

## GRAND RIVER CONSERVATION AUTHORITY

### GENERAL MEMBERSHIP MEETING

NOVEMBER 23, 2012

The following are the minutes of the General Membership Meeting held at 9:30 a.m. on Friday, November 23, 2012 at the Administration Centre, Cambridge, Ontario.

**Members Present:** J. Mitchell, Chair, L. Armstrong, B. Banbury, B. Bell, L. Boyko, J. Brennan, B. Coleman, T. Cowan\*, J. d'Ailly\*, R. Deutschmann, J. Haalboom\*, R. Hillier, R. Kelterborn, M. Laidlaw, B. Lee\*, G. Lorentz, C. Millar, F. Morison, T. Nevills, V. Prendergast, S. Schmitt, G. Wicke

**Members Regrets:** J. Jamieson, J. Ross-Zuj, P. Salter, W. Stauch

**Staff:** K. Murch, D. Bennett, D. Boyd, N. Davy, B. Brown, J. Griffin, L. Minshall, F. Natolochny, B. Parrott, T. Seguin, S. Shifflett

**Also Present:** E. Hueton, Friends of Dumfries

**1. Call to Order:**

J. Mitchell, Chair called the meeting to order at 9:30 a.m.

**2. Roll Call and Certification of Quorum – 13 members constitute a quorum (1/2 of members appointed by participating municipalities).**

The Secretary-Treasurer called the roll and certified a quorum with 18 members present. A total of 22 members attended the meeting.

**3. Chair's Remarks:**

J. Mitchell welcomed members, guests and staff and made the following comments:

On October 28, 2012 J. Mitchell attended a tea held in celebration of the Founders of the Grand Valley Trails Association (GVTA) at the Parkwood Mennonite Home in Waterloo. Representatives of the GVTA expressed their appreciation at having

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been awarded a 2012 Grand River Conservation Authority Honour Roll Award.

On November 1, 2012 the Lake Erie Region Source Protection Committee met. Agenda items included the proposed Long Point Region Conservation Authority and Catfish Creek Conservation Authority Source Protection Plans.

On November 3, 2012 J. Mitchell attended the 40<sup>th</sup> Anniversary Celebration Dinner for the Grand Valley Trails Association. The Grand Valley Trails Association volunteers have built and maintained a trail which extends 280 kilometres from Lake Erie to Alton.

On November 12, 2012 J. Mitchell presented a Grand River Conservation Foundation Community Conservation Grant to the James McQueen Public School in Fergus.

November 14 through 16, 2012 J. Mitchell, V. Prendergast, J. Brennan, P. Salter and a number of staff attended the A.D. Latornell Conservation Symposium in Alliston. The theme was a *Prescription for a Healthy Environment*.

On November 22, 2012 J. Mitchell attended a Fertilizer BMP Workshop sponsored by Farming4RWatershed.

\*J. Haalboom joined the meeting at 9:35 a.m.

J. Mitchell extended congratulations to current members R. Kelterborn and P. Salter and to former members W. Roth and W. Strauss on the occasion of their having received Queen's Diamond Jubilee Medals.

L. Minshall recently conducted a presentation before the Standing Committee on Environment and Sustainable Development in Ottawa at the invitation of the local MP for Kitchener Centre, S. Woodworth. J. Mitchell advised the members that the presentation was well received.

J. Mitchell noted that the Highland Companies has formally withdrawn its Official Plan and Zoning By-Law amendment applications to permit the development of a quarry in the Township of Melancthon. The Highland Companies has indicated that it will also withdraw its application to the Ministry of Natural Resources for an Aggregate Resources Act licence for that same purpose. The Highland Companies press release indicates that it "will continue to focus on its farms and on supplying its customers with high quality potatoes and other crops".

The members of the Audit Committee were reminded that they will meet in the Conference Room following the Source Protection Authority meeting. The Audit Committee is comprised of the following members: J. Mitchell (Chair), J. Brennan, B. Coleman, J. d'Ailly, J. Jamieson, V. Prendergast and G. Wicke.

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**4. Review of Agenda:**

There were no additions to or deletions from the agenda.

Moved by: B. Coleman  
Seconded by: C. Millar (carried)

THAT the agenda for the General Membership Meeting of November 23, 2012 be approved as circulated.

**5. Declarations of Pecuniary Interest:**

G. Lorentz declared a pecuniary interest with respect to Item 12 f) – Report No. GM-11-12-80 – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation as he is in the employ of one of the applicants.

\*B. Lee joined the meeting at 9:40 a.m.

**6. Minutes of the Previous Meeting:**

General Membership Meeting – October 26, 2012

Moved by: S. Schmitt  
Seconded by: T. Nevills (carried)

THAT the Minutes of the General Membership Meeting of October 26, 2012 be approved as circulated.

**7. Business Arising from Previous Minutes:**

None

**8. Hearing of Delegations:**

None

**9. Presentations:**

None

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**10. Correspondence:**

**a) Copies for Members**

None

**b) Not Copied:**

None

**11. 1<sup>st</sup> & 2<sup>nd</sup> Reading of By-Laws**

None

**12. Presentation of Reports:**

**a) GM-11-12-75 Financial Summary for the Period Ending October 31, 2012**

J. Brennan asked if there is a regular process conducted with respect to a surplus. K. Murch said that there is no regular process but staff typically bring recommendations regarding the use of surpluses to the members for approval.

**Res. No. 97-12** Moved by: V. Prendergast  
Seconded by: C. Millar (carried)

THAT the *Financial Summary* for the Period Ending October 31, 2012 be approved.

**b) GM-11-12-76 2012 Reserves**

K. Murch confirmed that this report is presented each year to confirm the level of reserves at the end of the year. This report outlines the nature of movements to and from reserves and provides estimates of reserve balances for 2012. Significant reserve movements were reviewed. The Cottage Lot Program reserve is recommended to be increased. This is due to less road work being completed in 2012 however that road work will have to be done in the future. K. Murch said that staff are recommending that the PSAB Tangible Capital Asset Reserve be renamed the "Administrative Systems Implementation Reserve" and that the use of this reserve be broadened from accounting system implementation to administrative system implementation costs. T. Nevills said that the PSAB Tangible Capital Asset Reserve (PSAB Reserve) was set up because a great amount of work was anticipated and now staff wish to change it to an administrative reserve. He also said, in his opinion, this is all computer related and he is not clear on the difference. He asked why everything is not being run through the Computer Replacement Reserve which is charged out to other departments. He said the Grand River Conservation Authority (GRCA) is creating another reserve that it does not need. He then said he does not think that that there is a clear distinction

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between the reserves. K. Murch acknowledged that the two reserves do have some overlap and that they could be collapsed into one reserve. T. Nevills said that PSAB was a "one-time" item and he is not convinced that the GRCA needs another reserve. K. Murch said that the former PSAB Reserve would be used for a limited number of Administration projects such as to develop a new website, but it can be combined with the Computer Replacement Reserve and the development of the website can be paid for out of that reserve.

**Res. No. 98-12**      Moved by:                      T. Nevills  
  Seconded by:                    G. Wicke                              (seven opposed - carried)

THAT the balance in the PSAB-Tangible Capital Asset Reserve be transferred into the Computer Replacement Reserve to fund expenses related to the implementation of administrative systems.

J. Brennan asked if there was a reason for doing this in the first place. He said he wants to be sure that the GRCA does not lose anything in the end result. R. Deutschmann asked how much money is in the PSAB Reserve. K. Murch answered that the projected balance is \$117,621 at year end. R. Deutschmann commented that this is a sizeable amount. He then clarified that the amending motion is to combine two reserves. He asked if staff are suggesting that the PSAB Reserve would be used for general computer costs. K. Murch clarified that staff is recommending that the PSAB Reserve be used for Administrative Systems implementation. R. Deutschmann said that everything is computer related. He then asked if the Computer Replacement Reserve is for hardware, software and consultants as well. K. Murch said the reserve is used to operate the entire computer system, including IT staff salaries, software and equipment. He confirmed that every user of the system pays a charge in order to replenish the reserve. R. Deutschmann asked whether staff will be able to continue to track the "ins and outs" if the reserves are combined and still make it clear to the members when they review financial statements. K. Murch answered that this will be more complicated but staff can be careful in doing so. R. Deutschmann asked if it would be better for staff to maintain the two reserves. T. Nevills asked if there was no PSAB Reserve and the accounting system required update, would it be paid for from the Computer Replacement Reserve? K. Murch responded in the affirmative. G. Wicke said he could recall comments made by members previously as to why the GRCA has so many reserves.

The Chair called for the vote on the amendment.

The Chair then called for the vote on the remainder of the recommendations.

**Res. No. 99-12**      Moved by:                      T. Nevills  
  Seconded by:                    G. Wicke                              (carried)

THAT the *Property and Liability Insurance* Reserve be maintained at an amount equal to opening balance, less significant uninsured losses, plus interest;

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AND THAT the *Building and Mechanical Equipment Reserve* be maintained at an amount equal to opening balance, plus interest, and any unspent budgeted building maintenance and equipment amounts be transferred to this reserve for future expenditures;

AND THAT the *Small Office Equipment Reserve* be maintained at an amount equal to opening balance, plus interest;

AND THAT the *Personnel Reserve* be maintained at an amount equal to opening balance, plus interest, less expenditures or accruals for sick leave, vacation, staff restructuring and/or termination of employees;

AND THAT the *Nature Centre Reserves* be maintained at amounts equal to opening balance, plus interest, plus appropriations as per agreements with the applicable school boards, less expenses related to major maintenance of the Nature Centre buildings;

AND THAT the *Computer Replacement Reserve* be maintained at a level where interest income and charge-out rates equal total operating and capital costs over the long run;

AND THAT the *Cottage Lot Program Reserve* be maintained at an amount equal to the opening balance, plus unspent 2012 budgeted cottage lot expenses, less expenses related to previously deferred projects, plus interest;

AND THAT the balance in the *PSAB-Tangible Capital Asset Reserve* be transferred into the *Computer Replacement Reserve* to fund expenses related to the implementation of administrative systems;

AND THAT the *Water Management Plan Reserve* be maintained at an amount equal to opening balance, plus interest, less expenses related to updating the water management plan;

AND THAT the *Planning Enforcement Reserve* be increased by any savings related to budgeted and unspent legal fees and that this reserve be used for any unanticipated expenses related to enforcement of planning regulations, plus interest;

AND THAT the *Property Rental Reserve* be maintained at an amount equal to opening balance, less unbudgeted maintenance expenses related to rental properties, plus interest;

AND THAT the *Forestry Management Reserve* be maintained at an amount equal to opening balance plus transfers to reserve of 15% of timber revenues, less expenses related to forest management as budgeted and/or forecast, plus interest;

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AND THAT the *Cambridge Desiltation Pond* Reserve be maintained at an amount that reflects the funds advanced to the Authority by the City of Cambridge plus interest, less actual cost to maintain the pond;

AND THAT the *Completion of Capital Projects* Reserve be maintained at an amount that reflects obligations under outstanding capital contracts, plus unspent general municipal levy related to the Upper Grand Restoration Program, less payments;

AND THAT the *Gravel* Reserve be maintained at an amount that includes all gravel income to date plus interest, less eligible expenditures, consistent with the original or subsequent agreements with the Ministry of Natural Resources;

AND THAT the *Land Sale* Reserves be maintained at amounts that include the proceeds of land sales, plus interest, less costs (including interest charges) incurred to prepare lands for sale, less net expenditures and/or borrowing authorized by the Ministry of Natural Resources and plus any repayment of the hydro loan;

AND THAT the *General Capital* Reserve be maintained at an amount which reflects the surplus transferred in from the former Dunnville Lock reserve, plus interest, and less expenditures for any Water Management Capital projects approved by the General Membership;

AND THAT the *Conservation Areas Capita1* Reserve be increased by \$150,000 representing an amount to be set aside for future water treatment capital and pool replacements, less expenses related to water treatment equipment and pool replacement costs;

AND THAT the *Conservation Areas Stabilization* Reserve be increased by any surplus generated by the Conservation Areas in 2012, less spending for 2012 capital projects as budgeted and/or approved in monthly financial forecasts, plus interest related to the conservation area capital reserve and the stabilization reserve;

AND THAT the *Gauge* Reserve be maintained at an amount equal to opening balance plus interest; less expenses related to gauge equipment.

AND THAT the *Wetland Acquisition* Reserve be maintained at an amount that includes proceeds related to settlements, plus interest, less expenditures for wetland acquisitions or enhancements in the watershed;

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AND THAT the *Water Control Structures Reserve* be maintained at an amount equal to the opening balance, less amount for 2012 major maintenance projects as budgeted, plus any unspent major maintenance budgeted (forecast) and operating budgeted (forecast) amounts that were to be funded from general levy less any unspent amounts that are required to offset the MNR 2012 operating funding cutback, plus interest;

AND THAT the *Motor Pool Equipment Replacement Reserve* be maintained at a target level of between 15% and 25% of replacement cost of the Motor Pool fleet, plus interest;

AND THAT the *Motor Pool Insurance Reserve* be maintained at an amount equal to the opening balance, plus interest, less significant uninsured losses.

\*J. d'Ailly joined the meeting at 9:55 a.m.

**c) GM-11-12-77 2013 Conservation Area User Fees**

T. Seguin indicated that the recommended user fees result from a financial analysis based on season, day of the week and site quality. The proposed fee structure for day use fees is based upon trends in visitor volumes. J. d'Ailly thanked staff for taking the initiative to maximize revenues. He indicated that he was surprised at the percentage increase as he had thought it would be higher. T. Seguin answered that some user fees were reduced because they could not sustain the increases. She also said that staff have taken a conservative approach because increased attendance cannot be anticipated. J. d'Ailly asked if staff anticipate higher revenue as a result of increased attendance. T. Seguin responded in the affirmative.

**Res. No. 100-12** Moved by: J. d'Ailly  
Seconded by: B. Coleman (carried)

THAT the recommended 2013 Grand River Conservation Authority Conservation Area user fees be approved, as per the attached fee schedule (Appendix 1).

**d) GM-11-12-78 Budget 2013 (DRAFT #1)**

K. Murch advised the members that the 2013 draft budget was presented to the County of Brant council this week and will be presented to the Region of Waterloo council in the near future. He conducted a PowerPoint presentation indicating as follows:

- 2013 Budget Expenditures include: Base Programs (Operating) – 81%; Base Programs (Capital) – 10% and Special Projects – 9%
- 2013 Budget Sources of Revenue include: Self Generated – 48%; Municipal Levy – 35%; Government Grants – 10% and Reserves – 4%



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- The percentage change in municipal levy is 3%

K. Murch displayed a slide showing the detailed revenue breakdown for the 2013 budget and a 2013 budget summary. He also indicated that there will be a reduction in funding for special projects such as the Source Protection Program.

\*T. Cowan joined the meeting at 10:15 a.m.

B. Coleman thanked J. Farwell and K. Murch for presenting the 2013 budget to Brant County council. He commented that he likes percentages used because people can understand them. R. Deutschmann referred to the cottage lot program and said that the province has restricted rent increases to 2.5% but the budgeted rental income is expected to increase by only 2%. K. Murch said that staff are basing residential tenancy increases on 2.5% but there are other rentals that do not fall under the *Residential Tenancies Act* and some agricultural rentals will not be renewed. C. Millar referred to Source Protection Planning and reminded the members that former member J. Brewer had that funding "broken out". She asked if this "got lost". K. Murch referred to Section C – Special Projects Budget and pointed out that Source Protect Program expenses and matching grants are broken out on that Schedule. C. Millar said when it gets to the "nitty gritty" where will this program sit? She then said 75% of funding is gone from the province and the money will have to be picked up by "us". K. Murch answered that the members are provided with a monthly forecast in their agenda packages in the same format. J. Farwell said that it is the goal of staff to make sure that it does not fall into the regular program at the GRCA. He also said that the province is calling for proposals for funding for source protection plan implementation and the GRCA will be making an application for funding. K. Murch confirmed that the base budget does not include anything for source protection planning. M. Laidlaw referred to special projects and in particular climate change monitoring. She noted that there was nothing budgeted in this category for 2011 and there is nothing budgeted for 2013. D. Boyd answered that special funding to update enhanced monitoring in Whiteman's Creek was obtained in 2012. M. Laidlaw asked if the entire \$85,000 was spent. D. Boyd responded in the affirmative. M. Laidlaw referred to Species At Risk and noted that nothing is budgeted in 2013 in this category. She said that the federal and provincial governments are "backing off" and it will be up to the municipalities and Conservation Authorities to "take up the slack". N. Davy said that the GRCA has received habitat project funding in the past, however it has not received anything for 2013. J. Farwell said that staff will continue to apply for outside funding. He also said that just because there is no funding available at this time that does not mean that funding will not become available in the future. M. Laidlaw asked if there is anything in the base budget for these categories. J. Farwell said that the Water Management Plan project will address climate change. M. Laidlaw asked whether there are any provincial funds available. N. Davy responded in the negative. M. Laidlaw noted that there is funding in the 2013 budget for Trees for Mapleton, but no funding for Trees for Guelph. N. Davy said that staff continue to work with the City of Guelph and if funding becomes available it will be included as a forecast change. R. Hiller referred to retiring farm land to plant in trees. He asked if there is any opportunity for selling carbon credits. N. Davy said that some discussions have occurred and GRCA staff are working with

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the Ministry of the Environment. She also said this is a developing area. The GRCA did receive a request on behalf of a company from Germany but it involved a 100 year commitment. She said staff would like a sense of what is happening provincially. R. Deutschmann said that he would like to see a report that outlines the options so that the members can have a discussion. He said that the GRCA should be cutting edge and the members should be educated with respect to this topic. J. Farwell agreed that staff will prepare such a report.

**Res. No. 101-12** Moved by: V. Prendergast  
Seconded by: T. Cowan (carried)

THAT Report No. GM-11-12-78 – Budget 2013 (DRAFT #1) be received as information.

**e) GM-11-12-79 Cash and Investments Status Report**

There were no questions or comments with respect to this report.

**Res. No. 102-12** Moved by: B. Lee  
Seconded by: G. Wicke (carried)

THAT Report No. GM-11-12-79 – Cash and Investment Status be received as information.

**f) GM-11-12-80 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation**

M. Laidlaw referred to Permit Application #526/12 – Victoria Wood Arkell Ltd. and quoted “To remove a 0.03 ha wetland ...”. She said that she realizes that this is a small amount. She asked at what level staff look at this seriously because a wetland could be lost. B. Brown said that staff follow the GRCA’s Wetland Policy which provides for removal of wetlands less than .5 ha. M. Laidlaw asked if staff look at the cumulative removal. B. Brown said cumulative removal is reviewed through master plans. M. Laidlaw referred to Permit Application #545/12 – Steven Farias and quoted: “The work was initiated prior to this application being filed. This application was assessed 1.5 times the processing fee”. She asked if the fine is different if someone is “caught” as opposed to voluntarily coming forward. B. Brown said that the 1.5 times the regular permit fee applies in both instances. M. Laidlaw suggested this “needs a second look”.

