing, entrance and lighting. Per review of the Cost Sharing Agreement dated August 12, 2010, the County is responsible for 17% of the costs associated with any work performed on the parking lot. Energy Conservation and Demand Management Plan indicates the upgrading of exterior poles from HID to LED technology (Section 10).
Lighting, poles and bleachers at Puslinch Community Centre Ball Diamond <b>* will be evaluated after the Development of the Master Plan for the Puslinch Community Centre Park.</b>	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	Poles and fixtures were put up in 1967. The Recreation and Parks Master Plan dated May 2015 includes recommendation number 27 which indicates considering the re-purposing of the Puslinch Community Centre Park ball diamond to alternate uses to allow for improved flow and function within this park.

**Parks  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC		Other (grants)
<b>Grand Total Capital</b>	55,300	-	280,000	340,000	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	

**Working Reserves and Reserve Funds**

Parks Infrastructure Enhancement Working Reserve	-	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	0	-	-	-	-	-	-	These are contributions for items recommended in the Recreation and Parks Master Plan dated May 2015.
Parks Equipment Replacement	-	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	0	-	-	-	-	-	-	Contributions for vehicles or other equipment used by the Parks department
Parks and Recreation Services Reserve Fund	Monies received as development charges as set out in the Development Charges Act, 1997																		
Cash in Lieu of Parkland Reserve Fund	Directly from the Planning Act, 1990: All money received by the municipality and all money received on the sale of land less any amount spent by the municipality out of its general funds in respect of the land, shall be paid into a special account and spent only for the acquisition of land to be used for park or other public recreational purposes, including the erection, improvement or repair of buildings and the acquisition of machinery for park or other public recreational purposes.																		
<b>Grand Total Contributions</b>	0	0	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	0	0	0	0	0	0	0	

**Optimist Recreation Centre  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggregate	In Lieu of Parkland	Working Reserve	DC Reserve		Other (grants)
Olympia Ice Resurfacer	-	-	80,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1977 used ice resurfacer.
<b>Grand Total Capital</b>	<b>0</b>	<b>0</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**Working Reserves and Reserve Funds**

Equipment Replacement Working Reserve	-	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	0	-	-	-	-	-	-	
Facility Improvement Working Reserve	-	-	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	0	-	-	-	-	-	-	
<b>Grand Total Contributions</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**Puslinch Community Centre  
2016 Capital Budget and Forecast**

**Schedule A**

Capital Project	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments		
												Levy	Gas Tax	Aggregate	In Lieu of Parkland	Working Reserve	DC		Grants	
Localized Wall Repairs	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Commercial Hot Water Tank	5,000																		See Capital Budget Sheet.	
Furnace, Cooling Fan Coil, and Condenser Unit - Alf Hales and Main Hall	18,000	18,000		-	-	-	-	-	-	-	-	-	6,000	-	-	-	6,000	-	6,000	See Capital Budget Sheet.
Power Distribution Equipment (including feeders, main disconnect switch and panel)		26,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,189	-	15,811	See Capital Budget Sheet.
Sound System Upgrades/Replacement	-	10,000	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	See Capital Budget Sheet.
Kitchen Renovation	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	This is an estimate for the costs of new cabinets, fridge replacement, flooring, bar door, bar counter, and kitchen washroom. The kitchen was built in 1983. The CEDM Plan indicates the replacement of toilet and aerator in washroom off kitchen with water saving devices (Section 10).
Exterior Hall Lighting	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	BCA report indicates that the exterior light fixtures will likely reach the end of their estimated life cycle in the next 5 years at which time they are recommended for replacement (p. 1-11 of 1-17). CEDM Plan indicates the upgrading of exterior wall packs from HID to LED technology (Section 10).

**Puslinch Community Centre  
2016 Capital Budget and Forecast**

**Schedule A**

Capital Project	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggregate	In Lieu of Parkland	Working Reserve	DC		Grants
Arc Flash Study		-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	BCA recommends completion of an Arc Flash Study for all electrical equipment in the PCC. Different electrical panels and electrical equipment have different arc flash ratings. This study will look at the arc flash hazard risks to determine the types of protective equipment to be used in areas that have a high arc flash rating.
Replacement of Metal Roofing Panels	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	BCA report indicates that the roof appears to be performing as intended but is approaching the end of its life expectancy (p. 1-5 of 1-17).
Rebalancing of HVAC system	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	BCA report indicates rebalancing of HVAC system every 10 years (p. 1-10 of 1-17).
Replacement of UV Pure Water Treatment System	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	-	-	-	BCA report indicates that the water treatment equipment is in good/fair condition and is anticipated for replacement in 2024 (p. 1-10 of 1-17).
Replacement of Sanitary Pumps and Control System	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	BCA report indicates that the age of the sanitary pumps and control system is estimated to be 10 years old and replacement is anticipated in 2024 (p. 1-10 of 1-17).

**Puslinch Community Centre  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggregate	In Lieu of Parkland	Working Reserve	DC		Grants
Recreation and Parks Master Plan	-	-	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	-	The 2014 DC Study includes a Recreation and Parks Master Plan in 2023 with a gross capital cost estimate of \$50,000 (\$60,000 recorded in 2023 is adjusted for inflation) and approx. 54% recoverable with DC's (p. 5-2). Recommendation number 49 of the Recreation and Parks Master Plan dated May 2015 recommends to conduct a complete review and update of the Master Plan in the year 2025.
<b>Grand Total Capital</b>	<b>28,000</b>	<b>54,000</b>	<b>0</b>	<b>100,000</b>	<b>5,000</b>	<b>105,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,500</b>	<b>60,000</b>	<b>16,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16,189</b>	<b>0</b>	<b>21,811</b>	

**Working Reserves and Reserve Funds**

Equipment Replacement Working Reserve	-	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	0	-	-	-	-	-	-	
Facility Improvement Working Reserve	-	-	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	0	-	-	-	-	-	-	
<b>Grand Total Contributions</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department **Puslinch Community Centre**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Replacement of Commercial Hot Water Tank (A.O. Smith Natural Gas 84 USG Heater)  
Project Type - Replacement

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

The Building Condition Assessment report indicates that this equipment is approximately 26 years old and past its typical life expectancy and is recommended for replacement (p. 1-10 of 1-17). Energy Conservation and Demand Management Plan indicates the replacement of the two water heaters in the electrical room with a single high efficiency gas unit (section 10). Township has submitted an application for funding under the Canada 150 Community Infrastructure Program - refer to Report FIN-2015-023 and Council Resolution 2015-229. The amount included in the Application for the Canada 150 Funding is based on an estimate from Airwave Climate Care for a Navien Tankless water heater (CRTGH-95DVLN) dated May 25, 2015.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Puslinch Community Centre

**4 - Project Description**

See Above.

**5 - Capital Funding for 2016 Expenditures**

<b>Tax Levy</b>			
<b>Gas Tax Reserve Fund</b>			
<b>Aggregate Levy</b>			
<b>In Lieu of Parkland</b>			
<b>Capital Carryforward Working Reserve</b>	5,000	<b>Additional information related to DC's</b> Project # and Description in DC  Year in DC Study  % of DC Funding allowed in DC  Service Area in DC	
<b>DC Reserve Fund</b> <small>Note A</small>			
<b>Other (grants)</b>			
<b>Total Funding</b>	<b>5,000</b>		

**Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.**

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2016	2017	2018	2019	2020
Project Components		5,000			5,000				
					-				
					-				
					-				
<b>Total Cost</b>	-	<b>5,000</b>	-	-	<b>5,000</b>	-	-	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2016	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		



**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

**Puslinch Community Centre**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Replacement of Furnace, Cooling Fan Coil and Condenser Unit - Alf Hales Room  
Project Type: Replacement

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

The Building Condition Assessment report indicates that the equipment for the Alf Hales room is the past its estimated service life and is recommended for replacement and the report includes an estimate in 2015 for \$3,000 for the replacement of this equipment (p. 10 of 1-17). The amount estimated in our capital budget for 2015 is based on a quote received from Airwave Climate Care in July 2014. Energy Conservation Demand Management Plan indicates the upgrading of furnances to high efficiency systems and the incorporation of natural gas dehumidification system when the furnances have been upgraded (section 10). Building Condition Assessment report indicates that rebalancing of the entire HVAC system in accordance with OBC and ASHRAE is recommended in 2015 and 2024. It is recommended that this be completed after the installation of the new furnance, cooling fan coil, and condenser units for the Alf Hales Room. Township has submitted an application for funding under the Canada 150 Community Infrastructure Program - refer to Report FIN-2015-023 and Council Resolution 2015-229.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Puslinch Community Centre

**4 - Project Description**

See Above.

**5 - Capital Funding for 2016 Expenditures**

<b>Tax Levy</b>			
<b>Gas Tax Reserve Fund</b>			
<b>In Lieu of Parkland</b>			
<b>Capital Carryforward Working Reserve</b>	17,500	<b>Additional information related to DC's</b>	<b>Project # and Description in DC</b>
<b>Other (grants) <small>Note C</small></b>	500		<b>% of DC Funding allowed in DC</b>
<b>Total Funding</b>	<b>18,000</b>		<b>Service Area in DC</b>

**Note C - Canada 150 Community Infrastructure Program**

**6 - Capital Components, Costs, and Timing**

Please list proposed 2015 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <small>Note B</small>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2016	2017	2018	2019	2020
Professional Services		18,000			18,000				
					-				
					-				
					-				
<b>Total Cost</b>	-	<b>18,000</b>	-	-	<b>18,000</b>	-	-	-	-

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is

**7 - Incremental Operating Budget Impact**

	2015	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./ (Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

**Puslinch Community Centre**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Replacement of Furnace, Cooling Fan Coil and Condenser Unit - Main Hall  
Project Type: Replacement

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

The Building Condition Assessment report indicates that the equipment for the Main Hall is nearing the end of its estimated service life and is recommended for replacement (p. 1-10 of 1-17). Energy Conservation and Demand Management Plan indicates the upgrading of furnaces to high efficiency systems and the incorporation of a natural gas dehumidification system when the furnaces have been upgraded (Section 10). Building Condition Assessment report indicates that rebalancing of the entire HVAC system in accordance with OBC and ASHRAE is recommended in 2015 and 2024. It is recommended that this be completed after the installation of the new furnace, cooling fan coil, and condenser units for the Alf Hales Room and Main Hall (p. 1-10 of 1-17). Council pre-approved funding of the HVAC replacement in the Main Hall. See Council Resolution 2015-229 and Report FIN-2015-023 - Canada 150 Federal Funding.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Puslinch Community Centre

**4 - Project Description**

See Above.

**5 - Capital Funding for 2016 Expenditures**

Tax Levy	6,000
Gas Tax Reserve Fund	
Aggregate Levy	
In Lieu of Parkland	
Equipment Replacement Reserve	6,000
DC Reserve Fund <small>Note A</small>	
Other (grants)	6,000

**Additional information related to DC's**

Project # and Description in DC	
Year in DC Study	
% of DC Funding allowed in DC	

**Total Funding** 18,000 Service Area in DC

**Note A:** Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <span style="color: red;">Note B</span>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2017	2017	2018	2019	2020
Professional Services		18,000			18,000				
<b>Total Cost</b>	-	<b>18,000</b>	-	-	<b>18,000</b>	-	-	-	-

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2016	Annualized	# FT Staff # PT Staff	
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

Department

**Puslinch Community Centre**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Replacement of Power Distribution Equipment (including distribution, main disconnect switch and panel)  
Project Type - Replacement

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

The Building Condition Assessment report indicates that this equipment will reach the end of its typical life cycle in the next 2 to 7 years. (p. 1-11 of 1-17). The Township has submitted an Application for funding under the Canada 150 Community Infrastructure Program - Report FIN-2015-023. Council pre-approved funding of the electrical system upgrades to be funded from the Equipment Replacement Working Reserve. See Council Resolution 2015-229

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Puslinch Community Centre

**4 - Project Description**

See Above.

**5 - Capital Funding for 2016 Expenditures**

<b>Tax Levy</b>		<b>Additional information related to DC's</b>	
<b>Gas Tax Reserve Fund</b>			
<b>Aggregate Levy</b>			
<b>In Lieu of Parkland</b>			
	10,189		
<b>Equipment Replacement Working Reserve</b>		Year in DC Study	
<b>DC Reserve Fund</b>		% of DC Funding allowed in DC	
<b>Other (grants) <small>Note A</small></b>	15,811	Service Area in DC	
<b>Total Funding</b>	<b>26,000</b>		

**Note A - Canada 150 Community Infrastructure Program**

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2016	2017	2018	2019	2020
Project Components		26,000			26,000				
					-				
					-				
					-				
<b>Total Cost</b>	-	<b>26,000</b>	-	-	<b>26,000</b>	-	-	-	-
<b>Note B:</b> The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.									

**7 - Incremental Operating Budget Impact**

	2016	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2016 CAPITAL BUDGET**

**Department** Puslinch Community Centre

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Sound System Upgrades  
Project Type - Replacement and Upgrades

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

At the January 14, 2015, Capital Budget Meeting, Council raised concerns regarding the sound system and staff indicated that they would address these concerns in the 2015 Proposed Puslinch Community Centre Operating Budget. In March 2015, Powerline Electronics made repairs to the sound system including wall jacks for wired microphones and conducted a sound check. Concerns including microphone feedback are ongoing. The Township has held many events in the hall during 2015, including public meetings. The public has expressed concerns in the quality of the sound system. The cause of the issues are unknown.

Option 1 - The amount of \$10,000 in the 2016 proposed capital budget is based on a quotation received from Powerline Electronics dated July 22, 2015 to supply and install a manual pull down screen in the main hall, a smaller pull down screen in the Alf Hales Room, and a projector with a carry case. It also includes upgrading the sound system with new speakers in all existing ceiling locations, amplifier, mixer and audio jack input in main hall.

Option 2 - At the February 18, 2015 budget meeting, Council requested that the 2014 capital carryforward amount of \$13,150 for the retractable screen and projection equipment at the Puslinch Community Centre be used to fund the HVAC replacement in the Alf Hales room. Council requested that the amount of \$13,150 be placed in the 2016 forecast. The quoted amount of \$13,150 received by Powerline dated November 26, 2013 has increased to \$14,000 based on a more recent quote received on July 22, 2015.

Township staff recommend Option 1 as it is a more versatile option (ie. projector with a carry case that can be utilized in various Township facilities) and it is more cost effective.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Puslinch Community Centre

**4 - Project Description**

See Above.

**5 - Capital Funding for 2016 Expenditures**

Tax Levy	10,000		
Gas Tax Reserve Fund			
Aggregate Levy			
In Lieu of Parkland			
Working Reserve			
DC Reserve Fund <b>Note A</b>			
Other (grants)			
<b>Total Funding</b>	<b>10,000</b>		

**Additional information related to DC's**

Project # and Description in DC	
Year in DC Study	
% of DC Funding allowed in DC	
Service Area in DC	

**Note A:** Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2016 capital spending by quarter for cash flow purposes

Project Components	2016					Future Phases <b>Note B</b>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2016	2017	2018	2019	2020
Project Components	10,000				10,000				
					-				
					-				
					-				
<b>Total Cost</b>	<b>10,000</b>	-	-	-	<b>10,000</b>	-	-	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this

**7 - Incremental Operating Budget Impact**

	<b>2016</b>	<b>Annualized</b>		
Incremental Revenues			# FT Staff	# PT Staff
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		



**Badenoch Community Centre  
2016 Capital Budget and Forecast**

**Schedule A**

Capital Project	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC Reserve		Other (grants)
Window and Door Replacement Program	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	The BCA report indicates that the exterior windows and doors are in fair to poor condition and that they will reach the end of their life expectancy within the next 5 years. The report includes an estimate of a window and door replacement program in 2019 for \$40,000 (p. 2-6 of 2-16). The replacement of exterior doors and storm windows has been indicated by Badenoch staff as first priority.
Interior Wall or Drywall Plastering	-	-	7,500	-	-	-	-	-	-	-	-	-	0	-	-	-	-	-	Cracking of existing plaster walls in the main hall. This item has been noted by Badenoch staff as second priority.
Localized Wall Repairs	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	BCA report indicates that significant water infiltration into the basement was observed as either coming in through the foundation walls or the slab-on-grade. The report recommends the completion of a detailed condition survey to determine the source of water infiltration estimated at \$5K and localized repairs to stop the ongoing water infiltration estimated at \$10K (p. 2-3 of 2-16). Badenoch staff have indicated that the basement wall was repaired where water pipes entered through the foundation.
Exterior Wall Rehab Program	-	10,000	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	The BCA report indicates that the wall systems appear to be in fair condition and that an allowance be set up for a wall rehabilitation program to include localized tuck pointing and other miscellaneous masonry repairs (p. 2-6 of 2-16). Badenoch has indicated that the repairing of the exterior back wall is only required, not all walls.
Brock Elite Air Oil Fired Warm Air Furnace	-	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	The BCA report indicates that the furnace was installed in 2003 and will reach its estimated life expectancy in 2018 (p. 2-9 of 2-16).
Replacement of Power Distribution Equipment	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	BCA report indicates that the main power panel appears to be approximately 30 years old and is approaching the end of its typical life expectancy. This estimate includes replacement of the power distribution equipment, tightening and inspecting of the branch circuit terminations throughout the facility to ensure a solid connection and no hot spots, and replacing the wiring as required (p. 2-11 of 2-16).

**Badenoch Community Centre  
2016 Capital Budget and Forecast**

Capital Project	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						Comments	
												Levy	Gas Tax	Aggreg.	In Lieu of Parkland	Working Reserve	DC Reserve		Other (grants)
Replacement of UV Pure Water Treatment System	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	-	-	-	BCA report indicates that the water treatment equipment is anticipated for replacement in the next 10 years (p. 2-9 of 2-16).
Accessible Washrooms	-	-	-	-	20,000	150,000	150,000	-	-	-	-	-	-	-	-	-	-	-	Engineering to commence in 2019 with construction in 2020 and 2021. Estimate is based on the costs of the washroom renovation at the PCC.
Replace Interior and Exterior Light Fixtures	-	-	-	-	-	-	-	-	-	6,000	-	-	-	-	-	-	-	-	BCA report indicates that the interior lighting is comprised mainly of suspended incandescent fixtures and where visible, some of the lamps have been upgraded to CFL type for energy efficiency. The report recommends that all lamps be replaced to CFL for energy efficiency where not already done so. The report also indicates that the exterior lighting is provided with wall packs and wall mounted incandescent fixtures. These fixtures vary with age and should be replaced every 15 years.
<b>Grand Total Capital</b>	-	<b>10,000</b>	<b>47,500</b>	<b>7,500</b>	<b>30,000</b>	<b>150,000</b>	<b>150,000</b>	-	-	<b>13,500</b>	-	<b>10,000</b>	-	-	-	-	-	-	

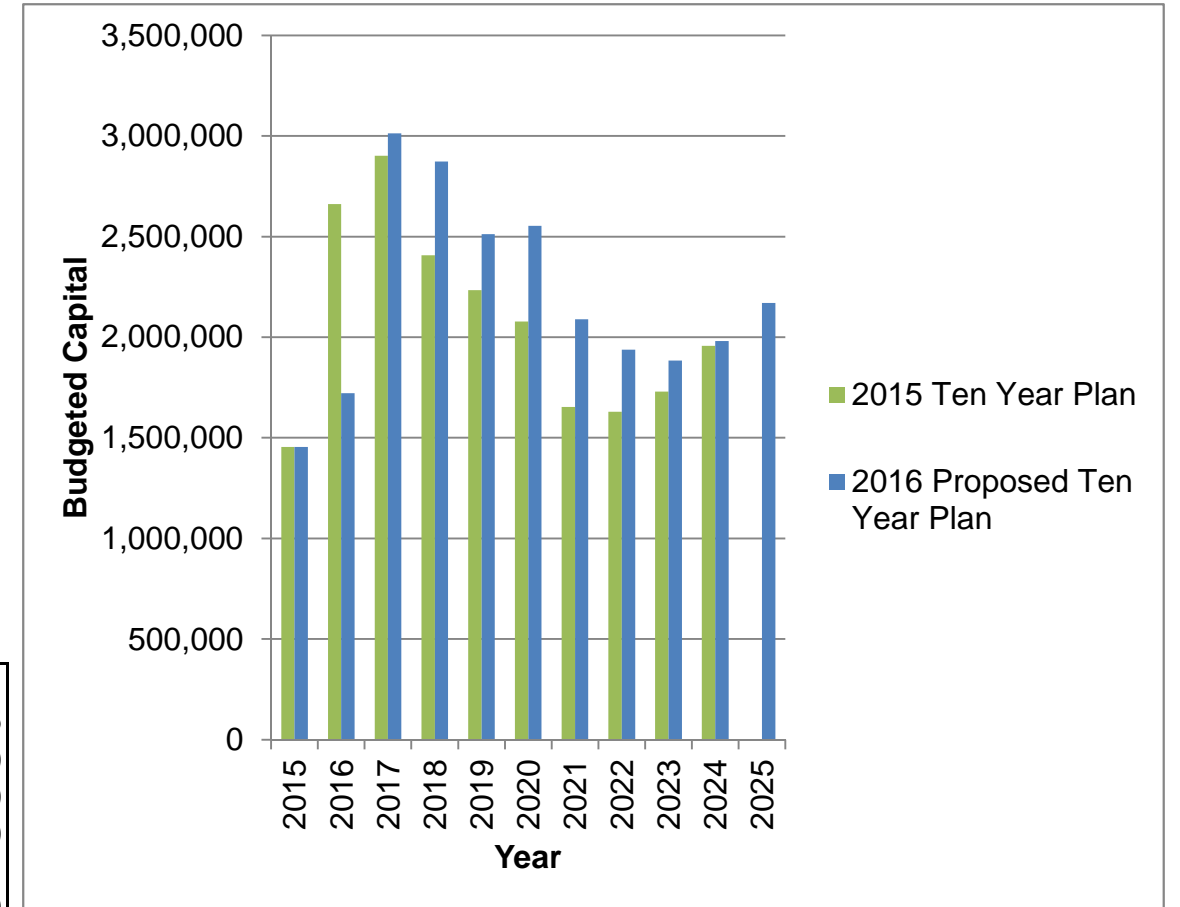
**Equipment Replacement Schedules (in 000's)**

