



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH 2015 COUNCIL MEETING

A G E N D A

DATE: Wednesday, January 7, 2015

REGULAR MEETING: 1:00 P.M.

≠ Denotes resolution prepared

1. Call the Meeting to Order
2. Disclosure of Pecuniary Interest & the General Nature Thereof.
- ≠ 3. Adoption and Receipt of Minutes of the Previous Meeting.
 - (a) Council Meeting – December 17, 2014
 - (b) Closed Council Meeting – December 17, 2014
 - (c) Closed Council Meeting – December 22, 2014
4. Business Arising Out of the Minutes.
5. **PUBLIC MEETINGS**

None.
6. **COMMUNICATIONS**
 - ≠ 1. **LEL Farms Ltd.**
4646 Sideroad 20 North
 - (a) Correspondence from County of Wellington regarding proposed Zoning By-Law Amendment D14/LEL, LEL Farms Ltd. Part Lot 6 & 7, Concession 4, Township of Puslinch dated December 11, 2014.
 - ≠ 2. **Con-Cast Pipe Inc.**
229 Brock Road South (Wellington Rd. 46)
 - (a) Correspondence from County of Wellington regarding proposed Zoning By-Law Amendment D14/CON, Con-Cast Pipe Inc. 229 Brock Road South (Wellington Rd. 46) dated December 11, 2014.



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3. **CBM Aggregates – Licence No. 48576 (Tikal Pit)
Lot 21, Concession 9**

- (a) Report from MTE Engineers regarding Tikal Pit Final 2014 Annual Groundwater Monitoring Report – Part Lot 21, Concession 9, Township of Puslinch, County of Wellington dated November 26, 2014. *

***Note a full copy of this report is available for review in the Clerk's Department**

- (b) Correspondence from Harden Environmental regarding Tikal Gravel Pit – Review of 2014 Monitoring Report dated December 18, 2014
- (c) Correspondence from Ministry of Natural Resources and Forestry regarding Tikal Pit – ARA #48576, Site Plan Amendment Request dated December 16, 2014.

Mr. Stan Denhoed, Harden Environmental Services Ltd. and Mr. Greg Scheifele, GWS Ecological & Forestry Services Inc. have both advised that they do not have any outstanding concerns and concur with the Ministry of Natural Resources & Forestry Services Inc. that monitoring can cease.

4. **Philips Pit
Licence #5610
Preston Sand and Gravel
Part Lots 4 & 5, Concession 5, Township of Puslinch
Northwest Corner - Laird Rd and County Rd 32**

- (a) Correspondence from Ministry of Natural Resources and Forestry regarding transfer of Aggregate Licence #5610, from Preston Sand and Gravel to TGL Ltd. dated November 19, 2014

5. **Martini Pit
Licence #5654
Preston Sand and Gravel
6576 Forestell Rd**

- (a) Correspondence from Ministry of Natural Resources and Forestry regarding transfer of Aggregate Licence #5654, from Preston Sand and Gravel to TGL Ltd. dated November 19, 2014



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6. **Mini Lakes Mobile Home Community**

- (a) Report from Stantec Consulting Ltd. regarding Mini Lakes Mobile Home Community Quarterly Monitoring Program – 3rd Quarter 2014 dated October 31, 2014.
- (b) Correspondence from GMBLue Plan Engineering regarding Mini Lakes Waterwater Treatment Plant Effluent Monitoring Report 3rd Quarter (2014) dated November 27, 2014.
- (c) Correspondence from Harden Environmental Services Ltd. regarding Mini Lakes 3rd Quarter 2014 – Groundwater Monitoring dated December 8, 2014.

≠ 7. **Letter of Support**

- (a) Correspondence from Duff's Presbyterian Church regarding letter of endorsement – application for the Age Friends Community Grant dated December 22, 2014.

≠ 8. **Intergovernmental Affairs**

- (a) Various correspondence for review.

7. **DELEGATIONS/PRESENTATIONS**

- ≠ 1. 1:05 p.m. – Ms. Melanie Horton Director Land and Resources, CBM Aggregate Division regarding update rehabilitation activities- Tikal Pit, Licence #48576, Part Lot 21, Concession 9.

***note see Agenda Items 6.1(a)(b)(c)**

- ≠ 2. 1:30 p.m. – Mr. Jorge L. A. Cavalcante, M.Sc., P.Eng., Manager Engineering & Planning, Water Services regarding Region of Waterloo Water Supply Master Plan Update.

8. **REPORTS**

1. **Puslinch Fire and Rescue Services**

None.



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≠ 2. **Finance Department**

(a) Applications for Cancellation, Reduction or Refund of Taxes re: Chapter 25, Section 357, 358, the Municipal Act, S.O., 2001.

≠ (b) Report FIN-2015-01 – 2015 Interim Property Tax Levy and Due Dates

3. **Administration Department**

None.

4. **Planning and Building Department**

≠ (a) Report PD-2015-01 – Public Meeting – Rezoning Application – Bill & Lisa Hamilton – 7652 Wellington Road 34, Concession 9, Part Lot 20

5. **Roads & Parks Department**

None.

6. **Recreation Department**

None.

9. **NOTICES OF MOTION**

None.

10. **COMMITTEE MINUTES**

None.

11. **MUNICIPAL ANNOUNCEMENTS**

12. **CLOSED MEETING**

None.

13. **UNFINISHED BUSINESS**



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14. **BY-LAWS**

- (a) A by-law to provide for an interim tax levy for 2015 and the collection thereof.

≠ 15. **CONFIRMING BY-LAW**

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

≠ 16. **ADJOURNMENT**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
December 17, 2014 REGULAR COUNCIL MEETING

MINUTES

DATE: Wednesday, December 17, 2014

TIME: 7:00 P.M.

The December 17, 2014 Regular Council Meeting was held on the above date and called to order at 7:00 p.m. in the Council Chambers, Aberfoyle.

1. **ATTENDANCE:**

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

STAFF IN ATTENDANCE:

1. Donna Tremblay, Deputy Clerk
2. Karen Landry, CAO/Clerk
3. Mary Hasan, Director of Finance/Treasurer
4. Don Creed, Director of Public Works and Parks

OTHERS IN ATTENDANCE

1. Doug Smith
2. Kevin Johnson
3. Don McKay
4. Karen Mayfield
5. Laurie Maier
6. Kathy White
7. Cameron Tuck

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

None.

3. **ADOPTION OF THE MINUTES:**

Resolution No. 2014-410: Moved by Councillor Stokley and
Seconded by Councillor Fielding

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

- Council Meeting – December 3, 2014

CARRIED

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

None.

5. **PUBLIC MEETINGS:**

None.



6. **COMMUNICATIONS:**

1. **University of Guelph - Mill Creek Pit – Licence No. 5738
Lots 21-24, Conc. 2**

- (a) Correspondence from Dufferin Aggregates regarding September, 2014 monthly monitoring report – Mill Creek Pit, Licence #5738 dated October 10, 2014.
- (b) Correspondence from Dufferin Aggregates regarding October, 2014 monthly monitoring report – Mill Creek Pit, Licence #5738 dated November 13, 2014.

Mr. Stan Denhoed, Harden Environmental Services Ltd., has advised that he has reviewed the monthly monitoring report and that the data shows that there have not been any exceedences and he does not have any concerns at this point.

2. **Request to Waive Fees**

- (a) Correspondence from The Optimist Club of Puslinch Inc. regarding request for use of facilities and to waive fees for the 2015 Family Day weekend dated December 3, 2014.

Councillor Bulmer questioned staff as to whether the Township has marketing materials for the Optimist Recreation Centre.

Karen Landry, CAO/Clerk advised that the Township has not developed any marketing materials for the Recreation Centre and will request staff to develop promotional material for the future.

Resolution No. 2014-411: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council receive the correspondence from the Optimist Club of Puslinch Inc. regarding the request for use of the facilities and to waive fees for the 2015 Family Day weekend (February 14, 15, 16, 2015) dated December 3, 2014; and

That Council authorize the following:

- the use of the rink pad and community centre on Saturday, February 14th and Sunday, February 15, 2015; and
- the use of the rink pad, gymnasium, community center, ball diamond and community centre parklands on Monday, February 16, 2015.

That the Optimist Club provide insurance in the amount of 5 million naming the Township as an additional insured; and

That the Optimist Club assume the costs for the part-time staff on Saturday, February 14th and Sunday, February 15th and bartenders;

That Council waive the fees associated with the rental of the rink pad at the cost of \$3,853.30 inclusive of HST for Saturday, February 14th and Sunday, February 15th, 2015; and

That Council waive the fees associated with the rental of the rink pad, gymnasium, community centre, ball diamond and parklands at a cost of \$2,238.53 inclusive of HST for Monday, February 16, 2015; and

That staff advise the Puslinch Optimist Club that the fees have been waived.



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December 17, 2014 REGULAR COUNCIL MEETING

CARRIED

3. **Puslinch Quality Aggregates Pit Licence #17600 (formerly Mast Pit)
4313 Sideroad 25 South**

- (a) Correspondence from Aeroustics Engineering Limited regarding Acoustical Audit 2014 dated November 11, 2014.
- (b) Correspondence from Groundwater Science Corp. regarding Puslinch Pit – Licence No. 17600 August, 2014 monthly monitoring report dated September 11, 2014.
- (c) Correspondence from Groundwater Science Corp. regarding Puslinch Pit – Licence No. 17600 September, 2014 monthly monitoring report dated October 7, 2014.
- (d) Correspondence from Groundwater Science Corp. regarding Puslinch Pit – Licence No. 17600 October 2014 monthly monitoring report dated November 10, 2014.

Mr. Stan Denhoed, Harden Environmental Services Ltd., has advised that he has reviewed the monthly monitoring reports and that there are no immediate concerns. He will review the annual reports once received to determine if there are any long term trends in the data.

4. **Niska Road Bridge**

- (a) Correspondence from Raymond Reid regarding City of Guelph Proposal for Bridge Replacement on Niska Road dated December 2, 2014.

Councillor Bulmer questioned staff as to whether the Township's consultants would be reviewing the Environmental Assessment and requested that staff forward on the materials to the Township's consultants GM Blueplan to review and provide comments on the Township's behalf.

5. **Request to Waive Fees**

- (a) Correspondence from Aberfoyle School regarding reduction of fees for Aberfoyle Student skating at Optimist Recreation Centre dated December 10, 2014.

Resolution No. 2014-412: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council receive the correspondence from Aberfoyle School regarding reduction of fees for Aberfoyle Student skating at the Optimist Recreation Centre dated December 10, 2014; and

That Council approves the requested rental rate reduction from \$78.00 per hour to \$40.00 per hour per rental for the 2015 ice season; and

That Staff advise the Aberfoyle School of the fee reduction and prepare a Township Ice Rental Contract.

CARRIED

6. **Intergovernmental Affairs**

- (a) Various correspondence for review.



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IG Item #2 –Correspondence from Minister Responsible for Seniors Affairs -
Councillor Stokley requested that a copy of this information be provided to Karen Harding, Parish Nurse, at Duff's Church.

IG#7 – Ministry of the Environment and Climate Change – Source Water Protection - Councillor Fielding raised concerns that a full copy of the information received had not been circulated in the council package and requested that staff review the information provided.

IG#8 – Notice of Completion for the Region of Waterloo Water Supply Master Plan Update – Karen Landry CAO/Clerk advised members of Council that a representative from the Region of Waterloo would be attending the January 7, 2015, meeting to provide council with information with respect to the plan.