G. Lorentz having declared a pecuniary interest at the inception of the meeting with respect to this report made no comment and did not vote.

**Res. No. 103-12** Moved by: S. Schmitt  
Seconded by: G. Wicke (carried)

THAT Report No. GM-11-12-80 – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation be received as information.

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**g) GM-11-12-81 Environmental Assessments**

There were no questions or comments with respect to this report.

**Res. No. 104-12** Moved by: J. d'Ailly  
Seconded by: J. Brennan (carried)

THAT Report No. GM-11-12-81 – Environmental Assessments be received as information.

**h) GM-11-12-82 Current Watershed Conditions as of November 20, 2012**

S. Shifflett conducted a PowerPoint presentation indicating the following:

- Precipitation to date in November has been below the long term average across the Grand River watershed
- The average monthly air temperature in November was above normal
- Reservoir operations returned to normal at the end of October and normal seasonal downstream flow targets are being met
- The Grand River Low Water Response Team met on October 31, 2012 and removed all low water declarations in the watershed based on return to normal reservoir operations and increased flows in the tributaries and smaller watercourses
- Environment Canada forecasts normal temperatures and below normal precipitation for Southern Ontario for the November, 2012 to January, 2013 period

**Res. No. 105-12** Moved by: B. Banbury  
Seconded by: L. Armstrong (carried)

THAT Report No. GM-11-12-82 – Current Watershed Conditions as of November 20, 2012 be received as information.

**13. Committee of the Whole:**

None

**14. General Business:**

None

**15. 3<sup>rd</sup> Reading of By-laws:**

None

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**16. Other Business:**

- a) G. Wicke said he would like an update with respect to the litigation that was brought to the attention of the members in a previous closed meeting. He said he is unsure about the liability of individual members. K. Murch indicated that he was able to provide the requested update in camera.

**17. Closed Meeting:** *(motion required – pursuant to Section 36 of By-law No. 1-2012)*

**Res. No. 106-12** Moved by: M. Laidlaw  
Seconded by: V. Prendergast (carried)

THAT the General Membership Meeting of November 23, 2012 adjourn into closed session to allow staff to provide a verbal update on the status of an ongoing litigation matter.

The meeting adjourned at 10:35 a.m.

The meeting reconvened at 10:45 a.m.

**18. Next Meetings:**

- i) General Membership Meeting  
Friday, December 14, 2012 – 9:30 a.m.  
Auditorium/Boardroom  
Administration Centre, Cambridge
  
- ii) General Membership Meeting and Election of Officers  
Friday, January 25, 2013 – 9:30 a.m.  
Auditorium/Boardroom  
Administration Centre, Cambridge

**19. Adjourn:**

The meeting adjourned at 10:50 a.m.

**20. Grand River Source Protection Authority Meeting (if required)**

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Chairman

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Acting Secretary-Treasurer

| Nightly Camping                 |            |                 |                        |                     |                         |                         |                |
|---------------------------------|------------|-----------------|------------------------|---------------------|-------------------------|-------------------------|----------------|
|                                 | # in Class | Primary Weekday | Primary Weekend (+\$2) | Long Weekend (+\$3) | Shoulder Weekend        | Shoulder Weekday (-\$7) | Avg. Occupancy |
| <b>Rockwood</b>                 |            |                 |                        |                     |                         |                         |                |
| Premium Unserviced              | 17         | \$ 38.00        | \$ 40.00               | \$ 41.00            | \$ 38.00                | \$ 31.00                | 50%            |
| Premium Serviced                | 16         | \$ 47.50        | \$ 49.50               | \$ 50.50            | \$ 47.50                | \$ 40.50                | 49%            |
| Standard Unserviced             | 26         | \$ 37.00        | \$ 39.00               | \$ 40.00            | \$ 37.00                | \$ 30.00                | 38%            |
| Standard Serviced               | 30         | \$ 46.50        | \$ 48.50               | \$ 49.50            | \$ 46.50                | \$ 39.50                | 37%            |
| Standard (Sewer) Serviced       | 16         | \$ 51.00        | \$ 53.00               | \$ 54.00            | \$ 51.00                | \$ 44.00                | 37%            |
| Group Sites (min. 5 units)      | 4          | \$ 180.00       | \$ 190.00              | \$ 195.00           | \$ 180.00               | \$ 145.00               |                |
| Avg. Rate of Occupancy          |            | 55%             | 83%                    | 100%                | 55%                     | 8%                      | 42%            |
|                                 | # in Class | Primary Weekday | Primary Weekend (+\$2) | Long Weekend (+\$3) | Shoulder Weekend (-\$2) | Shoulder Weekday (-\$7) | Avg. Occupancy |
| <b>Brant Park</b>               |            |                 |                        |                     |                         |                         |                |
| Premium Unserviced              | 5          | \$ 35.00        | \$ 37.00               | \$ 38.00            | \$ 33.00                | \$ 28.00                | 63%            |
| Premium Serviced                | 11         | \$ 43.00        | \$ 45.00               | \$ 46.00            | \$ 41.00                | \$ 36.00                | 42%            |
| Premium (Sewer) Serviced        | 3          | \$ 47.50        | \$ 49.50               | \$ 50.50            | \$ 45.50                | \$ 40.50                | 53%            |
| Standard Unserviced             | 55         | \$ 34.00        | \$ 36.00               | \$ 37.00            | \$ 32.00                | \$ 27.00                | 22%            |
| Standard Serviced               | 33         | \$ 42.00        | \$ 44.00               | \$ 45.00            | \$ 40.00                | \$ 35.00                | 30%            |
| Economy Unserviced              | 69         | \$ 32.00        | \$ 34.00               | \$ 35.00            | \$ 30.00                | \$ 25.00                | 13%            |
| Economy Serviced (15 amp)       | 12         | \$ 40.00        | \$ 42.00               | \$ 43.00            | \$ 38.00                | \$ 33.00                | 31%            |
| Group Sites (min. 5 units)      | 8          | \$ 170.00       | \$ 180.00              | \$ 185.00           | \$ 160.00               | \$ 135.00               |                |
| Avg. Rate of Occupancy          | 196        | 42%             | 71%                    | 93%                 | 30%                     | 16%                     | 36%            |
|                                 | # in Class | Primary Weekday | Primary Weekend (+\$2) | Long Weekend (+\$3) | Shoulder Weekend (-\$2) | Shoulder Weekday (-\$7) | Avg. Occupancy |
| <b>Byng Island</b>              |            |                 |                        |                     |                         |                         |                |
| Premium Unserviced (Waterfront) | 24         | \$ 43.00        | \$ 45.00               | \$ 46.00            | \$ 41.00                | \$ 36.00                | 29%            |
| Premium Serviced                | 8          | \$ 43.00        | \$ 45.00               | \$ 46.00            | \$ 41.00                | \$ 36.00                | 42%            |
| Standard Unserviced             | 94         | \$ 34.00        | \$ 36.00               | \$ 37.00            | \$ 32.00                | \$ 27.00                | 21%            |
| Standard Serviced               | 39         | \$ 42.00        | \$ 44.00               | \$ 45.00            | \$ 40.00                | \$ 35.00                | 35%            |
| Economy Unserviced              | 8          | \$ 32.00        | \$ 34.00               | \$ 35.00            | \$ 30.00                | \$ 25.00                | 14%            |
| Group Sites(Unserviced)         | 2          | \$ 43.00        | \$ 45.00               | \$ 46.00            | \$ 41.00                | \$ 36.00                |                |
| Group Sites (Serviced)          | 2          | \$ 46.50        | \$ 48.50               | \$ 49.50            | \$ 44.50                | \$ 39.50                |                |
| Group Sites (Serviced/Shelter)  | 2          | \$ 50.00        | \$ 52.00               | \$ 53.00            | \$ 48.00                | \$ 43.00                |                |
| Avg. Rate of Occupancy          | 179        | 36%             | 60%                    | 100%                | 20%                     | 5%                      | 28%            |
|                                 | # in Class | Primary Weekday | Primary Weekend (+\$2) | Long Weekend (+\$3) | Shoulder Weekend (-\$2) | Shoulder Weekday (-\$7) | Avg. Occupancy |
| <b>Pinehurst</b>                |            |                 |                        |                     |                         |                         |                |
| Premium Serviced                | 9          | \$ 43.00        | \$ 45.00               | \$ 46.00            | \$ 41.00                | \$ 36.00                | 48%            |
| Standard Unserviced             | 61         | \$ 34.00        | \$ 36.00               | \$ 37.00            | \$ 32.00                | \$ 27.00                | 24%            |
| Standard Serviced               | 59         | \$ 42.00        | \$ 44.00               | \$ 45.00            | \$ 40.00                | \$ 35.00                | 26%            |
| Group Sites (min. 4 units)      | 2          | \$ 136.00       | \$ 144.00              | \$ 148.00           | \$ 128.00               | \$ 108.00               |                |
| Avg. Rate of Occupancy          | 131        | 37%             | 78%                    | 100%                | 35%                     | 6%                      | 33%            |

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|                                    | # in Class | Primary Weekday | Primary Weekend (+\$1) | Long Weekend (+\$2) | Shoulder Weekend (-\$2) | Shoulder Weekday (-\$7) | Avg. Occupancy |
|------------------------------------|------------|-----------------|------------------------|---------------------|-------------------------|-------------------------|----------------|
| <b>Elora Gorge</b>                 |            |                 |                        |                     |                         |                         |                |
| Premium Unserviced                 | 8          | \$ 35.00        | \$ 36.00               | \$ 37.00            | \$ 33.00                | \$ 28.00                | 37%            |
| Premium Serviced                   | 17         | \$ 43.00        | \$ 44.00               | \$ 45.00            | \$ 41.00                | \$ 36.00                | 41%            |
| Standard Unserviced                | 105        | \$ 34.00        | \$ 35.00               | \$ 36.00            | \$ 32.00                | \$ 27.00                | 20%            |
| Standard Serviced (Electricity)    | 8          | \$ 40.00        | \$ 41.00               | \$ 42.00            | \$ 38.00                | \$ 33.00                | 17%            |
| Standard Serviced                  | 102        | \$ 42.00        | \$ 43.00               | \$ 44.00            | \$ 40.00                | \$ 35.00                | 22%            |
| Economy Unserviced                 | 168        | \$ 32.00        | \$ 33.00               | \$ 34.00            | \$ 30.00                | \$ 25.00                | 10%            |
| Economy Serviced (Electricity)     | 12         | \$ 38.00        | \$ 39.00               | \$ 40.00            | \$ 36.00                | \$ 31.00                | 12%            |
| Economy Serviced                   | 17         | \$ 40.00        | \$ 41.00               | \$ 42.00            | \$ 38.00                | \$ 33.00                | 9%             |
| Group Sites (min. 4 units)         | 4          | \$ 136.00       | \$ 140.00              | \$ 144.00           | \$ 128.00               | \$ 108.00               |                |
| Avg. Rate of Occupancy             | 441        | 13%             | 49%                    | 78%                 | 18%                     | 5%                      | 21%            |
| <b>Guelph Lake</b>                 |            |                 |                        |                     |                         |                         |                |
| Premium Unserviced                 | 11         | \$ 35.00        | \$ 36.00               | \$ 37.00            | \$ 33.00                | \$ 28.00                | 36%            |
| Standard Unserviced                | 114        | \$ 34.00        | \$ 35.00               | \$ 36.00            | \$ 32.00                | \$ 27.00                | 17%            |
| Standard Serviced                  | 37         | \$ 42.00        | \$ 43.00               | \$ 44.00            | \$ 40.00                | \$ 35.00                | 26%            |
| Economy Unserviced                 | 41         | \$ 32.00        | \$ 33.00               | \$ 34.00            | \$ 30.00                | \$ 25.00                | 12%            |
| Group Sites(601-602) min. 10 units | 2          | \$ 350.00       | \$ 350.00              | \$ 360.00           | \$ 320.00               | \$ 270.00               |                |
| Group Sites (603) min. 5 units     | 1          | \$ 170.00       | \$ 175.00              | \$ 180.00           | \$ 160.00               | \$ 135.00               |                |
| Group Sites(606-609) min. 5 units  | 4          | \$ 170.00       | \$ 175.00              | \$ 180.00           | \$ 160.00               | \$ 135.00               |                |
| Group Sites(610) min. 6 units      | 1          | \$ 204.00       | \$ 210.00              | \$ 216.00           | \$ 192.00               | \$ 162.00               |                |
| Group Sites(605) min. 10 units     | 1          | \$ 420.00       | \$ 430.00              | \$ 440.00           | \$ 400.00               | \$ 350.00               |                |
| Avg. Rate of Occupancy             | 212        | 17%             | 45%                    | 90%                 | 15%                     | 5%                      | 23%            |
| <b>Laurel Creek</b>                |            |                 |                        |                     |                         |                         |                |
| Standard Unserviced                | 31         | \$ 33.00        | \$ 34.00               | \$ 35.00            | \$ 31.00                | \$ 26.00                | 24%            |
| Standard Serviced                  | 32         | \$ 41.00        | \$ 42.00               | \$ 43.00            | \$ 39.00                | \$ 34.00                | 28%            |
| Economy Unserviced                 | 9          | \$ 31.00        | \$ 32.00               | \$ 33.00            | \$ 29.00                | \$ 24.00                | 19%            |
| Group Sites (youth group only)     | 1          | \$ 80.00        | \$ 80.00               | \$ 80.00            | \$ 80.00                | \$ 80.00                |                |
| Avg. Rate of Occupancy             | 73         | 22%             | 42%                    | 100%                | 20%                     | 9%                      | 24%            |
| <b>Conestogo Lake</b>              |            |                 |                        |                     |                         |                         |                |
| Premium Serviced                   | 2          | \$ 42.00        | \$ 43.00               | \$ 44.00            | \$ 40.00                | \$ 35.00                | 23%            |
| Standard Unserviced                | 49         | \$ 33.00        | \$ 34.00               | \$ 35.00            | \$ 31.00                | \$ 26.00                | 16%            |
| Standard Serviced                  | 36         | \$ 41.00        | \$ 42.00               | \$ 43.00            | \$ 39.00                | \$ 34.00                | 23%            |
| Economy Unserviced                 | 26         | \$ 31.00        | \$ 32.00               | \$ 33.00            | \$ 29.00                | \$ 24.00                | 10%            |
| Group Sites (min. 5 units)         | 4          | \$ 330.00       | \$ 340.00              | \$ 350.00           | \$ 310.00               | \$ 260.00               |                |
| Avg. Rate of Occupancy             | 117        | 14%             | 47%                    | 84%                 | 17%                     | 3%                      | 18%            |

**General Membership Meeting  
Minutes of November 23, 2012**

| <b>Seasonal Camping</b>             |     |                   |                   |                       |                       |   |
|-------------------------------------|-----|-------------------|-------------------|-----------------------|-----------------------|---|
| <b>Brant Park</b>                   |     |                   |                   |                       |                       |   |
|                                     |     | <i>2012 Price</i> | <i>% Increase</i> | <i>Waterfront Fee</i> | <i>Proposed Price</i> |   |
| Premium Unserviced (Waterfront)     | 23  | \$ 1,693          | 3%                | +\$48                 | \$ 1,792              | Waterfront Fee to be increased to \$275.                                |
| Premium Serviced (EWS)              | 27  | \$ 2,202          | 3%                | \$ -                  | \$ 2,268              |   |
| Standard Unserviced                 | 16  | \$ 1,466          | 3%                | \$ -                  | \$ 1,510              |   |
| Standard Serviced                   | 69  | \$ 2,032          | 3%                | \$ -                  | \$ 2,093              |   |
| Economy Serviced (Water Only)       | 71  | \$ 1,580          | 3%                | \$ -                  | \$ 1,627              |   |
|                                     | 206 |                   |                   |                       |                       |   |
| <b>Byng Island</b>                  |     |                   |                   |                       |                       |   |
|                                     |     | <i>2012 Price</i> | <i>% Increase</i> | <i>Waterfront Fee</i> | <i>Proposed Price</i> |   |
| Premium Unserviced (Waterfront)     | 45  | \$ 1,718          | 3%                | +\$49                 | \$ 1,819              | Waterfront Fee to be increased to \$275.                                |
| Premium Serviced (Waterfront)       | 23  | \$ 2,248          | 3%                | +\$49                 | \$ 2,364              |   |
| Standard Unserviced                 | 43  | \$ 1,492          | 3%                | \$ -                  | \$ 1,537              |   |
| Standard Serviced                   | 77  | \$ 2,135          | 3%                | \$ -                  | \$ 2,199              |   |
|                                     | 188 |                   |                   |                       |                       |   |
| <b>Conestogo Lake</b>               |     |                   |                   |                       |                       |   |
|                                     |     | <i>2012 Price</i> | <i>% Increase</i> | <i>Waterfront Fee</i> | <i>Proposed Price</i> |   |
| Premium Unserviced                  | 3   | \$ 1,450          | 3%                | \$ -                  | \$ 1,495              |   |
| Standard Serviced                   | 31  | \$ 1,724          | 5%                | \$ -                  | \$ 1,810              |   |
| Economy Serviced (Marine Washrooms) | 26  | \$ 1,724          | 3%                | \$ -                  | \$ 1,776              |   |
|                                     | 60  |                   |                   |                       |                       |   |
| <b>Elora Gorge</b>                  |     |                   |                   |                       |                       |   |
|                                     |     | <i>2012 Price</i> | <i>% Increase</i> | <i>Waterfront Fee</i> | <i>Proposed Price</i> |   |
| Premium Serviced (Sewer) Waterfront | 14  | \$ 2,290          | 3%                | \$ 137.50             | \$ 2,496              | Waterfront surcharge of \$275 to be implemented over 2 years.           |
| Premium Serviced (Sewer)            | 36  | \$ 2,290          | 5%                | \$ -                  | \$ 2,405              |   |
| Standard Serviced (Sewer)           | 35  | \$ 2,290          | 3%                | \$ -                  | \$ 2,359              |   |
| Standard Serviced                   | 4   | \$ 2,006          | 3%                | \$ -                  | \$ 2,066              |   |
|                                     | 89  |                   |                   |                       |                       |   |
| <b>Guelph Lake</b>                  |     |                   |                   |                       |                       |   |
|                                     |     | <i>2012 Price</i> | <i>% Increase</i> | <i>Waterfront Fee</i> | <i>Proposed Price</i> |   |
| Premium Unserviced Waterfront       | 1   | \$ 1,440          | 3%                | \$ 137.50             | \$ 1,621              | Waterfront surcharge of \$275 to be implemented over 2 years.           |
| Standard Unserviced                 | 14  | \$ 1,440          | 3%                | \$ -                  | \$ 1,483              |   |
| Standard Serviced                   | 69  | \$ 2,006          | 3%                | \$ -                  | \$ 2,066              |   |
|                                     | 84  |                   |                   |                       |                       |   |
| <b>Laurel Creek</b>                 |     |                   |                   |                       |                       |   |
|                                     |     | <i>2012 Price</i> | <i>% Increase</i> | <i>Waterfront Fee</i> | <i>Proposed Price</i> |   |
| Premium Unserviced                  | 5   | \$ 1,502          | 3%                | \$ 81.00              | \$ 1,555              | Waterfront surcharge to be increased to \$275 implemented over 2 years. |
| Standard Unserviced                 | 3   | \$ 1,389          | 3%                | \$ -                  | \$ 1,431              |   |
| Standard Serviced                   | 43  | \$ 1,930          | 3%                | \$ -                  | \$ 1,988              |   |
|                                     | 51  |                   |                   |                       |                       |   |
| <b>Pinehurst</b>                    |     |                   |                   |                       |                       |   |
|                                     |     | <i>2012 Price</i> | <i>% Increase</i> | <i>Waterfront Fee</i> | <i>Proposed Price</i> |   |
| Standard Unserviced                 | 4   | \$ 1,440          | 3%                | \$ -                  | \$ 1,483              |   |
| Standard Serviced                   | 100 | \$ 2,006          | 3%                | \$ -                  | \$ 2,066              |   |
|                                     | 104 |                   |                   |                       |                       |   |