Description	Asset ID	Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
<b>Fire and Rescue Services</b>																						
Pump 32	5040	2012																	331			
Aerial 33	5033	1991	760																			
Rescue 35	5035	2000					360															
Pump 31	5031	2005										490										
Tanker 38	5038	2006												360								
Tanker 37	7006	2010															360					
<b>Public Works</b>																						
Tandem Dump	8016	2013-301						250								250						
Tandem Dump	8014	2012-302					250								250							
Plow truck-303 single axle	8008	2015-303								225								225				
Single Axle Dump	8013	2011-304				250								250								250
1.5 ton dump truck	7003	2008-305			75										75							
Pickup truck - Director	TBD	2015-04					35					35					35					35
Pickup truck - Staff	7009	2012-05		35					35					35					35			
Backhoe	8001	2008-06			100										100							
Grader	8003	2000-502									350											
Grader	8002	1999-501							350													
<b>Building</b>																						
Pickup truck for Inspector	7005	2015										33										33
Pickup truck for CBO	7005A	2013			35					35					35					35		
<b>Optimist Recreation Centre</b>																						
Olympia Ice Machine		1977		80																		
Floor Scrubber	TBD	2015										8										
<b>Parks</b>																						
Lawn Tractor	7007	2005		30										30								
Pickup truck - Staff	7008	2011-04						35											35			
<b>Total</b>			<b>760</b>	<b>145</b>	<b>210</b>	<b>250</b>	<b>645</b>	<b>285</b>	<b>385</b>	<b>260</b>	<b>350</b>	<b>566</b>	<b>0</b>	<b>675</b>	<b>460</b>	<b>250</b>	<b>395</b>	<b>260</b>	<b>366</b>	<b>35</b>	<b>0</b>	<b>318</b>

2015 and 2016 Capital Budget and Forecast Totals

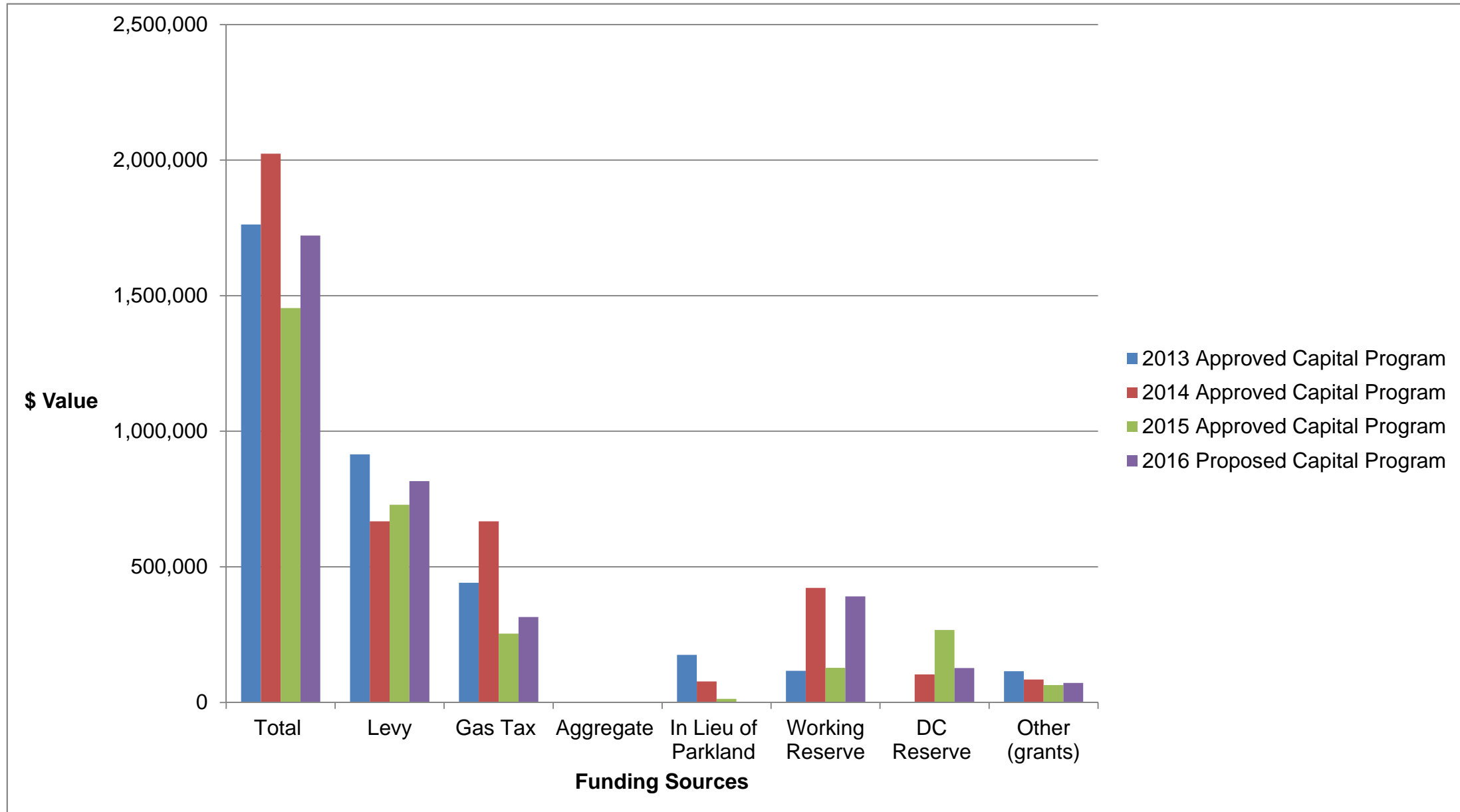
2015 Ten Year Plan										
Department	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Corporate	64,000	95,000	80,000	95,000	455,500	87,500	75,000	125,000	75,000	316,000
Finance	7,140	7,500	0	0	17,113	0	0	0	0	0
Building	22,000	0	0	30,000	0	0	0	0	0	0
Planning and Development	25,000	0	0	119,068	0	0	0	0	0	0
Public Works	1,086,600	1,361,600	1,324,100	1,485,800	1,426,700	1,285,000	1,338,800	1,265,000	1,303,900	1,370,000
Fire & Rescue	85,500	865,000	1,119,442	135,000	120,000	480,000	120,000	120,000	171,550	120,000
Parks	92,800	140,000	285,000	360,000	60,000	60,000	60,000	60,000	60,000	60,000
ORC	23,000	110,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
PCC	48,500	75,150	48,000	145,000	35,000	135,000	30,000	30,000	90,000	47,500
Badenoch	0	7,500	15,000	7,500	90,000	0	0	0	0	13,500
<b>Total</b>	<b>1,454,540</b>	<b>2,661,750</b>	<b>2,901,542</b>	<b>2,407,368</b>	<b>2,234,313</b>	<b>2,077,500</b>	<b>1,653,800</b>	<b>1,630,000</b>	<b>1,730,450</b>	<b>1,957,000</b>
<b>Change from previous year</b>	<b>-569,058</b>	<b>1,207,210</b>	<b>239,792</b>	<b>-494,174</b>	<b>-173,055</b>	<b>-156,813</b>	<b>-423,700</b>	<b>-23,800</b>	<b>100,450</b>	<b>226,550</b>
									<b>10 year total</b>	<b>20,708,263</b>
									<b>yearly average</b>	<b>2,070,826</b>

2016 Proposed Ten Year Plan											
Department	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Corporate		107,600	95,000	95,000	321,500	368,500	336,000	356,000	306,000	316,000	105,000
Finance		25,000	10,000	10,000	17,113	0	0	0	0	0	0
Building		0	0	35,000	0	0	0	0	0	0	33,000
Planning and Development		80,000	0	0	0	0	0	0	0	0	0
Public Works		1,134,100	1,897,800	1,345,400	1,636,600	1,305,500	1,346,300	1,307,500	1,311,400	1,377,500	1,162,500
Fire & Rescue		310,712	481,924	820,072	132,182	504,842	136,891	154,460	145,880	135,685	689,890
Parks		0	340,000	400,000	310,000	60,000	60,000	60,000	60,000	60,000	60,000
ORC		0	110,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
PCC		54,000	30,000	130,000	35,000	135,000	30,000	30,000	30,000	47,500	90,000
Badenoch		10,000	47,500	7,500	30,000	150,000	150,000	0	0	13,500	0
<b>Total</b>	<b>1,454,540</b>	<b>1,721,412</b>	<b>3,012,224</b>	<b>2,872,972</b>	<b>2,512,395</b>	<b>2,553,842</b>	<b>2,089,191</b>	<b>1,937,960</b>	<b>1,883,280</b>	<b>1,980,185</b>	<b>2,170,390</b>
<b>Change from previous year</b>		<b>266,872</b>	<b>1,290,812</b>	<b>-139,252</b>	<b>-360,577</b>	<b>41,447</b>	<b>-464,651</b>	<b>-151,231</b>	<b>-54,680</b>	<b>96,905</b>	<b>190,205</b>
										<b>10 year total</b>	<b>22,733,851</b>
										<b>yearly average</b>	<b>2,273,385</b>



Department	2013 Approved Capital Program								2014 Approved Capital Program							
	Total	Levy	Gas Tax	Aggregate	In Lieu of Parkland	Working Reserve	DC Reserve	Other (grants)	Total	Levy	Gas Tax	Aggregate	In Lieu of Parkland	Working Reserve	DC Reserve	Other (grants)
Administration - Capital	63,000	0	0	0	0	63,000	0	0	130,200	29,480	0	0	0	41,970	0	58,750
Administration – Reserves	0	0	0	0	0	0	0	0	26,250	26,250	0	0	0	0	0	0
Building– Capital	38,600	0	0	0	0	38,600	0	0	0	0	0	0	0	0	0	0
Finance – Capital	0	0	0	0	0	0	0	0	16,000	4,960	0	0	0	0	11,040	0
Public Works – Capital	1,109,000	667,815	441,185	0	0	0	0	0	1,265,252	227,500	667,572	0	0	336,300	33,880	0
Public Works – Reserves	50,000	50,000	0	0	0	0	0	0	97,500	97,500	0	0	0	0	0	0
Parks– Capital	0	0	0	0	0	0	0	0	23,100	0	0	0	0	0	0	23,100
Parks – Reserves	0	0	0	0	0	0	0	0	71,500	71,500	0	0	0	0	0	0
ORC – Capital	60,000	60,000	0	0	0	0	0	0	78,600	9,600	0	0	39,801	29,199	0	0
ORC- Reserves	0	0	0	0	0	0	0	0	19,500	19,500	0	0	0	0	0	0
PCC – Capital	305,000	15,000	0	0	175,000	0	0	115,000	115,950	28,150	0	0	37,800	10,000	37,500	2,500
PCC - Reserves	0	0	0	0	0	0	0	0	19,500	19,500	0	0	0	0	0	0
Fire & Rescue - Capital	87,000	72,000	0	0	0	15,000	0	0	65,996	39,800	0	0	0	5,000	21,196	0
Fire & Rescue – Reserves	50,000	50,000	0	0	0	0	0	0	94,250	94,250	0	0	0	0	0	0
<b>Total</b>	<b>1,762,600</b>	<b>914,815</b>	<b>441,185</b>	<b>0</b>	<b>175,000</b>	<b>116,600</b>	<b>0</b>	<b>115,000</b>	<b>2,023,598</b>	<b>667,990</b>	<b>667,572</b>	<b>0</b>	<b>77,601</b>	<b>422,469</b>	<b>103,616</b>	<b>84,350</b>

Department	2015 Approved Capital Program								2016 Proposed Capital Program							
	Total	Levy	Gas Tax	Aggregate	In Lieu of Parkland	Working Reserve	DC Reserve	Other (grants)	Total	Levy	Gas Tax	Aggregate	In Lieu of Parkland	Working Reserve	DC Reserve	Other (grants)
Corporate - Capital	51,500	8,000	0	0	0	15,000	13,500	15,000	107,600	50,100	0	0	0	50,000	0	7,500
Corporate – Reserves	12,500	12,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Finance – Capital	7,140	714	0	0	0	0	6,426	0	25,000	25,000	0	0	0	0	0	0
Building– Capital	22,000	0	0	0	0	16,200	0	5,800	0	0	0	0	0	0	0	0
Planning and Development - Capital	25,000	12,500	0	0	0	12,500	0	0	80,000	72,800	0	0	0	0	7,200	0
Public Works – Capital	1,011,600	455,926	253,706	0	0	45,980	213,110	42,878	1,134,100	631,358	315,000	0	0	100,000	44,864	42,878
Public Works – Reserves	75,000	75,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fire & Rescue - Capital	30,500	30,500	0	0	0	0	0	0	310,712	10,712	0	0	0	225,000	75,000	0
Fire & Rescue – Reserves	55,000	55,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Parks– Capital	62,800	3,780	0	0	0	25,000	34,020	0	0	0	0	0	0	0	0	0
Parks – Reserves	30,000	30,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ORC – Capital	8,000	0	0	0	8,000	0	0	0	0	0	0	0	0	0	0	0
ORC- Reserves	15,000	15,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PCC – Capital	27,500	9,350	0	0	5,000	13,150	0	0	54,000	16,000	0	0	0	16,189	0	21,811
PCC - Reserves	21,000	21,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Badenoch - Capital	0	0	0	0	0	0	0	0	10,000	10,000	0	0	0	0	0	0
<b>Total</b>	<b>1,454,540</b>	<b>729,270</b>	<b>253,706</b>	<b>0</b>	<b>13,000</b>	<b>127,830</b>	<b>267,056</b>	<b>63,678</b>	<b>1,721,412</b>	<b>815,970</b>	<b>315,000</b>	<b>0</b>	<b>0</b>	<b>391,189</b>	<b>127,064</b>	<b>72,189</b>



Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfw-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
<b>Corporate</b>																		
IT Software Upgrade	61,281	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Schematic Design of Municipal Office	16,981	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community Based Strategic Plan	5,100	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Destination Marketing/Branding (Logo)	-	15,000	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	7,500
Server	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computer Equipment	-	12,600	-	20,000	-	-	-	20,000	-	-	-	12,600	-	-	-	-	-	-
Office renovation/expansion including accessibility	-	-	-	-	231,000	231,000	231,000	231,000	231,000	-	-	-	-	-	-	-	-	-
Septic System Upgrade	-	80,000	-	-	-	50,000	-	-	-	-	-	30,000	-	-	-	50,000	-	-
Air Balancing Study & Recommission HVAC	-	-	-	-	10,500	-	-	-	-	-	-	-	-	-	-	-	-	-
Heating, Ventilation and Air Conditioning in Municipal Offices	-	-	-	-	5,000	-	-	30,000	-	-	-	-	-	-	-	-	-	-
Arc Flash Study	-	-	-	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-
Replacement of John Wood Electric 48 USG Heater	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-
Pay Equity Study	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-
Power Distribution Equipment (feeders, panels, main disconnect switch)	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
Heating, Ventilation and Air Conditioning in Public Works Area	-	-	-	-	-	-	-	-	-	6,000	-	-	-	-	-	-	-	-
Replacement of UV Pure Water Treatment System	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-
Replacement of Metal Roofing Panels * The year of these works is based on the design of addition/improvement of Municipal Office.	-	-	-	-	-	-	-	-	-	125,000	-	-	-	-	-	-	-	-
Window and Door Replacement Program * The year of these works is based on the design of addition/improvement of Municipal Office.	-	-	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-
Community Based Strategic Plan	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-
<i>Sub-total - Corporate</i>	<i>83,362</i>	<i>107,600</i>	<i>20,000</i>	<i>20,000</i>	<i>246,500</i>	<i>293,500</i>	<i>261,000</i>	<i>281,000</i>	<i>231,000</i>	<i>241,000</i>	<i>30,000</i>	<i>50,100</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>50,000</i>	<i>-</i>	<i>7,500</i>



Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects					
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC
<b>Finance</b>																	
Amendment to the 2014 DC Study	7,140	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Updates to Asset Management Plan (AMP)	-	25,000	10,000	10,000	-	-	-	-	-	-	-	25,000	-	-	-	-	-
2019 Development Charges Background Study	-	-	-	-	17,113	-	-	-	-	-	-	-	-	-	-	-	-
<i>Sub-total - Finance</i>	<i>7,140</i>	<i>25,000</i>	<i>10,000</i>	<i>10,000</i>	<i>17,113</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>25,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<b>Building</b>																	
Vehicle - for Inspector - Replacement	-	-	-	-	-	-	-	-	-	-	33,000	-	-	-	-	-	-
Vehicle - for CBO Official - Replacement	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Sub-total - Building</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>35,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>33,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<b>Planning and Development</b>																	
Municipal Servicing Standards	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Comprehensive Zoning By-law Review (CIP OPA Amendment)	-	80,000	-	-	-	-	-	-	-	-	-	72,800	-	-	-	7,200	-
<i>Sub-total - Planning and Development</i>	<i>25,000</i>	<i>80,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>72,800</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>7,200</i>	<i>-</i>
<b>Public Works</b>																	
Traffic Calming - Streetscaping Morriston	59,041	-	66,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Nassagaweya-Puslinch Townline	-	-	93,300	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Calfass Rd	11,880	350,000	-	-	-	-	-	-	-	-	-	21,000	315,000	-	-	-	14,000
Victoria Rd	13,575	160,000	225,000	415,500	-	-	-	-	-	-	-	110,722	-	-	-	-	6,400
																	42,878

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
Watson Rd-Maltby to #34	10,824	350,000	-	-	-	-	-	-	-	-	-	236,000	-	-	-	100,000	14,000	-
Leslie Rd- Victoria Rd. to Hwy 6	-	241,600	-	-	-	-	-	-	-	-	-	231,936	-	-	-	-	9,664	-
Carroll Pond & Lesic-Jassal Municipal Drain	-	5,000	265,000	-	-	13,000	-	-	-	-	150,000	5,000	-	-	-	-	-	-
Bridge and Culvert Inspections	-	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	-	-	-	-	-	-
Ellis Culvert-2010	-	20,000	75,000	-	-	-	-	-	-	-	-	19,200	-	-	-	-	800	-
Concession 1 -35 to Sideroad 20	-	-	253,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Watson Rd- 36 to Leslie Rd	-	-	215,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Pickup truck-Staff	-	-	35,000	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-
Fox Run Dr	-	-	63,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Little's Bridge	-	-	20,000	195,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bridlepath	-	-	330,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Aberfoyle Sidewalks	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ellis Rd-32 to Townline	-	-	-	275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Watson Rd- Leslie Rd to 4057 Watson Rd	-	-	-	127,400	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.5 ton dump truck	-	-	-	75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Backhoe	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Concession 2- Sideroad 10 to 32	-	-	-	-	233,400	-	-	-	-	-	-	-	-	-	-	-	-	-
Forestell Rd- 32 to Roszell Rd	-	-	-	-	145,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Tandem Dump Truck- 304	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Concession 2- 2A to Sideroad 20	-	-	-	-	519,300	-	-	-	-	-	-	-	-	-	-	-	-	-
Concession 7- McLean Rd to Concession 2A	-	-	-	-	208,900	-	-	-	-	-	-	-	-	-	-	-	-	-
Concession 2A	-	-	-	-	102,500	-	-	-	-	-	-	-	-	-	-	-	-	-
Leslie Rd	-	-	-	-	20,000	300,000	-	-	-	-	-	-	-	-	-	-	-	-
Gilmour Cu- 2009	-	-	-	-	-	100,000	-	500,000	-	-	-	-	-	-	-	-	-	-
Pickup Truck-Director	-	-	-	-	-	35,000	-	-	-	-	35,000	-	-	-	-	-	-	-