Resolution No. 2014-413: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That the correspondence items listed on the Council agenda from the December 17, 2014 Council meeting be received.

CARRIED

7. DELEGATIONS/PRESENTATIONS

Ms. Karen Mayfield, President, eSolutions Group and Ms. Laurie Maier, Project Coordinator regarding demonstration of Township of Puslinch new website.

Ms. Mayfield made a presentation to members of Council which included a preview of the site, the website's ease of use, important features including, Council Calendar, News & Notices and Staff Directory. Ms. Mayfield advised that all of the content contained on the website had been rewritten and has been formatted for accessibility and thanked staff for their many hours on development of the website.

Resolution No. 2014-414: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council receive the presentation from Ms. Karen Mayfield, President, eSolutions Group and Ms. Laurie Maier, Project Coordinator regarding a demonstration of the Township of Puslinch's new website.

CARRIED

8. REPORTS:

1. Puslinch Fire and Rescue Services

(a) Puslinch Fire and Rescue Services Response Report for October, 2014.

Resolution No. 2014-415: Moved by Councillor Bulmer and
Seconded by Councillor Roth

That Council receive the Puslinch Fire and Rescue Services Response report for November, 2014.

CARRIED



2. Finance Department

- (a) Financial Report as of November 30, 2014
- (b) Cheque Register –November 1, 2014 to November 30, 2014
- (c) Financial Report By Department –November 30, 2014
- (d) Total Expenditures by Account – November 30, 2014
- (e) Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – November 30, 2014

Resolution No. 2014-416: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council hereby receives the following reports as information:

- (a) Financial Report as of November 30, 2014
- (b) Cheque Register – November 1, 2014 to November 30, 2014
- (c) Financial Report By Department – November 30, 2014
- (d) Total Expenditures by Account – November 30, 2014
- (e) Total Revenues, Contributions from Working Reserves and Expenditures
– All Departments – November 30, 2014

CARRIED

- (f) Report FIN-2014-033 - Ontario Community Infrastructure Fund – Formula-Based Component – Execution of Contribution Agreement

Resolution No. 2014-417: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Report FIN-2014-033 regarding Ontario Community Infrastructure Fund – Formula-Based Component – Execution of Contribution Agreement be received; and

That Council enact a By-law authorizing the entering into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs in order to participate in the Ontario Community Infrastructure Fund – Formula-Based Component as outlined in Schedule A to Report FIN-2014-033.

CARRIED

3. Administration Department

- (a) Report ADM-2014-025 – Appointment of Closed Meeting Investigator

Karen Landry, CAO/Clerk provided Council with clarification regarding the funding of the closed meeting investigator contained in the report. Ms. Landry advised that the Township will not be providing an annual retainer fee of \$300.00, and that the County will be providing the annual retainer fee. However, each municipality will be responsible for their own costs should an investigation be requested.

Resolution No. 2014-418: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Report ADM-2014-025 regarding Appointment of Closed Meeting Investigator be received; and

That Council pass a By-law to appoint John Maddox of JGM Consulting as its Closed Meeting Investigator from January 1, 2015 to December 31, 2017; and



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That Council authorize retaining the services of John Maddox of JGM Consulting (JGM) through an agreement entered into between JGM and the Corporation of the County of Wellington.

CARRIED

(b) Report ADM-2014-024 – Committee Governance Review

Karen Landry, CAO Clerk, advised Council that both reports ADM-2014-024 and report ADM-2014-028 have been provided to Council in order to give them sufficient time to review the reports.

Ms. Landry also advised that this will provide the Public with sufficient time to review the reports and make delegation requests.

This report was provided as information only and is scheduled to be considered by Council at its January 21, 2015 meeting.

(c) Report ADM-2014-028 – Committee Governance Review – Committee of Adjustment and Planning Advisory Committee

***note see information contained under Item 8.3(b)**

This report was provided as information only and is scheduled to be considered by Council at its January 21, 2015 meeting.

4. Planning and Building Department

(a) Chief Building Official Report - November, 2014.

Resolution No. 2014-419: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council receive the Chief Building Official Report for November, 2014.

CARRIED

5. Roads & Parks Department

None.

6. Recreation Department

None.

9. NOTICE OF MOTION:

(a) Councillor Stokley – Updated Noise Study at Optimist Recreation Centre

Resolution No. 2014-420: Moved by Councillor Stokley and
Seconded by Councillor Bulmer

WHEREAS on January 17, 2014 Council received correspondence from Gambsy and Mannerow regarding sound levels assessment at the Puslinch Optimist Recreation



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Centre (ORC) to investigate the transmission of sound from the ORC to the neighbouring properties fronting along Maple Leaf Lane;

AND WHEREAS on March 13, 2014 Council received correspondence from Gambsy and Mannerow regarding sound levels assessment at the Puslinch Optimist Recreation Centre (ORC) to assess the sound levels originating from the ice rink compressor at the ORC to assess and determine whether the new ice rink compressor is contributing to a level of sound that is below the previous compressor;

AND WHEREAS the results determined that the new ice rink compressor is operating at a lower sound level than the original compressor as measured on December 30, 2013 and that the new compressor's measured averaged sound level readings are below the MOE guideline for a "Class 2 area";

AND WHEREAS the March 5, 2014 sound level measurement with the active ice rink compressor (with outliers removed) is only marginally higher than the background sound level measurement and is not considered to contribute a significant amount to the background sound levels;

AND WHEREAS a concern has been recently expressed with the sound levels of the ice rink compressor;

NOW THEREFORE Council requests that staff obtain an estimate for the purpose of conducting an additional detailed sound level assessment to compare against the results obtained in March 2014 and to report back to Council in January, 2015.

CARRIED

10. COMMITTEE MINUTES

(a) Planning Advisory Committee – November 3, 2014

Resolution No. 2014-421: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council hereby receives the following minutes as information:

(a) Planning Advisory Committee – November 3, 2014

CARRIED

11. MUNICIPAL ANNOUNCEMENTS

Holiday Wishes

Councillor Stokley wished all those in attendance the best of the holiday season.

GTA West Corridor Meeting

Mayor Lever advised that he recently attended a GTA West Corridor meeting and was advised that there has been no research on lands for the corridor in the County of Wellington and that concentration has been on lands contained in Milton.



Dedication of Mitten Bay

Mayor Lever advised that along with Councillor Stokley they recently attended the dedication of Mitten Bay.

County of Wellington - Warden's Inaugural

Mayor Lever advised that he along with members of township staff, Councillor Bulmer, Councillor Fielding and Councillor Roth attended the County of Wellington Inaugural on Friday, December 12, 2015.

Christmas Card - Upper Grand District School Board

Mayor Lever advised those in attendance that he recently received a Christmas Card from the Upper Grand District School Board and upon review of the card he noted that the card featured artwork by Charlotte Berry, a Grade 4 student at Aberfoyle Public School.

12. CLOSED MEETING:

Council was in closed session from 7:00 p.m. to 7:19 p.m.

- (a) Confidential Report from Donna Tremblay, Deputy Clerk, regarding personal matters about an identifiable individual including municipal or local board employees - Appointment of Individuals to the Various Committees and Boards.

Resolution 2014-422: Moved by Councillor Stokley and
Seconded by Councillor Roth

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

- (a) Confidential Report from Donna Tremblay, Deputy Clerk, regarding personal matters about an identifiable individual including municipal or local board employees - Appointment of Individuals to the Various Committees and Boards.

CARRIED

Resolution No. 2014-423: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council move into open session.

CARRIED

Council recessed from 7:19 p.m. to 7:30 p.m.

13. BY-LAWS:

- (a) A by-law to appoint BDO Canada LLP as the Auditor for the Corporation of the Township of Puslinch
- (b) A by-law to permit the Municipality to impose fees or charges with respect to services or activities provided, related costs payable, and for the use of its property.
- (c) A by-law to authorize the entering into of an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs in order to participate in the Ontario Community Infrastructure Fund – Formula Based Component.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
December 17, 2014 REGULAR COUNCIL MEETING

MINUTES

DATE: Wednesday, December 17, 2014

TIME: 7:00 P.M.

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1. **ATTENDANCE:**

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

STAFF IN ATTENDANCE:

1. Donna Tremblay, Deputy Clerk
2. Karen Landry, CAO/Clerk
3. Mary Hasan, Director of Finance/Treasurer
4. Don Creed, Director of Public Works and Parks

OTHERS IN ATTENDANCE

1. Doug Smith
2. Kevin Johnson
3. Don McKay
4. Karen Mayfield
5. Laurie Maier
6. Kathy White
7. Cameron Tuck

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

None.

3. **ADOPTION OF THE MINUTES:**

Resolution No. 2014-410: Moved by Councillor Stokley and
Seconded by Councillor Fielding

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

- Council Meeting – December 3, 2014

CARRIED

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

None.

5. **PUBLIC MEETINGS:**

None.



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December 17, 2014 REGULAR COUNCIL MEETING

CARRIED

3. **Puslinch Quality Aggregates Pit Licence #17600 (formerly Mast Pit)
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- (b) Correspondence from Groundwater Science Corp. regarding Puslinch Pit – Licence No. 17600 August, 2014 monthly monitoring report dated September 11, 2014.
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Mr. Stan Denhoed, Harden Environmental Services Ltd., has advised that he has reviewed the monthly monitoring reports and that there are no immediate concerns. He will review the annual reports once received to determine if there are any long term trends in the data.

4. **Niska Road Bridge**

- (a) Correspondence from Raymond Reid regarding City of Guelph Proposal for Bridge Replacement on Niska Road dated December 2, 2014.

Councillor Bulmer questioned staff as to whether the Township's consultants would be reviewing the Environmental Assessment and requested that staff forward on the materials to the Township's consultants GM Blueplan to review and provide comments on the Township's behalf.

5. **Request to Waive Fees**

- (a) Correspondence from Aberfoyle School regarding reduction of fees for Aberfoyle Student skating at Optimist Recreation Centre dated December 10, 2014.

Resolution No. 2014-412: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council receive the correspondence from Aberfoyle School regarding reduction of fees for Aberfoyle Student skating at the Optimist Recreation Centre dated December 10, 2014; and

That Council approves the requested rental rate reduction from \$78.00 per hour to \$40.00 per hour per rental for the 2015 ice season; and

That Staff advise the Aberfoyle School of the fee reduction and prepare a Township Ice Rental Contract.

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6. **Intergovernmental Affairs**

- (a) Various correspondence for review.



2. Finance Department

- (a) Financial Report as of November 30, 2014
- (b) Cheque Register –November 1, 2014 to November 30, 2014
- (c) Financial Report By Department –November 30, 2014
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- (e) Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – November 30, 2014

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CARRIED

- (f) Report FIN-2014-033 - Ontario Community Infrastructure Fund – Formula-Based Component – Execution of Contribution Agreement

Resolution No. 2014-417: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Report FIN-2014-033 regarding Ontario Community Infrastructure Fund – Formula-Based Component – Execution of Contribution Agreement be received; and

That Council enact a By-law authorizing the entering into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs in order to participate in the Ontario Community Infrastructure Fund – Formula-Based Component as outlined in Schedule A to Report FIN-2014-033.

CARRIED

3. Administration Department

- (a) Report ADM-2014-025 – Appointment of Closed Meeting Investigator

Karen Landry, CAO/Clerk provided Council with clarification regarding the funding of the closed meeting investigator contained in the report. Ms. Landry advised that the Township will not be providing an annual retainer fee of \$300.00, and that the County will be providing the annual retainer fee. However, each municipality will be responsible for their own costs should an investigation be requested.