**General Membership Meeting  
Minutes of November 23, 2012**

| Day Use        | Adult Weekday | Adult Weekend | Child Weekday | Child Weekend | Season Pass | # Visitors 2011 | % Weekend Use |
|----------------|---------------|---------------|---------------|---------------|-------------|-----------------|---------------|
| Laurel Creek   | \$ 5.50       | \$ 5.50       | \$ 2.75       | \$ 2.75       | \$ 122.00   | 20,809          | 69%           |
| Conestogo Lake | \$ 5.50       | \$ 5.50       | \$ 2.75       | \$ 2.75       |             | 25,887          | 64%           |
| Shade's Mills  | \$ 5.50       | \$ 5.50       | \$ 2.75       | \$ 2.75       |             | 26,796          | 85%           |
| Pinehurst      | \$ 5.50       | \$ 5.50       | \$ 2.75       | \$ 2.75       |             | 28,827          | 56%           |
| Brant Park     | \$ 5.50       | \$ 5.50       | \$ 2.75       | \$ 2.75       |             | 30,383          | 62%           |
| Byng Island    | \$ 5.50       | \$ 5.50       | \$ 2.75       | \$ 2.75       |             | 30,867          | 65%           |
| Elora Quarry*  | \$ 5.50       | \$ 5.75       | \$ 2.75       | \$ 3.00       |             | 34,129          | 60%           |
| Elora Gorge*   | \$ 5.50       | \$ 5.75       | \$ 2.75       | \$ 3.00       |             | 39,720          | 58%           |
| Belwood Lake*  | \$ 5.50       | \$ 5.75       | \$ 2.75       | \$ 3.00       |             | 46,822          | 64%           |
| Guelph Lake*   | \$ 5.50       | \$ 5.75       | \$ 2.75       | \$ 3.00       |             | 49,548          | 63%           |
| Rockwood       | \$ 5.75       | \$ 6.00       | \$ 2.75       | \$ 3.00       |             | 50,857          | 63%           |

\* Weekend rates apply to Primary Season only. Weekday rates apply to shoulder season weekends.



December 20, 2012

To: T. Salter, General Manager of Planning Services  
M. Witmer, Planning Services  
S. Kirkwood, Manager of Development Planning  
S. Robinson, Heritage Guelph  
P. Sheehy, Zoning Services  
J. Bodai, Engineering Services  
B. Poole, Chief Building Official  
P. Moore, Manager of Permits and Zoning  
J. Mairs, Economic Development  
T. Sagaskie, Guelph Junction Railway  
Ministry of Transportation  
Canadian National Railway  
M. A. Wittemund, Guelph Hydro  
F. Natolochny, Grand River Conservation Authority  
B. Boulton, Bell Canada

G.# 2

RECEIVED

DEC 31 2012

Township of Puslinch

**Re: Agenda for the January 15, 2013  
Meeting of Committee of Adjustment**

The Planning Act Regulations passed under the amendments to the Planning Act R.S.O. 1990, Chapter P13, as amended, requires that the Notice of Public Hearing for applications to Committee of Adjustment be forwarded to yourself and other public bodies for comment.

Attached hereto please find the Agenda for the January 15, 2013 Meeting of the Committee of Adjustment.

Unless you notify the undersigned that you do not wish to receive notice, notice of all applications for consent will be mailed to you for comment. Alternatively, please do not hesitate to contact the undersigned if you wish to be notified only with applications which apply only to your agency's interests.

Comments must be received **no later than January 10, 2013** in order to be considered at this Regular Meeting of the Committee of Adjustment.

Sincerely,



**Kim Fairfull, ACST**  
Administrative Assistant

Building Services  
Location: 1 Carden Street – 3<sup>rd</sup> Floor

T 519-837-5615 x 2374  
F 519-822-4632  
E kim.fairfull@guelph.ca

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

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

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

# COMMITTEE OF ADJUSTMENT NOTICE OF PUBLIC MEETING



**An Application for Minor Variance(s) has been filed with the Committee of Adjustment.**

**LOCATION  
of PROPERTY:** 728 Victoria Road, South

**PROPOSAL:** The applicant is requesting permission to add an 'office' and 'school' as permitted uses for the property.

**BY-LAW  
REQUIREMENTS:** The property has three separate zoning classifications. The portion of the property located in the City of Guelph boundary is zoned UR (Urban Reserve) in the City of Guelph Zoning By-law (1995)-14864 and the remaining portions have Township of Puslinch zoning classifications of Industrial 2 (IND-2) and Agriculture (A). The location of the buildings are located in the IND-2 Variances from of Zoning By-law (1995)-14864, as amended, are being requested.

Variances from Section 11.1.1 (Urban Reserve) – Permitted Uses; Section 5(2) – Agricultural Zone and Section 15(2) – Industrial Zone of the Township of Puslinch By-law.

**REQUEST:** The applicant is seeking relief from the By-law requirements to permit an 'office' use and 'school' use to be permitted in the existing building on the property.

The Committee of Adjustment for the City of Guelph will be holding a public hearing to consider an application under Section 45 of the Planning Act R.S.O. 1990 P.13, as amended.

|                                  |   |
|----------------------------------|---|
| <b>DATE OF HEARING</b>           | <b>January 15, 2013</b>   |
| <b>APPLICATION WILL BE HEARD</b> | <b>4:50 p.m.<br/>City Hall<br/>1 Carden Street, Guelph, Ontario</b> |
| <b>APPLICATION NUMBER</b>        | <b>A-8/13</b>   |

### HOW DO I PROVIDE COMMENTS?

You may provide your comments, in support or opposition, regarding this application:

#### By appearing at the Public Hearing:

Please advise the Secretary-Treasurer of the Committee of Adjustment of your intention to appear before the Committee.

#### In Writing:

Written comments received by January 10, 2013 will be forwarded to the Committee members. Comments submitted after this date will be summarized at the hearing.

**By Mail:** Secretary Treasurer, Committee of Adjustment,  
City of Guelph, 1 Carden Street, Guelph, ON N1H 3A1

**By Fax:** 519-822-4632

**By Email:** [cofa@guelph.ca](mailto:cofa@guelph.ca)

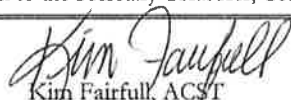
### HOW DO I GET MORE INFORMATION?

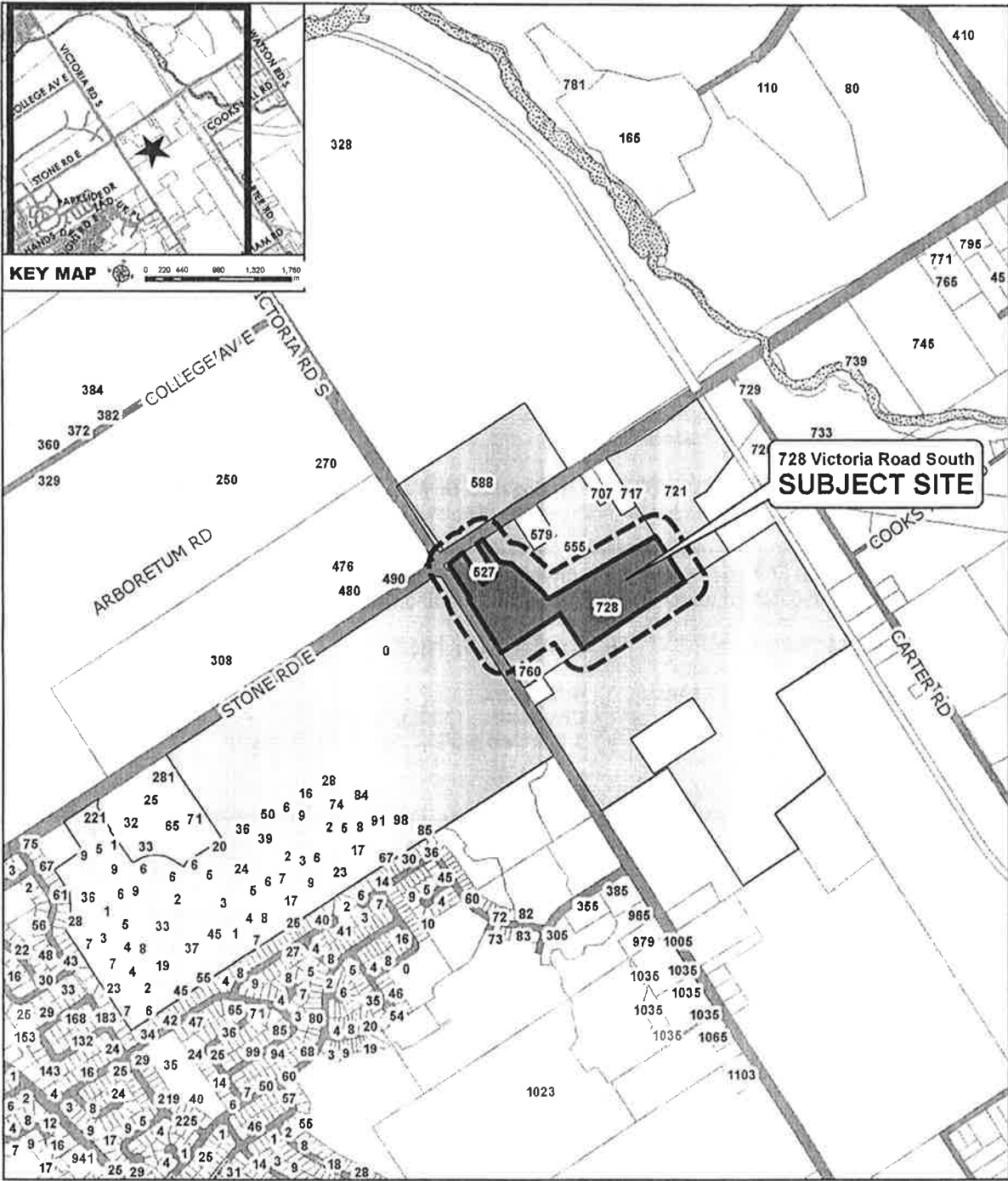
**In Person:** City Hall, 1 Carden Street, 3<sup>rd</sup> Floor

**By Telephone:** 519-837-5615, Ext. 2524

### HOW DO I RECEIVE NOTIFICATION OF THE DECISION?

You *must* make a written request for Notice of Decision to the Secretary-Treasurer, Committee of Adjustment.

  
Kim Fairfull, ACST  
Secretary-Treasurer  
Committee of Adjustment

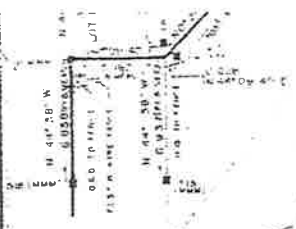


**728 Victoria Road South  
SUBJECT SITE**

**60m CIRCULATION AREA  
728 Victoria Road South  
File No.: A-8/13**



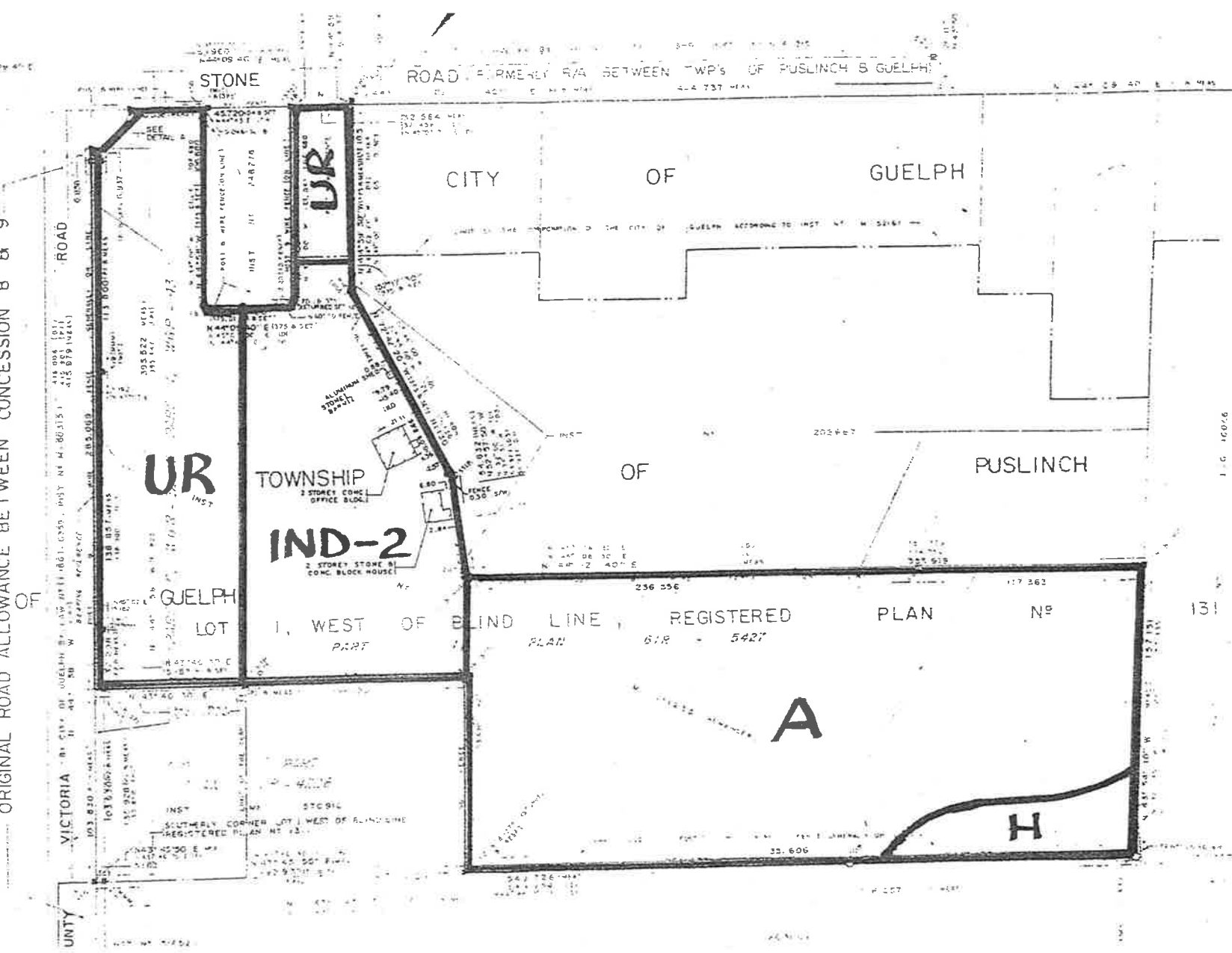
Produced by the City of Guelph  
Planning, Building, Engineering and Environment Ltd, Development Planning  
December 2012



DETAIL A  
(not to scale)

ORIGINAL ROAD ALLOWANCE BETWEEN CONCESSION B & 9

CITY



I.G. 160/6



December 20, 2012

The Honourable Dalton McGuinty  
Premier of Ontario  
The Government of Ontario  
Room 281, Main Legislative Building, Queen's Park  
Toronto ON M7A 1A1

IG# 3  
Legislative and Planning Services  
Office of the Regional Clerk  
1151 Bronte Road  
Oakville ON L6M 3L1  
Email: [RegionalClerk@halton.ca](mailto:RegionalClerk@halton.ca)

VIA EMAIL

Dear Premier McGuinty:

Please be advised that at its meeting held Wednesday, December 12, 2012, the Council of the Regional Municipality of Halton adopted the following resolution:

**RESOLUTION: OMB Costs – Provincial Growth Plan**

**WHEREAS** the Region was required by the Province to bring Halton's Official Plan into conformity with the Provincial Growth Plan, as mandated by the Places to Grow Act;

**AND WHEREAS** the Region approved Regional Plan Amendment No. 37 on June 3, 2009 and approved Regional Plan Amendment No. 38 on December 16, 2009 as required by the Province under the Places to Grow Act, thereby fulfilling the requirement to achieve conformity with the Provincial Growth Plan, at significant cost to the Region;

**AND WHEREAS** the Province approved Regional Plan Amendment No. 37 on November 25, 2009 and approved Regional Official Plan Amendment No. 38 on November 24, 2011;

**AND WHEREAS** the Region passed a Resolution on July 7, 2010 requesting the Province to take responsibility for any Ontario Municipal Board hearings relating to the aforesaid approvals and to assume responsibility for all costs incurred by the Region to defend the Growth Plan conformity exercise;

**AND WHEREAS** the Region has received a total of 41 appeals to Regional Official Plan Amendment Nos. 37 and 38 and must now defend the Official Plan and the Growth Plan conformity exercise undertaken by the Region at an Ontario Municipal Board hearing;

**AND WHEREAS** the hearing to resolve these appeals is scheduled to commence on September 23, 2013, for a period of 19 weeks and will require the participation of various legal, planning and other expert witnesses, the cost of which to Halton's taxpayers will be several million dollars;

**AND WHEREAS** it continues to be the Region's firm position that because it is the Province through legislation that has mandated municipalities to achieve conformity with the Growth Plan, as set out in the Places to Grow Act, municipalities should not be required to assume the costs of defending their respective Growth Plan conformity exercises on an appeal to the Ontario Municipal Board.