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
Tandem Dump Truck- 302	-	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-
Laird Rd	-	-	-	-	-	450,000	450,000	-	-	-	-	-	-	-	-	-	-	-
Tandem Dump Truck- 301	-	-	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-
Traffic Count Study	-	-	-	-	-	-	28,800	-	-	-	-	-	-	-	-	-	-	-
Forestell Rd- 35 to 32	-	-	-	-	-	-	460,000	-	-	-	-	-	-	-	-	-	-	-
Grader- 501	-	-	-	-	-	-	-	350,000	-	-	-	-	-	-	-	-	-	-
Concession 4- 35 to Sideroad 10	-	-	-	-	-	-	-	230,000	-	-	-	-	-	-	-	-	-	-
Pickup Truck-Director	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-
Transportation Master Plan	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-
Single Axle Dump Truck-303	-	-	-	-	-	-	-	-	225,000	-	-	-	-	-	-	-	-	-
Concession 4- Sideroad 10 to 32	-	-	-	-	-	-	-	-	450,000	-	-	-	-	-	-	-	-	-
McLean Rd E and Winer Rd	-	-	-	-	-	-	-	-	365,000	-	-	-	-	-	-	-	-	-
Mason Crt	-	-	-	-	-	-	-	-	38,100	-	-	-	-	-	-	-	-	-
Maple Leaf Lane	-	-	-	-	-	-	-	-	45,800	-	-	-	-	-	-	-	-	-
Grader-502	-	-	-	-	-	-	-	-	-	350,000	-	-	-	-	-	-	-	-
Concession 4- Hwy 6 to 35	-	-	-	-	-	-	-	-	-	390,000	-	-	-	-	-	-	-	-
Watson Rd- Maltby to Arkell	-	-	-	-	-	-	-	-	-	480,000	-	-	-	-	-	-	-	-
Watson Rd - Wellington Road 34 to Wellington Road 36	-	-	-	-	-	-	-	-	-	-	500,000	-	-	-	-	-	-	-
Gore Road - Valens Road to Concession 7	-	-	-	-	-	-	-	-	-	-	270,000	-	-	-	-	-	-	-
Church and Victoria Street	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-
<i>Sub-total - Public Works</i>	<i>95,320</i>	<i>1,134,100</i>	<i>1,747,800</i>	<i>1,195,400</i>	<i>1,486,600</i>	<i>1,155,500</i>	<i>1,196,300</i>	<i>1,157,500</i>	<i>1,161,400</i>	<i>1,227,500</i>	<i>1,012,500</i>	<i>631,358</i>	<i>315,000</i>	<i>-</i>	<i>-</i>	<i>100,000</i>	<i>44,864</i>	<i>42,878</i>

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
<b>Fire and Rescue</b>																		
Structural Firefighter Ensemble	-	10,712	10,924	13,930	5,682	11,592	11,824	12,060	15,380	15,685	19,200	10,712	-	-	-	-	-	-
Defibrillators	-	-	21,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Satellite Station Building	-	-	300,000	621,060	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Satellite Station Equipment	-	-	-	50,082	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Pump 31 Body Work and Paint Job	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SCBA Cylinders	-	-	-	-	6,500	13,250	5,067	22,400	10,500	-	9,140	-	-	-	-	-	-	-
* Quint Truck	-	300,000	30,000	-	-	360,000	-	-	-	-	490,000	-	-	-	-	225,000	75,000	-
Master Fire Plan	-	-	-	-	-	-	-	-	-	-	51,550	-	-	-	-	-	-	-
Sub-total - Fire and Rescue	-	310,712	361,924	700,072	12,182	384,842	16,891	34,460	25,880	15,685	569,890	10,712	-	-	-	225,000	75,000	-
<b>Parks</b>																		
Parks Trail Development	37,800	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Parks Master Plan - Puslinch Community Centre Park	17,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lawn Tractor	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Replace Light Standards and Bleachers - Old Morriston * will be evaluated after the Development of the Master Plan for the Puslinch Community Centre Park.	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
Playground area at PCC * will be evaluated after the Development of the Master Plan for the Puslinch Community Centre Park.	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Parking Lot & Associated Enhancements (curbing, entrance, lighting)	-	-	-	300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lighting, poles and bleachers at Puslinch Community Centre Ball Diamond * will be evaluated after the Development of the Master Plan for the Puslinch Community Centre Park.	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Sub-total - Parks</i>	<i>55,300</i>	<i>-</i>	<i>280,000</i>	<i>340,000</i>	<i>250,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfw-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
<b>ORC</b>																		
Olympia Ice Resurfacer	-	-	80,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Sub-total - ORC</i>	-	-	<i>80,000</i>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>PCC</b>																		
Localized Wall Repairs	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Commercial Hot Water Tank	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Furnace, Cooling Fan Coil, and Condenser Unit - Alf Hales and Main Hall	18,000	18,000	-	-	-	-	-	-	-	-	-	6,000	-	-	-	6,000	-	6,000
Power Distribution Equipment (including feeders, main disconnect switch and panel)	-	26,000	-	-	-	-	-	-	-	-	-	-	-	-	-	10,189	-	15,811
Sound System Upgrades/Replacement	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-
Kitchen Renovation	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Exterior Hall Lighting	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Arc Flash Study	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-
Replacement of Metal Roofing Panels	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-
Rebalancing of HVAC system	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-
Replacement of UV Pure Water Treatment System	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	-	-	-
Replacement of Sanitary Pumps and Control System	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfdw-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
Recreation and Parks Master Plan	-	-	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	-
<i>Sub-total - PCC</i>	<i>28,000</i>	<i>54,000</i>	<i>-</i>	<i>100,000</i>	<i>5,000</i>	<i>105,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>17,500</i>	<i>60,000</i>	<i>16,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>16,189</i>	<i>-</i>	<i>21,811</i>
<b>Badenoch</b>																		
Window and Door Replacement Program	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interior Wall or Drywall Plastering	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Localized Wall Repairs	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Exterior Wall Rehab Program	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-
Brock Elite Air Oil Fired Warm Air Furnace	-	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Replacement of Power Distribution Equipment	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Replacement of UV Pure Water Treatment System	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	-	-	-
Accessible Washrooms	-	-	-	-	20,000	150,000	150,000	-	-	-	-	-	-	-	-	-	-	-
Replace Interior and Exterior Light Fixtures	-	-	-	-	-	-	-	-	-	6,000	-	-	-	-	-	-	-	-
<i>Sub-total - Badenoch</i>	<i>-</i>	<i>10,000</i>	<i>47,500</i>	<i>7,500</i>	<i>30,000</i>	<i>150,000</i>	<i>150,000</i>	<i>-</i>	<i>-</i>	<i>13,500</i>	<i>-</i>	<i>10,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<b>Total</b>	<b>294,122</b>	<b>1,721,412</b>	<b>2,547,224</b>	<b>2,407,972</b>	<b>2,047,395</b>	<b>2,088,842</b>	<b>1,624,191</b>	<b>1,472,960</b>	<b>1,418,280</b>	<b>1,515,185</b>	<b>1,705,390</b>	<b>815,970</b>	<b>315,000</b>	<b>-</b>	<b>-</b>	<b>391,189</b>	<b>127,064</b>	<b>72,189</b>

## Summary of 2016 Capital Projects

Capital Project	Capital Cfwd	2016	Funding Sources						
			Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/ Other
<b>Corporate</b>									
IT Software Upgrade	61,281	-	-	-	-	-	-	-	-
Schematic Design of Municipal Office	16,981	-	-	-	-	-	-	-	-
Community Based Strategic Plan	5,100	-	-	-	-	-	-	-	-
Destination Marketing/Branding (Logo)	-	15,000	7,500	-	-	-	-	-	7,500
Computer Equipment	-	12,600	12,600	-	-	-	-	-	-
Septic System Upgrade	-	80,000	30,000	-	-	-	50,000	-	-
<i>Sub-total - Corporate</i>	<i>83,362</i>	<i>107,600</i>	<i>50,100</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>50,000</i>	<i>-</i>	<i>7,500</i>
<b>Finance</b>									
Amendment to the 2014 DC Study	7,140	-	-	-	-	-	-	-	-
Updates to Asset Management Plan (AMP)	-	25,000	25,000	-	-	-	-	-	-
<i>Sub-total - Finance</i>	<i>7,140</i>	<i>25,000</i>	<i>25,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<b>Planning and Development</b>									
Municipal Servicing Standards	25,000	-	-	-	-	-	-	-	-
Comprehensive Zoning By-law Review (CIP OPA Amendment)	-	80,000	72,800	-	-	-	-	7,200	-
<i>Sub-total - Planning and Development</i>	<i>25,000</i>	<i>80,000</i>	<i>72,800</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>7,200</i>	<i>-</i>



## Summary of 2016 Capital Projects

Capital Project	Capital Cfwd	2016	Funding Sources						
			Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/ Other
<b>Public Works</b>									
Traffic Calming - Streetscaping Morriston	59,041	-	-	-	-	-	-	-	-
Nassagaweya-Puslinch Townline	-	-	-	-	-	-	-	-	-
Calfass Rd	11,880	350,000	21,000	315,000	-	-	-	14,000	-
Victoria Rd	13,575	160,000	110,722	-	-	-	-	6,400	42,878
Watson Rd-Maltby to #34	10,824	350,000	236,000	-	-	-	100,000	14,000	-
Leslie Rd- Victoria Rd. to Hwy 6	-	241,600	231,936	-	-	-	-	9,664	-
Carroll Pond & Lesic-Jassal Municipal Drain	-	5,000	5,000	-	-	-	-	-	-
Bridge and Culvert Inspections	-	7,500	7,500	-	-	-	-	-	-
Ellis Culvert-2010	-	20,000	19,200	-	-	-	-	800	-
<i>Sub-total - Public Works</i>	<i>95,320</i>	<i>1,134,100</i>	<i>631,358</i>	<i>315,000</i>	<i>-</i>	<i>-</i>	<i>100,000</i>	<i>44,864</i>	<i>42,878</i>
<b>Fire and Rescue</b>									
Structural Firefighter Ensemble	-	10,712	10,712	-	-	-	-	-	-
* Quint Truck (Aerial 33 Truck)	-	300,000	-	-	-	-	225,000	75,000	-
<i>Sub-total - Fire and Rescue</i>	<i>-</i>	<i>310,712</i>	<i>10,712</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>225,000</i>	<i>75,000</i>	<i>-</i>
<b>Parks</b>									
Parks Trail Development	37,800	-	-	-	-	-	-	-	-
Parks Master Plan - Puslinch Community Centre Park	17,500	-	-	-	-	-	-	-	-
<i>Sub-total - Parks</i>	<i>55,300</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>

## Summary of 2016 Capital Projects

Capital Project	Capital Cfwd	2016	Funding Sources						
			Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/ Other
<b>PCC</b>									
Localized Wall Repairs	5,000	-	-	-	-	-	-	-	-
Commercial Hot Water Tank	5,000	-	-	-	-	-	-	-	-
Furnace, Cooling Fan Coil, and Condenser Unit - Alf Hales and Main Hall	18,000	18,000	6,000	-	-	-	6,000	-	6,000
Power Distribution Equipment (including feeders, main disconnect switch and panel)	-	26,000	-	-	-	-	10,189	-	15,811
Sound System Upgrades/Replacement	-	10,000	10,000	-	-	-	-	-	-
<i>Sub-total - PCC</i>	<i>28,000</i>	<i>54,000</i>	<i>16,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>16,189</i>	<i>-</i>	<i>21,811</i>
<b>Badenoch</b>									
Exterior Wall Rehab Program	-	10,000	10,000	-	-	-	-	-	-
Sub-total - Badenoch	-	10,000	10,000	-	-	-	-	-	-
<b>Total</b>	<b>294,122</b>	<b>1,721,412</b>	<b>815,970</b>	<b>315,000</b>	<b>-</b>	<b>-</b>	<b>391,189</b>	<b>127,064</b>	<b>72,189</b>

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
<b>Corporate</b>																		
IT Software Upgrade	61,281	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Schematic Design of Municipal Office	16,981	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community Based Strategic Plan	5,100	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Destination Marketing/Branding (Logo)	-	15,000	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	7,500
Server	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computer Equipment	-	12,600	-	20,000	-	-	-	20,000	-	-	-	12,600	-	-	-	-	-	-
Office renovation/expansion including accessibility	-	-	-	-	231,000	231,000	231,000	231,000	231,000	-	-	-	-	-	-	-	-	-
Septic System Upgrade	-	80,000	-	-	-	50,000	-	-	-	-	-	30,000	-	-	-	50,000	-	-
Air Balancing Study & Recommission HVAC	-	-	-	-	10,500	-	-	-	-	-	-	-	-	-	-	-	-	-
Heating, Ventilation and Air Conditioning in Municipal Offices	-	-	-	-	5,000	-	-	30,000	-	-	-	-	-	-	-	-	-	-
Arc Flash Study	-	-	-	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-
Replacement of John Wood Electric 48 USG Heater	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-
Pay Equity Study	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-
Power Distribution Equipment (feeders, panels, main disconnect switch)	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
Heating, Ventilation and Air Conditioning in Public Works Area	-	-	-	-	-	-	-	-	-	6,000	-	-	-	-	-	-	-	-
Replacement of UV Pure Water Treatment System	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-
Replacement of Metal Roofing Panels * The year of these works is based on the design of addition/improvement of Municipal Office.	-	-	-	-	-	-	-	-	-	125,000	-	-	-	-	-	-	-	-
Window and Door Replacement Program * The year of these works is based on the design of addition/improvement of Municipal Office.	-	-	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-
Community Based Strategic Plan	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-
<i>Sub-total - Corporate</i>	<i>83,362</i>	<i>107,600</i>	<i>20,000</i>	<i>20,000</i>	<i>246,500</i>	<i>293,500</i>	<i>261,000</i>	<i>281,000</i>	<i>231,000</i>	<i>241,000</i>	<i>30,000</i>	<i>50,100</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>50,000</i>	<i>-</i>	<i>7,500</i>

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects					
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC
<b>Finance</b>																	
Amendment to the 2014 DC Study	7,140	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Updates to Asset Management Plan (AMP)	-	25,000	10,000	10,000	-	-	-	-	-	-	-	25,000	-	-	-	-	-
2019 Development Charges Background Study	-	-	-	-	17,113	-	-	-	-	-	-	-	-	-	-	-	-
<i>Sub-total - Finance</i>	<i>7,140</i>	<i>25,000</i>	<i>10,000</i>	<i>10,000</i>	<i>17,113</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>25,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<b>Building</b>																	
Vehicle - for Inspector - Replacement	-	-	-	-	-	-	-	-	-	-	33,000	-	-	-	-	-	-
Vehicle - for CBO Official - Replacement	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Sub-total - Building</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>35,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>33,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<b>Planning and Development</b>																	
Municipal Servicing Standards	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Comprehensive Zoning By-law Review (CIP OPA Amendment)	-	80,000	-	-	-	-	-	-	-	-	-	72,800	-	-	-	7,200	-
<i>Sub-total - Planning and Development</i>	<i>25,000</i>	<i>80,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>72,800</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>7,200</i>	<i>-</i>
<b>Public Works</b>																	
Traffic Calming - Streetscaping Morriston	59,041	-	66,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Nassagaweya-Puslinch Townline	-	-	93,300	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Calfass Rd	11,880	350,000	-	-	-	-	-	-	-	-	-	21,000	315,000	-	-	-	14,000
Victoria Rd	13,575	160,000	225,000	415,500	-	-	-	-	-	-	-	110,722	-	-	-	-	6,400
																	42,878

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
Watson Rd-Maltby to #34	10,824	350,000	-	-	-	-	-	-	-	-	-	236,000	-	-	-	100,000	14,000	-
Leslie Rd- Victoria Rd. to Hwy 6	-	241,600	-	-	-	-	-	-	-	-	-	231,936	-	-	-	-	9,664	-
Carroll Pond & Lesic-Jassal Municipal Drain	-	5,000	265,000	-	-	13,000	-	-	-	-	150,000	5,000	-	-	-	-	-	-
Bridge and Culvert Inspections	-	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	-	-	-	-	-	-
Ellis Culvert-2010	-	20,000	75,000	-	-	-	-	-	-	-	-	19,200	-	-	-	-	800	-
Concession 1 -35 to Sideroad 20	-	-	253,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Watson Rd- 36 to Leslie Rd	-	-	215,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Pickup truck-Staff	-	-	35,000	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-
Fox Run Dr	-	-	63,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Little's Bridge	-	-	20,000	195,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bridlepath	-	-	330,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Aberfoyle Sidewalks	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ellis Rd-32 to Townline	-	-	-	275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Watson Rd- Leslie Rd to 4057 Watson Rd	-	-	-	127,400	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.5 ton dump truck	-	-	-	75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Backhoe	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Concession 2- Sideroad 10 to 32	-	-	-	-	233,400	-	-	-	-	-	-	-	-	-	-	-	-	-
Forestell Rd- 32 to Roszell Rd	-	-	-	-	145,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Tandem Dump Truck- 304	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Concession 2- 2A to Sideroad 20	-	-	-	-	519,300	-	-	-	-	-	-	-	-	-	-	-	-	-
Concession 7- McLean Rd to Concession 2A	-	-	-	-	208,900	-	-	-	-	-	-	-	-	-	-	-	-	-
Concession 2A	-	-	-	-	102,500	-	-	-	-	-	-	-	-	-	-	-	-	-
Leslie Rd	-	-	-	-	20,000	300,000	-	-	-	-	-	-	-	-	-	-	-	-
Gilmour Cu- 2009	-	-	-	-	-	100,000	-	500,000	-	-	-	-	-	-	-	-	-	-
Pickup Truck-Director	-	-	-	-	-	35,000	-	-	-	-	35,000	-	-	-	-	-	-	-

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
Tandem Dump Truck- 302	-	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-
Laird Rd	-	-	-	-	-	450,000	450,000	-	-	-	-	-	-	-	-	-	-	-
Tandem Dump Truck- 301	-	-	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-
Traffic Count Study	-	-	-	-	-	-	28,800	-	-	-	-	-	-	-	-	-	-	-
Forestell Rd- 35 to 32	-	-	-	-	-	-	460,000	-	-	-	-	-	-	-	-	-	-	-
Grader- 501	-	-	-	-	-	-	-	350,000	-	-	-	-	-	-	-	-	-	-
Concession 4- 35 to Sideroad 10	-	-	-	-	-	-	-	230,000	-	-	-	-	-	-	-	-	-	-
Pickup Truck-Director	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-
Transportation Master Plan	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-
Single Axle Dump Truck-303	-	-	-	-	-	-	-	-	225,000	-	-	-	-	-	-	-	-	-
Concession 4- Sideroad 10 to 32	-	-	-	-	-	-	-	-	450,000	-	-	-	-	-	-	-	-	-
McLean Rd E and Winer Rd	-	-	-	-	-	-	-	-	365,000	-	-	-	-	-	-	-	-	-
Mason Crt	-	-	-	-	-	-	-	-	38,100	-	-	-	-	-	-	-	-	-
Maple Leaf Lane	-	-	-	-	-	-	-	-	45,800	-	-	-	-	-	-	-	-	-
Grader-502	-	-	-	-	-	-	-	-	-	350,000	-	-	-	-	-	-	-	-
Concession 4- Hwy 6 to 35	-	-	-	-	-	-	-	-	-	390,000	-	-	-	-	-	-	-	-
Watson Rd- Maltby to Arkell	-	-	-	-	-	-	-	-	-	480,000	-	-	-	-	-	-	-	-
Watson Rd - Wellington Road 34 to Wellington Road 36	-	-	-	-	-	-	-	-	-	-	500,000	-	-	-	-	-	-	-
Gore Road - Valens Road to Concession 7	-	-	-	-	-	-	-	-	-	-	270,000	-	-	-	-	-	-	-
Church and Victoria Street	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-
<i>Sub-total - Public Works</i>	<i>95,320</i>	<i>1,134,100</i>	<i>1,747,800</i>	<i>1,195,400</i>	<i>1,486,600</i>	<i>1,155,500</i>	<i>1,196,300</i>	<i>1,157,500</i>	<i>1,161,400</i>	<i>1,227,500</i>	<i>1,012,500</i>	<i>631,358</i>	<i>315,000</i>	<i>-</i>	<i>-</i>	<i>100,000</i>	<i>44,864</i>	<i>42,878</i>