Resolution No. 2014-418: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Report ADM-2014-025 regarding Appointment of Closed Meeting Investigator be received; and

That Council pass a By-law to appoint John Maddox of JGM Consulting as its Closed Meeting Investigator from January 1, 2015 to December 31, 2017; and



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Centre (ORC) to investigate the transmission of sound from the ORC to the neighbouring properties fronting along Maple Leaf Lane;

AND WHEREAS on March 13, 2014 Council received correspondence from Gambsy and Mannerow regarding sound levels assessment at the Puslinch Optimist Recreation Centre (ORC) to assess the sound levels originating from the ice rink compressor at the ORC to assess and determine whether the new ice rink compressor is contributing to a level of sound that is below the previous compressor;

AND WHEREAS the results determined that the new ice rink compressor is operating at a lower sound level than the original compressor as measured on December 30, 2013 and that the new compressor's measured averaged sound level readings are below the MOE guideline for a "Class 2 area";

AND WHEREAS the March 5, 2014 sound level measurement with the active ice rink compressor (with outliers removed) is only marginally higher than the background sound level measurement and is not considered to contribute a significant amount to the background sound levels;

AND WHEREAS a concern has been recently expressed with the sound levels of the ice rink compressor;

NOW THEREFORE Council requests that staff obtain an estimate for the purpose of conducting an additional detailed sound level assessment to compare against the results obtained in March 2014 and to report back to Council in January, 2015.

CARRIED

10. COMMITTEE MINUTES

(a) Planning Advisory Committee – November 3, 2014

Resolution No. 2014-421: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council hereby receives the following minutes as information:

(a) Planning Advisory Committee – November 3, 2014

CARRIED

11. MUNICIPAL ANNOUNCEMENTS

Holiday Wishes

Councillor Stokley wished all those in attendance the best of the holiday season.

GTA West Corridor Meeting

Mayor Lever advised that he recently attended a GTA West Corridor meeting and was advised that there has been no research on lands for the corridor in the County of Wellington and that concentration has been on lands contained in Milton.



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Resolution No. 2014-424: Moved by Councillor Bulmer and
Seconded by Councillor Roth

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

- By-law **75/14** to appoint BDO Canada LLP as the Auditor for the Corporation of the Township of Puslinch
- By-law **76/14** to permit the Municipality to impose fees or charges with respect to services or activities provided, related costs payable, and for the use of its property.
- By-law **77/14** to authorize the entering into of an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs in order to participate in the Ontario Community Infrastructure Fund – Formula Based Component.

CARRIED

14. CONFIRMING BY-LAW

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

Resolution 2014-425: Moved by Councillor Roth and
Seconded by Councillor Bulmer

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

- By-Law **78/14** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 17th day of December, 2014.

CARRIED

15. ADJOURNMENT:

Resolution No. 2014-426: Moved by Councillor Bulmer and
Seconded by Councillor Roth

That Council hereby adjourns at 8:43 p.m.

CARRIED

Dennis Lever, Mayor

Karen Landry, CAO/Clerk



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
December 17, 2014 REGULAR COUNCIL MEETING

Resolution No. 2014-424: Moved by Councillor Bulmer and
Seconded by Councillor Roth

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

- By-law **75/14** to appoint BDO Canada LLP as the Auditor for the Corporation of the Township of Puslinch
- By-law **76/14** to permit the Municipality to impose fees or charges with respect to services or activities provided, related costs payable, and for the use of its property.
- By-law **77/14** to authorize the entering into of an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs in order to participate in the Ontario Community Infrastructure Fund – Formula Based Component.

CARRIED

14. CONFIRMING BY-LAW

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

Resolution 2014-425: Moved by Councillor Roth and
Seconded by Councillor Bulmer

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

- By-Law **78/14** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 17th day of December, 2014.

CARRIED

15. ADJOURNMENT:

Resolution No. 2014-426: Moved by Councillor Bulmer and
Seconded by Councillor Roth

That Council hereby adjourns at 8:43 p.m.

CARRIED

Dennis Lever, Mayor

Karen Landry, CAO/Clerk



3(c)

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
December 22, 2014 SPECIAL COUNCIL MEETING

MINUTES

DATE: Wednesday, December 22, 2014

TIME: 11:00 A.M.

The December 22, 2014 Special Council Meeting was held on the above date and called to order at 11:00 a.m. in the Council Chambers, Aberfoyle.

1. ATTENDANCE:

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

STAFF IN ATTENDANCE:

1. Donna Tremblay, Deputy Clerk
2. Karen Landry, CAO/Clerk
3. Mary Hasan, Director of Finance/Treasurer
4. Don Creed, Director of Public Works and Parks
5. Steve Goode, Fire Chief

OTHERS IN ATTENDANCE

1. Kevin Johnson

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

None.

3. GOALS AND OBJECTIVES SETTING:

Mayor Lever provided those in attendance with an overview of how the previous term of Council set goals and objectives for the term of 2010-2014. Mayor Lever advised that he was seeking input from all members of Council on both what they see as their short term and long term goals and once a list had been created that Council would set timelines in which they would like to see those goals either achieved or a means had been put in place to achieve their completion.

All members of Council were provided an opportunity to list both short term and long term goals as follows:

Goal/Objective	Timeline *(Note "M" represents multiple years)
Use of the Aggregate Levy	2
Tax Stabilization Reserve	2
Puslinch Lake Access/GRCA	M2
Destination Marketing/Branding	M1
Industrial/Commercial land opportunities	M
Committee Review	1
Support of TAPMO initiatives	M2
Fire Master Plan (priority and affordability)	M1
Recreation Parks Master Plan (priority and affordability)	M1
Economic Development/Chamber	M1
County Updates at Council meetings	1



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
December 22, 2014 SPECIAL COUNCIL MEETING

Highway 6 By-pass	M
Budget	1
Gateway Signage	3
Paved Shoulders	M2-3
Community Forums	2
Staff Appreciation BBQ/Family	1
Photo gallery staff	1
Recreation Programming Camps	M2-3
Conservation Authorities – updates by appointed members	1
Culture with Recreation	2
Streaming of Council meetings	3
By-law review including Zoning, Noise, Signs and other regulatory by-laws	M2
Policy Review including Expense, Code of Conduct	M1
Open House Events, Fire and Recreation Master Plans	M1
Relationship with abutting municipalities	M1
Township Office improvements, accessibility	M2
CIP (Aberfoyle, Morriston)	M1
Long term Planning	M
Planning evaluation process	2
Garbage Pick Up	M3
Gravel companies – rehabilitation participation	M2
Transparency/Bill 8	M1
Who does what, County, Township, Community	M1

Mayor Lever requested of staff as to whether this information could be provided to them as a time line list of the goals and objectives, so that Council could conduct a further review.

Karen Landry, CAO/Clerk advised that staff would prepare a report to Council for this purpose.

Council recessed from 12:35 p.m. to 1:00 p.m.

4. COUNCIL ORIENTATION WORKSHOP:

Presentation by Departments

Staff provided presentations to Council with respect to their departments and respective responsibilities as follows:

1. Administration Department presentation Karen Landry, CAO/Clerk by Donna Tremblay, Deputy Clerk

Legislative Services
Customer Service

2. Finance Department presentation by Mary Hasan, Director of Finance/Treasurer

Asset Management
Purchasing
Payroll Administration
Finance
Taxes
Information Technology

3. Fire & Rescue Services presentation by Steve Goode, Fire Chief



Governing Legislation
Overview
Fire & Rescue Training
Emergency Operations Program
Fire Prevention & Public Education Program

4. Building and Planning Departments presentation by Karen Landry, CAO/Clerk for Robert Kelly, Chief Building Official

Animal Services
By-law Enforcement
Building
Planning

5. Public Works Department presentation by Don Creed, Director of Public Works and Parks

Parks
Capital Design and Construction
Parks Operations
Engineering & Construction
Public Works

6. Clerk presentation by Karen Landry, CAO/Clerk

Council Expense Policy
Freedom of Information
Code of Conduct
Procedural By-law

5. CLOSED MEETING:

Council was in closed session from 2:50 p.m. to 3:00 p.m.

- (a) Confidential Report from Donna Tremblay, Deputy Clerk, regarding personal matters about an identifiable individual including municipal or local board employees - Appointment of Individuals to the Various Committees and Boards

Resolution 2014-427: Moved by Councillor Stokley and
Seconded by Councillor Fielding

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

- (a) Confidential Report from Donna Tremblay, Deputy Clerk, regarding personal matters about an identifiable individual including municipal or local board employees - Appointment of Individuals to the Various Committees and Boards

CARRIED

Resolution No. 2014-428: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council move into open session.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
December 22, 2014 SPECIAL COUNCIL MEETING

Resolution No. 2014-429: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council for the Township of Puslinch has received correspondence from the Grand River Conservation Authority (GRCA) regarding the appointment of members to the GRCA; and

That Council supports the appointment of Chris White as Grand River Conservation Authority Member to the end of this term of Council, ending November 30, 2018; and

That this resolution be circulated to the GRCA, Township of Guelph/ Eramosa and Town of Erin.

CARRIED

Resolution No. 2014-430: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council for the Township of Puslinch has received correspondence from Conservation Halton regarding the appointment of members to Conservation Halton; and

That Council appoints Steve Gilmour as Conservation Halton Member to the end of this term of Council, ending November 30, 2018; and

That the Conservation Halton Authority be advised of this appointment.

CARRIED

Resolution No. 2014-431: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council appoints David Rodgers as Hamilton Conservation Authority Member to the end of this term of Council, ending November 30, 2018; and

That the Hamilton Conservation Authority be advised of this appointment.

CARRIED

6. **BY-LAWS:**

(a) A by-law to appoint a Municipal By-law Enforcement Officer, Dog Control, for the Township of Puslinch

(b) A by-law to appoint Fenceviewers for the Township of Puslinch



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
December 22, 2014 SPECIAL COUNCIL MEETING

Resolution No. 2014-432: Moved by Councillor Roth and
Seconded by Councillor Bulmer

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

- (a) By-law **79/14** being a by-law to appoint a Municipal By-law Enforcement Officer, Dog Control, for the Township of Puslinch
- (b) By-law **80/14** being a by-law to appoint Fenceviewers for the Township of Puslinch

CARRIED

7. CONFIRMING BY-LAW

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

Resolution 2014-433: Moved by Councillor Roth and
Seconded by Councillor Stokley

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

- By-Law **81/14** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 22nd day of December, 2014.

CARRIED

8. ADJOURNMENT:

Resolution No. 2014-434: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council hereby adjourns at 3:05 p.m.

CARRIED

Dennis Lever, Mayor

Karen Landry, CAO/Clerk



COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
 GARY A. COUSINS, M.C.I.P., DIRECTOR
 T 519.837.2600
 F 519.823.1694
 1.800.663.0750

ADMINISTRATION CENTRE
 74 WOOLWICH STREET
 GUELPH ON N1H 3T9

December 11th, 2014

Ms. Karen Landry, C.A.O/ Clerk
 Township of Puslinch
 R. R. 3 (Aberfoyle)
 Guelph, Ontario N1H 6H9

Dear Ms. Landry:

**Re: Proposed Zoning By-law Amendment D14/LEL
 LEL Farms Ltd.
 Part Lot 6 & 7, Concession 4, Township of Puslinch**

Background

This zoning by-law amendment has been filed to satisfy a condition of consent application B134/13. The application created a 1.1 ha (2.7 ac) parcel with existing grain dryers, bins and hoppers in the Prime Agricultural area. This lot was granted provisional consent by the County Land Division Committee on July, 24th 2014. The purpose of this application is to rezone the subject property to an appropriate Agricultural Exception zone which will include provisions to address Minimum Distance Separation (MDS) requirements that were identified at the time of the consent application.