**The Regional Municipality of Halton**

**NOW THEREFOR BE IT RESOLVED:**

1. THAT Regional Council reaffirms its resolution of July 7, 2010, attached as Appendix "1" hereto.
2. THAT this Resolution be forwarded to the Premier and the Minister of Municipal Affairs and Housing, Halton's MPPs and all party leaders in Ontario for their consideration and action.
3. THAT this resolution be forwarded to the City of Burlington and the Towns of Oakville, Milton and Halton Hills, to all other Regional and Local Municipalities within the Greater Golden Horseshoe area affected by the Provincial Growth Plan and to the Association of Municipalities of Ontario, for their consideration and endorsement.
4. THAT this Resolution be forwarded to all other recipients of Regional Council's original resolution of July 7, 2010, for their information and action.

As per the above resolution, please accept this correspondence for your information and consideration.

Sincerely,



Gary Carr  
Regional Chair

c. **Minister of Municipal Affairs and Housing**  
The Honourable Dwight Duncan  
7 Queen's Park Crescent, 7<sup>th</sup> floor  
Toronto ON M7A 1Y7  
[financecommunications.fin@ontario.ca](mailto:financecommunications.fin@ontario.ca)

Kevin Flynn, MPP, Oakville  
2330 Lakeshore Road W. Unit 2  
Oakville ON L6L 1H3  
[kflynn.MPP@liberal.ola.org](mailto:kflynn.MPP@liberal.ola.org)

Jane McKenna, MPP, Burlington  
760 Brant Street, Suite 44  
Burlington ON L7R 4B7  
[jane.mckenna@pc.ola.org](mailto:jane.mckenna@pc.ola.org)

Ted Chudleigh, MPP, Halton  
172 Mill Street, Unit 1  
Milton ON, L9T 1S2  
[ted\\_chudleigh@ontla.ola.org](mailto:ted_chudleigh@ontla.ola.org)

Ted Arnott, MPP, Wellington-Halton Hills  
181 St. Andrew St E, 2nd Floor  
Fergus ON N1M 1P9  
[ted.arnott@pc.ola.org](mailto:ted.arnott@pc.ola.org)

Tim Huddack, Leader of the Official Opposition  
Room 381, Main Legislative Building  
Queen's Park  
Toronto, Ontario M7A 1A8  
[tim.hudakco@pc.ola.org](mailto:tim.hudakco@pc.ola.org)

Andrea Horwath, Leader New Democratic Party of Ontario  
Room 113, Main Legislative Building, Queen's Park  
Toronto, Ontario M7A 1A5  
[ahorwath-qp@ndp.on.ca](mailto:ahorwath-qp@ndp.on.ca)

Ms. Angela Morgan, City Clerk  
City of Burlington  
426 Brant St  
Burlington ON L7R 3Z6  
[morgana@burlington.ca](mailto:morgana@burlington.ca)

Ms. Suzanne Jones, Town Clerk  
Town of Halton Hills  
1 Halton Hills Dr  
Halton Hills ON L7G 5G2  
[suzannej@haltonhills.ca](mailto:suzannej@haltonhills.ca)

Mr. Troy McHarg, Town Clerk  
Town of Milton  
150 Mary St  
Milton ON L9T 6Z5  
[townclerk@milton.ca](mailto:townclerk@milton.ca)

Ms. Cathie Best, Town Clerk  
Town of Oakville  
1225 Trafalgar Rd  
Oakville ON L6H 0H3  
[townclerk@oakville.ca](mailto:townclerk@oakville.ca)

**Regional and Local Municipalities within the Greater Golden Horseshoe**

City of Barrie, Dawn McAlpine, [dmcalpine@barrie.ca](mailto:dmcalpine@barrie.ca)  
City of Brampton, Peter Fay, [peter.fay@brampton.ca](mailto:peter.fay@brampton.ca)  
City of Brantford, Darryl J. Lee, [dlee@brantford.ca](mailto:dlee@brantford.ca)  
City of Cambridge, Alex Mitchell, [mitchella@cambridge.ca](mailto:mitchella@cambridge.ca)  
City of Guelph, Lois A. Giles, [clerks@guelph.ca](mailto:clerks@guelph.ca)  
City of Hamilton, Rose Caterini, [clerk@hamilton.ca](mailto:clerk@hamilton.ca)  
City of Kawartha Lakes, Judy Currins, [jcurrins@city.kawarthalakes.on.ca](mailto:jcurrins@city.kawarthalakes.on.ca)  
City of Kitchener, Randy Gosse, [randy.gosse@kitchener.ca](mailto:randy.gosse@kitchener.ca)  
City of Mississauga, Crystal Greer, [crystal.greer@mississauga.ca](mailto:crystal.greer@mississauga.ca)  
City of Niagara Falls, Dean Iorfida, [diorfida@niagarafalls.ca](mailto:diorfida@niagarafalls.ca)  
City of Orillia, Gayle Jackson, [gjackson@orillia.ca](mailto:gjackson@orillia.ca)  
City of Oshawa, Sandra Kranc, [skranc@oshawa.ca](mailto:skranc@oshawa.ca)  
City of Peterborough, John Kennedy, [jkennedy@peterborough.ca](mailto:jkennedy@peterborough.ca)  
City of Pickering, Debbie Shields, [clerks@cityofpickering.com](mailto:clerks@cityofpickering.com)  
City of Port Colborne, Ashley Grigg, [ashlevgrigg@portcolborne.ca](mailto:ashlevgrigg@portcolborne.ca)  
City of St. Catharines, Dan Carnegie, [dcarnegie@stcatharines.ca](mailto:dcarnegie@stcatharines.ca)  
City of Thorold, Susan M. Daniels, [clerk@thorold.com](mailto:clerk@thorold.com)  
City of Toronto, Ulli S. Watkiss, [clerk@toronto.ca](mailto:clerk@toronto.ca)  
City of Vaughan, Jeffrey A. Abrams, [jeffrey.abrams@vaughan.ca](mailto:jeffrey.abrams@vaughan.ca)  
City of Waterloo, Susan Greatrix, [susan.greatrix@waterloo.ca](mailto:susan.greatrix@waterloo.ca)  
City of Welland, Christine Mintoff, [clerk@welland.ca](mailto:clerk@welland.ca)  
County of Brant, Jayne Carman, [jayne.carman@brant.ca](mailto:jayne.carman@brant.ca)  
County of Dufferin, Pam Hillock, [phillock@dufferincounty.on.ca](mailto:phillock@dufferincounty.on.ca)  
County of Northumberland, Diane Cane, [caned@northumberlandcounty.ca](mailto:caned@northumberlandcounty.ca)  
County of Peterborough, Sally Saunders, [ssaunders@county.peterborough.on.ca](mailto:ssaunders@county.peterborough.on.ca)  
County of Simcoe, Brenda Clark, [brenda.clark@simcoe.ca](mailto:brenda.clark@simcoe.ca)  
County of Wellington, Scott Wilson, [scottw@wellington.ca](mailto:scottw@wellington.ca)  
Haldimand County, Janis Lankester, [eeichenbaum@haldimandcounty.on.ca](mailto:eeichenbaum@haldimandcounty.on.ca)  
Municipality of Brighton, Gayle Frost, [gfrost@brighton.ca](mailto:gfrost@brighton.ca)  
Municipality of Clarington, Patti L. Barrie, [pbarrie@clarington.net](mailto:pbarrie@clarington.net)  
Municipality of Port Hope, Sue Dawe, [sdawe@porthope.ca](mailto:sdawe@porthope.ca)

Municipality of Trent Hills, Margaret Montgomery, [marq.montgomery@trenthills.ca](mailto:marq.montgomery@trenthills.ca)  
Norfolk County, Beverley Wood, [bev.wood@norfolkcounty.ca](mailto:bev.wood@norfolkcounty.ca)  
Regional Municipality of Durham, Patricia Madill, [clerks@durham.ca](mailto:clerks@durham.ca)  
Regional Municipality of Niagara, Kevin Bain, [kevin.bain@niagararegion.ca](mailto:kevin.bain@niagararegion.ca)  
Regional Municipality of Peel, Kathryn Lockyear, [kathryn.lockyear@peelregion.ca](mailto:kathryn.lockyear@peelregion.ca)  
Regional Municipality of Waterloo, Kris Fletcher, [fkris@region.waterloo.on.ca](mailto:fkris@region.waterloo.on.ca)  
Regional Municipality of York, Denis Kelly, [denis.kelly@york.ca](mailto:denis.kelly@york.ca)  
Town of Ajax, Martin de Rond, [martin.derond@townofajax.com](mailto:martin.derond@townofajax.com)  
Town of Aurora, John D. Leach, [jleach@e-aurora.ca](mailto:jleach@e-aurora.ca)  
Town of Bradford West Gwillimbury, Glen Knox, [gknox@townofbwg.com](mailto:gknox@townofbwg.com)  
Town of Caledon, Karen Landry, [karen.landry@caledon.ca](mailto:karen.landry@caledon.ca)  
Town of Cobourg, Lorraine V. Brace, [lbrace@cobourg.ca](mailto:lbrace@cobourg.ca)  
Town of Collingwood, Sara Almas, [salmas@collingwood.ca](mailto:salmas@collingwood.ca)  
Town of East Gwillimbury, Kathleen Foster, [kfoster@eastgwillimbury.ca](mailto:kfoster@eastgwillimbury.ca)  
Town of Erin, Kathryn Ironmonger, [kathryn.ironmonger@erin.ca](mailto:kathryn.ironmonger@erin.ca)  
Town of Fort Erie, Carolyn Kett, [ckett@forterie.on.ca](mailto:ckett@forterie.on.ca)  
Town of Georgina, Roland Chenier, [rchenier@georgina.ca](mailto:rchenier@georgina.ca)  
Town of Grimsby, Hazel Soady-Easton, [hsoady-easton@town.grimsby.on.ca](mailto:hsoady-easton@town.grimsby.on.ca)  
Town of Halton Hills, Suzanne Jones, [suzannej@haltonhills.ca](mailto:suzannej@haltonhills.ca)  
Town of Innisfil, Jason Reynar, [jskorobohacz@innisfil.ca](mailto:jskorobohacz@innisfil.ca)  
Town of Lincoln, William Kolasa, [wkolasa@lincoln.ca](mailto:wkolasa@lincoln.ca)  
Town of Markham, Kimberley Kitteringham, [kkitteringham@markham.ca](mailto:kkitteringham@markham.ca)  
Town of Midland, Andrea Fay, [afay@midland.ca](mailto:afay@midland.ca)  
Town of Minto, Jane M. Steller, [jane@town.minto.on.ca](mailto:jane@town.minto.on.ca)  
Town of Mono, Keith McNenly, [keith@townofmono.com](mailto:keith@townofmono.com)  
Town of New Tecumseth, Gayla McDonald, [clerk@town.newtecumseth.on.ca](mailto:clerk@town.newtecumseth.on.ca)  
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Town of Pelham, Nancy Bozzato, [NJBozzato@pelham.ca](mailto:NJBozzato@pelham.ca)  
Town of Penetanguishene, Holly Bryce, [hbryce@penetanguishene.ca](mailto:hbryce@penetanguishene.ca)  
Town of Richmond Hill, Donna McLarty, [dmclarty@richmondhill.ca](mailto:dmclarty@richmondhill.ca)  
Town of Shelburne, John Telfer, [jtelfer@townofshelburne.on.ca](mailto:jtelfer@townofshelburne.on.ca)  
Town of Wasaga Beach, Twyla Nicholson, [clerk@wasagabeach.com](mailto:clerk@wasagabeach.com)  
Town of Whitby, Debi A. Wilcox, [wilcoxd@whitby.ca](mailto:wilcoxd@whitby.ca)  
Town of Whitchurch-Stouffville, Michele Kennedy, [michele.kennedy@townofws.ca](mailto:michele.kennedy@townofws.ca)  
Township of Adjala-Tosorontio, Barb Kane, [bkane@townshipadjitos.on.ca](mailto:bkane@townshipadjitos.on.ca)  
Township of Alnwick/Haldimand, Terrence (Terry) Korotki, [rvandemoosdyk@alnwickhaldimand.ca](mailto:rvandemoosdyk@alnwickhaldimand.ca)  
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Township of Asphodel-Norwood, Valerie Przybilla, [vprzybilla@asphodelnorwood.com](mailto:vprzybilla@asphodelnorwood.com)  
Township of Brock, Thomas G. Gettinby, [tgettinby@townshipofbrock.ca](mailto:tgettinby@townshipofbrock.ca)  
Township of Cavan-Monaghan, Gail Empey, [services@cavanmonaghan.net](mailto:services@cavanmonaghan.net)  
Township of Centre Wellington, Marion Morris, [mmorris@centrewellington.ca](mailto:mmorris@centrewellington.ca)  
Township of Clearview, Robert Campbell, [bcampbell@clearview.ca](mailto:bcampbell@clearview.ca)  
Township of Cramahe, Christie Alexander, [christie@cramahetownship.ca](mailto:christie@cramahetownship.ca)  
Township of Douro-Dummer, Linda G. Moher, [lindamo@dourodummer.on.ca](mailto:lindamo@dourodummer.on.ca)  
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Township of Galway-Cavendish-Harvey, Natalie Garnett, [ngarnett@galwaycavendishharvey.ca](mailto:ngarnett@galwaycavendishharvey.ca)  
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Township of Wainfleet, Tanya Lamb, [TLamb@wainfleet.ca](mailto:TLamb@wainfleet.ca)



Township of Wellesley, Susan Duke, [sduke@township.wellesley.on.ca](mailto:sduke@township.wellesley.on.ca)  
Township of Wellington North, Lorraine Heinbuch, [lheinbuch@wellington-north.com](mailto:lheinbuch@wellington-north.com)  
Township of West Lincoln, Carolyn Langlely, [clanglely@westlincoln.ca](mailto:clanglely@westlincoln.ca)  
Township of Wilmot, Barbara McLeod, [barb.mcleod@wilmot.ca](mailto:barb.mcleod@wilmot.ca)  
Township of Woolwich, Christine Broughton, [cbroughton@woolwich.ca](mailto:cbroughton@woolwich.ca)

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\* Amended/Added by Committee

\*\* Amended/Added by Council

Adopted by Council July 14, 2010, Meeting No. 09-10

THE REGIONAL MUNICIPALITY OF HALTON

NEW BUSINESS

**13. Request to the Province to Cover all Appeal Costs to the Ontario Municipal Board  
\* for Growth Plan Conformity Exercises**

\*\*

RECOMMENDATION

WHEREAS the Province of Ontario initiated and passed *The Places to Grow Act*;

AND WHEREAS pursuant to that Provincial initiative under *The Places to Grow Act*, the Province issued a Provincial Growth Plan for the Greater Toronto Area and pursuant to that Act requires municipalities at the Regional and Local levels to amend their Official Plans to bring them into conformity with that Provincial Growth Plan;

AND WHEREAS any Official Plan passed to achieve conformity with the Provincial Growth Plan must be approved by the Province;

AND WHEREAS the Province permits appeals of its approval decisions on Regional and Local Official Plans regarding conformity to be appealed to the Ontario Municipal Board despite the fact that any appeals of the Growth Plan itself are handled by way of a Hearing Officer who reports to the Province and the Province makes the final Decision;

AND WHEREAS the defence of any Regional and/or Local Official Plan to achieve conformity the Provincial Growth Plan can be a long and costly process in front of the Ontario Municipal Board;

AND WHEREAS municipalities are expected to defend their Official Plans for conformity at the Ontario Municipal Board despite the fact that the municipalities have had to pass those municipal official plans by reason of the Provincial *Places to Growth Act*;

AND WHEREAS in Halton, the Region of Halton has passed Regional Official Plan Amendments #37 and 38 as required by *The Places to Grow Act* and in the case of Regional Official Plan Amendment #37 that amendment was approved by the Province and then appealed by development interests to the Ontario Municipal Board and the same is likely to occur with Regional Official Plan Amendment #38 and with some if not all of the corresponding local official plan amendments;

AND WHEREAS even without any appeals to the Ontario Municipal Board there are significant costs for municipalities participating in the Provincially required Growth Plan conformity exercises pursuant to *The Places to Grow Act*;

AND WHEREAS such municipalities should not have the added cost of participating in OMB appeals of the various Regional and Local Official Plans produced in compliance with Provincial requirement for conformity with the Provincial Growth Plan;

AND WHEREAS the Province itself, in defending its Growth Plan and indeed other Provincial Plans such as the Greenbelt Plan has only hearing officer report exercises in response to changes and amendments sought by others to its Provincial Plans such as the Growth Plan and the Greenbelt Plan.

NOW THEREFORE BE IT RESOLVED:

1. THAT the Province of Ontario be requested to take responsibility for any Ontario Municipal Board appeal hearings related to any approvals of Regional and Local Official Plan Amendments that are passed pursuant to *The Places to Grow Act* in order to achieve conformity with that Act such that all costs related to defending a Growth Plan Conformity exercise before the Ontario Municipal Board are covered by the Province including the retention of any legal counsel, planning consultants, and other consultants and witnesses and also the time for Provincial or Regional or Local staff required as part of any defence before the Ontario Municipal Board.
2. THAT the Province of Ontario be requested to provide “intervener funding” to any municipalities affected by the appeal of any Growth Plan conformity, Official Plan amendment to the Ontario Municipal Board so as to enable the municipalities involved to defend their positions with respect to the Provincial Growth Plan conformity exercise before the Ontario Municipal Board without added cost to the Municipal Service and Delivery System and higher property taxes.
3. THAT a letter be sent by the Regional Chair along with this Resolution to the Premier of the Province of Ontario and the Minister of Municipal Affairs and Housing for their consideration and action in having the Province take the lead and the responsibility for the costs of any appeal proceedings before the Ontario Municipal Board on Growth Plan Conformity Official Plans by Regional and Local municipalities and by providing intervener funding to those municipalities who would be involved in any appeal proceedings respecting Growth Plan Conformity

Exercises.

4. THAT this Resolution be forwarded to all of the Regional and Local Municipalities within the Greater Golden Horseshoe and to the Association of Municipalities of Ontario for their support and endorsement of this Resolution.
- \*\* 5. THAT this Resolution be forwarded to Halton's MPPs, the Large Urban Mayors' Caucus of Ontario (LUMCO) and Greater Toronto Area (GTA) Mayors and Chairs.
6. THAT this Resolution be forwarded to all party leaders in Ontario.
- \*\* 7. THAT the Regional Chair write to the above-noted groups to request support for this Resolution and to the Province of Ontario to request that these costs be included in an amendment to the *Development Charges Act*.