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfw-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
<b>Fire and Rescue</b>																		
Structural Firefighter Ensemble	-	10,712	10,924	13,930	5,682	11,592	11,824	12,060	15,380	15,685	19,200	10,712	-	-	-	-	-	-
Defibrillators	-	-	21,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Satellite Station Building	-	-	300,000	621,060	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Satellite Station Equipment	-	-	-	50,082	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Pump 31 Body Work and Paint Job	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SCBA Cylinders	-	-	-	-	6,500	13,250	5,067	22,400	10,500	-	9,140	-	-	-	-	-	-	-
* Quint Truck	-	300,000	30,000	-	-	360,000	-	-	-	-	490,000	-	-	-	-	225,000	75,000	-
Master Fire Plan	-	-	-	-	-	-	-	-	-	-	51,550	-	-	-	-	-	-	-
Sub-total - Fire and Rescue	-	310,712	361,924	700,072	12,182	384,842	16,891	34,460	25,880	15,685	569,890	10,712	-	-	-	225,000	75,000	-
<b>Parks</b>																		
Parks Trail Development	37,800	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Parks Master Plan - Puslinch Community Centre Park	17,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lawn Tractor	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Replace Light Standards and Bleachers - Old Morriston * will be evaluated after the Development of the Master Plan for the Puslinch Community Centre Park.	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
Playground area at PCC * will be evaluated after the Development of the Master Plan for the Puslinch Community Centre Park.	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Parking Lot & Associated Enhancements (curbing, entrance, lighting)	-	-	-	300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lighting, poles and bleachers at Puslinch Community Centre Ball Diamond * will be evaluated after the Development of the Master Plan for the Puslinch Community Centre Park.	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Sub-total - Parks</i>	<i>55,300</i>	<i>-</i>	<i>280,000</i>	<i>340,000</i>	<i>250,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfw-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
<b>ORC</b>																		
Olympia Ice Resurfacer	-	-	80,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Sub-total - ORC</i>	-	-	<i>80,000</i>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>PCC</b>																		
Localized Wall Repairs	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Commercial Hot Water Tank	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Furnace, Cooling Fan Coil, and Condenser Unit - Alf Hales and Main Hall	18,000	18,000	-	-	-	-	-	-	-	-	-	6,000	-	-	-	6,000	-	6,000
Power Distribution Equipment (including feeders, main disconnect switch and panel)	-	26,000	-	-	-	-	-	-	-	-	-	-	-	-	-	10,189	-	15,811
Sound System Upgrades/Replacement	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-
Kitchen Renovation	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Exterior Hall Lighting	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Arc Flash Study	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-
Replacement of Metal Roofing Panels	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-
Rebalancing of HVAC system	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-
Replacement of UV Pure Water Treatment System	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	-	-	-
Replacement of Sanitary Pumps and Control System	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-

Projects by Year - Corporate Reconciliation

Capital Project and Department	Capital Cfwd-2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2016 Projects						
												Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/Other
Recreation and Parks Master Plan	-	-	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	-
<i>Sub-total - PCC</i>	<i>28,000</i>	<i>54,000</i>	<i>-</i>	<i>100,000</i>	<i>5,000</i>	<i>105,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>17,500</i>	<i>60,000</i>	<i>16,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>16,189</i>	<i>-</i>	<i>21,811</i>
<b>Badenoch</b>																		
Window and Door Replacement Program	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interior Wall or Drywall Plastering	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Localized Wall Repairs	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Exterior Wall Rehab Program	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-
Brock Elite Air Oil Fired Warm Air Furnace	-	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Replacement of Power Distribution Equipment	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Replacement of UV Pure Water Treatment System	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	-	-	-
Accessible Washrooms	-	-	-	-	20,000	150,000	150,000	-	-	-	-	-	-	-	-	-	-	-
Replace Interior and Exterior Light Fixtures	-	-	-	-	-	-	-	-	-	6,000	-	-	-	-	-	-	-	-
<i>Sub-total - Badenoch</i>	<i>-</i>	<i>10,000</i>	<i>47,500</i>	<i>7,500</i>	<i>30,000</i>	<i>150,000</i>	<i>150,000</i>	<i>-</i>	<i>-</i>	<i>13,500</i>	<i>-</i>	<i>10,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<b>Total</b>	<b>294,122</b>	<b>1,721,412</b>	<b>2,547,224</b>	<b>2,407,972</b>	<b>2,047,395</b>	<b>2,088,842</b>	<b>1,624,191</b>	<b>1,472,960</b>	<b>1,418,280</b>	<b>1,515,185</b>	<b>1,705,390</b>	<b>815,970</b>	<b>315,000</b>	<b>-</b>	<b>-</b>	<b>391,189</b>	<b>127,064</b>	<b>72,189</b>

## Summary of 2016 Capital Projects

Capital Project	Capital Cfwd	2016	Funding Sources						
			Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/ Other
<b>Corporate</b>									
IT Software Upgrade	61,281	-	-	-	-	-	-	-	-
Schematic Design of Municipal Office	16,981	-	-	-	-	-	-	-	-
Community Based Strategic Plan	5,100	-	-	-	-	-	-	-	-
Destination Marketing/Branding (Logo)	-	15,000	7,500	-	-	-	-	-	7,500
Computer Equipment	-	12,600	12,600	-	-	-	-	-	-
Septic System Upgrade	-	80,000	30,000	-	-	-	50,000	-	-
<i>Sub-total - Corporate</i>	<i>83,362</i>	<i>107,600</i>	<i>50,100</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>50,000</i>	<i>-</i>	<i>7,500</i>
<b>Finance</b>									
Amendment to the 2014 DC Study	7,140	-	-	-	-	-	-	-	-
Updates to Asset Management Plan (AMP)	-	25,000	25,000	-	-	-	-	-	-
<i>Sub-total - Finance</i>	<i>7,140</i>	<i>25,000</i>	<i>25,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<b>Planning and Development</b>									
Municipal Servicing Standards	25,000	-	-	-	-	-	-	-	-
Comprehensive Zoning By-law Review (CIP OPA Amendment)	-	80,000	72,800	-	-	-	-	7,200	-
<i>Sub-total - Planning and Development</i>	<i>25,000</i>	<i>80,000</i>	<i>72,800</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>7,200</i>	<i>-</i>

## Summary of 2016 Capital Projects

Capital Project	Capital Cfwd	2016	Funding Sources						
			Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/ Other
<b>Public Works</b>									
Traffic Calming - Streetscaping Morriston	59,041	-	-	-	-	-	-	-	-
Nassagaweya-Puslinch Townline	-	-	-	-	-	-	-	-	-
Calfass Rd	11,880	350,000	21,000	315,000	-	-	-	14,000	-
Victoria Rd	13,575	160,000	110,722	-	-	-	-	6,400	42,878
Watson Rd-Maltby to #34	10,824	350,000	236,000	-	-	-	100,000	14,000	-
Leslie Rd- Victoria Rd. to Hwy 6	-	241,600	231,936	-	-	-	-	9,664	-
Carroll Pond & Lesic-Jassal Municipal Drain	-	5,000	5,000	-	-	-	-	-	-
Bridge and Culvert Inspections	-	7,500	7,500	-	-	-	-	-	-
Ellis Culvert-2010	-	20,000	19,200	-	-	-	-	800	-
<i>Sub-total - Public Works</i>	<i>95,320</i>	<i>1,134,100</i>	<i>631,358</i>	<i>315,000</i>	<i>-</i>	<i>-</i>	<i>100,000</i>	<i>44,864</i>	<i>42,878</i>
<b>Fire and Rescue</b>									
Structural Firefighter Ensemble	-	10,712	10,712	-	-	-	-	-	-
* Quint Truck (Aerial 33 Truck)	-	300,000	-	-	-	-	225,000	75,000	-
<i>Sub-total - Fire and Rescue</i>	<i>-</i>	<i>310,712</i>	<i>10,712</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>225,000</i>	<i>75,000</i>	<i>-</i>
<b>Parks</b>									
Parks Trail Development	37,800	-	-	-	-	-	-	-	-
Parks Master Plan - Puslinch Community Centre Park	17,500	-	-	-	-	-	-	-	-
<i>Sub-total - Parks</i>	<i>55,300</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>

## Summary of 2016 Capital Projects

Capital Project	Capital Cfwd	2016	Funding Sources						
			Levy	Gas Tax	Aggregate	Cash in Lieu	Working Reserve	DC	Grants/ Other
<b>PCC</b>									
Localized Wall Repairs	5,000	-	-	-	-	-	-	-	-
Commercial Hot Water Tank	5,000	-	-	-	-	-	-	-	-
Furnace, Cooling Fan Coil, and Condenser Unit - Alf Hales and Main Hall	18,000	18,000	6,000	-	-	-	6,000	-	6,000
Power Distribution Equipment (including feeders, main disconnect switch and panel)	-	26,000	-	-	-	-	10,189	-	15,811
Sound System Upgrades/Replacement	-	10,000	10,000	-	-	-	-	-	-
<i>Sub-total - PCC</i>	<i>28,000</i>	<i>54,000</i>	<i>16,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>16,189</i>	<i>-</i>	<i>21,811</i>
<b>Badenoch</b>									
Exterior Wall Rehab Program	-	10,000	10,000	-	-	-	-	-	-
Sub-total - Badenoch	-	10,000	10,000	-	-	-	-	-	-
<b>Total</b>	<b>294,122</b>	<b>1,721,412</b>	<b>815,970</b>	<b>315,000</b>	<b>-</b>	<b>-</b>	<b>391,189</b>	<b>127,064</b>	<b>72,189</b>

2016 Corporate Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0017-7710	Sale of Flags	133	100	22	100	\$44.25 (net of HST) per Township flag \$22.12 (net of HST) per Canadian flag
01-0017-7770	Other Revenues	722	700	718	700	Sale of snacks (pop, chips, chocolate bars, etc.)
01-0017-2310	Mun Tax Assistance	17,278	15,680	16,096	16,096	13 ministry properties One property decreased in assessment due to a 357 and Post Roll Amendment Notice (PRAN) being issued in 2014. This resulted in a change in tax class (from Residential Full to Residential General with no school support) plus an exempt portion added which has resulted in a 2015 decrease
01-0017-2320	Host Kilmer (Service Ontario)	19,089	22,270	22,333	25,524	2015 budget is higher than 2014 actual due to an increase in assessment for this property due to the supplemental billing.
01-0017-2330	Ontario Hydro	12,147	12,147	12,147	12,147	calculated by the acre
01-0017-2340	Greater Toronto Transit	6,773	6,956	6,975	7,159	
01-0017-2350	Public Works Canada	1,830	1,997	904	979	Previous year taxes outstanding due to ongoing legal matters. Decrease is related to the school board portion now being remitted to the school board.
01-0017-2360	Hydro One	-	-	7,807	7,807	Municipality retains education portion of any properties with the IH classification.
01-0017-2400	Grant Guelph Junction Railway	15,990	5,330	5,330	5,330	Received in 2014 PILs related to 2012, 2013, and 2014.
01-0017-2500	Puslinch Landfill	3,411	3,411	3,351	3,351	
01-0017-2600	City of Guelph	22,845	24,859	24,417	26,394	
01-0017-2700	University of Guelph	1,183	1,289	1,292	1,396	
01-0017-2800	CN Railway	1,135	1,135	1,135	1,135	calculated by the acre
01-0017-2900	CP Railway	7,854	7,854	7,854	7,854	calculated by the acre
01-0017-5110	OMPF	402,700	404,600	404,600	405,400	2015 Allocation Notice

2016 Corporate Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0015-5310	Provincial Aggregate Levy	213,037	214,164	215,182	212,810	Average of previous years (2014 - \$213,037; 2013 - \$233,664; 2012 - \$189,358). This payment is received by the Ontario Aggregate Resources Corporation in September.
01-0017-7510	Penalties - Property Taxes	81,960	80,563	86,734	82,599	2014 - \$81,960; 2013 - \$82,918; 2012 - \$78,784
01-0017-7520	Interest - Tax Arrears	112,700	107,793	90,173	99,000	Below are the amounts of interest charged on tax arrears over the past 3 years excluding one significant balance: 2014 - \$112,700; 2013 - \$92,134; 2012 - \$100,785
01-0014-1220	Supplemental Billings	51,368	50,000	113,854	68,600	2014 - \$51,368; 2013 - \$90,848; 2012 - \$63,511
01-0017-7672	Interest on General	69,343	54,550	64,285	62,900	2014 - \$69,343; 2013 - \$71,844; 2012 - \$45,979
01-0017-7675	Interest on Grading	2,688	1,520	-	-	Merged account to General bank account
01-0017-7676	Int. Education/County DC's	167	169	-	-	Merged account to General bank account
01-0013-8110	Surplus	61,150	-	-	-	In 2014 \$61,150 of surplus was used to fund various one-time items. However, in accordance with Council Resolution Number 2013-284 any budget surplus is to be allocated to the Township's working reserves for the purpose of meeting future liabilities.
	<b>Totals</b>	<b>1,105,503</b>	<b>1,017,086</b>	<b>1,085,210</b>	<b>1,047,281</b>	



2016 Corporate Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>CONTRIBUTION FROM WORKING RESERVES</b>						
01-0013-3100	Operating Carryforward	23,488	139,662	-	169,662	The Operating Carryforward working reserve balance includes \$139,662 from 2014 and prior. An additional \$30,000 was contributed in 2015 related to the known tax appeals. 2016 Budget relates to known tax appeals anticipated to be settled in 2016.
	<b>Totals</b>	<b>23,488</b>	<b>139,662</b>	<b>-</b>	<b>169,662</b>	
<b>EXPENDITURES</b>						
01-0010-4501	Taxes written off (Twp share only)	49,851	213,984	28,893	286,954	Known appeals - \$170K (see operating carryforward working reserve) + \$50K additional to budget for 2015 tax loss estimate for known appeals Write-offs (not including known write-offs) - 2014 - \$49,851; 2013 - \$25,939; 2012 - \$36,087
01-0010-4700	Conservation Authorities Levy Payment	143,414	154,266	154,883	158,300	1.) Halton Conservation Authority - \$21,875 (based on 2016 approved budget). - 5.6% increase 2.) Grand River Conservation Authority - \$124,033 (based on 2016 preliminary budget). - 2.5% increase 3.) Hamilton Conservation Authority - \$12,500 (based on 2016 preliminary budget). - approx 3% increase  For 2016 Budget assuming an overall increase of 3%
	<b>Totals</b>	<b>193,265</b>	<b>368,250</b>	<b>183,776</b>	<b>445,254</b>	

2016 Administration Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-1110	Signature of Commissioner and FOI Requests	170	160	570	500	Signature of Commissioner - \$10 (net of HST)/document FOI Requests - Charged at the rate permitted per the legislation - \$5/request
01-0015-1130	Engineering and Environmental Fees Recovered	2,038	2,000	17,188	7,000	2015 Actual includes recoveries obtained from GRCA not budgeted for related to Tier 3 peer review costs. 2016 budget is related to gravel pit monitoring report recoveries and recoveries from GRCA for tier 3 peer review costs.
01-0015-1150	Recoveries from Staff Events	961	950	898	950	Appreciation night recoveries
01-0015-3738	Other recoveries	1,180	-	-	-	2014 Actual relates to mileage for Business Retention and Expansion Project recovered from the County of Wellington.
	<b>Totals</b>	<b>4,349</b>	<b>3,110</b>	<b>18,656</b>	<b>8,450</b>	
<b>CONTRIBUTION FROM WORKING RESERVES</b>						
01-0013-3100	Operating Carryforward	-	-	-	26,915	See Report ADM-2015-010 which indicates that the additional funds required for the Legislative Assistant Position - 1 Year Contract be funded from the 2015 surplus funds from the insurance accounts.
01-0013-3185	Legal Contingency	44,033	14,000	204	10,000	2014 Actual relates to legal costs for Cooks Mill Road, tax collection matters, etc. 2015 budget relates to potential unrecoverable legal matters of the Township.
01-0013-3195	Insurance Contingency	16,674	10,000	-	10,000	2014 Actual relates to deductibles paid.
	<b>Totals</b>	<b>60,707</b>	<b>24,000</b>	<b>204</b>	<b>46,915</b>	

2016 Administration Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>EXPENDITURES</b>						
01-0010-4000	FT Wages	202,704	212,393	220,356	262,932	CAO/Clerk 5% Building & 95% Admin Conversion of Legislative Assistant Position from PTE to FTE 1 Year Contract funded from the Operating Carryforward Working Reserve - Report ADM-2015-010
01-0010-4001	PT Wages	117,485	36,440	29,116	4,403	Legislative Assistant above
01-0010-4002	OT Wages	-	-	-	500	
01-0010-4100	FT Benefits	34,901	36,103	37,300	40,581	EHT, OMERs, EI, CPP
01-0010-4101	PT Benefits	5,528	3,199	2,527	387	EHT, EI, CPP
01-0010-4102	Manulife Benefits	32,569	21,181	21,729	28,891	Mosey and Mosey went to market with our benefit package and Manulife offered to keep the rates the same as 2014. Increase due to change of PTE position to FTE 1 year contract funded from the Operating Carryforward Working Reserve - Report ADM-2015-010.
01-0010-4103	WSIB	4,587	5,777	5,613	6,299	
01-0010-4200	Office Supplies & Equipment	3,085	2,123	1,258	2,100	
01-0010-4204	Water Protection	112	120	131	120	
01-0010-4302	Communication (phone, fax, intern)	804	655	599	400	Rogers (cell phone) - reduced rate in 2016 Purolator
01-0010-4303	Professional Fees - Legal	66,077	28,600	8,463	27,100	2014 Actual also includes items funded from the legal contingency working reserve (\$44K) and the operating carry-forward working reserve (\$9K).