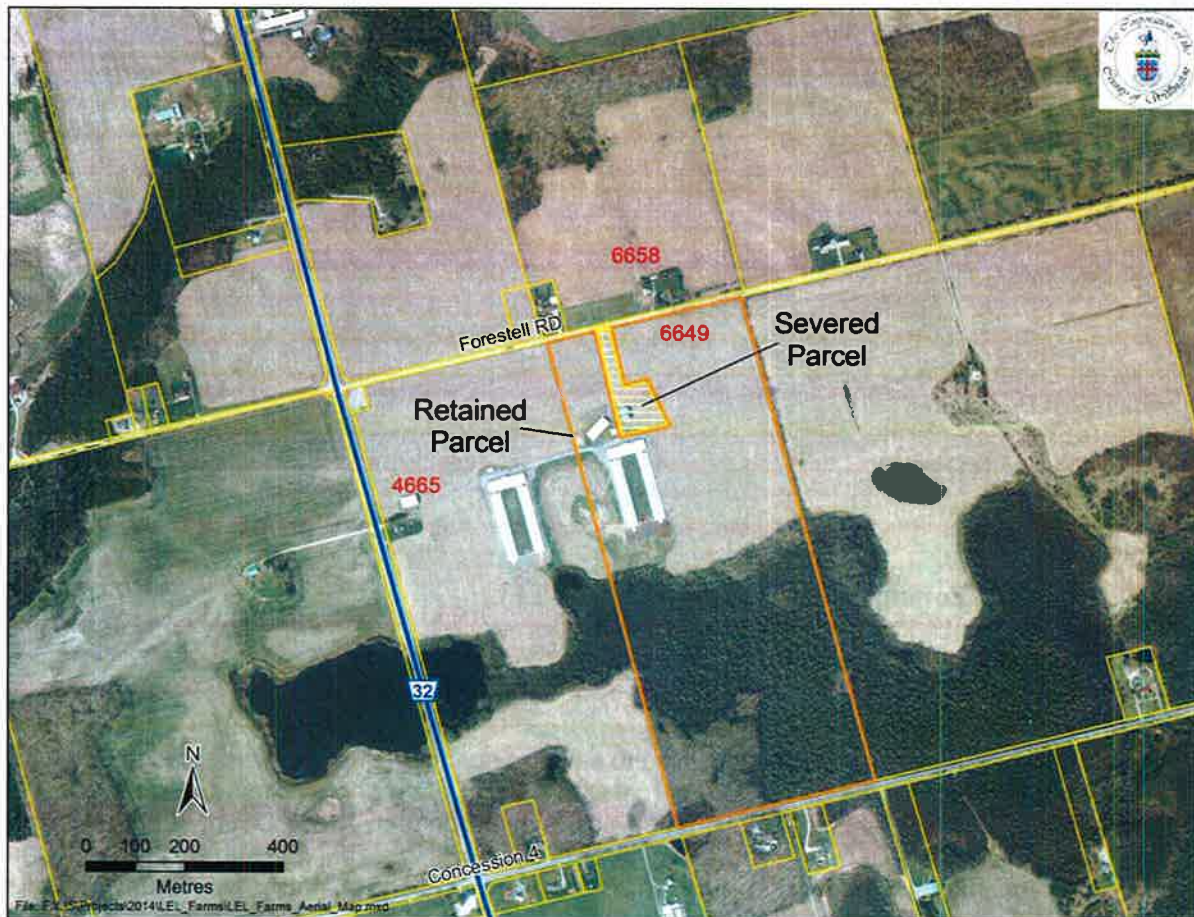
County Official Plan

According to Schedule A7 (Puslinch) of the Official Plan, the property is designated PRIME AGRICULTURAL, CORE GREENLANDS and GREENLANDS and falls within a mineral aggregate overlay. Section 10.3.1 of the Official Plan restricts the creation of new lots in the Prime Agricultural area to the following:

- a) Agricultural uses
- b) Agricultural-related Uses
- c) A residence Surplus to Farming operations
- d) Lot line adjustments
- e) Community service facilities.

The proposed severed lot is currently occupied by a grain drying facility and was reviewed under the consent policies as an agricultural-related use. During review of the consent application it was determined that this use benefits from a rural location and serves the larger farming community.

As part of the lot creation process Section 10.3.7 of the Official Plan requires that "the appropriate provincial minimum distance separation formula (MDS) be applied to all new lot creations." As such a condition to comply with the appropriate MDS requirements was included with the provisional consent of application B134/14. This re-zoning application will address MDS 1 and MDS 2 concerns related to barns located at 6658 Forestell Road, 6649 Forestell Road (retained lands) and 4665 Wellington Road 32.



Township Zoning By-law

According to Schedule 'A' of the Puslinch Zoning By-law 19/85, the subject properties are zoned Agricultural (A) and Natural Environment (NE). This application would re-zone the proposed severed parcel and proposed retained parcel to Agricultural Exception zones, which will include provisions to address MDS 1 and MDS 2 concerns which arise with the creation of the new agricultural- related lot. The Natural Environment (NE) Zone will remain unchanged with this rezoning.

Outstanding Minimum Distance Separation (MDS 1 & 2) Issues

MDS 1

The severed lot will not be able meet the required MDS 1 setbacks from the barns located at 6658 Forestell Road, 6649 Forestell Road (retained lands) and 4665 Wellington Road 32. In order to address these concerns the severed parcel must be rezoned to restrict the establishment of a residential dwelling as well as exempt the severed lot from the application of MDS 1.

MDS 2

MDS 2 is applied at the building permit stage when a farmer wishes to establish or expand a livestock facility on their property. MDS 2 is applied to ensure that the establishment or expansion of a barn will not have a negative impact on surrounding land uses.

The severed lot, once established, due to its close proximity to the existing turkey barns on the retained will limit their ability to expand in the future. In order to address this concern the retained property will be re-zoned to exempt the land from the requirements of MDS 2 for any future livestock

expansion. This exemption would only apply to any required MDS 2 setbacks from the severed parcel.

The other barns located at 6658 Forestell Road and 4665 Wellington Road 32 will not need to be re-zoned because a dwelling will be restricted on the new severed parcel. MDS 2 calculations generate required setbacks to the nearest lot line, nearest road allowance and nearest neighbour's dwelling from the proposed barn construction. Since there will be no new dwelling permitted on the severed parcel and the nearest lot lines and road allowances are already present no further impacts will be created to the barns at 6658 Forestell Road and 4665 Wellington Road 32.

Statutory Public Meeting

The statutory Public meeting was held on November 12, 2014. The applicant's agent made a presentation outlining the proposed re-zoning application. There were no public comments or questions presented at this meeting.


Peer Review Comments

At this time we have received comments from the Townships consulting Engineers and consulting Ecologist indicating no issues with the proposed rezoning application. The Grand River Conservation Authority has also indicated no concerns with the proposal.

Summary

In our opinion, the proposed rezoning of the subject lands to an appropriate Agricultural Exception Zone is consistent with the provincial policies and conforms to the County Official Plan.

Yours truly,



Jameson Pickard
Junior Planner

ZONING BY- LAW AMENDMENT

for

**LEL Farms Ltd
Part Lot 17, Concession 4
Township of Puslinch**

Application D14/LEL

Prepared by the

**County of Wellington
Planning and Development Department**

December 19, 2014

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER _____

Being a By-law to amend By-law 19/85, being a
Zoning By-law for the Township of Puslinch

WHEREAS the Council of the Corporation of the Township of Puslinch deems it desirable to amend said By-law Number 19/85, as amended.

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

1. THAT the map forming Schedule 'A' to By-law 19/85 being the Zoning By-law for the Township of Puslinch is amended by changing the zoning on the land described as Part of Lot 7, Concession 4, as is illustrated by Schedule 'A' attached to and forming part of this By-law from an Agricultural (A) zone to an Agricultural site specific (A-58) zone.
2. THAT the map forming Schedule 'A' to By-law 19/85 being the Zoning By-law for the Township of Puslinch is amended by changing the zoning on the land described as Part of Lot 7, Concession 4, as is illustrated by Schedule 'A' attached to and forming part of this By-law from an Agricultural (A) zone to an Agricultural site specific (A-59) zone. The NE zone is to remain unchanged.
3. That the said By-law Number 19/85, as amended, is hereby further amended by adding the following new paragraph forming Section (A-58) attached to and forming part of this By-law:

"(fff) A-58 Notwithstanding the permitted uses of Section 5(2), the land zoned A-58 may be used for grain elevators and associated uses, for the processing of farm produce, subject to the following regulations:

- i) Notwithstanding any other section of this by-law to the contrary, a residential dwelling shall be prohibited in this zone;
 - ii) Minimum Distance Separation 1 (MDS 1) is not applicable to this property and therefore does not need to meet the required MDS 1 setbacks to adjacent livestock facilities; and,
 - iii) That the lands zoned A-58 shall be subject to the provisions of subsection 5(3)(e)(iii)(iv)(v) and (vi) for new development."
4. That the said By-law Number 19/85, as amended, is hereby further amended by adding the following new paragraph forming Section (A-59) attached to and forming part of this By-law:

"(ggg) A-59 For the lands zoned A-59, identified as Part of Lot 7, Concession 4, MDS II is not applicable for new barn construction or additions to existing livestock buildings on these lands. This exemption only applies to the adjacent lands zoned A-58 with existing grain elevators and associated uses. MDS II requirements shall be applied to all other neighbouring land uses.

Any future development on the land zoned A-59 shall be subject to the Agricultural (A) provisions."

5. That except as amended by this By-law, the subject lands, as shown on Schedule 'A' to this By-law, shall be subject to all other applicable regulations of By-law Number 19/85, as amended.
6. This By-law shall come into effect on the final passing thereof by the Council of Corporation of the Township of Puslinch, subject to compliance with the provisions of the *Planning Act*, R.S.O. 1990, c. P.13, as amended.

READ a first and second time this day of , 2014.

READ a third time and passed this day of , 2014.