\* \* \* \* \*

COMMITTEE NOTES

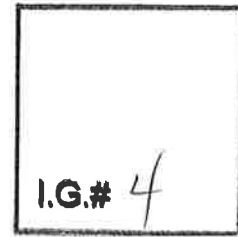
MEMBERS PRESENT: T. Adams, Chair  
R. Bonnette (arrived at 9:50 a.m.), J. Dennison, A. Elgar,  
A. Johnston, B. Lee, J. Taylor  
G. Carr, Regional Chair

STAFF PRESENT: Pat Moyle, C.A.O.  
M. Meneray, M. Zamojc, R. Glenn, K. Kielt

ALSO PRESENT: R. Beaman, Thomson, Rogers

Item No. 13 – Correspondence from the Town of Halton Hills re: “Motion – Request to Province to Cover all Appeal Costs to the Ontario Municipal Board for Growth Plan Conformity Exercises” was distributed, a copy of which is included in the Information Section of the Council agenda for July 14, 2010.

**TOWNSHIP OF PUSLINCH**  
**COMMITTEE OF ADJUSTMENT**  
**AGENDA**



Date: Tuesday, January 8, 2013

Time: 9:30 a.m.

1. Calling the Meeting Together and Order.
2. Disclosure of Pecuniary Interest and the General Nature Thereof.
3. Reading of the Minutes of the Previous Meeting.
4. Adoption of the Minutes.
5. Business Arising Out of the Minutes:
6. **BUSINESS:**
  1. A1/2013: James Michael & Linda Diane WINGERT 9:35 a.m.  
Part Lot 20, Concession 10  
7808 Wellington Road 34  
Purpose: Relief from provisions of Zoning By-law #19/85 as follows:  
Section 5, (3)(b), Lot Frontage (minimum ), Agricultural Zone. The by-law requires that the minimum lot frontage for all lots 4.0 ha and over should be at least 121.9 m. Requesting permission to allow the severed parcel to have only 117.37 m and the retained parcel to have only 99.49 m. Total relief being requested is 4.53 m on the severed parcel and 22.14 m on the retained parcel.
7. Other Business.
8. Unfinished Business.
9. New Business.
10. Adjournment.

**TOWNSHIP OF PUSLINCH**  
**COMMITTEE OF ADJUSTMENT**

MINUTES

Date: Tuesday, November 13, 2012

Time: 9:30 a.m.

The Fifth Regular 2012 Committee of Adjustment Meeting was held on the above noted date and called to order at 9:30 a.m. in the Municipal Office, Aberfoyle.

**ATTENDANCE:** All members of the Committee (except Barb McKay) were in attendance.

**OTHERS IN ATTENDANCE:**

1. Gerry Hayden
2. Jeff Buisman

**DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:**  
Nil.

**ADOPTION OF THE MINUTES:**

Motion #1: MOVED by Matthew Bulmer and SECONDED by Dennis Lever;  
THAT: The Minutes of the Fourth Regular 2012 Committee of Adjustment meeting dated October 9<sup>th</sup>, 2012 be and are hereby adopted as presented.  
CARRIED.

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

**BUSINESS:**

1. A7/2012: Gerry & Chad HAYDEN 9:35 a.m.  
Part Lots 24&25, Concession 3  
7128 Smith Road  
Purpose: Relief from provisions of Zoning By-law #19/85 as follows: General Provisions Section 3(1)(c). The by-law requires that no accessory building shall exceed 5 metres in height. Applicant is requesting permission to erect an accessory building that would be 6.7 metres in height. Total relief being requested is 1.7 metres in height.

The Secretary provided the following correspondence to the Committee with regard to this application:

- i) County of Wellington letter dated November 2, 2012 wherein Sarah Wilhelm advises that the County would have no concerns with this request.

Gerry Hayden attended the meeting and advised the Committee that they wish to building a storage building and because of some of the equipment they have they need a 14' door

Motion #2: MOVED by Dennis Lever and SECONDED by Matthew Bulmer;  
THAT : THE Committee of Adjustment after considering the criteria when deciding a Minor Variance Application does hereby Application #7/12, Gerry & Chad Hayden, 7128 Smith Road, relief from provisions of Zoning By-law #19/85 as follows:

- i) General Provisions Section 3(1)(c). The by-law requires that no accessory building shall exceed 5 metres in height. Applicant is requesting permission to erect an accessory building that would be 6.7 metres in height. Total relief being requested is 1.7 metres in height.  
CARRIED.

2. A8/2012: 2025590 ONTARIO LTD. (REMLEY) 9:45 a.m.  
 Part Lot 13, Concession 4  
 4663 Sideroad 12 North
- Purpose: Relief from provisions of Zoning By-law #19/85 as follows: General Provisions Section 3(25)(a). The by-law states that “no buildings or structures, including a private sewage treatment system and associated tile weeping bed, shall be constructed closer than 30 metres from the limit of a Natural Environment zone.’ Applicant is requesting permission to build a new dwelling 15 metres from the Natural Environment limit as well as installation of a septic tank 10 metres from the natural Environment limit and a septic tank line 8 metres from the Natural Environment limit. Total relief being requested is 5 metres for the dwelling, 20 metres for the septic tank and 22 metres from the septic tank line all from the NE limit.

The Secretary provided the following correspondence to the Committee with regard to this application:

- i) County of Wellington letter dated November 2, 2012 advising that provided that the GRCA is supportive of the requested reductions, the County has no concerns.
- ii) Grand River Conservation plan review report dated November 8, 2012 wherein Fred Natolochny advises that Permit Number 210/12 was approved by their office for the proposed development.

Mr. Buisman advised that an application was sent to GRCA and a GRCA permit has been issued. No EIS was required. The owner chose to put the building and septic in a location that required a minor variance. GRCA does not look at our zoning. We need to look a little more closely at the 30 m set-back when looking at severances.

- Motion #3: MOVED by Matthew Bulmer and SECONDED by Dennis Lever;  
 THAT : The Committee of Adjustment after considering the criteria when deciding a Minor Variance application does hereby give Application #8/2012, 2025590 ONTARIO LTD. (REMLEY), relief from provisions of Zoning By-law #19/85 as follows:
- i) General Provisions Section 3(25)(a). The by-law states that “No building or structures, including a private sewage treatment system and associated tile weeping bed, shall be constructed closer than 30 metres from the limit of a Natural Environment limit as well as installation of a septic tank 10 metres from the Natural Environment limit and a septic tank line 8 metres from the Natural Environment limit. Total relief being requested is 5 metres for the dwelling, w20 metres for the septic tank and 22 metres from the septic tank line from the NE limit.  
 CARRIED.

**OTHER BUSINESS:**

1. A6/2012: Scott CROW  
Decision: No Appeals have been received. The decision of the Committee is now final and binding.

**UNFINISHED BUSINESS:**

Nil.

**NEW BUSINESS:**

Nil.

**ADJOURNMENT:**

- Motion #3: MOVED by Matthew Bulmer and SECONDED by Dennis Lever;  
 THAT : The Committee of Adjustment does hereby adjourn at 9:53 a.m.  
 CARRIED.

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Chairman

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Secretary





**2012 BUILDING REPORT**

|                        | <u>VALUE OF CONSTRUCTION</u> |                        | <u>PERMIT FEES COLLECTED</u> |                     | <u>%</u>      | <u>PERMITS</u> |
|------------------------|------------------------------|------------------------|------------------------------|---------------------|---------------|----------------|
|                        | <u>2011</u>                  | <u>2012</u>            | <u>2011</u>                  | <u>2012</u>         | <u>CHANGE</u> | <u>ISSUED</u>  |
| January                | \$567,000.00                 | \$1,552,000.00         | \$5,915.00                   | \$17,445.00         | 274%          | 14             |
| February               | \$360,000.00                 | \$1,338,000.00         | \$3,705.00                   | \$14,410.00         | 372%          | 4              |
| March                  | \$2,888,000.00               | \$68,000.00            | \$29,205.00                  | \$1,447.00          | 2%            | 7              |
| April                  | \$1,343,000.00               | \$1,824,500.00         | \$13,930.00                  | \$17,813.00         | 136%          | 13             |
| May                    | \$2,655,000.00               | \$2,913,000.00         | \$27,455.00                  | \$41,277.90         | 110%          | 24             |
| June                   | \$2,086,700.00               | \$10,774,800.00        | \$21,557.00                  | \$109,710.05        | 516%          | 26             |
| July                   | \$2,494,400.00               | \$2,137,000.00         | \$25,600.00                  | \$33,897.05         | 86%           | 21             |
| August                 | \$1,008,000.00               | \$29,028,500.00        | \$10,946.00                  | \$259,024.00        | 2880%         | 26             |
| September              | \$877,000.00                 | \$4,501,900.00         | \$10,175.00                  | \$45,916.00         | 513%          | 11             |
| October                | \$1,640,000.00               | \$3,637,000.00         | \$16,940.00                  | \$46,733.00         | 222%          | 24             |
| November               | \$2,242,000.00               | \$3,369,700.00         | \$23,290.00                  | \$31,961.85         | 150%          | 25             |
| December               | \$251,000.00                 | \$2,000,000.00         | \$3,151.00                   | \$26,586.35         | 797%          | 20             |
| <b>TOTALS TO DATE</b>  |                              | <b>\$63,144,400.00</b> |                              | <b>\$646,221.20</b> |               | <b>215</b>     |
| <b>2011 COMPARISON</b> |                              | <b>\$18,412,100.00</b> |                              | <b>\$191,869.00</b> |               | <b>143</b>     |
| <b>Total % CHANGE</b>  |                              | <b>343%</b>            |                              | <b>337%</b>         |               | <b>150%</b>    |

# THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

## By-law No. /13

### Being a by-law for regulating or prohibiting signs and other advertising devices.

**WHEREAS** Section 99 of the *Municipal Act, 2001 S.O. 2001*, Chapter 25, provides that municipalities may pass by-laws respecting advertising devices, including signs;

**WHEREAS** Section 425 of the *Municipal Act, 2001 S.O. 2001*, Chapter 25, provides that municipalities have the authority by by-law or otherwise to direct or require that a matter or thing be done, and that municipalities may require that, in default of this being done by the person directed or required to do it, such matter or thing shall be done at the person's expense

**AND WHEREAS** Section 391 of the *Municipal Act, 2001 S.O. 2001*, Chapter 25, provides that municipalities may pass by-laws imposing fees or charges for services or activities provided;

NOW THEREFORE the Council of The Corporation of The Township of Puslinch enacts as follows:

#### **SECTION 1 SCOPE OF BY-LAW**

##### **1.1 Short Title of By-law**

This By-law and any amendments thereto shall be known as the "Puslinch Township Sign By-law."

##### **1.2 Purpose of the By-law**

###### **1.2.1** The purpose of this By-law is to:

- (a) regulate private and public signs placed on lands, buildings, and other structures within the corporate limits of Township of Puslinch;
- (b) implement the policies of the County Of Wellington Official Plan

##### **1.3 Legislative Authority**

This By-law is passed by the Council of the Corporation of The Township of Puslinch pursuant to the provisions of the Municipal Act, as amended.

##### **1.4 Area of Applicability**

This By-law applies to the lands in Puslinch Township.

##### **1.5 Compliance with By-law**

No person shall hereafter erect or display a sign except in conformity with the provisions of this By-law.

##### **1.6 Contents of By-law**

All references in the By-law to sections, regulations, exceptions, tables, figures, schedules and maps, refer to those in the By-law unless otherwise indicated.

### **1.7 Lawful Non-Complying Signs**

The provisions of this By-law shall not apply to a sign or the use of an existing sign that was lawfully erected on or before the day this By-law comes into force if the sign is not substantially altered and the maintenance and repair of the sign or a change in the message displayed is deemed not in itself to constitute a substantial alteration.

### **1.8 Relation to Other Government Requirements (Compliance with Other Restrictions)**

**1.8.1** This By-law shall not be construed so as to reduce or mitigate restrictions or regulations for any sign that are lawfully imposed by the Township, or by any governmental authority having jurisdiction to make such restrictions or regulations.

**1.8.2** Compliance with this By-law does not relieve a property owner from complying with the requirements of:

- (a) The Ontario Building Code;
- (b) Any federal, provincial, or municipal legislation.

## **SECTION 2 INTERPRETATION OF BY-LAW**

### **2.1 Measurements and Dimensions**

All measurements and dimensions in this By-law are expressed in metric.

### **2.2 Definitions**

Terms defined in this By-law are italicized and underlined for the purposes of convenience only. If a term defined by this By-law is not italicized and/or underlined, the definitions provided by the By-law shall apply when consistent with the context.

## **SECTION 3 DEFINITIONS**

**3.1** The terms set out below shall have the following meanings:

**“ALTER”** means any change to a sign including the removal and replacement of the sign, the addition or removal or rearrangement of parts of the sign, but excluding the changing of copy or the replacement of parts of the sign with similar parts for maintenance purposes. Alteration shall have the same meaning as alter.

**“BUILDING”** means a structure used for the shelter, accommodation or enclosure of persons, animals, goods, materials or equipment that is supported by columns or walls, has one or more floors, is covered by a roof and is permanently affixed to the land.

**“BUSINESS”** means an establishment in which one or more persons are employed in conducting, managing, or administering an endeavor or means of livelihood. The term business includes the administrative offices of a government agency, a non-profit organization, or a charitable organization.

**“CANOPY”** means any structure which projects from the exterior face of a building wall and extends across part or all of that exterior face of a building wall or is a self-supporting unenclosed structure.

**“CHARITABLE ORGANIZATION”** means an association of persons that has charitable status under the laws of Ontario or Canada.

**“COMMUNITY ASSOCIATION”** means a group of persons organized for the advancement of activities of a civic, social, cultural or recreational nature and whose activities are not conducted for monetary profit.

**“COPY”** means the wording, letters, numerals, graphics, logos, and artwork of a sign, on the display surface and is either permanent or removable.

**“COUNCIL”** means the Council of the Township Of Puslinch

**“TOWNSHIP”** means the Township Of Puslinch

**“DISPLAY SURFACE”** means the surface of the sign, upon, against, or through which the copy of the sign is displayed.

**“DRIVEWAY”** means that portion of a lot designed to provide motor vehicle access from the lot to the travelled portion of the street, private road or lane.

**“ERECT”** means display, attach, affix, post, alter, construct, place, locate, install or relocate.

**“FACADE”** means the exterior wall of a building facing a street or private road.

**“FARM”** means the use of land, buildings, or structures for apiaries, aviaries, the growing of crops; the breeding, raising, boarding, sale or training of horses; the breeding, raising or sale of livestock or dairying operations; the raising or sale of chickens, turkeys or other fowl; egg production.

**“FINISHED GRADE”** means the lowest of the levels of finished ground adjacent to the location of the sign, exclusive of any artificial embankment.

**“HEIGHT”** means the vertical distance from the finished grade below the sign to the highest physical point of the sign.

**“HOME OCCUPATION”** means an occupation or business that is carried on in accordance with all provisions of the Municipality’s By-laws within a dwelling as accessory to a permitted residential use.

**“INSPECTOR”** means any Building Inspector, Municipal Law Enforcement Officer or any other inspector appointed by Council pursuant to a By-law.

**“LOT”** means a parcel of land within a registered plan of subdivision or any land that may be legally conveyed under the exemption provided in section 50 (3)(b) or section 50 (5)(a) of the Planning Act, or a remnant of a lot that remains in private ownership after part of the lot has been expropriated.

**“EXTERIOR LOT”** A lot situated at the intersection of and abutting upon two streets, a street, and a private road, two private roads or the same street or private road, provided that the interior angle of the intersection of the street lines is not more than 135 degrees. In the case of a curved corner, the interior angle of the intersection shall be measured as the angle formed by the intersection of the extension of each of the street lines.

**"INTERIOR LOT"** A lot other than an exterior lot or a through lot.

**"THROUGH LOT"** A lot bounded on two opposite lot lines by streets and/or private roads. A lot that qualifies as both an exterior lot and a through lot shall be deemed to be an exterior lot.

**"LOT LINE"** means any boundary of a lot or the vertical projection thereof.

**"EXTERIOR SIDE LOT LINE"** A side lot line abutting a street or private road on an exterior lot.

**"FRONT LOT LINE"** In the case of an interior lot, a lot line dividing the lot from the street or private road shall be deemed to be a front lot line. In the case of an exterior lot, the shorter lot line abutting a street or private road shall be deemed to be an exterior side lot line. In the case of a through lot whether or not such lot is deemed to be an exterior lot, the lot line where the principal access to the lot is provided shall be deemed to be a front lot line.

**"INTERIOR SIDE LOT LINE"** A side lot line that is not an exterior side lot line.

**"REAR LOT LINE"** A lot line (or point of intersection of the side lot lines) furthest from and opposite to the front lot line.

**"SIDE LOT LINE"** A lot line other than a front lot line or a rear lot line.

**"MOTOR VEHICLE"** means an automobile, truck, motorcycle, and any other vehicle propelled or driven by other than muscular power.

**"MUNICIPALITY"** means the Township of Puslinch.

**"MUNICIPAL AGREEMENT"** means an agreement made with the Corporation of the Township of Puslinch.

**"MURAL"** means a painting, illustration, or decoration applied to a free standing sign or the exterior wall of a building and that is otherwise not a sign as defined by this By-law.

**"OWNER"** means the registered owner of the premises upon which any sign or sign structure is located, or any person described on a sign or whose name or address or telephone number appears on the sign, or who has installed the sign, or who is in lawful control of the sign, or who benefits from the message on the sign, and for the purposes of this By-law there may be more than one owner of a sign.

**"PERMANENT"** means physically existing or continuing indefinitely in a space, location, or place, permanently shall have the same meaning as permanent.

**"PERMITTED"** means permissible by this By-law.

**"PERSON"** means, but is not limited to an individual, sole proprietorship, partnership, association, or corporation and any other entity to which the context can apply according to the law.

**"PREMISES"** means a lot or a building or a part of a lot or building.

**“PRIVATE ROAD”** means a road, the fee simple of which is owned by a single person, that is subject to one or more easements registered against title in favour of one or more abutting lots to which the easements are appurtenant. Such easements entitle the owners of the lots to use the private road for the purposes of access to and from the lots. The term private road includes a private road shown on a registered plan of condominium plan but does not include a right-of-way or a street.

**“PROPERTY”** means a parcel of land having specific boundaries, which is capable of legal transfer.

**“PROVINCE”** means the Province of Ontario. Provincial shall have the same meaning as Province.

**“PUBLIC AUTHORITY”** means any department or agency of Township of Puslinch, a conservation authority, the Government of Ontario, or the government of Canada.