2016 Administration Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0010-4305	Professional Fees - Engineering & Environmental	14,407	27,000	14,479	30,762	Monitoring review reports of various gravel pits, Guelph Water Supply Master Plan, Tier 3, Waterloo Water Supply Master Plan. Additional amount budgeted for review of various development agreement files.
01-0010-4308	Mileage	3,244	500	539	500	Based on 2015 actuals. As of 2015 Council is allocated in a separate cost centre.
01-0010-4307	Events and Other	10,775	7,000	6,075	9,000	2014 one-time costs for: Bob Gordon and Donald Stewart retirement party; Council Inaugural, and Council photos 2016 Budget for: Appreciation Night, Volunteer of the Year, Senior of the Year, In Memory, Staff BBQ, International Plowing Match
01-0010-4309	Professional Development	12,519	18,850	15,356	18,240	Corporate Wide Training (70% Administration, 30% building) Performance Appraisal Training and/or other HR Training (2 sessions) CAO Training Management Training AMCTO Conference AMO Conference ROMA/OGRA Conference Water training Microsoft Office Training for Microsoft upgrade (3 days)

2016 Administration Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0010-4311	Membership and Subscription Fees	5,338	8,510	8,490	8,685	Association of Municipalities of Ontario Association of Municipal Clerks and Treasurers of Ontario (2) Ontario Good Roads Association Federation of Canadian Municipalities Municipal World Wellington County Clerks and Treasurers Ontario Municipal Administrators Association Human Resources Downloads Program
01-0010-4312	Employee Travel - Meals	838	400	135	400	Based on 2015 actuals. As of 2015 Council is allocated in a separate cost centre.
01-0010-4313	Employee Travel - Accom/Parking	4,471	1,000	831	1,000	AMCTO Conference, AMO, ROMA/OGRA, OMMA
01-0010-4314	Employee Travel - Air Fare	488	500	374	500	Based on 2015 actuals. As of 2015 Council is allocated in a separate cost centre.
01-0010-4315	Insurance	46,902	41,739	18,152	45,262	2014 Actual includes deductibles expended and funded from the insurance contingency working reserve of \$17K. 2016 budget also includes deductibles estimated that are funded from the Insurance Contingency Working Reserve. See Report FIN-2015-017 regarding insurance change from September 1, 2015 to February 1, 2016. Premium increase of 2.8% in 2016.
01-0010-4316	Advertising	2,650	2,850	2,469	2,350	Corporate RFPs, Committee Appointments, Tree Legacy, Streetscaping, Aberfoyle Fall Fair, Santa Clause Parade, job vacancies, 2016 Plowing Match

2016 Administration Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0010-4317	Water Monitoring	10,629	5,000	4,295	5,000	Puslinch Ground Water Monitoring includes sampling and quarterly monitoring.  No longer includes Carroll Pond water monitoring, see Capital Budget for Carroll Pond Sediment Survey and other expenditures related to Carroll Pond in future years.
01-0010-4320	Contract Services	8,661	500	215	500	2015 Budget - ADM-2014-025 - Meeting investigator costs if retained
01-0013-3185	Legal Contingency Working Reserve	5,000	5,000	5,000	5,000	
01-0013-3195	Insurance Contingency Working Reserve	5,000	5,000	5,000	5,000	
	<b>Totals</b>	<b>598,774</b>	<b>470,441</b>	<b>408,502</b>	<b>505,913</b>	

2016 Council Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>EXPENDITURES</b>						
01-0180-4001	PT Wages	-	84,476	81,675	85,490	
01-0180-4101	PT Benefits	-	5,829	2,274	5,899	EHT, CPP
01-0180-4102	Manulife Benefits	-	20,415	20,802	20,415	Mosey and Mosey went to market with our benefit package and Manulife offered to keep the rates the same as 2014.
01-0180-4200	Office Supplies & Equipment	-	75	149	150	based on 2015 actuals
01-0180-4308	Mileage	-	3,000	3,805	3,000	Estimate
01-0180-4309	Professional Development	-	4,610	4,117	4,600	ROMA/OGRA Conference AMO Conference Additional conferences
01-0180-4311	Membership Fees & Subscriptions	-	-	91	200	Municipal World Subscription
01-0180-4312	Employee Travel - Meals	-	400	308	400	based on 2015 actuals
01-0180-4313	Employee Travel - Accom/Parking	-	5,000	4,570	6,000	ROMA/OGRA conference AMO Conference Morrison By-pass Coalition
01-0180-4314	Employee Travel - Air Fare	-	500	-	500	As required
	<b>Totals</b>	<b>-</b>	<b>124,305</b>	<b>117,791</b>	<b>126,654</b>	

2016 Elections Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-3737	Election - Other Recoveries	521	-	-	-	
01-0120-4307	Nomination Fees	-	-	-	-	
	<b>Totals</b>	<b>521</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>CONTRIBUTION FROM WORKING RESERVES</b>						
01-0013-3120	Contibution from IT Hardware WR	12,000	-	-	-	
01-0013-3130	Contibution from IT Software WR	10,000	-	-	-	
	<b>Totals</b>	<b>22,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>EXPENDITURES</b>						
01-0120-4001	PT Wages	4,175	-	-	-	
01-0120-4200	Office Supplies & Equipment	5,090	-	-	-	
01-0120-4208	Signage	46	-	-	-	
01-0120-4301	Postage	2,015	-	-	-	
01-0120-4302	Communication (Phone, Fax, Internet)	99	-	-	-	
01-0120-4304	Professional Fees - Audit	-	1,500	-	-	
01-0120-4309	Professional Development	833	-	-	-	
01-0120-4316	Advertising	7,097	-	-	-	
01-0120-4320	Contract Services	31,954	-	1,208	1,210	Data Fix - Voter List Management - Annual Fee
01-0013-3115	Contibution to Elections WR	9,000	14,000	14,000	12,787	Dominion - Contract Extension - extension of 2014 pricing to the Township's 2018 election (for use of tabulator equipment). Payment of one-third of the 2014 contract price in 2016, 2017, and 2018. The Election Working Reserve has a balance of \$23,000 as of December 31, 2015.
	<b>Totals</b>	<b>60,309</b>	<b>15,500</b>	<b>15,208</b>	<b>13,997</b>	



2016 Finance Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-3120	Tax Certificates	5,400	5,400	7,080	6,000	\$60 per certificate 2015 YTD - 76 issued; 2014 - 90 issued; 2013 - 98 issued; 2012 - 119 issued
01-0015-1170	NSF Fees	800	800	680	800	\$40 per NSF cheque
01-0015-1180	Invoice Administration Fee	3,325	3,000	1,275	-	Invoice Fee no longer applicable as per 2016 proposed User Fee By-law
01-0015-1160	Advertising, Legal, and Realtax Fees Recovered	6,082	2,000	6,502	5,000	Tax sale fees added to tax roll (5 tax sales budgeted for 2016). Offsetting expense is 01-0100-4316.
01-0015-3739	Other Recoveries	7,080	2,000	2,124	1,000	2014 actual relates to WSIB audit refund and LAS refund for energy hedging program. 2016 Budget - LAS hedging program, WSIB rebate for low claim activity
01-0017-7780	Garbage bags	11,618	11,000	9,208	11,000	2014 - \$11,618; 2013 - \$9,083; 2012 - \$9,007
	<b>Totals</b>	<b>34,305</b>	<b>24,200</b>	<b>26,869</b>	<b>23,800</b>	
<b>EXPENDITURES</b>						
01-0100-4000	FT Wages	217,221	221,214	233,492	240,071	Includes Director of Finance/Treasurer transition of 2.5 months. See Report ADM-2015-005.
01-0100-4001	PT Wages		-	-	-	
01-0100-4002	OT Wages		500	-	500	
01-0100-4100	FT Benefits	37,744	38,333	42,410	41,095	EHT, OMERs, EI, CPP
01-0100-4101	PT Benefits	-	-	-	-	

2016 Finance Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0100-4102	Manulife Benefits	21,751	24,244	27,480	33,634	Mosey and Mosey went to market with our benefit package and Manulife offered to keep the rates the same as 2014. 2016 budget increase is due to manulife premiums paid for maternity leave of Director of Finance/Treasurer in accordance with Remuneration By-law.
01-0100-4103	WSIB Benefits	4,737	6,019	6,705	6,656	
01-0100-4180	Structural Audit	2,586	-	-	-	
01-0100-4199	Computer Software & Hardware Operational Upgrades/Support from IT Consultant	4,169	3,000	6,068	3,000	2014 One-Time costs - ORC and PCC wireless internet installation, Adobe Acrobat Professional versions for staff for preparing accessible PDF documents, software installation on new laptop for new Council member. 2015 Actuals - Purchase of Keystone licenses for department heads and front desk for automation of receipts. Maintenance of wireless network hardware.
01-0100-4200	Office Supplies	7,880	8,000	9,441	8,000	Expense is based on actuals directly attributable to this department and to the office as a whole (such as paper purchases, etc.) which are allocated between Building (30%) and Finance (70%).
01-0100-4201	Hydro	5,052	5,230	6,157	6,000	4.6% rate increase based on change in rates as of May 1, 2015 Allocated between Building (30%) and Finance (70%).
01-0100-4202	Heat	2,231	2,260	2,018	2,260	Natural gas hedge rate of 14.9 cents/m3 from November 2015 to October 31, 2016 based on discussions with Jason Hagan from AMO.

2016 Finance Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0100-4216	Kitchen Supplies and Equipment	2,629	3,070	1,715	1,800	2014 one-time cost for fridge. 2015 includes garbage receptacle and small fridge for tested water. Corporate expenses allocated between Building (30%) and Finance (70%)
01-0100-4222	Outdoor Maintenance of Building	235	1,500	741	1,000	Window and Eavestrough cleaning (two times per year) 2015 actual includes signage at front of building (office hours)
01-0100-4301	Postage	9,421	9,675	6,467	10,000	Assumed a 3% increase
01-0100-4304	Professional Fees - Audit	16,526	14,000	13,987	14,000	Allocated between Finance (70%) and Building (30%)
01-0100-4309	Professional Development	3,186	4,980	5,542	5,000	MFOA, Management Training, Deputy Treasurer Courses, Taxation Administrator Courses
01-0100-4215	Cleaning, Maintenance, Building Supplies	6,484	4,480	6,463	4,000	2014 One-Time non-recurring costs - electrical panel installation, new blower motor (for the furnace), insulation in Finance area wall Corporate expenses allocated between Building (30%) and Finance (70%) 2015 One-Time non-recurring costs - replace front entrance outdoor soffit lighting and add photocell control including sensor (Conservation and Energy Demand Management Plan Section 10). Replaced exterior HID lighting with LED technology. 2016 Budget - Carpet Steamcleaning of Municipal Office, purchase of supplies for building, drywall and painting of kitchen, septic costs

2016 Finance Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0100-4302	Communication (phone, fax, internet)	6,392	4,600	4,720	4,600	2014 One-Time Costs with RKD web studios for website and new cell phones corporate wide Rogers (cell phone) Bell Canada (phone lines and fax) * 30% allocated to Building Sentex (internet) * 30% allocated to Building Purolator
01-0100-4308	Mileage	472	680	281	500	MFOA Conference, Toronto course
01-0100-4311	Membership and Subscription Fees	2,268	2,070	1,956	3,065	Municipal Employer Pension Center of Ontario MFOA 2016 Membership LAS annual subscription for EPT database CPA, CA membership dues (2) Municipal Information Network - (30% Building)
01-0100-4312	Employee Travel - Meals	20	200	50	150	Based on 2015 actuals for finance staff.
01-0100-4313	Employee Travel - Accomodations	333	400	397	400	Based on 2015 actuals for finance staff.
01-0100-4320	Contract Services	59,457	51,620	48,939	52,000	30% Building and 70% Finance 2014 One-time costs - Hill and Knowlton fees for services, New Electric Panel due to results of BCA report (p. 3-13 of 3-19), RKD Web Hosting Fees no longer required. 2015 One-Time costs - Implementation of recommendations from Onserve for wireless connectivity issues (implementation of fibre ethernet over cable at Municipal office). 2016 One-Time costs - Data replacement and microsoft office licence purchases.
01-0100-4322	Emergency Management	1,914	1,920	2,284	2,200	Finance (70%), Building (30%) - Bell Canada monthly invoices

2016 Finance Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0100-4316	Advertising	7,925	8,000	8,555	8,000	Tax Sales - Notifications on Newspaper and Realtax Fees (added to tax roll) Tax Installment Due Dates - Interim Tax Installment Reminder - Final User Fees Public Meeting (70% finance, 30% building) Budget Advertisement (70% finance, 30% building) Grant Process 2015 Yearend Financial Statements/MPMP Report (70% finance, 30% building) RFP advertisements
01-0100-4323	Environmental Service - Garbage Bags	15,175	11,000	10,203	11,000	See account number 01-0017-7780
01-0100-4500	Bank Service Charges	1,523	2,625	2,087	1,600	Additional 2015 Budget Amount is for the one-time costs for automating tax fees paid online or through telephone banking. Prior to 2015, we received these payments by fax and manually enter the information into our tax system.
01-0100-4502	Other written off (non collectible inv's)	9	-	-	-	Policy to be written for non-collectible invoices and then Township staff will determine what the amount should be for accounts receivable write-offs in the 2017 operating budget process.
01-0100-4503	Debt Interest Repayment	24,219	19,405	19,405	14,274	Obtained this amount from the debt continuity schedule. Maturity date of July 2, 2018

2016 Finance Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0100-4600	Community Grants	32,925	32,575	32,625	32,475	Aberfoyle Agricultural Society - \$3,000; Community Oriented Policing Centre - \$500; Friends of Mill Creek - Grand River - \$1,250; Puslinch Lake Conservation Association - \$25,000; Sunrise Therapeutic Riding and Learning Centre - \$2,500; Wellington Farm and Home Safety Association - \$125; Wellington County Plowmen's Association - \$100 ( 1/2 page advertisement).
01-0012-1200	Principle Repayment	101,000	106,000	106,000	110,000	Obtained this amount from the debt continuity schedule. Maturity date of July 2, 2018
	<b>Totals</b>	<b>595,484</b>	<b>587,601</b>	<b>606,189</b>	<b>617,281</b>	

2016 Building Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-1192	Reproduction of Drawings Fees	250	250	100	250	\$50 flat fee
01-0015-3742	Other Recoveries	-	-	3,000	500	
01-0017-7250	Residential Building Permits	227,692	200,000	290,777	220,000	Minimum permit fee- \$153 Single family dwelling up to 2,421 sq. ft - \$1.43/sq. ft Single family dwelling over 2,421 sq. ft - \$1.89/sq. ft Interior renovations and finished basements - \$0.51/sq. ft Residential deck - \$153 flat fee Residential accessory buildings/attached garage - \$0.71/sq. ft Occupancy permit - \$153 flat fee
	Institutional, Commercial & Industrial Building Permits	52,106	50,000	23,170	50,000	Construction value up to \$3M - \$11/\$1,000 of construction value Construction value over \$3M - \$7.14/\$1,000 of construction value Occupancy permit - \$153 flat fee
	Farm Building Permits	-	2,400	566	2,400	\$0.27/sq. ft or \$300 minimum permit fee.
	Demolition Permit	750	600	1,710	612	\$153 flat fee
	Sign Permit	-	-	-	255	\$255 flat fee
	Sewage System Evaluation	-	-	-	153	\$153 flat fee
	Septic System Permit	21,300	20,000	27,750	24,480	Septic system - new - \$612 flat fee Septic system - alter, repair or extend existing system \$459 flat fee
	01-0017-7210	Designated Structures Permit	1,200	800	3,850	816
	Tent or Marquee Application Fee	1,133	900	850	1,020	\$255 flat fee - \$153 (building) and \$102 (fire)
	Deferral of Revocation of Permit	-	300	300	306	\$153 flat fee
	Reactivate Abandoned Permit	-	150	-	153	\$153 flat fee
	Transfer of Permit	-	-	-	-	\$153 flat fee

2016 Building Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0017-7240	Revision to a Permit	4,500	3,000	6,124	3,060	Before permit is issued - \$153 After permit is issued - \$306
	Alternative Solution Application	350	700	-	1,003	Part 9 Residential Buildings - \$357 flat fee Part 3 and Part 9 Other than Residential Buildings - \$650 flat fee
	Re-Inspection/Partial Inspection Fees	-	-	-	153	Re-inspect works not ready - \$153 flat fee Re-inspect code violations/deficiencies - \$76 flat fee Partial Inspection - \$76 flat fee
	Conditional Permits	-	-	-	-	20% of permit fee
01-0017-7290	Special Inspection Fee	500	300	900	510	\$102 flat fee
	<b>Totals</b>	<b>309,781</b>	<b>279,400</b>	<b>359,097</b>	<b>305,671</b>	
<b>CONTRIBUTION FROM WORKING RESERVES</b>						
01-0013-3150	Contribution from Building Reserve Fund	18,897	84,248	-	61,474	2016 budget is the difference between expenditures and revenues in the Building department.
	<b>Totals</b>	<b>18,897</b>	<b>84,248</b>	<b>-</b>	<b>61,474</b>	
<b>EXPENDITURES</b>						
01-0020-4000	FT Wages	165,596	182,932	183,625	193,616	Chief Building Official Development Coordinator - Building and Planning & Development Building & By-law Services Coordinator - Building and By-law Building & Enforcement Inspector Officer - Building and By-law CAO/Clerk - Building and Administration
01-0020-4001	PT Wages	2,144	2,200	1,618	1,761	Cleaning Wages
01-0020-4002	OT Wages	-	1,200	240	500	
01-0020-4100	FT Benefits	29,975	32,018	32,584	33,228	EHT, OMERs, EI, CPP
01-0020-4101	PT Benefits	43	193	122	155	EHT, EI, CPP



2016 Building Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0020-4102	Manulife Benefits	17,728	21,065	21,688	21,773	Mosey and Mosey went to market with our benefit package and Manulife offered to keep the rates the same as 2014.
01-0020-4103	WSIB	3,761	5,366	5,703	5,501	
01-0020-4180	Structural Audit	1,108	-	-	-	
01-0020-4199	Computer Software & Hardware	875	1,000	1,505	1,000	Building (30%) and Finance (70%)
01-0020-4200	Office Supplies	6,780	6,781	6,597	4,480	Expense is based on actuals directly attributable to this department and to the office as a whole (such as paper purchases, etc.) Non-recurring 2015 item - laptop for CBO.
01-0020-4201	Hydro	2,137	2,215	2,681	2,571	4.6% rate increase based on change in rates as of May 1, 2015. Allocated between Building (30%) and Finance (70%).
01-0020-4202	Heat	1,394	1,410	1,565	1,410	Natural gas hedge rate of 14.9 cents/m3 from November 2015 to October 31, 2016 based on discussions with Jason Hagan from AMO.
01-0020-4203	Fuel	7,995	8,155	5,521	8,155	2013 actual - \$7,436
01-0020-4204	Water Protection	48	48	65	100	Building (30%) and Finance (70%)
01-0020-4208	Signage	73	100	-	100	

2016 Building Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0020-4215	Cleaning, Maint & supplies for Bldg	2,337	1,860	3,730	1,500	2014 One-Time non-recurring costs - electrical panel installation, new blower motor (for the furnace), insulation in Finance area wall Corporate expenses allocated between Building (30%) and Finance (70%) 2015 One-Time non-recurring costs - replace front entrance outdoor soffit lighting and add photocell control including sensor (Conservation and Energy Demand Management Plan Section 10). Replaced exterior HID lighting with LED technology. 2016 Budget - Carpet Steamcleaning of Municipal Office, purchase of supplies for building, drywall and painting of kitchen, septic costs
01-0020-4216	Kitchen Supplies and Equipment	1,128	1,890	796	1,000	2014 one-time cost for fridge. 2015 includes garbage receptacle and small fridge for water testing. Corporate expenses allocated between Building (30%) and Finance (70%)
01-0020-4220	Vehicle Maintenance	726	1,900	3,622	1,900	In 2014, the Ford Escape was utilized less due to the hiring of the Building Enforcement Inspector Officer later in 2014. In 2015, it is expected that both vehicles will be utilized for the full year. The increase in this line item also relates to the replacement of tires on the CBO's pick-up truck.
01-0020-4222	Outdoor Maintenance of Building	101	300	317	300	Window and Eavestrough cleaning (budgeted at 2 times per year)
01-0020-4301	Postage	4,037	4,150	2,773	4,275	Assumed a 3% increase

2016 Building Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0020-4302	Communication(phone, fax, intern)	4,486	4,100	2,694	4,100	2014 One-Time Costs with RKD web studios for website and new cell phones corporate wide Rogers (cell phone) Bell Canada (phone lines and fax) * 30% allocated to Building Sentex (internet) * 30% allocated to Building Purolator
01-0020-4303	Professional Fees-Legal	13,066	20,900	2,856	5,900	
01-0020-4304	Professional Fees - Audit	7,083	6,000	5,983	6,000	Building (30%) and Finance (70%)
01-0020-4305	Professional Fees - Engineering	1,298	2,000	539	2,000	GM BluePlan, RSM Building Consultants (Alternative Solution Applications for Part 3 and Part 9 Other than Residential Buildings.
01-0020-4308	Mileage	63	100	585	250	407 ETR charges
01-0020-4309	Professional Development	6,396	7,935	8,134	12,190	Corporate Wide Training (70% Administration, 30% building) Performance Appraisal Training and/or other HR Training (2 sessions) Microsoft Office Training for Microsoft upgrade (3 days) Directly attributable to Building: OOWA Conference Ontario Building Officials Association Conference MLEOA OAPSO Technical (2) Inspection/Update (2) Exam (2) Management Training (Schulich)

2016 Building Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0020-4311	Membership and Subscription Fees	1,022	3,060	2,683	2,810	Municipal Law Enforcement Officers' Association (1) Ontario Building Officials Association (2) Ontario Building Officials Association Wellington-Waterloo and District Chapter (2) Ontario Onsite Waste Water Association Membership Ontario Building Code Binder and Amendment The Ontario Association of Certified Engineering Technicians and Technologists (1) Ministry of Municipal Affairs and Housing - Annual Registration as an Inspector Municipal Information Network ; Human Resources Downloads Program - (Finance and Building allocation)
01-0020-4312	Employee Travel - Meals	239	500	929	1,000	
01-0020-4313	Employee Travel - Accommodations	1,318	2,900	2,355	2,900	Ontario Building Officials Association Conference - Ontario Building Officials Association Plumbing all Buildings - 2012 (Adam) HRA1 Courses (3)
01-0020-4315	Insurance	15,278	16,045	9,616	18,376	See Report FIN-2015-017 regarding insurance change from September 1, 2015 to February 1, 2016. Premium increase of 2.8% in 2016.
01-0020-4316	Advertising	1,363	750	130	750	Allocated between Finance (70%) and Building (30%) User Fees Public Meeting, Budget Advertisement, 2014 Yearend Financial Statements/MPMP Report, corporate RFP advertisements Directly attributable to Building: Building By-law Notices
01-0020-4318	Vehicle Plates	272	283	185	283	based on new rates effective December 1, 2014
01-0020-4320	Contract Services	26,298	22,120	25,107	25,000	Allocated between Finance (70%) and Building (30%)