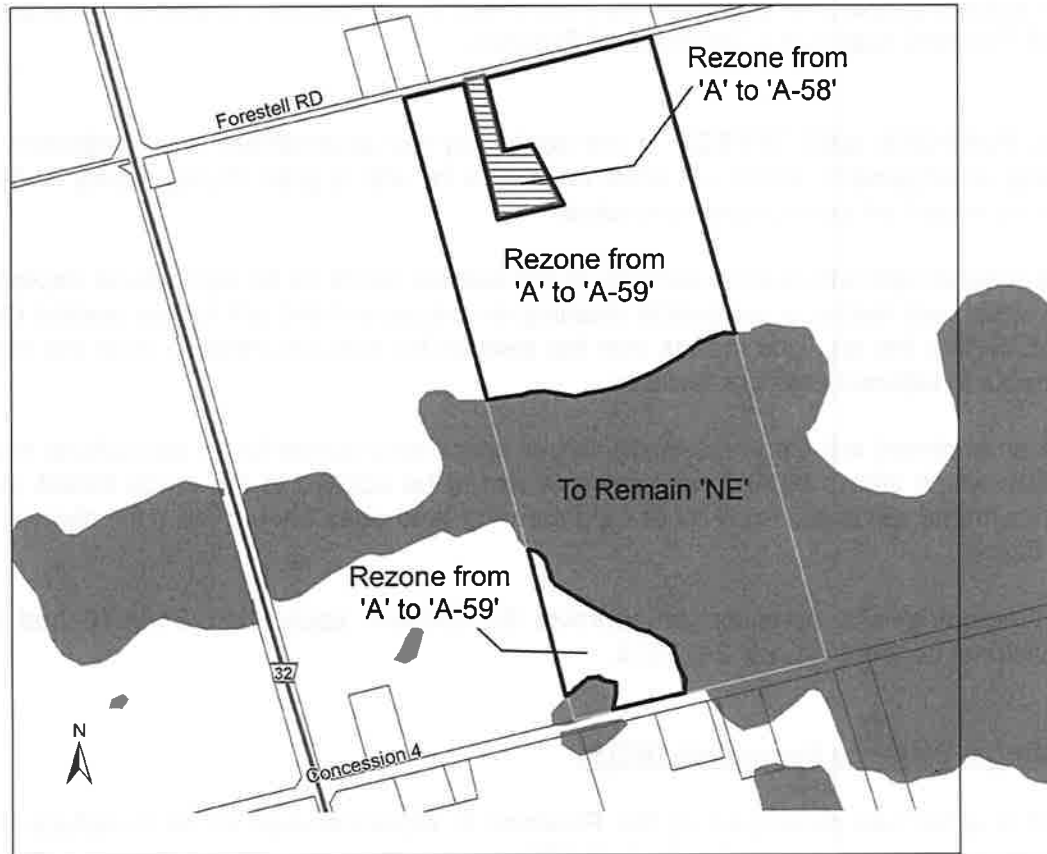
Mayor Dennis Lever

CAO Clerk Karen Landry

THE TOWNSHIP OF PUSLINCH

BY-LAW NO _____.

Schedule "A"



Rezoned from **A** to **(A-58)**

Rezoned from **A** to **(A-59)**

This is Schedule "A" to By-law _____.

Passed this ____ day of _____ 2014.

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER _____.

THE SUBJECT LANDS

The subject property is described as Part of Lot 7, Concession 4, and is municipally known as 6649 Forestell road in the Township of Puslinch.

THE PURPOSE AND EFFECT of the zoning by-law amendment is to implement a reciprocal zoning arrangement, which will allow for a new lot with a grain drying facility to be established with no impact on surrounding land uses.

This amendment will rezone portions of the subject lands to an agricultural exception zone (A-58), which will restrict a residential dwelling on the parcel and will further restrict the application of MDS 1 to the lot. This means that the severed lot does not need to meet the required MDS 1 setbacks to adjacent livestock facilities.

The amendment will also rezone the larger agricultural parcel to an agricultural exception zone (A-59), which allows MDS 2 requirements **not** to be applied to the lands zoned (A-58). MDS 2 requirements will apply to all other neighbouring land uses should the barn choose to expand in the future.

This rezoning is a condition of approval for consent application B134/13 that was granted provisional consent on July 24, 2013.

Minimum Distance Separation (MDS)

MDS is a formula developed by the Province to separate uses so as to reduce incompatibility concerns about odour from livestock facilities.

MDS 1 is applied at the time of a development application (i.e. severance application). It is applied in order to protect existing residential uses from the odours associated with livestock facilities and is also required to ensure that the existing livestock facilities in the area are not hindered from any future expansion or daily operation by new land uses.

MDS 2 is applied at the building permit stage when a farmer wishes to establish or expand a livestock facility on their property. MDS 2 is applied to ensure that the establishment or expansion of a barn will not have a negative impact on surrounding land uses.

6.2(a)



COUNTY OF WELLINGTON

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

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

December 11, 2014

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

Dear Ms. Landry:

**Re: Proposed Amending By-law – Application D14/CON
229 Brock Road South (Wellington Road 46) - Con-Cast Pipe Inc.**

As requested, we have prepared an amending by-law for the above-referenced application for Council's consideration. A copy of our previous planning report regarding this matter is also attached.

Subject Property

As noted in our October report, the land subject to this zone change request is part of a larger industrial holding (26.2 hectares/64.8 acres) owned by Con-Cast Pipe Inc. (Con-Cast). The subject land is vacant and approximately 0.17 hectares/0.42 acres in area. The land is situated on the west side of Brock Road South (Wellington Road 46) north of Provincial Highway 401. This area of Puslinch is dominated by industrial and commercial development.

Severance Application B93/14

Con-Cast filed an application with the County Land Division Committee for a lot-line adjustment (Application B93/14). The purpose of the application was to add the subject land to the abutting vacant parcel in order to increase the lot area of that Highway Commercial (C2) lot. On November 13, 2014 the Committee granted provisional consent to the lot-line adjustment application subject to rezoning and other requirements.

Purpose of the Zone Change

The purpose of the rezoning application is to change the current zoning of the proposed severed parcel to match the existing zoning on the abutting lot (i.e. rezone from Industrial IND Zone to the Highway Commercial C2 Zone). If approved, the new merged lot would be developed for commercial purposes similar to those that exist along this section of Brock Road.

Public Meeting

The public meeting for this rezoning application was held on November 12, 2014. No objections were received from the review agencies, peer review consultants or the general public. A letter was submitted on behalf of the commercial operator on the opposite side of Brock Road with concerns regarding the alignment and number of access points proposed. Details regarding road access are not available at this time as the end-user is not yet known.

Road Access

County Engineering Services has reviewed the consent application and the request for rezoning. A traffic report was not required. The existing vacant C2 lot is permitted driveway access to Brock Road South (Wellington Road 46), but is subject to the entrance permit requirements of the Roads Department. Engineering staff will review the site plan application (when filed) to assess the location and design of any proposed driveways for this new parcel. As a condition of the severance application, the owner is required to provide a road widening along the frontage of the severed lot.

Site Plan Control

The land to be rezoned is subject to the Township's Site Plan Control application process. Municipal zoning regulations, the Township's development standards, and the Puslinch Design Guidelines will be implemented through that process to provide for the proper and orderly development of the land and to minimize impacts on adjacent properties and the environment. County Staff will work with Township staff and your consultants through the site plan review process to ensure that matters such as: building design, site services, off-street parking, loading areas, signage, lighting, fencing, storm water management, landscape design, and other elements of the future commercial use are adequately addressed.

Planning Opinion

This office supported the proposed lot line adjustment application and we support the subject rezoning. We trust that the amending by-law is suitable and that the above comments and our previous planning report are of assistance to the Township.

Yours truly,

A handwritten signature in black ink, appearing to read 'A. Salis', with a long horizontal line extending to the right.

Aldo L. Salis, M.Sc., MCIP, RPP
Manager of Development Planning

Attachments



COUNTY OF WELLINGTON

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

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

October 30, 2014

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

Dear Ms. Landry:

**Re: Zoning By-law Amendment – Application D14/CON
Part of Lots 27 & 28, Concession 7, Township of Puslinch
229 Brock Road South (Wellington Road 46) - Con-Cast Pipe Inc.
To rezone from Industrial IND Zone to Commercial C2 Zone**

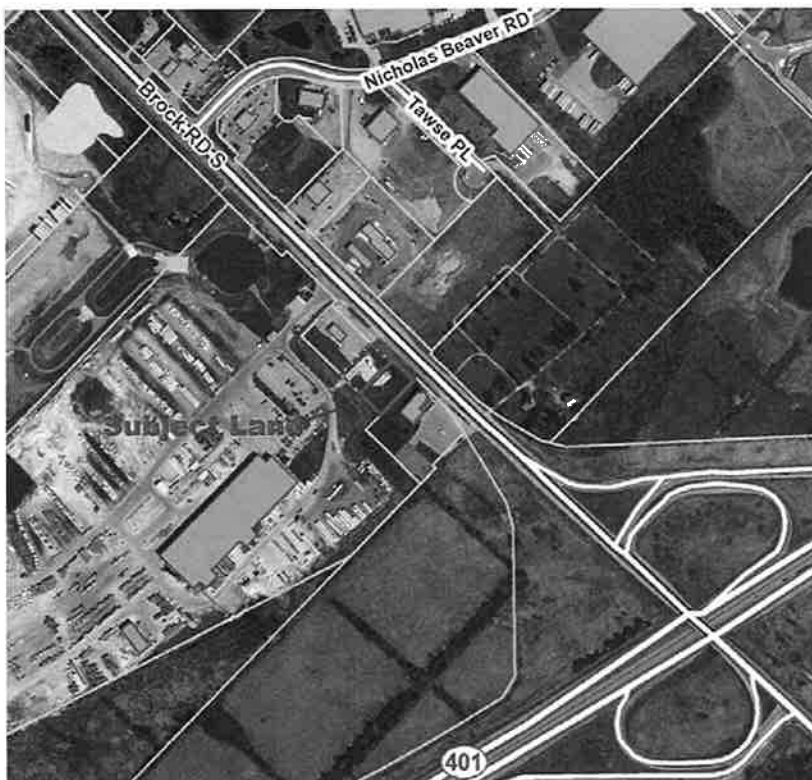
We have received a copy of the Notice of Public Meeting regarding the above-referenced application and provide the following comments for Council's consideration.

Location of Subject Land

The land subject to the zoning application is part of a larger industrial holding (26.2 ha/64.8 acres) owned by Con-Cast Pipe Inc. (Con-Cast). The subject land is vacant and approximately 0.17 ha/0.42 acres in area. The land is situated on the west side of Wellington Road 46 (Brock Road) north of Highway 401 (see figure at right). This area of Puslinch is dominated by industrial and commercial land uses and has very high traffic volume. Access into the balance of the Con-Cast industrial property is via an entrance north of the subject land and adjacent to the Ultramar Service Station property.

Severance Application B93/14

Con-Cast has filed an application with the County Land Division Committee for a lot-line adjustment. Application B93/14 is a request to sever a portion of the industrial property (identified as Subject Land on map) and merge that land with the abutting vacant commercial lot (shown with red dashed line).



Due to the small lot area of the existing adjacent commercial lot, redevelopment for employment purposes would be problematic from a site servicing and operational perspective. The consent application would allow for approximately 0.17 ha (0.42 acres) of land to merge with the adjacent 0.14 ha (0.36 acres) vacant commercial parcel. The amalgamation of these two parcels would form a new lot with approximately 62 m (200 ft.) of frontage on Brock Road and 0.32 ha (0.78 acres) in area. This new parcel of land would be similar in lot size and frontage as the adjacent Ultramar Service Station.



Frontage of area to be rezoned and abutting commercial parcel

Entrance into Con-Cast Pipe property from Brock Road

The existing Con-Cast industrial property would retain a land area of approximately 26.23 ha (64.8 ac) with access and frontage on Brock Road. The photo on the left illustrates the street frontage of the vacant Con-Cast parcel and the abutting vacant commercial lot. The photo on right is a view from Brock Road into the entrance and driveway of the Con-Cast manufacturing operation.

Purpose of the Zone Change

The purpose of the rezoning application is to change the current zoning of the proposed severed parcel from the Industrial Zone to the C2 Highway Commercial category to match the existing zoning on the abutting lot. If approved, the new merged lot would be developed for commercial purposes similar to those that exist along this stretch of Brock Road north of Provincial Highway 401. Appropriate zoning would be a condition of the consent application.

Provincial Planning Policy

The Provincial Growth Plan (Places to Grow) places an emphasis on intensification and optimizing the use of existing land supplies. Under Section 2.2.6 – Employment Lands – municipalities are to provide “an appropriate mix of employment uses including industrial, commercial and institutional uses...” The Growth Plan also encourages employment growth through the “development of vacant and/or underutilized lots within previously developed areas” or by “infill development”.