**“RIGHT-OF-WAY”** means an area of land on which has been created and registered against the title of the lot on which it is located, perpetual easements appurtenant to one or more lots to a street. The term right-of-way shall not include a private road.

**“ROAD ALLOWANCE”** shall have a corresponding meaning to that of a street.

**“SIGN”** means any visual medium and its support structure used to convey information by way of words, pictures, images, graphics, emblems, or symbol, or any device used for the purpose of providing direction, identification, advertisement, business promotion, or the promotion of a person, product, activity, service, event or idea.

**“SIGN, ABANDONED”** means a sign and/or a sign support structure located on a premises which becomes vacant and unoccupied for a period of 90 days or more, or any sign that pertains to a time, event, or purpose that no longer applies.

**“SIGN, ANIMATED”** means a sign which contains a video screen or any kinetic or illusionary motion of all or part of a sign, including rotations; or any sign which is manually displayed by an individual for the purposes of advertising, or any sign which is projected on a display surface by electronic means, but does not include an electronic message board.

**“SIGN AREA”** means:

- (a) In the case of a sign having one display surface, the area of the display surface;
- (b) In the case of a sign having two display surfaces, which are separated by the thickness of the sign structure and the thickness is not used as a display surface, the area of one display surface;
- (c) In the case of a free standing number, letter, picture, image, graphic, emblem, symbol, or shape, the smallest rectangle which will enclose the number, letter, picture, image, graphic, emblem, symbol, or shape.

**“SIGN, A-FRAME”** means a free-standing temporary sign with no more than two faces joined at the top of the sign that is intended for temporary use during the hours of the business to which it applies and that is constructed in a manner and of materials such that it can be placed and moved manually by a person without mechanical aid.

**“SIGN, BANNER”** means a sign made from cloth, plastic, or a similar light weight, non-rigid material.

**“SIGN, BARN”** means a sign affixed parallel to the wall or the other exterior of a barn and which identifies the name of the occupant or the name of the farm on which the barn is located.

**“SIGN, BILLBOARD”** means an outdoor ground or wall sign erected and maintained by a person, firm, corporation, or business engaged in the sale or rental of the space on the sign to a client, upon which space is displayed copy that advertises a business, goods, products, or services not necessarily sold or offered or conducted on the property.

**“SIGN, CANOPY”** means a sign which is contained within or affixed to the surface of a canopy and which does not project beyond the limits of the surface of the canopy.

**“SIGN, COMMUNITY EVENT”** means a temporary sign advertising events conducted or sponsored by charitable organizations or community associations.

**“SIGN, DIRECTIONAL”** means a sign erected on a property to identify an entrance, exit, or area for the purpose of directing persons and/or regulating the movement of traffic or pedestrians on a property.

**“SIGN, ELECTION”** means a temporary sign advertising any political party or candidate participating in the election for public office.

**“SIGN, ELECTRONIC MESSAGE BOARD”** means a sign which has messages displayed by electronic means.

**“SIGN, GROUND”** means a sign permanently affixed to the ground by one or more self-supporting poles or supported by a free-standing masonry structure.

**“SIGN, HOME OCCUPATION”** means a ground or wall sign located on the premises of a home occupation.

**“SIGN, INFLATABLE”** means a sign which is designed to be inflated by air or other gas and is designed to be airborne or tethered to the ground, a vehicle, a roof, or any other structure.

**“SIGN, MOBILE”** means a temporary sign which is not permanently affixed to the ground or to any structure, and typically designed for the rearrangement of copy of the sign face, and which is capable of being readily moved from place to place, but does not include a portable sign.

**“SIGN, OFF-SITE DIRECTIONAL”** means a sign providing directions to the site where a business or service is located.

**“SIGN, PERMANENT”** means a sign permanently erected on or affixed to a premises.

**“SIGN, POSTER”** means a printed notice conveying information intended to be displayed for a temporary period of time and includes but is not limited to a bill, handbill, leaflet, notice, or placard.

**“SIGN, PERSONAL”** means a temporary sign used for a personal announcement or congratulatory message which is located on a property zoned for residential uses.



**“SIGN, PORTABLE”** means a sign not permanently attached to the ground or a permanent structure and which is designed to be moved readily and manually by one person from one location to another, and includes signs commonly referred to as A-Frame, T-Frame, and sandwich board.

**“SIGN, PROJECTING”** means a sign not directly supported from the ground but generally erected perpendicular to a supporting building wall, but shall not be a wall sign as defined in this By-law.

**“SIGN, PROJECTION”** means a sign that is displayed on a surface, building, or structure, by the projection of a beam of light or other source.

**“SIGN, PROMOTIONAL DEVELOPEMENT”** means a sign advertising the sale of properties within a plan of subdivision but not the realtor’s, developer’s or landowner’s business in general.

**“SIGN, PRONOTIONAL DEVELOPMENT DIRECTION”** means a portable sign providing direction to a construction, reconstruction, or development site.

**“SIGN, PUBLIC USE”** means a sign erected by or under the jurisdiction of a Public Authority.

**“SIGN, REAL ESTATE”** means a sign located on a property for the purpose of announcing the sale, lease, or rental of such property or building or part of a building located thereon.

**“SIGN, REAL ESTATE OPEN HOUSE DIRECTIONAL”** means a temporary sign providing directions to a residence that is offered for sale and where an open house is being conducted.

**“SIGN, ROOF”** means a sign where the entire face of which is above the lowest point at which the roof meets the building.

**“SIGN, SUPPORT STRUCTURE”** means the framework, bracing and support of a sign.

**“SIGN, TEMPORARY”** means a sign not permanently erected and without foundations, that is not permanently affixed to any other structure which is used to advertise an activity or event that is transitory or not permanent in nature.

**“SIGN, TRAFFIC CONTROL”** means a sign erected under the jurisdiction of the Highway Traffic Act or the manual of Uniform Traffic Control Devices for the purpose of regulating traffic on streets.

**“SIGN, VEHICLE/TRAILER”** means a sign which is painted on or affixed to a motor vehicle or trailer which is parked and visible from a public right-of-way and its intended use is as a sign, unless said vehicle or trailer is used in the normal day-to-day operation of the business.

**“SIGN, Wall”** means a sign which is painted on or permanently affixed to a single wall of a building or structure.

**“SIGN, WINDOW”** means a sign placed, painted, etched or attached to the surface of a window facing the outside and intended to be primarily visible from a street or parking area.

**“STOREY”** means the portion of a building, other than an attic, basement or cellar, included between any floor level and the floor, ceiling or roof next above it. A mezzanine shall be deemed to be a storey.

**“ONE-HALF STOREY”** means a storey located wholly or in part under a sloping roof in which there is sufficient space to provide a height between finished floor and finished ceiling of at least 2.3 metres over a floor area equal to at least 50% of the floor area of the storey immediately below.

**“STREET”** means a road or public highway under the jurisdiction of the Township, the County or the Province of Ontario that is maintained so as to allow normal use by motor vehicles, or a road or public highway located within a registered plan of subdivision that has not yet been assumed by a public authority. The term shall not include a lane.

**“STREET LINE”** means the limit of a street, private road or lane.

**“STRUCTURE”** means a man-made construction that is fixed to the earth or attached to another structure on a temporary or permanent basis.

**“USE”** means the use of land, a building, or structure, as permitted in the Municipality’s zoning by-laws and identified in the Tables of this By-law.

**“VISIBILITY TRIANGLE”** means a triangular-shaped area of land abutting a lane, street or private road that is required to be kept free of obstructions that could impede the vision of a pedestrian or the driver of a motor vehicle exiting onto or driving on the lane, street or private road.

A visibility triangle shall be determined as follows:

- a) The visibility triangle adjacent to an exterior side lot line shall be the area enclosed by each of the street lines measured to a point 5 metres back from the intersection of the street lines, and a diagonal line drawn between these two points;
- b) The visibility triangle from a driveway, lane, or right-of-way shall be the area enclosed by each of the street lines measured to a point 3 metres back from the intersection of the street lines, and a diagonal line drawn between these two points

**“ZONE”** means a designated area of land use shown on any schedule of the Municipality’s zoning by-laws as enacted and amended by the Municipality pursuant to the Planning Act.

#### **SECTION 4 ADMINISTRATIVE PROVISIONS**

- 4.1** The Chief Building Official and the Building Department of the Township shall be responsible for the administration and enforcement of this By-law.
- 4.2** Except for signs otherwise exempted in this By-law from the requirements for a permit, no person shall erect, keep, or maintain a sign on any premises unless a permit is obtained from the Township prior to the erection or display of the sign.
- 4.3** Every person applying for a sign permit shall apply on the application form as may be prescribed by the Township and shall submit the required plans and information and pay the applicable fees.
  - (a) Use the prescribed form in Schedule “A” of this By-law.

**4.4** The fee for a sign permit shall be in accordance with Table 1.

| <b>TABLE 1<br/>SIGN PERMIT FEES</b> |            |
|-------------------------------------|------------|
| <b>SIGN TYPE</b>                    | <b>FEE</b> |
| Permanent Sign                      | \$150.00   |
| Mobile Sign                         | \$100.00   |
| Home Occupation                     | \$100.00   |
| Billboard Sign                      | \$500.00   |

**4.5** The Township shall refund 50% of the fees paid for a sign permit where the applicant in writing request a refund and the Township has not issued the permit.

**4.6** There shall be no refund of fees where:

- i) The Township has issued the permit as the result of false, mistaken, incorrect, or misleading information, statements, or undertakings on the application; or
- ii) The sign for which the permit application is made, has been erected, located, or displayed prior to the issuance of the permit.

**4.7** Where the applicant for a permit is not the owner of the premises where the sign is to be erected, the applicant shall provide written authorization from the owner of the premises where the sign is to be located or erected.

**4.8** A permit shall be refused if the proposed sign does not comply with this By-law and all other applicable law.

**4.9** A permit may be revoked where the permit was issued as the result of false, mistaken, incorrect, or misleading information, statements, or undertakings on the application.

**4.10** Where a sign is subject to the regulations of a public authority other than the Township by virtue of its location or type:

- i) An applicant for the sign shall provide the Township with the written permission of the public authority having jurisdiction prior to making an application to the Township for a permit; and,
- ii) Approval of the sign by a public authority does not exempt the sign from complying with the provisions of this By-law.

**4.11** Despite any other provisions of this By-law, where a sign is located within 400 metres of a Provincial highway, the approval of the Ministry of Transportation may be required for the erection of the sign.

**4.12** A sign permit is not required from the Ministry of Transportation for properties within 400 metres of a Provincial highway for:

- i) Signs that identify the name and/or occupation of the owner of the land, or the name of the premises. The size is limited to 0.60 metres by 0.30 metres;
- ii) Signs displaying information about the sale of agricultural products, other than tobacco, that are produced and offered for sale on private land that is zoned agricultural. Two signs that are facing in different directions, with a maximum size of 1.22 metres by 2.44 metres, can be installed; and
- iii) Signs displaying directions to a place where agricultural products, other than tobacco, that are offered for sale, provided that the owner of the sign is the owner or tenant of the land, the sign is on private land that is zoned agricultural, and the sign is displayed only during the season the products are offered for sale. The maximum size of the sign is the same as above.

**4.13** Every permit issued by the Township for a permanent sign shall expire six (6) months from the date of issuance unless the sign is erected for its intended purpose and the permit shall become null and void upon the removal of the sign.

**4.14** Where a permit has been issued for a permanent sign and before it has expired, a written request may be made to the Chief Building Official to extend the permit for a further six (6) months.

**4.15** Nothing in this By-law shall exempt a person from the requirement to obtain a building permit where the Ontario Building Code Act requires a building permit for the sign proposed to be erected.

**4.16** No permit is required to erect the following signs provided the signs otherwise comply fully with the provisions of this By-law:

- i) Election signs;
- ii) Real estate signs;
- iii) Real estate open house directional signs;
- iv) Off-site directional signs;
- v) Personal signs;
- vi) Portable signs;
- vii) Promotional development direction signs;
- viii) A sign having a sign area less than 650 cm<sup>2</sup>;
- ix) Window signs;
- x) A community event sign;
- xi) A sign advertising the sale of seasonal farm produce; and
- xii) A sign erected on a farm that is a sign permitted in Table 2 of this By-law.

**4.17** The following signs shall be exempt from the provisions of this By-law:

- i) Public use signs including signs required by and approved by the Township or signs erected or displayed for in connection with any activity or matter conducted by the Township;
- ii) A sign erected for the purpose of public safety;
- iii) Flags or emblems of patriotic, civic, educational or religious organizations;

- iv) Commemorative plaques or cornerstones that do not advertise;
- v) Murals that do not advertise;
- vi) A sign erected by a non-profit agricultural society for an event or fair it operates;
- vii) A sign erected at a farmers market operated by the Township or a non-profit agricultural society;
- viii) A barn sign; and
- ix) A sign containing advertising copy that is erected on premises owned by a public authority and used for sports and recreation or for community events.

## **SECTION 5                      ENFORCEMENT PROVISIONS**

- 5.1** It shall be the duty of every person who erects, uses, maintains or causes a sign to be erected, used or maintained to ensure that the sign complies with all the provisions and requirements of this By-law.
- 5.2** A sign erected in contravention of any provision of this By-law may be removed by the Township immediately and without notice, if such sign, unless otherwise authorized, is located wholly or partially on or over a road allowance or on any other lands owned by or under the jurisdiction of the Township.
- 5.3** The Inspector may cause a notice to be sent to any owner of a property, owner of a sign, or to both, by means of registered mail or by hand delivery where any sign is found to be in contravention of any provision of this By-law.
- 5.4** Any sign found to be in contravention of any provision of this By-law may be removed by the Inspector or any person directed by him/her, without notice and such sign may be disposed of or impounded at the discretion of the Inspector.
- 5.5** Any sign impounded by the Township shall be held for a period of thirty (30) calendar days from the date of the sign being impounded and at 12:01 a.m. of the thirty first (31<sup>st</sup>) day the sign, if not released to the owner upon payment of the expenses incurred by the Township, may be disposed of in a manner at the discretion of the Inspector, without compensation or notice to any person.
- 5.6** The reasonable expenses as determined by the Inspector for the removal and disposal of any sign removed by the Township shall be the responsibility of the sign`s owner and such costs are recoverable under the authority of the Municipal Act, 2001, as amended, and shall be collected in the same manner as taxes.
- 5.7** Every person who fails to comply with any provision or requirement of this By-law shall be guilty of an offense and liable to a fine as prescribed by the Provincial Offences Act.

## **SECTION 6                      PROHIBITIONS**

- 6.1** No person shall erect or maintain, or cause or permit to be erected or maintained any of the following signs:

- i) A sign located on premises which does not specifically identify or advertise a business, service, or occupant of the premises where it is located, unless otherwise specified in this By-law;
- ii) Roof Sign;
- iii) Animated sign;
- iv) Vehicle/Trailer sign on non-motorized vehicles where the purpose of the sign meets the definition of a sign under this By-law;
- v) A sign which may cause confusion with a traffic control sign or a traffic control signal; and
- vi) An abandoned sign.

## **6.2 Prohibited Locations**

- i) No sign or sign structure shall be located in a manner which, in the opinion of the Inspector, impedes the necessary view of a pedestrian or motorist;
- ii) No person shall locate a sign which obstructs or impedes any fire escape, fire exit or door, any window required for natural ventilation or natural lighting or required as an emergency escape, or a fire fighter's access panel or skylight, or so as to prevent or impede free access from or to any part of a building;
- iii) No person shall erect a sign which obstructs or otherwise impedes the utilization of a parking space, loading space, driveway or aisle unless additional parking spaces or loading spaces are provided to comply with the requirements and regulations of the Township;
- iv) No person shall locate a sign which obstructs or impedes the functioning of any flue or intake, or any exhaust system;
- v) No person shall nail, screw, tape or otherwise fasten a sign to a tree;
- vi) No person shall erect a ground sign less than 3.0 metres from a street line;
- vii) No person shall erect a sign higher than 0.75 metres within 3 metres of any road allowance where the sign may impede the visibility of an access from any improved public street to any lot;
- viii) No person shall erect a sign within any road allowance other than a sign installed by Municipal agreement or a poster sign, a real estate open house directional sign, or a portable sign otherwise permitted by this By-law;
- ix) No person shall erect a sign within a visibility triangle; and
- x) No person shall erect a wall sign above the first storey of a building or above the sill of the lowest window located at the second storey of a building.

## **SECTION 7 GENERAL PROVISIONS FOR ALL SIGNS**

- 7.1** In the event that an existing building is located within a road allowance, signs are permitted on the façade of the building within the road allowance subject to complying with all of the provisions of this By-law.
- 7.2** In the event a sign that is lawfully erected on the day this By-law comes into force is altered or removed, all applicable provisions of this By-law shall apply.

- 7.3** Where a sign is illuminated, the sign and source of illumination shall be designed and located so as to prevent light trespass beyond the sign support structure and the display surface area. Only down-lighting and back-lighting will be permitted. Down-lights shall be of a full cut-off design.
- 7.4** A billboard sign, directional sign, election sign, ground sign, home occupation, mobile sign, off-site directional sign, portable sign, projecting sign, promotional development direction sign, promotional development sign, real estate sign, and real estate open house directional sign may have two display surfaces attached back to back.

**SECTION 8 PERMITTED SIGNS**

- 8.1** Section 8 and Section 9 of this By-law are interdependent and shall be read together.
- 8.2** If a sign is specifically defined in this By-law but not listed as a permitted sign in any Table to this By-law, then the sign shall not be permitted.
- 8.3** A sign that is listed as being permitted shall only be permitted if it satisfies all applicable provisions of this By-law.
- 8.4** In the Tables to this By-law, the letter “P” indicates that a particular sign is permitted. The letter “N” indicates a particular sign is not permitted.
- 8.5** For the purposes of this By-law, the type of sign permitted on a property is based on the use of the property. The following uses are established by reference to the zone categories as set out in the Municipality’s Zoning By-law and are identified in the Tables to this By-law:

|     |   |
|-----|---|
| RES | Residential<br>Zone Categories: HR, RC, RR, MR, ML, ER1, ER2, RUR |
| IND | Industrial<br>Zone Categories: IND, DI                            |
| EXT | Extractive<br>Zone Categories: EXI                                |
| COM | Commercial<br>Zone Categories: C1, C2, C3, C4                     |
| INS | Institutional<br>Zone Categories: I                               |
| AGR | Agricultural<br>Zone Categories: A                                |
| OS  | Open Space<br>Zone Categories: OS, NE                             |

- 8.6** Where the use of the property does not correspond to a zone category set out above, the zone category permitting a use most similar to the use of the property shall apply for the purposes of this By-law.
- 8.7** The uses contained in Section 8.5 are identified in the Tables to this By-law.