2016 Building Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0020-4321	Clothing, Safety Allowance	1,044	700	550	700	Gloves, safety vests, workboots, hardhats, jackets
01-0020-4322	Emergency Management	813	815	979	960	Allocated between Finance (70%) and Building (30%)
01-0020-4500	Service Charges	652	655	586	600	Allocated between Finance (70%) and Building (30%)
01-0013-3150	Contribution to Building Surplus RF	-	-	-	-	The Building Code Act requires that the total amount of Building Permit fees meets the total costs for the municipality to administer and enforce the Building Code Act and Regulations.
	<b>Totals</b>	<b>328,677</b>	<b>363,648</b>	<b>338,668</b>	<b>367,145</b>	

2016 Source Water Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-5270	Source Protection Municipal Implementation Fund	27,740	15,000	15,000	17,260	Another \$17,260 to be provided upon completion of the final report to the Ministry. All funds must be expended by December 5, 2016.
	<b>Totals</b>	<b>27,740</b>	<b>15,000</b>	<b>15,000</b>	<b>17,260</b>	
<b>CONTRIBUTION FROM WORKING RESERVES</b>						
01-0013-3100	Operating Carryforward	-	24,215	-	30,282	2015 Budget - Source Protection funds received from MOE in 2014 to be spent in 2015 and 2016.
	<b>Totals</b>	<b>-</b>	<b>24,215</b>	<b>-</b>	<b>30,282</b>	
<b>EXPENDITURES</b>						
01-0160-4000	FT Wages/Benefits	2,798	12,202	-	17,261	For staff time for meetings and work related to Source Protection
01-0160-4207	Public Education Costs	728	9,272	8,932	-	Education and Outreach
01-0160-4305	Professional Fees	-	17,740	-	30,281	Updating of Zoning By-laws Creation of Business Processes for application review and threat verification work Septic Inspections Collaboration Agreement - Wellington Source Water Protection
01-0013-3100	Contribution to Operating Carryforward	24,215	-	-	-	Any unused funds should be contributed to an operating carryforward working reserve to be spent in 2016. As per the Agreement for the Source Protection Municipal Implementation Fund with the Ministry of Environment and Climate Change, all funds must be spent by December 5, 2016.
	<b>Totals</b>	<b>27,741</b>	<b>39,215</b>	<b>8,932</b>	<b>47,542</b>	

2016 Planning Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-1190	Engineering, Environmental, and Legal Fees Recovered	44,726	37,000	53,275	25,000	County planner and engineering and environmental consultant fees specific to a development application Engineering Consultants attendance at Development Review meetings are not recoverable. Legal - Recoveries for Site Plan and Subdivision Agreements. Amount budgeted in 2016 is less than 2015 due to the revised flat fee structure for zoning by-law amendment applications.
01-0015-1191	Advertising Fees Recovered	853	3,000	701	1,000	Notices of Public Meetings and Notices of Complete Applications
01-0015-1200	Minor Variance Application	6,500	5,500	8,450	9,282	2016 - \$663 administration fee; 2015 - 8 YTD ; 2014 - 11; 2013 - 12 ; 2012 - 8
01-0015-1205	Agreements	-	-	-	-	Other Planning and Development Agreements - \$500 administration fee ; Plan of Subdivision or Condominium Agreement - \$750 administration fee
01-0015-1210	Part Lot Control Exemption By-law	-	-	-	-	2016 - \$550 administration fee
01-0015-1220	Site Plan Control	4,000	6,000	14,000	8,160	2016 - \$2,040 administration fee ; 2015 - 2 YTD; 2014 - 2; 2013 - 4 ; 2012 - 3
01-0015-1225	Consent Review and Clearance	-	-	-	7,500	5 per month at \$125 flat fee
01-0015-1230	Zoning By-law Amendment	14,000	10,000	22,000	22,000	2015 - 6 YTD; 2014 - 7; 2013 - 7 ; 2012 - 6 2016 Fee - Standard Zoning By-law Amendment Fee - \$11,200 (1 budgeted) 2016 Fee - Minor Zoning By-law Amendment Fee - \$3,600 (3 budgeted)
01-0015-1235	Telecommunication Tower Proposals	-	-	-	500	\$500 flat fee

2016 Planning Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0015-1240	Zoning By-law Amendment - Aggregate	-	-	7,500	-	\$15,000 administration fee
01-0015-3240	Zoning Compliance Letter	1,935	2,000	1,950	2,000	2016 - \$75/letter; 2015 - 17 YTD; 2014 - 26; 2013 - 31 letters issued
01-0017-7760	Zoning By-law #19/85	-	-	-	-	\$40/copy
01-0015-4100	BR+E Municipal Implementation Fund	25,000	12,500	35,000	25,000	Township is eligible to obtain \$25,000 per year for the BR+E Municipal Implementation Fund from the County of Wellington. 2014 actual relates to monies received for the CIP RFP, reports to Council on first steps, funding applications for the CIP, etc. 2015 actual relates to \$12,500 to fund staff time on the CIP project and other Economic Development initiatives. The remaining \$12,500 to fund the consulting costs associated with the CIP (see 2015 Capital Budget). The 2016 budget amount of \$10,000 is for the staff time associated with the implementation of the recommendations of the CIP as discussed in Report ADM-2015-009. The additional \$15,000 is for the CIP grant program.
	<b>Totals</b>	<b>97,014</b>	<b>76,000</b>	<b>142,875</b>	<b>100,442</b>	
<b>EXPENDITURES</b>						
01-0130-4000	FT Wages	43,417	48,605	48,629	55,734	Development Coordinator - Building and Planning
01-0130-4002	OT Wages	-	600	721	800	
01-0130-4100	FT Benefits	6,010	8,498	8,553	9,585	EHT, OMERs, EI, CPP
01-0130-4102	Manulife Benefits	3,249	5,763	5,813	6,642	Mosey and Mosey went to market with our benefit package and Manulife offered to keep the rates the same as 2014.
01-0130-4103	WSIB	720	1,417	1,427	1,605	



2016 Planning Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0130-4200	Office Supplies	266	250	176	100	
01-0130-4208	Signage	-	250	21	100	Minor Variance Signage
01-0130-4215	Cleaning, Maintenance & Supplies for Building	4	-	-	-	
01-0130-4302	Communication (phone, fax, Internet)	15	25	221	50	Purolator
01-0130-4303	Professional Fees - Legal	2,991	5,000	8,404	15,000	
01-0130-4305	Professional Fees - Engineering & Environmental	43,886	45,000	76,845	45,000	
01-0130-4308	Mileage	-	250	302	250	For upcoming professional development courses
01-0130-4309	Professional Development	-	3,000	2,912	200	2015 actual includes Advanced Project Monitoring and Control and Project Management Applied Tools and Techniques funded from County of Wellington Grant for the project management components of the CIP project.  2016 Budget - Ontario Association of Committee of Adjustment Conference
01-0130-4311	Membership and Subscription Fees	-	450	120	120	Ontario Association of Committee of Adjustment (OACA)
01-0130-4312	Employee Travel - Meals	-	100	-	100	For upcoming professional development courses
01-0130-4313	Employee Travel - Accomodations	-	350	-	350	
01-0130-4316	Advertising	3,616	4,000	4,426	4,000	Notices of Public Meetings and Notices of Complete Applications, Zoning By-law Amendment (RFPs and notices of public meetings, etc.)

2016 Planning Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0130-4317	Professional Fees - Water Monitoring	2,766	2,205	336	2,205	Mini Lakes Sewage Treatment System Quarterly and Annual Reporting. A total of 5 reports are reviewed per year and the reviews fall within the range of \$300 to \$500 per report. 2015 - \$336 YTD; 2014 - \$2,766; 2013 - 1,383; 2012 - 2,467
01-0130-4320	Contract Services	3,051	3,500	570	3,500	County Planner Professional Services Fees 2015 YTD - \$570; 2014 - \$3,051; 2013 - \$2,601
01-0130-4600	CIP Grants	-	-	-	15,000	CIP Grant Program
	<b>Totals</b>	<b>109,991</b>	<b>129,264</b>	<b>159,475</b>	<b>160,341</b>	

2016 By-law Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-1000	Lottery Licences	451	200	521	450	Lottery Licences - 3% of the prize's value 2014 - 10 ; 2013 - 6 ; 2012 - 7
01-0015-1250	Mobile Food Service	-	-	-	-	Operator - \$100 per license Owner - \$200 per license Fee is not applicable at this time.
01-0015-1255	Grading Fee - Pools	-	-	-	3,000	2016 - \$600 flat fee (pool grading deposits received in previous years - 2015 - 5 YTD; 2014 - 7; 2013 - 9; 2012 - 2)
01-0015-1215	Grading Fee - Dwellings	-	-	-	40,000	2016 - \$2,000 flat fee * 20 (any new dwellings - Township wide) grading deposits received in previous years (only applied to subdivisions) - 2015 - 9 YTD; 2014 - 10; 2013 - 9; 2012 - 10)
01-0015-1260	Fence Viewer's Application	-	-	-	-	\$300 per application
01-0015-1270	Engineering, Environmental and Legal Fees Recovered	11,170	10,000	19,485	5,000	Site alteration application recoverables. The decrease in recoveries relates to the fact that the grading fee for pools and dwellings is a flat fee in 2016. There are deposits remaining from 2015 and prior which will be subject to the previous method of revenue recognition.
01-0015-1280	Site Alteration Agreement	2,324	2,000	3,090	500	Site Alteration Permit Application Administration Fee - \$1,800 plus \$75 per hectare Site Alteration Permit Service Fee - \$0.06 per tonne of fill
01-0015-3744	Other Recoveries	-	-	763	-	
01-0015-5240	Ontario Wildlife Damage Compensation	30	1,500	1,849	1,500	Based on number of livestock kills
01-0017-7220	Dog Tags and Kennel Licences	10,583	12,000	11,425	12,000	\$25 dog tags and \$179 kennel licences
01-0017-7230	Municipal addressing signs	1,040	800	1,360	1,000	\$40 flat fee

2016 By-law Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0017-7270	Septic Compliance Letter	825	1,000	750	750	2016 - \$75 flat fee ; 2015 - 6 YTD; 2014 - 10 issued ; 2013 - 19 issued
01-0017-7280	Special Occasion Permit Letters	-	150	100	150	\$75 flat fee
	Pool Enclosure Permit	6,335	2,800	4,550	2,856	\$357 per permit
	Inspection Permit - LCBO	400	200	-	204	\$102 flat fee
01-0017-7410	Guelph Humane Society Fees	1,756	1,800	1,454	1,836	Guelph Humane Society receipts (includes board fees and fines )
	<b>Totals</b>	<b>34,914</b>	<b>32,450</b>	<b>45,346</b>	<b>69,246</b>	
<b>EXPENDITURES</b>						
01-0140-4000	FT Wages	12,711	26,857	27,211	24,972	Building & By-law Services Coordinator Building & Enforcement Inspector Officer
01-0140-4001	Per Diems	1,792	2,000	1,643	2,000	Dog Control Officer @ \$96.33/call Poundkeeper @ \$96.33/call Fenceviewer @ \$96.33/call (for any given call, 3 fenceviewers would be required) Livestock Valuer @ 96.33/call
01-0140-4002	OT Wages	-	-	-	-	
01-0140-4100	FT Benefits	2,391	4,789	4,810	4,331	EHT, OMERs, EI, CPP
01-0140-4101	PT Benefits	105	-	-	-	EI, CPP
01-0140-4102	Manulife Benefits	1,598	3,595	3,676	3,299	Mosey and Mosey went to market with our benefit package and Manulife offered to keep the rates the same as 2014.
01-0140-4103	WSIB	300	773	782	719	
01-0140-4200	Office Supplies	-	250	1	250	
01-0140-4208	Signage	1,241	1,300	1,048	1,300	Per signage By-law - 911 Signs
01-0140-4303	Professional Fees - Legal	11,160	15,000	52,099	24,500	

2016 By-law Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0140-4305	Professional Fees - Engineering & Environmental	19,218	17,750	22,110	45,900	Site Alteration Applications, Site Alteration By-law Review, grading review on new dwellings (estimate of 20 new dwellings), grading review on pool enclosure permits (estimate of 5)
01-0140-4308	Mileage	405	450	434	500	Dog Control Officer and Livestock valuer mileage costs
01-0140-4309	Professional Development	15	1,200	-	1,200	Ontario Association of Property Standards Officers Foundations Course
01-0140-4311	Membership and Subscription Fees	99	620	180	250	Municipal Law Enforcement Officers' Association (1) Ontario Association of Property Standards Officers - Corporate Membership
01-0140-4312	Employee Travel - Meals	-	50	-	50	
01-0140-4313	Employee Travel - Accomodations	-	250	-	250	
01-0140-4316	Advertising	678	1,000	-	1,000	Dog Tag Renewals Advertising for Public Meetings for Regulatory By-laws
01-0140-4319	Permits	180	200	207	200	costs of purchasing dog tags from supplier.
01-0140-4320	Contract Services	4,598	4,840	3,127	5,000	Guelph Humane Society Contract - 2% increase assumed Base Contract - \$2,300 bi-annually * 2 = \$4,600 Additional Fee for Dogs Over Contract Limit of 4 per month - 120 bi-annually * 2 = \$240
01-0140-4324	Livestock Loss	950	2,000	1,789	2,000	2014 actual - \$950; 2013 actual - \$0; 2012 actual - \$473
	<b>Totals</b>	<b>57,441</b>	<b>82,925</b>	<b>119,119</b>	<b>117,721</b>	

2016 Public Works Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-1290	Oversize-Overweight Load Permits	-	-	-	-	\$400/year \$100/trip
01-0015-3310	Entrance Permit	2,475	2,250	3,150	2,300	2016 - \$230 flat fee; 2015 - 11 YTD ; 2014 - 11; 2013 - 14; 2012 - 21
01-0015-3740	Roads Other Recoveries	1,420	780	1,799	1,000	Tender Fees: \$40 per tender package obtained, cemetery recovery for work of Public Works staff.
01-0015-2000	Third Party Cost Recovery	-	-	-	-	actual costs incurred
01-0015-2100	Third Party Cost Recovery Administration Fee	-	-	-	-	\$100/invoice
	<b>Totals</b>	<b>3,895</b>	<b>3,030</b>	<b>4,949</b>	<b>3,300</b>	
<b>CONTRIBUTION FROM WORKING RESERVES</b>						
01-0013-3170	Public Works Replacement and Restoration of Aging Infrastructure Working Reserve	-	85,000	-	10,000	See account number 01-0030-4210 Railway Maintenance where staff budget for one potential maintenance activity (\$5,000) and account number 01-0030-4224 Sidewalk Repairs where staff budget for potential maintenance activities (\$5,000). It is recommended that any potential maintenance activities be funded from the Public Works Replacement and Restoration of Aging Infrastructure Working Reserve.
	<b>Totals</b>	<b>-</b>	<b>85,000</b>	<b>-</b>	<b>10,000</b>	
<b>EXPENDITURES</b>						
01-0030-4000	FT Wages	342,410	372,492	351,573	380,574	Director, Foreman, 2 Heavy Equipment Operators, 1 Equipment Operator, One FT Contract Operator (50% Public Works and 50% Parks) Clothing Allowance
01-0030-4001	Seasonal Wages	29,674	18,041	38,085	18,257	One FT Winter Seasonal

2016 Public Works Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0030-4002	OT Wages	24,252	32,700	27,122	32,700	
01-0030-4100	FT Benefits	60,438	63,312	61,798	65,789	EHT, OMERs, EI, CPP
01-0030-4101	PT/Seasonal Benefits	2,695	1,584	4,074	1,603	EHT, EI, CPP
01-0030-4102	Manulife Benefits	40,801	45,595	46,003	46,003	Mosey and Mosey went to market with our benefit package and Manulife offered to keep the rates the same as 2014.
01-0030-4103	WSIB	8,640	10,903	11,830	11,886	
01-0030-4200	Office Supplies	369	500	191	500	
01-0030-4201	Hydro	5,162	5,600	6,780	5,900	4.6% rate increase based on change in rates as of May 1, 2015.
01-0030-4202	Heat	5,584	5,640	4,264	5,640	Natural gas hedge rate of 14.9 cents/m3 from November 2015 to October 31, 2016 based on discussions with Jason Hagan from AMO.
01-0030-4203	Fuel	82,642	84,295	69,312	84,295	2013 Actual - \$93,224 ; 2012 Actual - 74,112
01-0030-4205	Equipment Maintenance & Supplies	51,557	2,050	1,175	2,050	2013 Actual - 52,011 ; 2012 Actual - 46,661 now allocated with 4220 (vehicle maintenance account)
01-0030-4208	Signage	13,340	10,000	8,331	10,000	2013 Actual - 11,733 ; 2012 Actual - 7,833 \$4,000 reduction in 2015 due to 60 km signage completed. Annual sign reflectivity program and replacements.
01-0030-4209	Pavement Markings	18,622	29,600	25,328	29,600	2013 actual - 12,643 ; 2012 actual - 14,369 Increase from 2014 actual relates to organic solvent based paint no longer an option for use, water based paint is now being applied and requires a double application to be effective. OPSS 1716, 1712 and the Manual of Uniform Traffic Control Devices govern this activity.

2016 Public Works Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0030-4210	Railway Maintenance	-	80,000	138,143	5,000	11 Railway Crossings - budgeted for 1 potential maintenance activity. One-time increase in 2015 actual related to installing signals at a railway crossing (see Report PW-2015-002). 2013 actual - 0 ; 2012 actual - 75
01-0030-4212	Maintenance Gravel	76,772	80,000	69,920	80,000	half of Township roads are gravelled each year. The side of the Township completed in 2015 is smaller in size then the side that is to be completed in 2016. 2013 actual - 73,051 ; 2012 actual - 86,787
01-0030-4213	Calcium	40,276	44,100	51,612	44,100	Dust control on gravel roads 2013 actual - 33,246 ; 2012 actual - 42,785
01-0030-4214	Winter Maintenance	156,081	183,000	157,824	183,000	Any surplus from this account goes to the Winter Maintenance Reserve Fund (01-0013-3205). 2013 actual - 220,345 ; 2012 actual - 125,591
01-0030-4217	Waste Removal	1,295	1,500	922	1,500	Debris clean up and oil clean up - Vendors - A1 Sanitation and County of Wellington 2013 actual - 910 ; 2012 actual - 1,394
01-0030-4218	Shop Overhead	10,595	13,000	7,941	13,000	Supplies and maintenance for Shop 2013 actual - 12,525 ; 2012 actual - 12,056
01-0030-4219	Road Maintenance supplies	34,541	37,400	34,923	37,400	2013 actual - 34,704 ; 2012 actual - 38,341
01-0030-4220	Vehicle Maintenance	-	46,000	44,898	46,000	Previously budgeted in 01-0030-4205
01-0030-4221	Speed Monitor	61	500	-	500	Agreement with Guelph Eramosa on shared costs of speed monitor
01-0030-4224	Sidewalk Repairs	-	5,000	1,949	5,000	Budgeted for potential maintenance activity
01-0030-4302	Communication(phone, fax, intern)	2,620	2,557	1,897	1,800	2014 One-Time Costs for new cell phones purchased corporately. Bell Canada (roads line); Purolator; Rogers (cell phone). Obtained reduced rates for cell phones effective 2016.