The Provincial Policy Statement (2014) provides similar policy direction regarding the provision and promotion of employment lands at appropriate locations and under appropriate conditions. Such development is to consider the adequacy of site services, transportation systems, and protection of the natural environment, among other matters.

Wellington County Official Plan

According to Schedule A7 – PUSLINCH of the County Official Plan, the designation for the property owned by Con-Cast is RURAL INDUSTRIAL. In addition, this property is located within the special policy PA7-1. This policy recognizes that this area of the Township is the predominant location for business and industry and encourages the development of new employment uses, including those commercial uses that would require locations that provide large sites or are situated along major transportation routes.

There are no Greenlands systems in the immediate area and the surrounding land uses are predominately industrial and commercial. The redevelopment of the subject land for commercial purposes will be subject to the Township’s Site Plan Control process. That review process can address technical requirements and any potential land use compatibility concerns.

County staff supports the proposed lot line adjustment application. Staff considers the application to be consistent with Provincial Policy and conforms to the Growth Plan and the County Official Plan in particular the policies of Section 10.5.7. Our support is based on conditions of approval that require: appropriate zoning for the severed parcel; suitable access to the new parcel; and that the severed and abutting parcels be merged under the provisions of the Planning Act.

Summary

In our opinion, the conversion of the subject land from the industrial zone to the highway commercial zone is consistent with Provincial planning objectives and the applicable policies of the County Official Plan. Subject to the approval of the proposed severance application and provided no significant technical issues are raised through the public meeting and peer review process, staff are prepared to draft an amending by-law for Council's consideration.

We trust that these comments are of assistance to the Township.

Yours truly,

A handwritten signature in black ink, appearing to read 'A. Salis', with a long horizontal line extending to the right.

Aldo L. Salis, M.Sc., MCIP, RPP
Manager of Development Planning

cc. N. Shoemaker, BSR&D Limited

ZONING BY-LAW AMENDMENT

for

Con-Cast Pipe Inc.
Part of Lots 27 & 28, Concession 7
Township of Puslinch

Application D14/CON

Prepared by the

County of Wellington
Planning and Development Department

December 10, 2014

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER _____

**A BY-LAW TO AMEND BY-LAW NUMBER 19/85, AS AMENDED,
BEING THE ZONING BY-LAW OF THE TOWNSHIP OF PUSLINCH**

WHEREAS, the Council of the Corporation of the Township of Puslinch deem it appropriate and in the public interest to amend By-Law Number 19/85, pursuant to Section 34 of the Planning Act, R.S.O. 1990 as amended;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PUSLINCH ENACTS AS FOLLOWS:

1. That Schedule 'A' (Map A-4) of Zoning By-law 19/85 is hereby amended by rezoning Part of Lot 27 and Lot 28, Concession 7, from Industrial (IND) Zone to the **HIGHWAY COMMERCIAL (C2) ZONE**, as shown on Schedule "A" of this By-law.
2. This By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ A FIRST AND SECOND TIME THIS _____ DAY OF _____, 2014.

MAYOR

CLERK

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 2014.

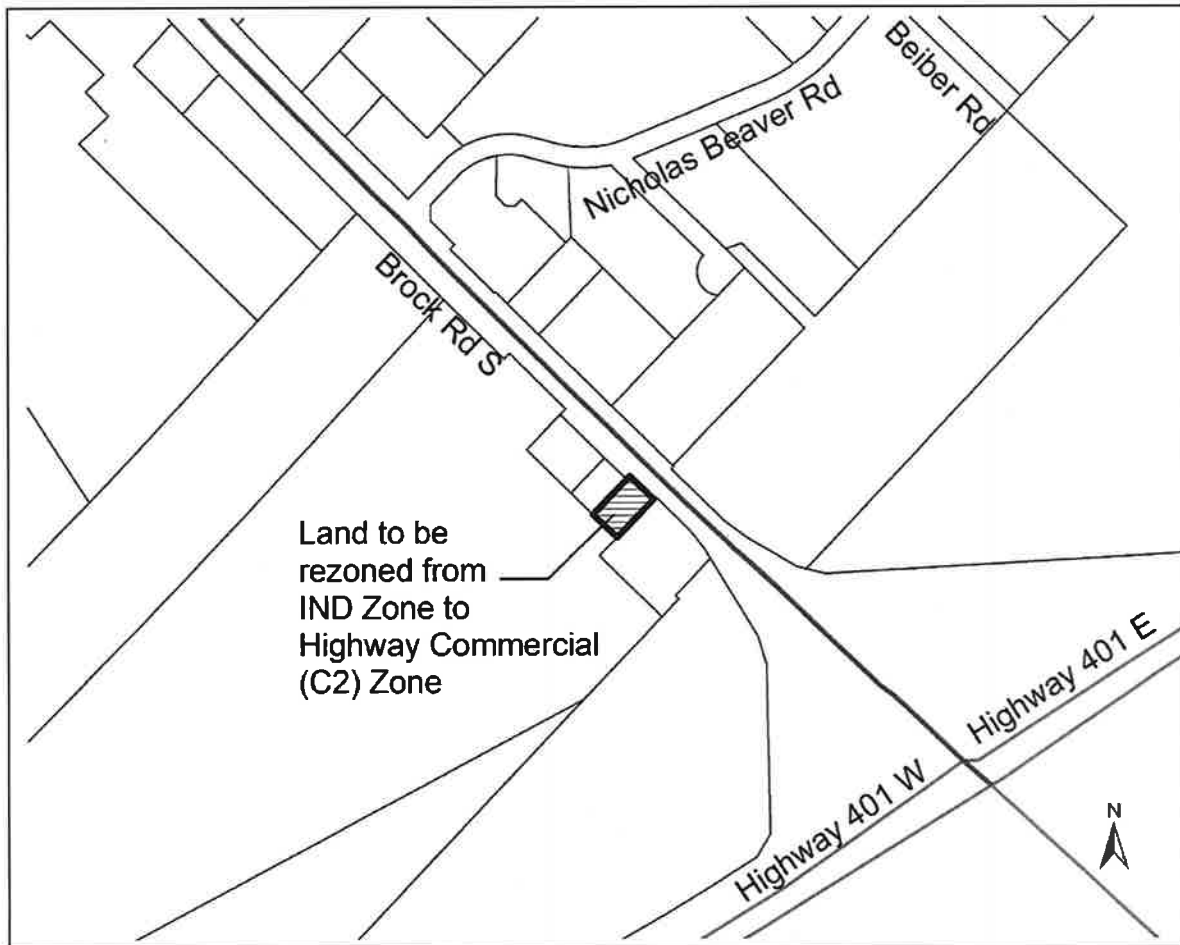
MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NO. _____

SCHEDULE "A"



This is Schedule "A" to By-law No. _____

Passed this ____ day of _____, 2014.

MAYOR

CLERK

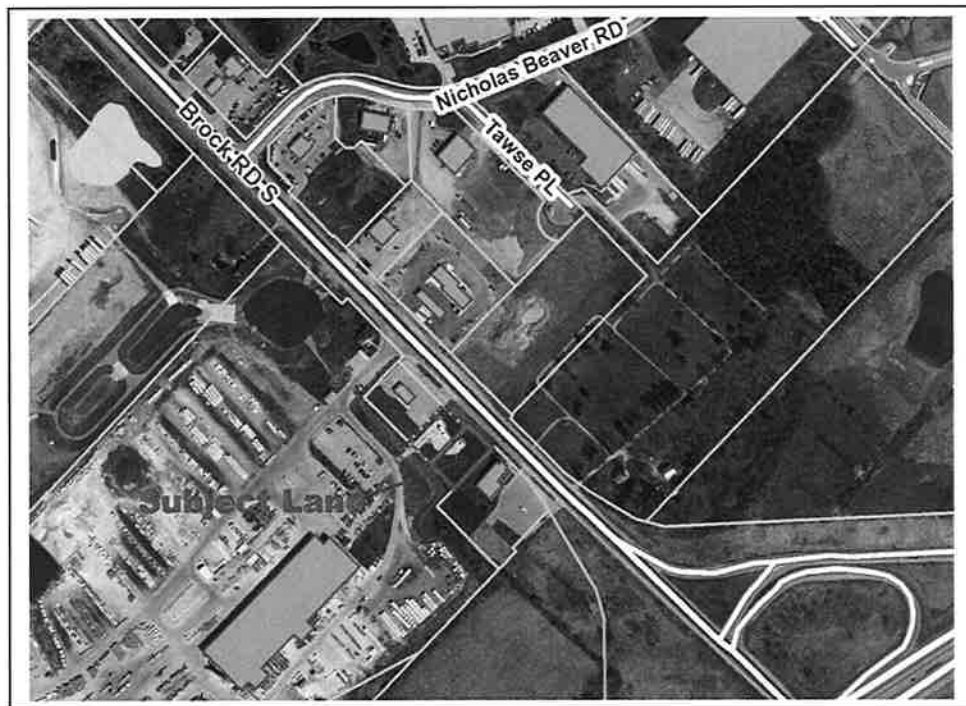
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

EXPLANATION OF BY-LAW NO. _____

By-law Number _____ amends the Township of Puslinch Zoning By-law 19/85 by rezoning Part of Lot 27 and 28, Concession 7 from the current Industrial (IND) Zone to the HIGHWAY COMMERCIAL (C2) ZONE as shown on Schedule "A" of this By-law.

The purpose of this Zoning By-law amendment is to allow for the expansion of an existing commercial lot along the industrial-commercial corridor of Brock Road South. A lot line adjustment application (B93/14) was recently approved by the County Land Division Committee whereby the subject lands (illustrated below) would be severed and merged with the adjacent C2 lot. Rezoning of the severed portion was a condition of the Township. The amending by-law rezones the subject land to the Highway Commercial C2 - similar to the adjacent property to the north and those lands on the opposite side of Brock Road.

Development of the property for commercial uses will be subject to Site Plan Control.



TIKAL PIT

Final

2014 Annual Groundwater Monitoring Report

Project Location:

Part Lot 21, Concession 9
Township of Puslinch, County of Wellington

Prepared for:

CBM Aggregates
55 Industrial Road
Toronto, ON

November 26, 2014

MTE File No.: 33865-100



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1.0 INTRODUCTION

MTE Consultants Inc. (MTE) has been retained by Canadian Building Materials (CBM), a division of St. Marys Cement Inc., to prepare an annual groundwater monitoring report as a condition of the operating license for the TIKAL Pit. The TIKAL Pit is located on Part Lot 21, Concession 9 in the Township of Puslinch, County of Wellington (hereby referred to as the "Site"). The Site location has been illustrated on Figure 1.

The TIKAL Pit is situated on a 27.98 hectare (ha) parcel of land approximately two kilometres northeast of the Town of Aberfoyle and has a licensed extraction area of 20.23 ha. At the conclusion of the 2011 extraction season, the aggregate reserve at the Site was exhausted and there has been no extraction since. This report details the results of the 2014 groundwater monitoring program. CBM commenced with Site rehabilitation in 2014 which has been substantially completed.

1.1 Scope of Work

Under bullet 5 of the Technical Recommendations Section of the Operational Notes on the site plans (Appendix A), a comprehensive groundwater monitoring program is required during aggregate extraction activities at the Site. The Site monitoring program (Figure 2) involves the collection of groundwater levels from:

- Nine groundwater observation wells (OW) and one groundwater standpipe (BH);
- Two staff gauges (SG) – one installed in the TIKAL Pit Pond and one installed in the wetland (TIKAL Pond) in the northern corner of the Site;
- One mini-piezometer (MP) installed in the wetland (TIKAL Pond) in the northern corner of the Site;
- One private supply well; and
- One staff gauge installed in a neighbouring pond (Whittle Pond).