**8.8** The sign types listed in Column 1 of Table 2 below, shall only be permitted in the property use category indicated in Column 3. The section of this By-law applicable to each sign type is indicated in Column 2.

| <b>TABLE 2<br/>SIGNS PERMITTED BY PROPERTY USE</b> |                 |                 |            |            |            |            |            |           |
|--|-----------------|-----------------|------------|------------|------------|------------|------------|-----------|
| <b>Column 1</b>                                    | <b>Column 2</b> | <b>Column 3</b> |            |            |            |            |            |           |
| <b>SIGN TYPE</b>                                   | <b>SECTION</b>  | <b>RES</b>      | <b>IND</b> | <b>EXT</b> | <b>COM</b> | <b>INS</b> | <b>AGR</b> | <b>OS</b> |
| Banner Sign  | 9.1             | N               | P          | N          | P          | P          | P          | N         |
| Billboard Sign                                     | 9.2             | N               | P          | P          | P          | N          | P          | N         |
| Canopy Sign  | n/a             | N               | P          | N          | P          | P          | P          | N         |
| Community Event Sign                               | 9.3             | P               | P          | P          | P          | P          | P          | P         |
| Directional Sign                                   | n/a             | P               | P          | P          | P          | P          | P          | P         |
| Election Sign                                      | 9.4             | P               | P          | P          | P          | P          | P          | N         |
| Electronic Message Board                           | 9.5             | N               | P          | N          | P          | P          | N          | N         |
| Ground Sign  | n/a             | P               | P          | P          | P          | P          | P          | P         |
| Home Occupation Sign                               | n/a             | P               | P          | P          | P          | P          | P          | P         |
| Inflatable Sign                                    | 9.6             | N               | N          | N          | P          | N          | N          | N         |
| Mobile Sign  | 9.7             | N               | P          | N          | P          | P          | P          | N         |
| Off-Site Directional Sign                          | 9.8             | N               | N          | N          | N          | N          | P          | N         |
| Portable Sign                                      | 9.9             | N               | P          | N          | P          | P          | P          | N         |
| Poster   | 9.10            | P               | P          | P          | P          | P          | P          | P         |
| Projecting Sign                                    | 9.11            | N               | N          | N          | P          | N          | N          | N         |
| Promotional Development Direction sign             | 9.12            | P               | P          | P          | P          | P          | P          | N         |
| Promotional Development Direction                  | 9.13            | P               | P          | P          | P          | P          | P          | N         |
| Real Estate Sign                                   | n/a             | P               | P          | P          | P          | P          | P          | N         |
| Real Estate Open House Directional Sign            | n/a             | P               | P          | P          | P          | P          | P          | N         |
| Wall Sign  | 9.14            | P               | P          | P          | P          | P          | P          | P         |

**8.9 MAXIMUM NUMBER OF SIGNS**

The maximum number of signs permitted on a property shall be in compliance with Table 3.

| <b>TABLE 3<br/>MAXIMUM NUMBER OF SIGNS FOR A PROPERTY</b> |                                      |
|---|--------------------------------------|
| <b>SIGN TYPE</b>  |                                      |
| Banner Sign   | 1                                    |
| Billboard Sign  | 1                                    |
| Canopy Sign   | 1 per first floor entrance or window |
| Community Event Sign                                      | No maximum                           |
| Directional Sign  | No maximum                           |
| Election Sign   | No maximum                           |



| <b>TABLE 3<br/>MAXIMUM NUMBER OF SIGNS FOR A PROPERTY</b> |  |
|---|--|
| <b>SIGN TYPE</b>  |  |
| Electronic Message Board                                  | 1 as part of a ground sign                                     |
| Ground Sign   | 1 for each street line of a property                           |
| Home Occupation Sign                                      | 1 non-illuminated ground or wall sign                          |
| Inflatable Sign   | 1  |
| Mobile Sign   | 1 for each 100 m of street line of a property                  |
| Off-Site Directional Sign                                 | 1  |
| Portable Sign   | 1 for each 100 m of street line of a property                  |
| Poster  | 1 per structure  |
| Projecting Sign   | 1  |
| Promotional Development Direction sign                    | 1  |
| Promotional Development Direction                         | 1 per road frontage of the property containing the development |
| Real Estate Sign  | 1 per street line  |
| Wall Sign   | 1 per residential property; Unlimited for all other uses       |

#### 8.10 MAXIMUM SIGN AREA

The maximum area of a sign shall comply with Table 4.

| <b>TABLE 4<br/>MAXIMUM SIGN AREA</b>   |                         |  |            |                   |            |                   |           |
|--|-------------------------|--|------------|-------------------|------------|-------------------|-----------|
| <b>SIGN TYPE</b>                       | <b>RES</b>              | <b>IND</b>   | <b>EXT</b> | <b>COM</b>        | <b>INS</b> | <b>AGR</b>        | <b>OS</b> |
| Banner Sign                            | N                       | 6.0 m <sup>2</sup>   |            |                   |            |                   | N         |
| Billboard Sign                         | N                       | 27.0 m <sup>2</sup>  |            |                   | N          | 27.m <sup>2</sup> | N         |
| Canopy Sign                            | 20 % of the Canopy Area |  |            |                   |            |                   |           |
| Directional Sign                       | 0.3 m <sup>2</sup>      |  |            |                   |            |                   |           |
| Election Sign                          | 1.2 m <sup>2</sup>      |  |            |                   |            |                   | N         |
| Electronic Message Board               | N                       | 20 % of the area of a ground sign                              |            |                   |            | N                 | N         |
| Ground Sign                            | 0.6 m <sup>2</sup>      | 0.5 times the length of the street line, max 14 m <sup>2</sup> |            |                   |            |                   |           |
| Home Occupation Sign                   | 0.8 m <sup>2</sup>      |  |            |                   |            |                   |           |
| Inflatable Sign                        | N                       | N  | N          | 6.0m <sup>2</sup> | N          | N                 | N         |
| Mobile Sign                            | N                       | 5.0m <sup>2</sup>  | N          | 5.0m <sup>2</sup> |            |                   | N         |
| Off-Site Directional Sign              | N                       | N  | N          | N                 | N          | 2.0m <sup>2</sup> | N         |
| Portable Sign                          | N                       | 0.6m <sup>2</sup>  | N          | 0.6m <sup>2</sup> |            | 2.0m <sup>2</sup> | N         |
| Poster                                 | 0.6 m <sup>2</sup>      |  |            |                   |            |                   |           |
| Projecting Sign                        | N                       | N  | N          | 1.5m <sup>2</sup> | N          | N                 | N         |
| Promotional Development Direction sign | N                       | 1.5 m <sup>2</sup>   |            |                   | N          | N                 | N         |
| Promotional Development Sign           | 10 m <sup>2</sup>       | 14 m <sup>2</sup>  |            |                   | N          | N                 | N         |
| Real Estate Sign                       | 0.6m <sup>2</sup>       | 3.0m <sup>2</sup>  |            |                   |            |                   | N         |
| Real Estate Open House                 | 0.6m <sup>2</sup>       |  |            |                   |            |                   |           |
| Wall Sign                              | 0.6m <sup>2</sup>       | 20% of building façade facing a street line                    |            |                   |            |                   |           |

### 8.11 MAXIMUM SIGN HEIGHT

The maximum height of a sign shall comply with Table 5.

| TABLE 5<br>MAXIMUM SIGN HEIGHT |       |       |     |       |     |       |
|--------------------------------|-------|-------|-----|-------|-----|-------|
| SIGN TYPE                      | RES   | IND   | EXT | COM   | INS | AGR   |
| Billboard Sign                 | NA    | NA    | NA  | 7.5 m | NA  | NA    |
| Election Sign                  | 2.0 m |       |     |       |     |       |
| Ground Sign                    | 9.0 m |       |     |       |     |       |
| Home Occupation Sign           | 1.5 m |       |     |       |     | 2.0 m |
| Inflatable Sign                | NA    | NA    | NA  |       | NA  | NA    |
| Mobile Sign                    | NA    | 2.5 m | NA  | 2.5 m |     |       |
| Portable Sign                  | 1.0 m | 1.5 m | NA  | 1.5 m |     | 2.0 m |
| Promotional Development Sign   | 9.0 m |       |     |       |     |       |

## SECTION 9 SPECIFIC SIGN REGULATIONS

### 9.1 Banner Signs

Banner signs shall be erected in compliance with the following:

- i) No person shall display a banner sign for more than two periods of 21 consecutive days in one calendar year.

### 9.2 Billboard Signs

Billboard signs shall be erected in compliance with the following:

- i) Only one (1) billboard sign shall be erected on a property;
- ii) No billboard sign shall be erected on a fence;
- iii) No billboard sign shall be erected less than 150 metres from a residential zone;
- iv) No billboard sign shall be erected less than 300 metres from another billboard sign;
- v) No billboard sign shall be erected within a setback required by a zoning By-law between a building and a lot line or street; and
- vi) A billboard sign shall not be animated.

### 9.3 Community Event Signs

Community Event signs shall be erected in compliance with the following:

- i) A community event sign may be erected on private property with the consent of the owner.
- ii) A community event sign may be erected on a property owned by the Township or on the untraveled portion of a road allowance with the approval of the Township and subject to any conditions or requirements imposed by the Township.

#### **9.4 Election Signs**

Election signs shall be erected in compliance with the following:

- i) Election signs associated with a federal or provincial election shall not be erected earlier than the date of notice of the dropping of the writ for and federal or provincial election;
- ii) Election signs associated with a municipal election shall not be erected or displayed any earlier than 45 days before voting day;
- iii) Election signs shall be removed within forty-eight (48) hours after the election polls close;
- iv) Election signs shall be erected only on private property and with the permission of the property owner;
- v) Election signs shall not be erected in a road allowance; and
- vi) A sign erected at a premises used for a campaign office shall comply with the applicable regulations of this By-law.

#### **9.5 Electronic Message Board Signs**

The minimum display time for any electronic message, without movement or change in colour, shall be 30 seconds, and the intensity of the illumination shall be maintained at a constant level.

#### **9.6 Inflatable Signs**

Inflatable signs shall be erected in compliance with the following:

- i) Inflatable signs are permitted on a property for a maximum of fourteen (14) consecutive days.
- ii) A maximum of 2 sign permits will be issued per property, for a total of twenty-eight (28) days, per calendar year.
- iii) All inflatable signs are to maintain a setback of 5.0 metres from any property line.
- iv) All inflatable signs are to be secured to a fixed base and liability insurance may be required.
- v) An inflatable sign is not permitted on a roof of a building.

#### **9.7 Mobile Signs**

Mobile signs shall be erected in compliance with the following:

- i) A permit for a mobile sign shall expire forty five (45) days after the erection date specified on the permit. Where an erection date is not specified, the effective date for the purpose of this section shall be the date the permit is issued.
- ii) Upon expiry of a permit for a mobile sign, the sign must be removed within twenty-four (24) hours and the Township must be informed of the removal of the mobile sign. If the mobile sign is not removed in compliance with this By-law, the Township may remove the sign in accordance with Section 5.4;
- iii) No permit for a mobile sign shall be issued advertising a business if the business has received a permit for a mobile sign within the previous forty-five (45) days;

- iv) A maximum of 2 sign permits will be issued per property, for a total of ninety (90) days, per calendar year;
- v) In no case shall a business or person erect for its purpose a mobile and portable sign at the same time on a property;
- vi) Mobile signs are not permitted on vacant property or on a road allowance;
- vii) A mobile sign shall be located no closer than twenty-five (25) metres to another mobile sign, portable sign, or ground sign erected on the same property;
- viii) Home occupations are not permitted to have a mobile sign; and
- ix) Every mobile sign shall permanently display the name and telephone number of the owner of the mobile sign.

### **9.8 Off-Site Directional Signs**

A portable off-site directional sign providing directions to the seasonal sale of produce may be located on the untraveled road allowance provided the sign is located in a manner that does not restrict the free and safe movement for any pedestrian, vehicle or other conveyance on the road allowance and in no manner impedes the visibility of a driveway.

### **9.9 Portable Signs**

Portable signs not erected for an agricultural use, shall be erected in compliance with the following:

- i) A portable sign shall only be used and displayed during the actual hours of operation of the business that it is advertising.
- ii) A portable sign shall only be used and displayed on or in front of the premises where the business it is advertising operates.
- iii) No portable sign shall be located in a manner that restricts the free and safe movement for any pedestrian, vehicle or other conveyance on any sidewalk, path, road allowance or driveway, or in a manner which impedes visibility.
- iv) A portable sign shall be located no closer than twenty-five (25) metres to another mobile sign, portable sign, or ground sign erected on the same property;
- v) In no case shall a person erect a portable sign and a mobile sign on a property for the same business at the same time.

### **9.10 Poster Signs**

Poster signs shall be erected in compliance with the following:

- i) A poster sign shall not be erected in the median of a road allowance, on a sign or traffic control erected by the Township to control traffic and parking;
- ii) No person shall erect more than one poster sign with the same information on a board or other permitted structure;
- iii) A poster sign shall not overlap or cover in whole or part any other sign; and
- iv) The Township may remove and dispose of a poster sign without notice or compensation to any person.

### **9.11 Projecting Signs**

Projecting signs shall be erected in compliance with the following:

- i) No projecting sign shall be erected less than 2.5 metres above finished grade or the surface of the road allowance or public sidewalk;
- ii) Every owner of a projecting sign shall carry adequate liability insurance for any such sign and that insurance coverage shall also name the Township as an additional insured, where the projecting sign is over a road allowance;
- iii) An encroachment permit will be obtained from the Township for the installation of signs overhanging the road allowance, if required.

### **9.12 Promotional Development Direction Signs**

Promotional Development Direction Signs shall be erected in compliance with the following:

- i) The sign shall only be used and displayed during the actual hours of operation of the development sales office;
- ii) No sign shall be located in a manner that restricts the free and safe movement for any pedestrian, vehicle or other conveyance on any sidewalk, path, road allowance or driveway, or in a manner which impedes visibility;
- iii) In no case shall a person erect a promotional development direction sign and a mobile sign at the same time.

### **9.13 Promotional Development Signs**

Promotional Development Signs shall be erected in compliance with the following:

- i) Where the sign applies to development that is within an approved plan of subdivision:
  - a. The sign shall not be erected until the subdivision being advertised has received draft plan approval and the sign shall be located on the site of the development and plan of subdivision;
  - b. The sign shall be removed within thirty (30) days after the date of the sale of the last property within the plan of subdivision.

### **9.14 Wall Signs**

Wall signs shall be erected in compliance with the following:

- i) A wall sign shall not project more than 0.3 metres from the wall of a building or structure;
- ii) No wall sign shall be erected above the first storey of a building or structure; and
- iii) A wall sign shall be erected only upon the wall of a building or structure containing the business to which the sign applies.

**SECTION 10 MAINTENANCE AND GOOD REPAIR**

- 10.1 A sign and sign structure shall be kept in good repair at all times and maintained without any visible deterioration of the sign or sign structure.
- 10.2 A sign and sign structure shall be maintained in compliance with this By-law and any other By-law that contains requirements for the upkeep and maintenance of signs.

**SECTION 11 VARIANCES AND AMENDMENTS**

- 11.1 An application for a variance or an amendment from any of the provision of this By-law shall be accompanied by the appropriate form and fee.
  - (a) Use the prescribed form in Schedule "B" of this By-law.
- 11.2 The fee for a variance shall be in accordance with Table 6.

| <b>TYPE</b>                   | <b>FEE</b> |
|-------------------------------|------------|
| Variance, no sign erected     | \$250.00   |
| Variance, for an erected sign | \$500.00   |

- 11.3 The Township may on the application of a person:
  - (a) Authorize a variance from the provisions of this By-law where in the opinion of the Township:
    - i) There are special circumstances or conditions applicable to the property or building where the sign is proposed to be erected and these circumstances or conditions are not shared by others with similar properties or buildings; or
    - ii) Strict application of the provisions of this By-law would create practical difficulties or unusual hardship for the applicant; or
    - iii) The special circumstances or conditions were not created by the applicant; or
    - iv) Approval of the variance will not alter the character of the area where it is located;
    - v) Approval of the variance will not affect public safety; and
    - vi) Approval of the variance maintains the general intent and purpose of this By-law
  - (b) Authorize an amendment to this By-law to permit a sign which does not comply with this By-law
- 11.4 A variance from the provision of this By-law may be authorized by Council, or if Council so delegates, by a Committee of Council, designated by Council.
- 11.5 Where Council has delegated approval of a variance to a Committee of Council and the Committee of Council refuses the application, the applicant may appeal the refusal and Council shall consider the appeal and decide on the variance application.

**SECTION 12                    SEVERABILITY**

**12.1**    If a court of competent jurisdiction should declare any section or part of a section of this By-law to be invalid, such decision does not affect the validity, effectiveness, or enforceability of the other sections or parts of the provisions of this By-law unless the court makes an order to the contrary.

**SECTION 13                    DATE EFFECTIVE**

**13.1**    This By-law is in full force effective

This Bylaw hereby repeals bylaw #

Read a first, second and third time and finally passed this 19<sup>th</sup> day of December 2012.

**SCHEDULE A**

**Application for Sign Permit**



# Application for Sign Permit



**Township of Puslinch**  
 7404 Wellington Road 34  
 Guelph, ON N1H 6H9  
 Tel: (519) 763-1226  
 Fax: (519) 763-5846

Dec7/12 VER

Proposed Installation Date: \_\_\_\_\_  
 Location: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Applicant Name : \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Sign Contractor Name: \_\_\_\_\_  
 Address: \_\_\_\_\_

**OFFICE USE:**

## TYPE OF SIGN TO BE ERECTED:

Permanent Sign Application  Temporary Sign Application

|  |   |                                     |
|--|---|-------------------------------------|
| Canopy <input type="checkbox"/>                  | Billboard <input type="checkbox"/>                | Mobile <input type="checkbox"/>     |
| Wall <input type="checkbox"/>                    | Ground Supported <input type="checkbox"/>         | Inflatable <input type="checkbox"/> |
| Projecting <input type="checkbox"/>              | Electronic Message Board <input type="checkbox"/> |                                     |
| Promotional Development <input type="checkbox"/> | Home Occupation <input type="checkbox"/>          |                                     |

Does Sign Contain Automatic Changing Copy? YES  NO   
 Is Sign located within 3 metres of Hydro lines? YES  NO

- SUBMISSION NOTES:**
- Two copies of a Site Plan, Elevation and Foundation Detail must be submitted with application.
  - A sign structure shall be designed by an Architect or Professional Engineer where it is a Ground Supported Sign which exceeds 7.5 metres in height, a Roof Sign which exceeds 9.29m<sup>2</sup>, a Projecting Sign attached or fastened in any manner to a parapet wall or weighs more than 113kg.
  - Property line location to be verified prior to installation of any signs to ensure compliance with approved location as shown on the site plan.