2016 Public Works Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0030-4305	Professional Fees - Engineering	1,203	2,000	1,901	2,000	Individual projects outside of Capital Budget. 2013 actual - 4,341 ; 2012 actual - 6,638
01-0030-4308	Mileage	50	100	81	100	
01-0030-4309	Professional Development	1,670	1,420	1,131	1,420	Safety Training on Equipment Operating of Small Drinking Water Systems
01-0030-4311	Membership and Subscription Fees	787	800	787	800	Includes memberships to Ontario Road Supervisors Association and County of Wellington Road Supervisor Association.
01-0030-4312	Employee Travel - Meals	101	100	85	100	
01-0030-4315	Insurance	84,768	89,006	9,422	71,512	See Report FIN-2015-017 regarding insurance change from September 1, 2015 to February 1, 2016. Premium increase of 2.8% in 2016.
01-0030-4316	Advertising	238	750	436	750	2015 - Advertising for Calfass Road Openhouse
01-0030-4318	Vehicle Plates	6,373	6,772	6,895	6,957	based on new rates effective January 1, 2015
01-0030-4319	Permits	50	1,000	50	100	Commercial Vehicle Operator's Registration (CVOR) Permit - \$50
01-0030-4320	Contract Services	37,920	39,200	23,508	44,000	MRC Wireless - System Access Usage Fee Township of North Dumfries Canadian Pacific Railway Company Guelph Junction Railway (increase in 2016 budget due to 2 signalized railways vs. 1 in previous years). Town of Milton Air Liquide Canada - Cylinder Gas Lease Wilson Fire Security Annual Inspection
01-0030-4321	Clothing, Safety Allowance	411	750	763	750	\$150 per remuneration by-law * 5 full-time staff
01-0030-4326	Bridge Inspections	-	10,000	8,758	-	Moved to Capital Budget
01-0030-4400	Street Lights: Repairs and Hydro Bills	49,961	46,350	48,102	46,350	2013 actual - 43,053 ; 2012 actual - 46,033 Reyner Electric Hydro One

2016 Public Works Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0030-4450	Ice Storm Assistance - Goods and Services	26,463	-	-	-	Separately recorded in accordance with Ice Storm Assistance grant funding requirements.
01-0030-4500	Ice Storm Assistance - Employee Costs	318	-	-	-	Separately recorded in accordance with Ice Storm Assistance grant funding requirements.
	<b>Totals</b>	<b>1,218,740</b>	<b>1,373,617</b>	<b>1,267,813</b>	<b>1,286,935</b>	

2016 Parks Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-2200	Horse Paddock Rental	-	-	-	-	\$200/day
01-0015-2300	Picnic Shelter	145	100	525	300	\$20/hour to a maximum of \$80/reservation
01-0015-2400	Aberfoyle/Morriston Ball Park/ Morriston Meadows	967	1,000	1,182	100	\$20/hour before 8:30 pm and Morriston Meadows Ball Park \$30/ hour after 8:30 pm \$150/day \$40 for extra dragging and lining
01-0015-2500	Sports Facility User Fees	11,765	11,765	13,195	13,000	\$10/ resident \$25/non-resident Includes funds received from minor soccer, old timers baseball, senior ladies baseball, junior/intermediate mens baseball, minor ball, Morriston Men's League, tennis.
	<b>Totals</b>	<b>12,877</b>	<b>12,865</b>	<b>14,902</b>	<b>13,400</b>	
<b>CONTRIBUTION FROM RESERVE FUNDS</b>						
03-0043-2473	DC Reserve Fund - Parks	4,261	-	-	-	2014 actual relates to vehicle lease in 2014 in Parks department (DC eligible).
	<b>Totals</b>	<b>4,261</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>EXPENDITURES</b>						
01-0110-4000	FT Wages - Parks	-	24,992	6,077	25,291	One FT Contract Operator (50% Public Works and 50% Parks)
01-0110-4001	PT Wages - Parks	10,981	6,120	6,406	6,438	2 PT senior grounds maintenance staff
01-0110-4002	OT Wages - Parks	-	-	-	-	
01-0110-4100	FT Benefits - Parks	-	2,379	997	2,221	
01-0110-4101	PT Benefits - Parks	807	537	345	565	EHT, EI, CPP
01-0110-4103	WSIB	270	896	333	914	

2016 Parks Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0110-4201	Hydro	-	-	-	2,600	Hydro costs for ball parks and tennis courts
01-0110-4203	Fuel	2,153	2,200	1,988	2,200	Fuel for Parks pickup and mower
01-0110-4204	Water Protection	2,228	2,000	448	1,000	Water systems at PCC, Morriston Meadows, Old Morriston
01-0110-4205	Equipment Maintenance and Supplies	5,439	4,500	3,269	4,500	Includes equipment rental (tractor and lawn mower) plus other maintenance performed on Township equipment.
01-0110-4220	Vehicle Maintenance	-	500	-	500	Parks pickup
01-0110-4222	Outdoor Maintenance	13,062	10,000	8,960	10,000	General Maintenance for all Township Property.
01-0110-4223	Equipment Lease	4,735	-	-	-	2014 actual relates to lease of pick-up truck.
01-0110-4308	Mileage	374	500	324	500	Personal vehicle for park maintenance
01-0110-4315	Insurance	-	-	-	6,313	Previously budgeted in Puslinch Community Centre - Account number 01-0070-4315 and ORC account number 01-0080-4315.
01-0110-4316	Advertising	64	150	238	150	Request for Proposal Notices
01-0110-4320	Contract Services	16,643	20,700	17,730	20,700	Rolling, Aerating, Fertilizing - Hayden Gardener for Township flower beds Campbell's Portable Toilets - Badenoch & Arkell Park - \$1,000
	<b>Totals</b>	<b>56,756</b>	<b>75,474</b>	<b>47,113</b>	<b>83,892</b>	

2016 ORC Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-2600	Ice Rental - Prime	37,848	38,000	34,972	40,000	\$155/hour
01-0015-2700	Ice Rental - Non-Prime	2,002	2,000	2,505	2,000	\$78/hour
01-0015-2800	Arena Summer Rentals	21,855	22,000	19,126	22,000	\$65/hour
01-0015-2900	Gymnasium Rental	12,020	12,000	14,616	12,000	\$26/hour
01-0015-3000	Rink Board and Ball Diamond Advertising	350	350	1,050	700	Rink Board Advertising - \$350/year Ball Diamond Advertising - \$175/season
01-0015-3100	ORC Drink Machine	1,299	1,300	1,077	1,300	2013 - 1,547 ; 2012 - 1,040
01-0015-3735	Other Recoveries	595	500	-	500	Recoveries for wages for staff time for free community events
	<b>Totals</b>	<b>75,969</b>	<b>76,150</b>	<b>73,346</b>	<b>78,500</b>	
<b>EXPENDITURES</b>						
01-0080-4000	FT Wages - ORC	54,161	56,244	56,472	56,931	
01-0080-4001	PT Wages - ORC	23,800	25,507	24,844	25,832	
01-0080-4002	OT Wages - ORC	1,617	1,200	831	1,200	For ice making process or when ice is lost due to warm weather.
01-0080-4100	FT Benefits - ORC	9,450	9,956	10,116	9,847	EHT, OMERs, EI, CPP
01-0080-4101	PT Benefits - ORC	1,304	2,239	1,615	2,268	EHT, EI, CPP
01-0080-4102	Manulife Benefits	6,606	7,346	7,396	6,905	Mosey and Mosey went to market with our benefit package and Manulife offered to keep the rates the same as 2014.
01-0080-4103	WSIB	1,749	2,389	2,372	2,384	
01-0080-4200	Office Supplies	232	300	424	300	
01-0080-4201	Hydro	21,185	21,930	23,918	23,000	4.6% rate increase based on change in rates as of May 1, 2015.
01-0080-4202	Heat	5,644	5,705	5,211	5,705	Natural gas hedge rate of 14.9 cents/m3 from November 2015 to October 31, 2016 based on discussions with Jason Hagan from AMO.

## 2016 ORC Operating

## Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0080-4203	Fuel	2,410	3,060	1,955	3,060	Propane for Olympia -Air Liquide Canada
01-0080-4204	Water Protection	666	800	658	400	Includes invoices from SGS, Wyckomar, Campus Hardware - for any items that are water related.
01-0080-4205	Equipment Maintenance & Supplies	15,588	13,000	10,169	13,000	Maintenance of refrigeration unit and Olympia. Determine what upgrades are required based on the results of the sound level assessment in 2015.
01-0080-4208	Signage	-	200	-	100	
01-0080-4215	Bldg-Cleaning, Maint,Supplies Interior	7,597	10,000	8,034	8,000	Reduction of \$2,000 in 2016 budget.
01-0080-4216	Drink Machine Supplies	516	500	780	500	Drink Machine purchases
01-0080-4217	Waste Removal	607	600	577	600	Total Budget - 3,000 (invoices range from 200 to 300 dollars per month depending on the number of garbage pick-ups in a given month). Amount allocated to ORC - 20% - \$600 Amount allocated to Rec -80% - \$2,400
01-0080-4222	Bldg-Cleaning, Maint,Supplies Exterior	8,848	10,000	4,554	10,000	cleaning of windows, concrete repairs, eavedrough cleaning
01-0080-4302	Communication(phone, fax, intern)	2,455	2,340	1,872	4,440	Sentex (internet) - increased cost due to fibre ethernet cable Bell Canada (phone line) Rogers (cell phone) - reduced rate in 2016.
01-0080-4305	Professional fees - Engineering	-	7,000	4,119	-	2015 includes non-recurring cost related to the sound level assessment of the refrigeration unit.
01-0080-4308	Mileage	-	500	-	100	
01-0080-4309	Professional Development	1,496	1,500	145	1,500	Certified Ice Technician Course Propane Training
01-0080-4311	Membership and Subscription Fees	132	150	280	150	Ontario Recreation Facilities Association
01-0080-4312	Employee Travel - Meals	-	150	-	100	

2016 ORC Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0080-4315	Insurance	14,706	15,445	7,358	8,695	See Report FIN-2015-017 regarding insurance change from September 1, 2015 to February 1, 2016. Parks portion now allocated to 01-0110-4315.
01-0080-4316	Advertising	296	500	-	300	
01-0080-4320	Contract Services	303	350	163	350	Wilson Fire Security Annual Inspection
01-0080-4321	Clothing Safety Allowance	208	150	102	150	Safety footwear for FT staff
	<b>Totals</b>	<b>181,576</b>	<b>199,060</b>	<b>173,963</b>	<b>185,816</b>	

2016 PCC Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-3110	Archie MacRobbie Hall - Prime	16,107	16,100	18,436	17,000	\$479/day
01-0015-3115	Archie MacRobbie Hall - Non-Prime	7,634	7,700	12,841	10,000	Sunday-\$357/day Sunday to Thursday-\$215/4 hours Mon to Thurs- \$365/day Monday to Thursday, Sunday per hour after 4 hours rate - \$45.63
01-0015-3130	Alf Hales Room	4,227	4,300	4,299	4,300	\$25/hr
01-0015-3160	Licensed Events Using Patio	614	600	110	400	\$55 flat fee
01-0015-3170	Commercial Rentals	-	750	750	750	\$750/day
01-0015-3180	Bartenders	8,791	8,800	6,172	8,800	\$115/7 hours \$20/per hour over 7 hours
01-0015-3190	Pop, Glasses, & Ice	2,829	2,800	1,509	2,000	ice, cups and fountain pop package - \$1.30/pound 9 oz glasses - \$6/package of 100 14 oz glasses - \$6/package of 50 Ice - \$2/bag
01-0015-3200	Kitchen Facilities	3,307	3,400	1,910	2,500	\$105/ 4 hours \$25/hour after 4 hours
01-0015-3220	Advertising Sign	222	200	315	250	\$32 (net of HST) for two lines/week \$63 (net of HST) for four lines/week
01-0015-3736	Other Recoveries	1,440	1,200	4,978	800	Groupex Rebate for pop purchases Recoveries for wages for staff time for free community events
01-0015-5250	Recreation Conditional Grants	5,167	5,167	4,729	5,167	Small Water Works grant
	<b>Totals</b>	<b>50,338</b>	<b>51,017</b>	<b>56,050</b>	<b>51,967</b>	
<b>EXPENDITURES</b>						
01-0070-4000	FT Wages - Recreation	53,621	49,213	43,967	45,587	



## 2016 PCC Operating

## Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0070-4001	PT Wages - Recreation	40,634	35,000	36,386	36,400	Bartenders and Facility Maintenance Staff Chair Maintenance Costs (cleaning of chairs) of \$500 included here.
01-0070-4002	OT Wages - Recreation	409	410	421	500	\$17.10/hour of overtime
01-0070-4100	FT Benefits - Recreation	6,646	4,742	4,641	8,105	EHT, EI, OMERs, CPP Increase from 2015 budget relates to OMERs payments for full-time permanent staff.
01-0070-4101	PT Benefits - Recreation	1,731	3,073	1,691	3,240	EHT - 1.95%; EI - 1.88%; CPP - 4.95%
01-0070-4102	Manulife Benefits - Recreation	5,967	10,761	9,679	6,905	Mosey and Mosey went to market with our benefit package and Manulife offered to keep the rates the same as 2014. Decrease from 2015 relates to manulife premiums no longer being required to be paid for maternity leave.
01-0070-4103	WSIB	1,741	2,437	2,354	2,376	
01-0070-4180	Structural Audit	3,694	-	-	-	
01-0070-4200	Office Supplies	178	300	137	300	
01-0070-4201	Hydro	21,372	22,120	20,075	18,000	4.6% rate increase based on change in rates as of May 1, 2015. Hydro incurred for ball parks and tennis court now budgeted in Parks (01-0110-4201).
01-0070-4202	Heat	3,238	3,270	3,836	3,800	Natural gas hedge rate of 14.9 cents/m3 from November 2015 to October 31, 2016 based on discussions with Jason Hagan from AMO.
01-0070-4203	Fuel	-	500	-	500	Fuel for generator
01-0070-4204	Water Protection	5,146	5,100	3,998	5,100	Additional testing needs to be done in 2017 - 5 year rotation cycle.

## 2016 PCC Operating

## Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0070-4215	Bldg-Cleaning, Maint,Supplies Interior	17,960	20,000	14,240	17,000	2015 includes replacement tables in large hall, painting of large hall, organization of equipment for supply storage room, cleaning/refinishing hardwood flooring. Electrical Repairs - Shooter Electric Cleaning - Swan Dust Control - mats Supplies for Building - G.T. French Paper Limited Supplies for Building - Campus Hardware Limited Supplies for Building - Guelph Building Supplies Cleaning Materials for Building - Cushings Vacuum Building Security Costs - G&A Lock Plumbing /Septic system costs Furnace Maintenance - Airwave Climate Care
01-0070-4216	Kitchen Supplies and Equipment	4,416	5,000	3,756	3,700	Pepsi Bottling Group Northern Ice Company Inc.
01-0070-4217	Waste Removal	2,428	2,400	2,472	2,500	Total Budget - 3,000 (invoices range from 200 to 300 dollars per month depending on the number of garbage pick-ups in a given month). Amount allocated to ORC - 20% - \$600 Amount allocated to Rec -80% - \$2,400
01-0070-4222	Outdoor Maintenance of Building	607	3,200	3,101	1,200	2015 actual includes - BCA report (page 1-3 of 1-17) - Repair loose boards in the decorative architectural element at the front Window and Eavestrough cleaning
01-0070-4302	Communication(phone, fax, intern)	2,843	3,000	2,630	4,920	Sentex (internet) - increased cost due to fibre ethernet cable Rogers (Cell Phone) - decreased rate in 2016 Bell Canada (Phone Line)
01-0070-4308	Mileage	63	250	296	300	IPMP and Festival and Events Meetings
01-0070-4309	Professional Development	204	750	751	-	ProRecreation Conference (for 2016 the costs were moved to a membership basis - see account 4311)

## 2016 PCC Operating

## Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0070-4311	Membership and Subscription Fees	219	225	224	2,750	Restaurant Canada membership - required for discounts on pepsi products. Corporate Membership to ProRecreation including conference costs previously budgeted 01-0070-4309.
01-0070-4312	Employee Travel - Meals	-	150	38	150	Relating to Pro Recreation Conference
01-0070-4313	Employee Travel - Accomodations	-	450	299	450	Relating to Pro Recreation Conference
01-0070-4315	Insurance	16,445	17,267	10,112	7,156	See Report FIN-2015-017 regarding insurance change from September 1, 2015 to February 1, 2016. Parks portion now allocated to 01-0110-4315.
01-0070-4316	Advertising	2,322	3,500	376	3,500	Promotion of Recreation Centre, PCC RFPs, International Plowing Match
01-0070-4320	Contract Services	4,748	5,050	2,180	5,050	Abell Pest Control - Semi-Annual County of Wellington - Taste Real Wilson Fire Security - Annual Inspection and Semi Annual fee County of Wellington - Events Guide Fire Alarm Monitoring Service - H&L Security Systems - Annual GR Garrity for Annual Maintenance Inspection on Gas Stove
	<b>Totals</b>	<b>196,632</b>	<b>198,169</b>	<b>167,658</b>	<b>179,488</b>	

2016 Fire and Rescue Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-3241	Tent or Marquee Application Fee	755	700	-	102	\$255 flat fee - \$153 (building) and \$102 (fire)
01-0015-3230	Open Burning Permit and Inspection	6,680	7,500	10,900	11,340	Permit - \$20/permit per year; Inspection - \$40/inspection Increase from 2014 and 2015 actual relates to timing of by-law passage in 2014.
01-0015-3235	Burning Permit Violations	7,995	2,050	3,280	3,280	\$450/hr/truck - increase from \$410 as per MTO - October 26, 2015
01-0015-3245	Fire Extinguisher Training	-	90	-	90	\$15/person
01-0015-3250	Water Tank Locks	-	-	-	160	\$17.80 (net of HST) per lock
01-0015-3260	Fireworks Permits	200	400	300	300	\$100/permit
01-0015-3210	Information/Fire Reports	595	450	75	150	\$75/report
01-0015-3215	Other Recoveries	3,943	2,500	29,914	1,630	2015 - Recovery of damaged bunker gear 2016 - Absorbant and Oxygen Recoveries
01-0015-3270	Occupancy Load	200	200	-	100	\$100 flat fee
01-0015-3280	Fire Safety Plan Review	-	360	720	240	\$120/plan
01-0015-3290	Post Fire Watch	-	410	-	-	\$450/hr/truck - increase from \$410 as per MTO - October 26, 2015
01-0015-3300	Boarding up or Barricading	-	-	-	-	\$450/hr/truck - increase from \$410 as per MTO - October 26, 2015
01-0015-3320	Key Boxes	126	100	100	100	\$100/box
01-0015-3330	Inspections	200	200	100	200	Daycare & Homeday Care Inspections- \$100/inspection Industrial/Commercial/Institutional/Assembly/Apartment - \$100 base inspection and \$25 plus each tenant/occupant/apartment unit

2016 Fire and Rescue Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0015-3340	Motor Vehicle Emergency Responses	125,300	57,400	92,399	85,000	\$450/hr/truck - increase from \$410 as per MTO - October 26, 2015 2014 actual relates to invoices issued in 2013 and 2012 that were collected in 2014. 42 more calls in 2014 compared to 2013.
01-0015-3350	Fire Alarm False Alarm Calls	2,460	410	410	410	\$450/hr/truck - increase from \$410 as per MTO - October 26, 2015
01-0015-3743	Fire Donations	-	-	8,221	-	
	<b>Totals</b>	<b>148,454</b>	<b>72,770</b>	<b>146,419</b>	<b>103,102</b>	
<b>CONTRIBUTION FROM RESERVE FUNDS</b>						
03-0043-2473	DC Reserve Fund - Fire Services	4,117	-	-	-	The 2014 DC Study includes Equipment for new Auxiliary Firefighters (4) in 2014 with a gross capital cost estimate of \$13,100 and 100% recoverable with DC's (p. 5-8).
	<b>Totals</b>	<b>4,117</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>EXPENDITURES</b>						
01-0040-4001	PT Wages - Fire Dept	351,898	348,840	343,370	386,822	2013 - \$316K, 2012 - \$333K
01-0040-4101	PT Benefits - Fire Dept	24,793	30,628	24,136	27,190	EHT, EI, CPP
01-0040-4102	Group Benefits	15,003	14,700	15,862	15,721	GWL, Jardine Lloyd Thompson (3% premium increase)
01-0040-4103	WSIB	7,347	10,306	10,060	11,140	
01-0040-4200	Office Supplies	9,669	4,700	5,824	2,250	2013 - 3,833 Non-recurring 2014 items - Office Furniture for One Office , Non-recurring 2015 item: Captain computer
01-0040-4201	Hydro	4,677	4,845	6,845	5,100	4.6% rate increase based on change in rates as of May 1, 2015.

2016 Fire and Rescue Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0040-4202	Heat	945	955	1,601	1,900	2016 budget is based on 2015 actuals. Natural gas hedge rate of 14.9 cents/m3 from November 2015 to October 31, 2016 based on discussions with Jason Hagan from AMO.
01-0040-4203	Fuel	10,846	11,065	9,973	11,065	2013 actual - \$10,144; 2012 actual - \$9,222
01-0040-4204	Water Protection	160	160	179	200	
01-0040-4205	Equipment Maintenance & Supplies	24,421	18,100	28,374	13,600	Non-recurring 2015 expense - hose replacement, positive pressure fan, water appliances.
01-0040-4206	Oxygen & Medical Supplies	4,136	3,100	3,866	3,475	Allied Medical Instruments Motion Specialties 2014 actual is higher due to the increase in firecalls in 2014 compared to previous years. Also, 2014 actual relates to replacement of expired defibrillator pads. 2016 budget includes replacement of all expired Zoll defibrillator pads.
01-0040-4207	Public Education	5,182	3,800	12,559	3,800	One-Time Non-Recurring Cost - Tent (\$1.6K)
01-0040-4208	Signage	-	-	20	-	

2016 Fire and Rescue Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0040-4215	Cleaning, Maint & supplies for Bldg	10,574	10,100	16,907	6,200	G.T French Paper Limited ; Campus Hardware Limited - Building Supplies; Swan Dust Control - Cleaning Non recurring 2014 - replacement of heater unit and furnace repair costs Non recurring 2015 - replacement of electrical panel (page 3-12 of BCA report) (4.4K), electrical switch and light (800), upgrading of lighting in the exterior sign to T8 or LED technology, replace A/C unit (2.8K) Non recurring 2016 - window seal and repair interior damage (\$1K)
01-0040-4216	Kitchen Supplies and Equipment	1,216	1,200	708	1,200	Topeco Coffee and Tea Company
01-0040-4217	Waste Removal	-	400	366	410	R&R Disposal and Services (invoice is 2 times per year)
01-0040-4220	Vehicle Maintenance	34,123	25,000	31,628	35,000	non recurring 2014 item is the pump 32 top cabinet replacement (\$4.4K), repairs to aerial truck due to fire (\$2K), pump 31 crack in the pump piping (\$2.6K), tanker truck side dump (\$3.3K). Non-recurring 2015 item is the pump 32 cooling repairs (\$3.6K), repairs to Rescue 35 and Pump 32 (\$4.6K) Aerial chassis visual inspection annually as per OHSA (\$1K).
01-0040-4308	Mileage	6,532	7,500	6,061	6,000	Training, seminars, conferences, meetings, etc. Less courses at the Fire College in 2016.