In addition to collecting groundwater levels, a water quality sample is required to be collected from OW11 and the TIKAL Pit Pond. The water samples are to be analyzed for the following parameters:

- Total Petroleum Hydrocarbons (PHC) in the carbon fractions F1 through F4 and benzene, toluene, ethyl-benzene, and xylenes (BTEX); and
- General Inorganic Chemistry.

Groundwater and the TIKAL Pit Pond surface water temperatures are also to be monitored so that comparisons can be made between these two waters to determine the thermal impact (if any) that aggregate extraction activities might have on groundwater. A data logger has been permanently established in OW11 to record groundwater levels and temperature. Since the construction of the TIKAL Pit Pond in 2006, a data logger has been instrumented adjacent to the TIKAL Pit Pond staff gauge

from early spring to late fall to record TIKAL Pit Pond water temperatures. This data logger has historically been removed during the winter months to prevent the device from freezing.

1.2 Threshold Limit Amendment History

As part of the aggregate license, groundwater elevation threshold limits were established for the TIKAL pit to protect groundwater resources and the TIKAL Pond during extraction of the TIKAL pit. Groundwater threshold limits for the TIKAL pit can be found on the operational page of the TIKAL pit site plans (Appendix A).

The following is a brief history regarding the amendments made to the TIKAL site plans with respect to groundwater threshold limits. In May 2006, Waterloo Geoscience Consultants Ltd. (WGC), now MTE, recommended that the threshold limits at the TIKAL Pit be revised for some observation wells to reflect new lows observed during 2005 monitoring. WGC recommended this because, in 2005, CBM had yet to commence below-water-table extraction at the TIKAL Pit and these new lows were reflective of natural background conditions. Shortly afterwards, an amendment application was made to reflect the WGC recommendations.

WGC received a copy of a letter (May 2007) from MNR stating that threshold amendments had been granted. WGC interpreted the MNR letter to mean that all the WGC threshold recommendations were granted. WGC requested and received the amended site plans from CBM. WGC reviewed the plans to make sure that the recommendations were reflected on the site plans.

During this review, WGC noted that the new site plans contained several inconsistencies between the threshold tables and operational notes. WGC was instructed by CBM to note these inconsistencies on a copy of the site plans and mail the comments to CBM. WGC did so along with an accompanying letter (October 2007) detailing the inconsistencies and recommended corrections. As part of this letter, WGC recommended that newer observation wells at the TIKAL Pit also have threshold limits applied to them and included on the site plan.

At this time, WGC was informed that CBM would make another site plan amendment application to ensure that values in the threshold tables matched the values in the operational notes. WGC was informed that this amendment would be made in conjunction with an amendment to remove the setback distance between the TIKAL Pit and the neighbouring Dufferin Pit.

Further to CBM's meeting with Ministry of Natural Resources (MNR) on March 17, 2009, our understanding is that the original operational notes on the TIKAL site plans are to take precedence over the 2007 threshold tables. At the time of writing this report, MTE had not received the revised TIKAL site plans from the MNR. As such in this report, the

2007 temporal thresholds for the new observations wells and the TIKAL Pond levels presented in the 2007 threshold tables on the site plans have not been applied to the 2014 monitoring data.

2.0 SITE DESCRIPTION

CBM operated a gravel pit at the Site and commenced below-water-table extraction, as permitted on the operational site plans, in 2006. Figure 2 shows the TIKAL Pit Site boundaries, on-Site observation well (OW) locations, off-Site private well location, staff gauge (SG) locations and mini-piezometer (MP) locations. Below-water-table extraction is limited to an elevation no lower than 314 meters above mean sea level (mAMSL). At the end of the 2011 extraction season, the aggregate reserve at the Site was exhausted and no extraction has occurred since. CBM commenced with Site rehabilitation in 2014 which has been substantially completed.

The TIKAL Pit resides in a laterally extensive outwash plain of sand and gravel (Karrow, 1987). The sand and gravel deposit under the Site is between 9.5 and 11 metres thick and is underlain by grey silty clay. Groundwater in the sand and gravel deposit is representative of an unconfined or water table condition.

3.0 GROUNDWATER MONITORING

The monitoring program was designed to collect data during extraction to identify trends in groundwater fluctuations on the Site. At the start of 2014, eight observation wells (OW4, OW5, and OW7 through OW11), a test pit standpipe (BH101), one mini-piezometer (MP3), three staff gauges (SG1, SG2, and SG3), and one private well (Cowan) were used to collect measurements of groundwater levels.

Manually measured groundwater levels were taken from May to November (inclusive) 2014, so that the full range of groundwater elevations were noted. As per the site plans, manual groundwater levels were measured monthly for the first two and last two months of the monitoring period, and weekly from the beginning of June through to the end of September. A data logger was instrumented in OW11 in August 2004 and programmed to collect data (water level and temperature) every eight hours to obtain a representative water level record that would allow for a more detailed assessment, if required. A data logger was also instrumented in the TIKAL Pit Pond, at SG3, in May 2014 and programmed to collect a water temperature every eight hours.

3.1 Observation Wells

In 2014, groundwater elevations fluctuated seasonally at observation well locations across the Site. A summary of groundwater elevations at existing on-Site observations wells for 2014 has been presented in Table 1. Historical groundwater levels and

elevations, including 2014 data, have been presented in Appendix B and illustrated on Hydrograph 1a and Hydrograph 1b.

Maximum and minimum water elevations observed in 2014 were consistent with previously-observed values. Accordingly, the range and average of the observations for a given well did not deviate from historical patterns.

BH1 was destroyed during the 2006 operating season, while BH102 was destroyed by berm construction in 2008. With the planned removal of these monitoring points due to active operations, these monitoring points were not replaced. Prior to the removal of these monitoring points, OW4 and OW10 were constructed in 2004 to monitor groundwater elevations in the areas of the Site where BH1 and BH102 were constructed, respectively.

PW1 was decommissioned at the start of the 2009 extraction season in accordance with *O.Reg.903 (as amended)*. With the planned decommissioning of PW1 due to its location in the active extraction area, PW1 has not been replaced. OW7 and OW10 were constructed in proximity to PW1 and serve to monitor groundwater elevations in the area of the Site that PW1 used to monitor.

OW6 was destroyed by active operations at the start of the 2010 extraction season and was not replaced.

3.2 OW11 Groundwater Levels and Temperatures

A dedicated pressure transducer (data logger) was instrumented in OW11 in 2004 to record groundwater temperatures and water levels automatically. The data logger was programmed to record a reading every eight hours and was operating in 2014. Groundwater elevations and temperatures from OW11 as recorded by the data logger have been illustrated on Hydrograph 2 and Figure 3, respectively.

2014 groundwater elevations show a comparable pattern to historical groundwater elevation patterns. Groundwater elevations peaked at 324.1 metres above mean sea level (mAMSLL) in May 2013. Groundwater elevations declined throughout the course of summer and fall reaching a low of 323.5 mAMSLL in November 2013. These minimum and maximum groundwater elevations had a narrower range than has generally been observed in the past. Both the precipitation pattern in 2014 and the lack of extraction of the Site are interpreted to contribute to the reduced range in groundwater elevation fluctuations at OW11.

Groundwater temperature data for 2014 was generally comparable to patterns seen in 2012 and 2013. Groundwater temperatures steadily decline from approximately 10.3 degrees centigrade (°C) in January 2014 to approximately 6.4°C by April 2014. Groundwater temperatures climb throughout the remainder of the spring, summer, and fall of 2014 reaching a peak of 15.5°C by mid-October before starting to cool. The peak groundwater temperature observed at OW11 in 2012 through 2014 was approximately

0.7°C higher than the peak temperatures observed in 2011 and approximately 5.0°C higher than peak groundwater temperatures observed between 2004 and 2006 prior to below-water-table extraction.

Historic increases in groundwater temperatures experienced at OW11, following the commencement of below-water-table extraction, indicated that removal of below-water-table aggregate and the subsequent creation of an open water body was having an impact on down-gradient on-Site groundwater temperatures. This impact appears to have reached a steady state in 2013 which continued into 2014. Markle and Schincariol (2007) found that a thermal plume from a below-water-table aggregate extraction in unconfined glacial-outwash sediments migrated up to 250 m down gradient in the groundwater. All down-gradient surface water features are approximately 500 m or greater away from the Site. Therefore, MTE concludes that this thermal plume will not have an adverse impact on the natural environment.

3.3 Groundwater Flow

Groundwater flow patterns for the Site were calculated using May 2, 2014 and October 2, 2014 groundwater elevation data and have been illustrated on Figure 4 and Figure 5, respectively. The approximate size and location of the current TIKAL Pit Pond has been illustrated on Figure 4 and Figure 5.

Historically and in 2014, groundwater flow across the Site has generally been to the southwest. In the vicinity of TIKAL pond there is a local groundwater mound which creates some flow to the south.

3.4 Groundwater Elevation Thresholds

The TIKAL site plans for 2014 specify original interim threshold values representing historical low water levels and threshold limits (0.3 meters below the established historical low) for BH101 (BH1, BH102, and PW1 have been destroyed or decommissioned). Groundwater elevations for BH101 with the respective original interim threshold value and threshold limit have been illustrated in Hydrograph 3. BH101 did not have groundwater elevations that exceeded its respective interim threshold limit (322.60 mAMSL) in 2014.

3.5 Private Wells

Groundwater levels were collected from one private well (Cowan) in 2014 as all other private residents have declined further participation in the monitoring program. A summary of 2014 groundwater elevations versus historical groundwater elevations has been presented in Table 1.

Historical groundwater elevations for the Cowan well, including 2014 data, have been illustrated on Hydrograph 4 and presented in Appendix B. The 2014 groundwater elevation data is in-keeping with previously established trends.

3.6 Surface Water

3.6.1 TIKAL Pond

A summary of pond elevations for the TIKAL Pond (SG1, and MP3) has been presented in Table 1. Historical pond elevations, including 2014 data, have been presented in Appendix B and illustrated on Hydrograph 5. MP2 and MPD had been installed in the TIKAL Pond but were replaced with MP3 starting in 2007. TIKAL Pond levels in 2014 followed a similar pattern to previous years with a seasonal decline following spring high water levels.

SG1 was dry from July to September in 2014. TIKAL pond water elevations at MP3 peaked in May 2014 with a maximum observed water level slightly higher than observed in 2012 and 2013. The average water level for 2014 at MP3 was in-keeping with the historical average. Groundwater elevations at the TIKAL Pond did not exceed the threshold limits in 2014.

3.6.2 Whittle Pond

A summary of pond elevations for the Whittle Pond (SG2) has been presented in Table 1. Historical pond elevations including 2014 data have been illustrated on Hydrograph 6 and presented in Appendix B. Whittle Pond elevations peak at 326.4 mAMSL in May 2014 before declining to a low of 325.5 mAMSL by September 2014. Higher water elevations may have occurred in the spring, but these were not detected because of a reduced number of monitoring events.