List **ALL** Other Signs Located on Property: \_\_\_\_\_  
 (all sign locations to be shown on site plan)

### STATUTORY DECLARATION

I, \_\_\_\_\_ of the Township of \_\_\_\_\_ in the Regional Municipality (County) of \_\_\_\_\_ do hereby declare that:

- (A) I am **The Owner, Authorized Agent of the Owner, The Tenant, Authorized Agent of the Tenant** of the above named premises (circle one).
- (B) I have personal knowledge of the particulars above stated.
- (C) All information and statements given on this application and on the drawings submitted herewith are to the best of my knowledge and belief true.
- (D) I know of no reason why the sign permit should not be granted to me pursuant to the application'

I make this solemn declaration conscientiously believing it to be true and knowing it is of the same force and effect as if made under oath and by virtue of "The Canada Evidence Act."

Signature of Applicant \_\_\_\_\_ Date of Application \_\_\_\_\_

**OFFICE USE ONLY:**

**Zoning:** \_\_\_\_\_ **Use:** \_\_\_\_\_

MTO Approval Required: YES  \_\_\_\_\_  
Permit No.

NO

County Approval Required: YES

NO

Heritage Property: YES

NO

**REGULATIONS REVIEWED:**

**SIGN TYPE:** \_\_\_\_\_

|                          | <u>Required</u> | <u>Provided</u> | <u>Complies</u> |
|--------------------------|-----------------|-----------------|-----------------|
| Frontage:                | _____           | _____           | _____           |
| Sign Height:             | _____           | _____           | _____           |
| Sign Area:               | _____           | _____           | _____           |
| Setback:                 | _____           | _____           | _____           |
| Sign Area:               | _____           | _____           | _____           |
| Setback:                 | _____           | _____           | _____           |
| Clearance:               | _____           | _____           | _____           |
| Projection:              | _____           | _____           | _____           |
| Address:                 | _____           | _____           | _____           |
| Visibility<br>Triangles: | _____           | _____           | _____           |
| Sign Width:              | _____           | _____           | _____           |

**Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Reviewed by:** \_\_\_\_\_

**Fee Calculation:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SCHEDULE B**

**Application for Sign Variance**

# Application for Sign Variance



**Township of Puslinch**

7404 Wellington Road 34

Guelph, ON N1H 6H9

Tel: (519) 763-1226

Fax: (519) 763-5846

Dec7/12 VER

---

## Sign Location

Address

Lot/Con

Plan No.

Describe the variance being applied for:

---

## Property Owner Information

Last Name

First Name

Company Name (if applicable)

Telephone No.

Address

Telephone No.

City

Province

Postal Code

Fax No.

Email Address

---

## Attachments Required

- Sign Variance Data Sheet
- Copies of any supporting documents
- All necessary plans and specifications required to verify the nature of the Sign By-law Variance(s) requested

---

## Applicant's Declaration and Information

I, \_\_\_\_\_ / \_\_\_\_\_  
Last Name First Name  
\_\_\_\_\_ of \_\_\_\_\_  
Company Name (if applicable) Address  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
City Province Postal Code Phone Number  
\_\_\_\_\_ / \_\_\_\_\_  
Email Address

### **do hereby declare the following:**

That I am:

- the Property Owner as stated above
- an officer/employee of \_\_\_\_\_, which is an authorized agent of the owner
- the owner's authorized agent
- an officer/employee of \_\_\_\_\_, which is the Property Owner's authorized agent
- That statements contained in this application are true and made with full knowledge of all relevant matters and of the circumstances connected with this application.
- That the plans and specifications submitted are prepared for the sign variance(s) described and are submitted in compliance with copyright law.
- That the information included in this application and in the documents filled with this application is correct.
- That statements contained in this application are true and made with full knowledge of all relevant matters and of the circumstances connected with this application.

.....  
Applicant's signature

.....  
Print Name

.....  
Date

# Sign Variance Data Sheet



**Township of Puslinch**

7404 Wellington Road 34

Guelph, ON N1H 6H9

Tel: (519) 763-1226

Fax: (519) 763-5846

Dec7/12 VER

---

## Sign Location

Address

Lot/Con

Plan No.

---

## Site and Building Data

Lot Area:

Lot Frontage:

Lot Depth:

Number of Buildings on the lot:

Date of Construction of Building(s) if known:

Building Height(s):

Number of Storeys:

Building(s) Gross Floor Area:

Building Use(s):

---

## Site Context

Please describe the land uses, buildings and sign districts surrounding the proposal (use additional pages if necessary):

North:

South:

East:

West:

---

## Proposal

Please describe in detail what is being proposed (use additional pages if necessary):

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## Rationale

Decisions for all Sign Variance Applications are evaluated against criteria listed:

- Is warranted based on physical circumstances applicable to the property or premises;
- Is consistent with the architecture of the building or development of the property;
- Is consistent with buildings and other features of properties or premises within 120 metres of the location of the proposed sign;
- Will not alter the essential character of the area;
- Will not adversely affect adjacent properties;
- Will not adversely affect public safety;
- Is, in the opinion of the decision maker, not contrary to the public interest; and
- Is of a sign class or a sign type that is permitted in the sign district where the premises is located;

Please describe in detail how the proposal satisfies each of the criteria listed above (use additional pages if necessary):

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Gamsby and Mannerow  
ENGINEERS

**Gamsby and Mannerow Limited**  
650 Woodlawn Road West, Block C, Unit 2  
Guelph, ON N1K 1B8  
519-824-8150  
info@gamsby.com

December 13, 2012  
Invoice No: 70918

Project Manager: Steve Conway

RECEIVED

DEC 18 2012

Township of Puslinch

Brenda Law  
Township of Puslinch  
R.R.#3  
Guelph, ON N1H 6H9

Project 112006-10 Puslinch Community Centre - Parkland Development

For Engineering Services in connection with Puslinch Community Centre - Parkland Development. Includes mainly for preparation of preliminary site plan for discussion purposes regarding proposed soccer fields.

**Professional Services for the Period to December 01, 2012**

**Professional Personnel**

|                     | Hours | Rate   | Amount   |                 |
|---------------------|-------|--------|----------|-----------------|
| Eng D3              | 5.00  | 130.00 | 650.00   |                 |
| Tech D4             | .25   | 125.00 | 31.25    |                 |
| Tech B1             | 7.25  | 70.00  | 507.50   |                 |
| Admin A2            | .50   | 55.00  | 27.50    |                 |
| Totals              | 13.00 |        | 1,216.25 |                 |
| <b>Total Labour</b> |       |        |          | <b>1,216.25</b> |

**Unit Billing**

|                    |  |                  |             |             |
|--------------------|--|------------------|-------------|-------------|
| Photocopying       |  |                  | 7.95        |             |
| <b>Total Units</b> |  | <b>1.0 times</b> | <b>7.95</b> | <b>7.95</b> |

**Taxes**

|                               |                     |  |               |               |
|-------------------------------|---------------------|--|---------------|---------------|
| HST                           | 13.00 % of 1,224.20 |  | 159.15        |               |
| <b>Total Taxes R101926525</b> |                     |  | <b>159.15</b> | <b>159.15</b> |

**Total Project Invoice Amount \$1,383.35**



Gamsby and Mannerow  
ENGINEERS

Gamsby and Mannerow Limited  
650 Woodlawn Road West, Block C, Unit 2  
Guelph, ON N1K 1B8  
519-824-8150  
info@gamsby.com

December 19, 2012  
Invoice No: 71062  
Project Manager: Steve Conway

RECEIVED

DEC 31 2012

Township of Puslinch

Brenda Law  
Township of Puslinch  
R.R.#3  
Guelph, ON N1H 6H9

Project 199024 Mini Lakes Sewage Treatment Plant

For Engineering services in connection with Mini Lakes Development. Includes mainly for review and comments on the third quarter 2012 effluent monitoring report by Stantec and reporting to the Township.

**Professional Services for the Period to December 01, 2012**

**Professional Personnel**

|                     | Hours | Rate   | Amount |               |
|---------------------|-------|--------|--------|---------------|
| Eng D3              | 1.00  | 130.00 | 130.00 |               |
| Eng B4              | 4.00  | 95.00  | 380.00 |               |
| Admin A2            | .25   | 55.00  | 13.75  |               |
| Totals              | 5.25  |        | 523.75 |               |
| <b>Total Labour</b> |       |        |        | <b>523.75</b> |

**Unit Billing**

|                    |  |                  |             |             |
|--------------------|--|------------------|-------------|-------------|
| Photocopying       |  |                  | 2.70        |             |
| Postage            |  |                  | 3.05        |             |
| <b>Total Units</b> |  | <b>1.0 times</b> | <b>5.75</b> | <b>5.75</b> |

**Taxes**

|                               |                   |  |              |              |
|-------------------------------|-------------------|--|--------------|--------------|
| H.S.T.                        | 13.00 % of 529.50 |  | 68.84        |              |
| <b>Total Taxes R101926525</b> |                   |  | <b>68.84</b> | <b>68.84</b> |

**Total Project Invoice Amount \$598.34**



Gamsby and Mannerow  
ENGINEERS

**Gamsby and Mannerow Limited**  
650 Woodlawn Road West, Block C, Unit 2  
Guelph, ON N1K 1B8  
519-824-8150  
info@gamsby.com

December 21, 2012  
Invoice No: 71155  
Project Manager: Hans Groh

RECEIVED  
DEC 31 2012  
Township of Puslinch

Brenda Law  
Township of Puslinch  
R.R.#3  
Guelph, ON N1H 6H9

Project 110006-7 McLean Road Industrial Rezoning

For Engineering Services in connection with McLean Road Industrial Rezoning. Includes mainly for review of construction costs relating to McLean Road and preparation of a revised Schedule "E" for inclusion in the development agreement.

**Professional Services for the Period to December 01, 2012**

**Professional Personnel**

|                     | Hours | Rate   | Amount   |                 |
|---------------------|-------|--------|----------|-----------------|
| Eng D3              | 21.50 | 130.00 | 2,795.00 |                 |
| Eng B4              | 1.25  | 95.00  | 118.75   |                 |
| Tech D4             | .50   | 125.00 | 62.50    |                 |
| Admin A2            | .75   | 55.00  | 41.25    |                 |
| Totals              | 24.00 |        | 3,017.50 |                 |
| <b>Total Labour</b> |       |        |          | <b>3,017.50</b> |

**Unit Billing**

|                    |  |                  |            |            |
|--------------------|--|------------------|------------|------------|
| Photocopying       |  |                  | .30        |            |
| Postage            |  |                  | .61        |            |
| <b>Total Units</b> |  | <b>1.0 times</b> | <b>.91</b> | <b>.91</b> |

**Taxes**

|                               |  |                     |               |               |
|-------------------------------|--|---------------------|---------------|---------------|
| HST                           |  | 13.00 % of 3,018.41 | 392.39        |               |
| <b>Total Taxes R101926525</b> |  |                     | <b>392.39</b> | <b>392.39</b> |

**Total Project Invoice Amount \$3,410.80**





Gamsby and Mannerow  
ENGINEERS

**Gamsby and Mannerow Limited**  
650 Woodlawn Road West, Block C, Unit 2  
Guelph, ON N1K 1B8  
519-824-8150  
info@gamsby.com

December 21, 2012  
Invoice No: 71156  
Project Manager: Hans Groh

Brenda Law  
Township of Puslinch  
R.R.#3  
Guelph, ON N1H 6H9

RECEIVED  
DEC 31 2012  
Township of Puslinch

Project 101059 Fox Creek Estates Phase 2

For Engineering Services in connection with Fox Creek Estates, Phase 2. Includes mainly for engineering review of second submission of design plans, storm water management report and return of documents with comments to Owner's Engineer.

**Professional Services for the Period to December 01, 2012**

**Professional Personnel**

|                     | <b>Hours</b> | <b>Rate</b> | <b>Amount</b>   |                 |
|---------------------|--------------|-------------|-----------------|-----------------|
| Eng D3              | 23.50        | 130.00      | 3,055.00        |                 |
| Admin A2            | .50          | 55.00       | 27.50           |                 |
| <b>Totals</b>       | <b>24.00</b> |             | <b>3,082.50</b> |                 |
| <b>Total Labour</b> |              |             |                 | <b>3,082.50</b> |

**Unit Billing**

|                    |  |                  |             |             |
|--------------------|--|------------------|-------------|-------------|
| Photocopying       |  |                  | 1.80        |             |
| Postage            |  |                  | 3.05        |             |
| <b>Total Units</b> |  | <b>1.0 times</b> | <b>4.85</b> | <b>4.85</b> |

**Taxes**

|                               |  |                     |               |               |
|-------------------------------|--|---------------------|---------------|---------------|
| H.S.T.                        |  | 13.00 % of 3,087.35 | 401.36        |               |
| <b>Total Taxes R101926525</b> |  |                     | <b>401.36</b> | <b>401.36</b> |

**Total Project Invoice Amount \$3,488.71**

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

**BY-LAW NUMBER**

Being a by-law to establish a Penalty Charge for non-payment of current taxes.

**WHEREAS** under the provisions of the Municipal Act, a municipality may impose penalties on unpaid and overdue taxes which are levied in the calendar year as are authorized to be imposed by *Section 345 of the Municipal Act, 2001, Chapter 25*;

**AND WHEREAS** overdue taxes are those taxes, which have been levied in the current calendar year, which are due and unpaid;

**NOW THEREFORE** the Council of the Corporation of the Township of Puslinch enacts as follows:

1. That the penalty charge to be imposed on due and unpaid taxes shall be at the rate of 15.00% per annum as authorized under the provisions of the *Municipal Act*.
2. That the rate of 1 ¼% per month as a penalty for non-payment of taxes shall be imposed on the first day of the first month of default and on the first day of each calendar month thereafter in which default continues, but not after December 31<sup>st</sup> of the year during which such taxes were levied.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 9<sup>th</sup> DAY OF JANUARY, 2013.**

Signed: \_\_\_\_\_  
Dennis Lever, Mayor

(SEAL)

\_\_\_\_\_  
Brenda Law, CAO/Clerk-Treasurer

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

**BY-LAW NUMBER**

Being a by-law to provide for interest to be added to tax arrears.

**WHEREAS** under the provisions of the *Municipal Act*, a municipality may charge interest on tax arrears as are authorized to be charged by Section 345 of the *Municipal Act, 2001, Chapter 25*;

**AND WHEREAS** Council deems it expedient to impose an interest charge on tax arrears;

**AND WHEREAS** tax arrears are levied in any year, which are due and unpaid after December 31<sup>st</sup> of the year in which they are levied;

**NOW THEREFORE** the Council of the Corporation of the Township of Puslinch enacts as follows:

1. That the interest to be charged on unpaid tax arrears on the effective date of this By-Law shall be at the rate of 15.00% per annum as authorized under the provisions of the *Municipal Act*.
2. That the Treasurer shall add to the amount of all tax arrears due and unpaid, interest at the rate of 1 ¼% per month for each month or fraction thereof, from the effective date of this By-Law until paid.
3. That no interest added to taxes shall be compounded.
4. That this By-Law shall take effect on the 1<sup>st</sup> day of January, 2013.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 9<sup>th</sup> DAY OF JANUARY, 2012.**

Signed: \_\_\_\_\_  
Dennis Lever, Mayor

(SEAL)

\_\_\_\_\_  
Brenda Law, CAO/Clerk-Treasurer

# THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

## BY-LAW NUMBER

Being a by-law to provide for Interim Tax Levies for the Year 2013 for the Township of Puslinch.

**WHEREAS** section 317 of the *Municipal Act, S.O. 2001, c.25* provides that the council of a local municipality, before the adoption of estimates for the year under section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes;

**AND WHEREAS** Council of this municipality deems it appropriate to provide for such interim levy on the assessment of property in this municipality;

**THEREFORE** the Council of the Township of Puslinch enacts as follows:

1. This by-law shall come into force January 1, 2013.
2. The amounts levied shall be as follows:
  - 2.1 For the Residential, Pipeline, Farm and Managed Forest property classes there shall be imposed and collected an interim levy of:
    - (a) 50% of the total taxes for municipal and school purposes levied on in the year 2012.
  - 2.2. For the Multi-Residential, Commercial and Industrial property classes there shall be imposed and collected an interim levy of:
    - (b) 50% of the total taxes for municipal and school purposes levied on in the year 2012.
3. For the purposes of calculating the total amount of taxes for the year 2012 under paragraph 2, if any taxes for municipal and school purposes were levied on a property for only part of 2012 because assessment was added to the collector's roll during 2012, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.
4. The provisions of this by-law apply in the event that assessment is added for the year 2012 to the collector's roll after the date this by-law is passed and an interim levy shall be imposed and collected.
5. All taxes levied under this by-law shall be payable into the hands of the Collector in accordance with the provisions of this by-law.
6. There shall be imposed on all taxes a penalty for non-payment or late payment of taxes in default of the installment dates set out below. The penalty shall be one and one-quarter percent (1 ¼%) of the amount in default on the first day of default and on the first day of each calendar month during which the default continues, but not after the end of 2013.

7. The interim tax levy imposed by this by-law shall be paid in two installments due on the following dates:
  - 7.1. The 27<sup>th</sup> day of February, 2013.
  - 7.2. The 29<sup>th</sup> day of April, 2013.
8. The Collector may mail or cause to be mailed to the address of the residence or place of business of each person taxed under this by-law, a notice specifying the amount of taxes payable.
9. The notice to be mailed under this by-law shall contain the particulars provided for in this by-law and the information required to be entered in the Collector's roll under section 340 (1,2) of the *Municipal Act*.
10. The subsequent levy for the year 2013 to be made under the *Municipal Act* shall be reduced by the amount to be raised by the levy imposed by this by-law.
11. The provisions of s.317 of the *Municipal Act*, as amended apply to this by-law with necessary modifications.
12. The Collector shall be authorized to accept part payment from time to time on account of any taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under Section 7 of this by-law in respect of non-payment or late payment of any taxes or any installment of taxes.
13. Nothing in this by-law shall prevent the Collector from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.
14. In the event any conflict between the provisions of this by-law and any other by-law, the provisions of this by-law shall prevail.
15. This by-law shall come into force and effect on the 1<sup>st</sup> day of January, 2013.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 9<sup>th</sup> DAY OF JANUARY, 2013.**

Signed: \_\_\_\_\_  
Dennis Lever, Mayor

(SEAL)

\_\_\_\_\_  
Brenda Law, CAO/Clerk-Treasurer