2016 Fire and Rescue Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0040-4302	Communication(phone, fax, intern)	12,483	12,700	9,308	11,000	Sentex (Internet) Rogers (Cell Phone) Bell Canada (Phone Line and Computer Truck Tablet Service) Average annual replacement of pagers (4) MRC 2014 Non-recurring costs - Portable with Blue Tooth Head Set - MRC Wireless
01-0040-4309	Professional Development	18,439	19,000	19,254	19,500	Ontario Association of Fire Chiefs Conference (2) Fire Department International Conference (2) Training Books Heart and Stroke CPR/AED Facilitator course Cambridge Fire Tower rental 10 Fire College courses @ \$65 per course Incident Command course - 8 officers Blue Card Train the Trainer - 2



2016 Fire and Rescue Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0040-4311	Membership and Subscription Fees	2,754	2,756	3,145	3,234	Ontario Fire Chiefs' Administrative Assistant Association Ontario Association of Fire Training Officers Ontario Association of Fire Chiefs Wellington County Fire Chiefs Association Wellington County Training Officer's Association National Association of Fire Investigators - Fire Prevention Officer and Fire Chief National Fire Protection Association - Fire Prevention Officer Fire Marshall's Public Safety Membership Wellington Dufferin Fire Prevention Membership Wellington Dufferin Mutual Aid Membership National Fire Codes Subscription Service Ontario Municipal Management Institute Membership - Fire Chief Increase due to Deputy Chief Membership with OAFIC and Wellington County Chiefs.
01-0040-4312	Employee Travel - Meals	635	700	505	700	
01-0040-4313	Employee Travel - Accomodations	2,346	2,400	2,529	2,400	
01-0040-4315	Insurance	12,387	13,010	18,366	19,815	See Report FIN-2015-017 regarding insurance change from September 1, 2015 to February 1, 2016. Premium increase of 2.8% in 2016.
01-0040-4316	Advertising	747	1,250	1,000	1,000	Request for Proposal Notice Deputy Chief and Firefighter Recruitment notices
01-0040-4319	Permits	521	525	471	471	Receiver General for Canada - Radio License - Annual

2016 Fire and Rescue Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0040-4321	Clothing, Safety Allowance	34,623	25,600	44,749	15,800	<p>Cleaning of Firesafety Clothing Twin RX Vaccines 8 Helmets (\$1.8K); Duty Station Wear (\$7.6K); 5 Dress Uniforms (\$2K); Firefighting Footwear (\$2.8K)</p> <p>2014 actual - some product ordered in late 2013 but invoices recorded and paid in 2014 due to when items were received, resulting in budget overages in 2014. 2015 actual - firefighter equipment damaged due to fire emergency - see FIR-2015-003. 2016 budget - firefighting ensemble (bunker gear) now budgeted in capital and not operating, resulting in the decrease in this line item.</p>
01-0040-4320	Contract Services	22,441	30,740	21,383	29,000	<p>Rochester Midland Limited - Handsfree Restroom Quarterly Billing Firehouse Support Contract Renewal M&amp;L Supply - Compressed Breathing Air Analysis \$350 air analysis * 2 times per year &amp; Maintenance Program \$450 * 3 times per year = \$2,050 MRC Wireless System Access Usage Fees City of Guelph Dispatch Agreement - 12,652/year (increase of \$4.4K from 2014) Bell Fleetnet Access Fee Onserve Contract - Annual Contract Fee Iam Responding - Annual Contract Fee</p>
<b>Totals</b>		<b>618,898</b>	<b>604,081</b>	<b>639,050</b>	<b>633,993</b>	

2016 Library Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0010-4224	Library Costs Recovered from County	3,357	2,060	2,687	2,060	Township recoups 17% of snow removal costs from the County of Wellington. Township also recoups 100% of SGS costs for water testing. There will be no Forestell invoices for winter maintenance in 2015 and 2016 as Township staff maintain the parking area of the Library, therefore, the amount of revenues budgeted to be recovered in 2015 and 2016 is less than the 2014 actual.
	<b>Totals</b>	<b>3,357</b>	<b>2,060</b>	<b>2,687</b>	<b>2,060</b>	
<b>EXPENDITURES</b>						
01-0010-4221	Library Rent for Historical society	3,449	4,510	4,674	4,510	
01-0010-4223	Library Water Monitoring	1,741	1,750	1,672	1,750	
	<b>Totals</b>	<b>5,190</b>	<b>6,260</b>	<b>6,346</b>	<b>6,260</b>	

2016 Badenoch Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>REVENUES</b>						
01-0015-3741	Badenoch Rental Revenue	-	10	10	10	
	<b>Totals</b>	<b>-</b>	<b>10</b>	<b>10</b>	<b>10</b>	
<b>EXPENDITURES</b>						
01-0150-4180	Structural Audit	3,694	-	-	-	
01-0150-4200	Interior Maintenance Costs	3,736	5,250	1,068	-	BCA report (p. 2-9 of 2-16) - supply and install exhaust fan in men's washroom. BCA report (p. 2-13 of 2-16) - supply and install smoke alarms, exit and emergency lighting, and fire extinguisher in basement level.
01-0150-4201	Exterior Maintenance Costs	314	-	-	-	
01-0150-4204	Water Protection	61	65	46	65	
01-0150-4315	Insurance	-	-	-	12,823	Previously budgeted in Puslinch Community Centre - Account number 01-0070-4315
01-0150-4320	Contract Services	109	150	-	150	Wilson Fire Security - Annual inspection of portable extinguishers, emergency light, exit light
01-0150-4325	Badenoch Comm Ctr Grant	1,000	1,000	1,000	2,000	
	<b>Totals</b>	<b>8,914</b>	<b>6,465</b>	<b>2,114</b>	<b>15,038</b>	

2016 Committees Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>EXPENDITURES</b>						
<b>Recreation Committee</b>						
01-0075-4001	Per Diems	5,871	4,180	3,047	4,180	4 citizen members - monthly meetings at 87.06 per meeting
01-0050-4101	PT Benefits	263	-	-	-	
01-0075-4309	Training	-	1,000	-	-	
<b>Heritage Committee</b>						
01-0050-4001	Per Diems	1,585	1,790	1,082	1,790	4 citizen members and 1 citizen chair - quarterly meetings at 87.06 per meeting for members and 99.42 per meeting for the chair.
01-0050-4101	PT Benefits	79	-	-	-	
01-0050-4200	Office Supplies & Equipment	251	250	33	250	Heritage plaques
01-0050-4308	Mileage	-	50	-	500	
01-0050-4309	Training	-	1,000	-	1,500	
01-0100-4312	Employee Travel - Meals	-	-	-	600	
01-0100-4313	Employee Travel - Accomodations	-	-	-	1,200	
<b>Committee of Adjustment</b>						
01-0060-4001	Per Diems	1,280	-	3,258	-	As per meeting held on January 21, 2015 - to be a combined Planning & Development Advisory Committee.
01-0050-4101	PT Benefits	173	-	-	-	
01-0060-4308	Mileage	93	-	225	-	for site visits
<b>Planning &amp; Development Advisory Committee</b>						
01-0060-4001	Per Diems	2,304	4,180	3,258	4,180	4 citizen members - monthly meetings at 87.06 per meeting
01-0050-4101	PT Benefits	293	-	-	-	

2016 Committees Operating

Schedule B

Account	Description	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
01-0060-4200	Office Supplies & Equipment	-	-	74	-	
01-0060-4308	Mileage	50	150	225	150	for site visits
01-0060-4309	Training	-	2,500	-	1,500	Planning Training
<b>Audit Committee</b>						
01-0060-4001	Per Diems	169	-	3,258	-	As per meeting held on January 21, 2015 - no longer a separate advisory committee.
01-0050-4101	PT Benefits	8	-	-	-	
	<b>Totals</b>	<b>12,419</b>	<b>15,099</b>	<b>14,458</b>	<b>15,849</b>	

2016 Tax Levy Reconciliation

Schedule B

Department	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
<b>TOTAL REVENUES</b>					
Corporate	1,105,503	1,017,086	1,085,210	1,047,281	
Administration	4,349	3,110	18,656	8,450	Increase relates to recovery of Tier 3 Peer Review costs.
Elections	521	-	-	-	
Finance	34,305	24,200	26,869	23,800	
Building	309,781	279,400	359,097	305,671	Surplus of funds not spent to be allocated to the building surplus reserve fund
Source Water Protection	27,740	15,000	15,000	17,260	Funds received are required to be spent by December 2016.
Planning & Development	97,014	76,000	142,875	100,442	Increase relates to BR+E Municipal Implementation Fund Grant Funding and Consent Review and Clearance fees
By-law	34,914	32,450	45,346	69,246	Increase relates to Grading Review fee structure (no longer a deposit structure) and grading reviews conducted on all new dwellings.
Public Works	3,895	3,030	4,949	3,300	
Parks	12,877	12,865	14,902	13,400	
Optimist Recreation Centre	75,969	76,150	73,346	78,500	
Puslinch Community Centre	50,338	51,017	56,050	51,967	
Fire and Rescue	148,454	72,770	146,419	103,102	Increase relates to motor vehicle collision revenues and burn permit revenues
Library	3,357	2,060	2,687	2,060	
Badenoch Community Centre	-	10	10	10	
Committees	-	-	-	-	
<b>Totals</b>	<b>1,909,017</b>	<b>1,665,149</b>	<b>1,991,417</b>	<b>1,824,490</b>	
<b>TOTAL CONTRIBUTIONS FROM WORKING RESERVES AND RESERVE FUNDS</b>					
Corporate	23,488	139,662	-	169,662	Operating Carryforward (30K additional contributed for known taxation appeals)
Administration	60,707	24,000	204	46,915	Legal Contingency (10K), Insurance Contingency (10K), Operating Carryforward (26,915)
Elections	22,000	-	-	-	
Building	18,897	84,248	-	61,474	Building Surplus
Source Water Protection	-	24,215	-	30,282	Funds received are required to be spent by December 2016.

2016 Tax Levy Reconciliation

Schedule B

Department	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
Public Works	-	85,000	-	10,000	Public Works Replacement and Restoration of Aging Infrastructure (sidewalk repairs and railway maintenance)
Parks	4,261	-	-	-	DC Reserve Fund - Parks (vehicle lease)
Fire and Rescue	4,117	-	-	-	DC Reserve Fund - Fire Services (gear and equipment for 4 auxiliary firefighters)
<b>Totals</b>	<b>133,470</b>	<b>357,125</b>	<b>204</b>	<b>318,333</b>	
<b>TOTAL EXPENDITURES</b>					
Corporate	193,265	368,250	183,776	445,254	Additional funds budgeted for known taxation appeals.
Administration	598,774	470,441	408,502	505,913	Conversion of Legislative Assistant Position from PTE to FTE for a 1 year contract period (funded from Operating Carryforward Working Reserve)
Council	-	124,305	117,791	126,654	
Elections	60,309	15,500	15,208	13,997	
Finance	595,484	587,601	606,189	617,281	Includes Director of Finance/Treasurer transition of 2.5 months. See Report ADM-2015-005 and budget for Manulife premiums paid for maternity leave of Director of Finance/Treasurer in accordance with Remuneration By-law.
Building	328,677	363,648	338,668	367,145	Surplus of funds not spent to be allocated to the building surplus reserve fund
Source Water Protection	27,741	39,215	8,932	47,542	Funds received are required to be spent by December 2016.
Planning & Development	109,991	129,264	159,475	160,341	Increase relates to CIP grant program (funded from BR+E Municipal Implementation Fund and increase in legal fees.
By-law	57,441	82,925	119,119	117,721	Increase relates to an increase in engineering and environmental fees associated with Site Alteration By-law Review, grading review on new dwellings (estimate of 20 new dwellings), grading review on pool enclosure permits (estimate of 5)
Public Works	1,218,740	1,373,617	1,267,813	1,286,935	Decrease relates to one-time railway signalization project in 2015.
Parks	56,756	75,474	47,113	83,892	Increase relates to allocation of insurance premium costs to Parks.
Optimist Recreation Centre	181,576	199,060	173,963	185,816	Decrease relates to one-time sound level assessment fee budgeted in engineering and environmental in 2015 and allocation of insurance premium costs to Parks.
Puslinch Community Centre	196,632	198,169	167,658	179,488	Decrease relates to allocation of insurance premium costs to Parks and Badenoch.
Fire and Rescue	618,898	604,081	639,050	633,993	Decrease relates to firefighter ensemble (bunker gear) now budgeted in Capital.



2016 Tax Levy Reconciliation

Schedule B

Department	2014 Actuals	2015 Budget	2015 Actuals (Draft)	2016 Budget	Comments
Library	5,190	6,260	6,346	6,260	
Badenoch Community Centre	8,914	6,465	2,114	15,038	Increase relates to allocation of insurance premium costs for Badenoch.
Committees	12,419	15,099	14,458	15,849	
<b>Totals</b>	<b>4,270,807</b>	<b>4,659,373</b>	<b>4,276,174</b>	<b>4,809,119</b>	
<b>TOTAL TAX LEVY</b>					
Total Operating Revenues	1,909,017	1,665,149	1,991,417	1,824,490	
Total Operating Contributions from Working Reserves	133,470	357,125	204	318,333	
Total Operating Expenditures	4,270,807	4,659,373	4,276,174	4,809,119	
Total Capital Taxation Levy	667,990	729,270	729,270	815,970	
<b>Total Municipal Taxation</b>	<b>2,896,310</b>	<b>3,366,369</b>	<b>3,013,823</b>	<b>3,482,267</b>	

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

**BY-LAW NUMBER \_\_\_\_\_**

**A BY-LAW TO AMEND BY-LAW NUMBER 19/85, AS AMENDED  
BEING THE ZONING BY-LAW OF THE OF THE TOWNSHIP OF PUSLINCH**

(To remove the Holding Symbol for part of the Mini Lakes property in Aberfoyle pursuant to Section 34 and Section 36 of *The Planning Act*, R.S.O., 1990, as amended).

**WHEREAS** the County of Wellington Official Plan contains policies relating to the use of Holding Zone provisions pursuant to Section 36 of *The Planning Act*, R.S.O., 1990 as amended;

**AND WHEREAS** the lands affected by this By-law are presently subject to Holding Zone provisions, namely ('h-1') pursuant to the Township of Puslinch Zoning By-law Number 19/85 as amended;

**AND WHEREAS** the subject holding provisions preclude the use of the affected land for year-round residential occupancy until such a time as the Holding Zone symbol has been removed;

**AND WHEREAS** the requirements for the removal of the Holding Zone from the subject properties have been addressed to Council's satisfaction.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PUSLINCH ENACTS AS FOLLOWS:**

- 1) THAT By-law 19/85 is amended by removing the Holding Zone symbol ('h-1') from Lot 5 (12 Jasper Heights PVT) and Lot 45 (20 Hemlock Crescent PVT) on the lands described as Part of Lot 21, Concession 8, known as the Mini Lakes property, shown on Schedule "A" which forms part of this By-law.
- 2) That all other applicable provisions of Zoning By-law 19/85, as amended, shall continue to apply to the lands affected by this By-law.
- 3) That this By-law shall come into effect on the date of final enactment by Council pursuant to the requirements of *The Planning Act*, R.S.O., 1990 as amended.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 17<sup>th</sup> DAY of February, 2016**

\_\_\_\_\_  
Dennis Lever, Mayor

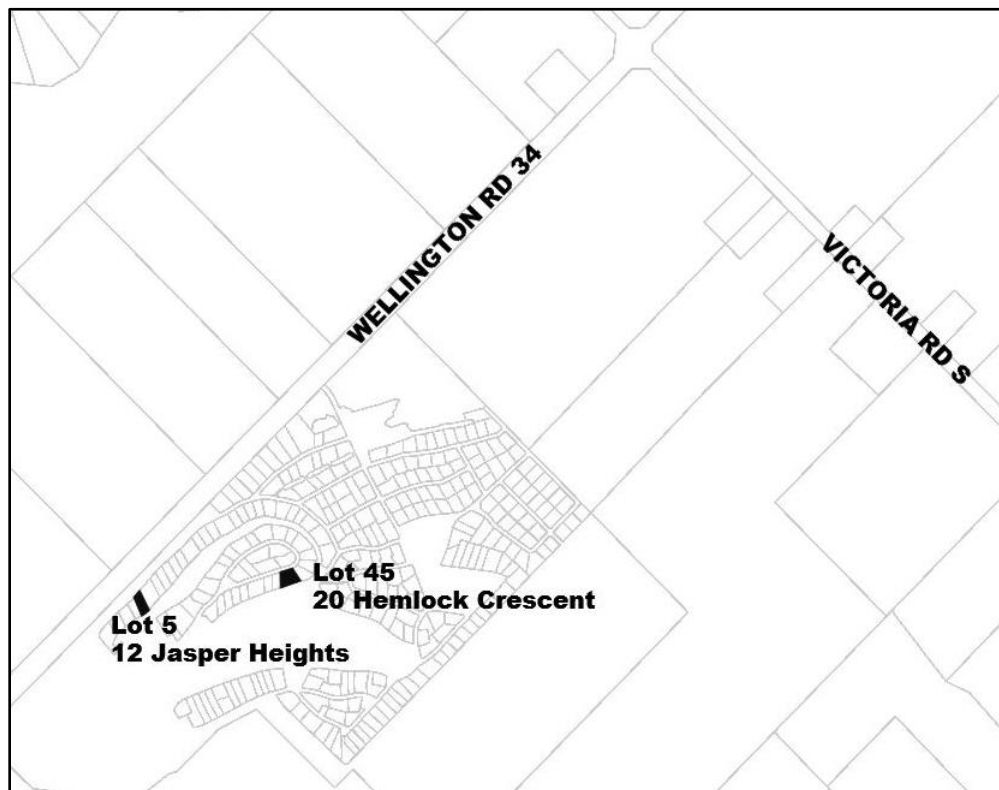
\_\_\_\_\_  
Karen Landry, C.A.O./CLERK

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

By-Law NO. \_\_\_\_\_

SCHEDULE "A"

The Holding Zone symbol (h-1) shall be removed from Lot 5 – 12 Jasper Heights PVT and Lot 45 – 20 Hemlock Crescent PVT.



This is schedule "A" to By-law No. \_\_\_\_\_

Passed this 17th day of February, 2016.

\_\_\_\_\_  
Dennis Lever, Mayor

\_\_\_\_\_  
Karen Landry, C.A.O./Clerk

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

**EXPLANATORY NOTE**

**BY-LAW NUMBER \_\_\_\_\_**

The purpose of this By-law is to remove the current holding Symbol ('h-1') from Lot 5 and Lot 45 of the Mini Lakes lands, described as Part of Lot 21, Concession 8, owned by the Mini Lakes Residents Association.

The current zoning of the subject lands is **Mini Lakes (ML 'h-1') Holding Zone**. The holding zone was established by the Ontario Municipal Board on March 28, 2000 to ensure the orderly conversion of the Mini lakes property from a seasonal recreational/residential trailer park to a permanent residential adult lifestyle community.

Pursuant to Zoning By-law No. 19/85 as amended, the holding provisions may be removed from the subject land, or part of the subject land, when Council is satisfied that a development agreement between the land owner and the Township has been established and the new sewage and treatment and water supply services have been completed. These matters have now been addressed, and the owners are seeking to remove the Holding symbol from 1 dwelling site within the park.

Once the 'h-1' symbol has been removed from a dwelling site, it may be used for year round residential occupancy subject to the Townships building standards and applicable regulations of the Mini Lakes (ML) Zone.