Data from 2014 continues to support the conclusion that water elevations observed at the Whittle Pond have decreased by approximately 0.2 m since 2004. This is a man-made pond which was connected to the wetland at TIKAL Pond by a dredged channel. As the Whittle Pond and the dredged channel have filled-in with organic matter, a reduced amount of water is reaching the Whittle Pond (Ken Dance, Dance Environmental Inc., pers. com.). There have been no declines in surface water elevations the TIKAL Pond (Hydrograph 5, SG1). The most recent biological report from Dance Environmental Inc. shows that the form and function of the TIKAL Pond Wetland has been unchanged over this period of time (Dance Environmental Inc., 2014).

3.6.3 TIKAL Pit Pond

Below-water-table aggregate extraction at the TIKAL pit occurred between 2006 and 2011. The TIKAL Pit Pond covered approximately 14.9 hectares (ha) at the conclusion of extraction in 2011.

The TIKAL Pit Pond water elevations, measured using water levels recorded at SG3, have been illustrated on Hydrograph 7. Historical surface water temperatures, including 2014 data, collected from the data logger in the TIKAL Pit Pond have been illustrated on

Figure 6. In 2014, surface water temperatures in the TIKAL Pit Pond rose from approximately 9°C in May 2014 and peaked at approximately 25°C in July, before declining and reaching approximately 8°C in November 2014. In 2014, changes in the surface water temperature of the TIKAL Pit Pond have been attributed to seasonal heating and cooling of the open water body.

In November 2014, the data logger was removed from the TIKAL Pit Pond to prevent the unit from freezing during the winter months.

3.6.4 Mill Creek – Low Water Response

The Ontario government developed a Low Water Response Plan in 2000 to assist in coordination and to support local response in the event of a drought. There are three low water levels (GRCA, Web, Jan. 2012):

Level I: Flows are below 70 percent of their normal summer low flow. Water users are asked to voluntarily reduce their consumption by 10 per cent.

Level II: Flows are below 50 percent of their normal summer low flow. The Ministry of the Environment will send letters to holders of Permits to Take Water to ask them to voluntarily reduce their consumption by 20 per cent.

Level III: Flows are below 30 percent of their normal summer low flow and there is potential for economic harm to water takers and/or significant harm to the ecosystem. The Water Response Team may ask the province to impose mandatory restrictions on those holding Permits to Take Water.

A condition of the aggregate license for the TIKAL Pit is that all operations shall cease if a Level III low water response condition be declared by the Grand River Conservation Authority (GRCA) for Mill Creek at the Sideroad 10 monitoring station. MTE monitored flow conditions at Mill Creek at the Sideroad 10 monitoring station on a weekly basis via data provided on the GRCA web page. Based on this data, the GRCA did not issue a Level III low water response condition in 2014 (Appendix B).

3.7 Groundwater/Surface Water Sampling

On October 2, 2014, a groundwater sample was collected from OW11. Prior to sampling, the observation well was purged a minimum of three standing well volumes to ensure that a representative sample was obtained from the formation immediately adjacent to the well screen. The groundwater sample was collected using dedicated Wattera tubing, placed into laboratory supplied jars; and submitted under chain-of-custody, in an ice packed cooler, to ALS Laboratory Group (ALS) – Environmental Division in Waterloo, ON for analysis of:

- petroleum hydrocarbons (PHC), in the F1 to F4 carbon fractions;

- benzene, toluene, ethyl-benzene, and xylenes (BTEX);
- select dissolved metals;
- general chemistry (alkalinity, ammonia, colour, conductivity, pH, and turbidity); and
- anions.

A surface water sample was collected from the TIKAL Pit Pond on October 2, 2014 using a new polyethylene bailer; placed into laboratory supplied jars and submitted in ice packed cooler to ALS under chain-of-custody for analysis of the parameters listed above. Analytical results for the samples from OW11 and the TIKAL Pit Pond have been summarized in Table 2. Unabbreviated certificates of analysis have been presented in Appendix C.

Analytical results report concentrations of select metals and anions in both the groundwater and surface water samples which are interpreted as being representative of naturally occurring conditions at the Site. No measurable PHC or BTEX concentrations were detected in any groundwater or surface water sample in 2014.

4.0 SUMMARY AND CONCLUSIONS

Based on the 2014 monitoring data, MTE offers the following conclusions:

- Groundwater elevations at the TIKAL Pit fluctuated seasonally in 2014. The range in water elevations observed during 2014 was within the range of previously observed values.
- Groundwater elevations at OW11, as recorded by the data logger, were comparable to historical patterns.
- Temperature impacts on groundwater immediately down-gradient of the TIKAL Pit Pond as a result of the creation of an open water body by below-water-table extraction appear to have reached a steady state in 2013 which continued into 2014.
- Groundwater flow direction is predominantly to the southwest across the Site, with some components of flow to the south. These patterns are in-keeping with what has been observed in previous years.
- The original groundwater elevation interim threshold limit (322.6 mAMSL) established for BH101 was not exceeded in 2014.
- Groundwater elevations in 2014 at the one monitored private well were consistent with historical data.
- Fluctuations in surface water and groundwater elevations recorded at the TIKAL Pond in 2014 were consistent with historical patterns. Groundwater elevations at the TIKAL Pond did not exceed the threshold limits in 2014.
- Surface water levels at the Whittle Pond in 2014 were comparable to those observed in previous years.

- There was no extraction at the Site in 2014. As such, the size of the TIKAL Pit Pond remained the same in 2014 (approximately 14.9 ha) as in 2011.
- Surface water temperatures at the TIKAL Pit Pond as recorded by the data logger peaked at 25 °C in July 2013. This temperature is comparable with the peak temperature observed in previous years, with the exception of 2009 when peak temperatures were measured as high as 36 °C.
- No Level III low water response condition was declared by the GRCA in 2014.
- No measureable concentrations of PHC or BTEX were detected in the groundwater and surface water samples collected in October 2013. While concentrations of select metals and anions were measured, these concentrations have been interpreted as being representative of naturally occurring conditions at the Site.
- In 2011, the aggregate reserve at the TIKAL pit was depleted. In 2014, CBM commenced Site rehabilitation which is substantially completed.

5.0 RECOMMENDATIONS

Based on the 2014 and historical monitoring data, MTE recommends that:

- The groundwater monitoring program be discontinued because:
 - Groundwater elevations have fluctuated seasonally with the range in groundwater elevations during extraction operations being within the range of values observed during non-extraction periods;
 - Groundwater elevation fluctuations are attributed to climatological changes (i.e. reduced precipitation) and not to below-water-table extraction;
 - The creation of a pit pond from below-water-table extraction has resulted in:
 - Increased groundwater temperatures down-gradient of the pit pond. Groundwater temperature impacts appear to have stabilized; and
 - A generally flattening of the groundwater table around the pit pond; however, groundwater flow patterns remain predominately to the southwest which is consistent with historical patterns.
 - Groundwater and surface water samples have not shown any petroleum hydrocarbon impacts as a result of below-water-table extraction activities;
 - Below-water-table extraction does not appear to have affected the TIKAL pond or the Whittle Pond; and
 - The groundwater system appears to have stabilized and is expected to function naturally in the future as has been observed since 2011.

6.0 LIMITATIONS

Services performed by **MTE Consultants Inc.** (MTE) were conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the Environmental Engineering & Consulting profession. No other warranty or representation expressed or implied as to the accuracy of the information, conclusions or recommendations is included or intended in this report.

This report was completed for the sole use of MTE and the client. It was completed in accordance with the Scope of Work referred to in Section 1.1. As such, this report may not deal with all issues potentially applicable to the Site and may omit issues, which are or may be of interest to the reader. MTE makes no representation that the present report has dealt with any and all of the important features, including any or all important environmental features, except as provided in the Scope of Work. All findings and conclusions presented in this report are based on Site conditions as they existed during the time period of the investigation. This report is not intended to be exhaustive in scope or to imply a risk-free facility.

Any use which a third party makes of this report, or any reliance on, or decisions to be made based upon it, are the responsibility of such third parties. MTE accepts no responsibility for liabilities incurred by or damages, if any, suffered by any third party as a result of decisions made or actions taken, based upon this report. Others with interest in the site should undertake their own investigations and studies to determine how or if the condition affects them or their plans.

It should be recognized that the passage of time may affect the views, conclusions and recommendations (if any) provided in this report because environmental conditions of a property can change. Should additional or new information become available, MTE recommends that it be brought to our attention in order that we may re-assess the contents of this report.

Respectfully Submitted,

MTE CONSULTANTS INC.



Mike Ellenor, H.B.E.S
Environmental Scientist



Peter A. Gray, P.Geo., Q.E.S.A.
Sr. Hydrogeologist, VP Environmental



MDE:plw

7.0 REFERENCES

AGRA Earth and Environmental, 1996: *Potential Groundwater Interference, Proposed Aggregate Extraction , Part Lot 21, Concession 9, Township of Puslinch*

Dance Environmental Inc., 2014: *Year 2014 Biological Monitoring Report, Tikal Pit, Lot 21, Concession 9, Puslinch Township, County of Wellington, Licence Number 48576*

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6.3(b)
4622 Nassagaweya Puslinch Townline
Moffat, Ontario, L0P 1J0
Phone: (519) 826-0099 Fax: (519) 826-9099

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

Our File: 9705

December 18, 2014

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

Attention: Karen Landry
CAO-Clerk

Dear Mrs. Landry:

Re: TIKAL Gravel Pit – Review of 2014 Monitoring Report

We have reviewed the 2014 Annual Groundwater Monitoring Report for the Tikal Pit. The report was prepared by MTE Consultants Inc. Extractive operations have ceased at the site and our observations are that final rehabilitation has commenced. Final grading appears to have been completed, however, final vegetation planting has not commenced.

Groundwater levels in 2014 do not exhibit any anomalous behavior, nor are there any unexpected trends in the historical data.

Threshold levels were not reached in BH101. The threshold was set to identify low water level conditions during extraction. This means that no anomalously low water levels have occurred.

A review of water levels obtained from the Puslinch Groundwater Monitoring Network reveals that groundwater levels at the Tikal Pit have the same pattern as ambient groundwater levels elsewhere in the Township. This suggests that groundwater is responding naturally to precipitation events.

Water level patterns in the on-site Tikal Pond and the Whittle Pond do not suggest long-term changes other than related to seasonal conditions. A review of Google Earth images between 2004 and 2014 shows that there are no obvious physical changes to either the Tikal or Whittle Ponds in the time period that saw the on-site fields converted to open water.

CLERK'S DEPARTMENT	
TO	
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Council Agenda	Jan 7/15
File	E13/CBM

Groundwater temperature data show that the range of groundwater temperatures immediately downgradient of the open water has increased since the creation of the pit pond. The peak groundwater temperature was similar to 2013. There are no features immediately downgradient of the site that would be sensitive to this level of groundwater temperature change. Our calculations indicate that the groundwater is travelling approximately 0.66 metres per year in the sand aquiferⁱ. This results in a travel time of 900 days to the Mini Lakes ponds and 400 days to ponds on the north side of County Road 34. We concur with MTE Consultants Inc. that a thermal impact to either of these features is highly unlikely.

On December 18, 2014 we received a letter from the Ministry of Natural Resources and Forestry that the MNRF did not oppose the cessation of groundwater and surface water monitoring at the Tikal Site. Based on our review of the 2014 monitoring report we do not have any on-going concerns with this site and agree that monitoring can cease.

If you have any questions or comments regarding this submission please do not hesitate to contact Stan Denhoed at 519-826-0099.

Respectfully submitted,



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

Cc: Aldo Salis – County of Wellington
Greg Scheifele – GWS Ecological and Forestry Services

ⁱ Based on a 75 day lag time between peak in surface water temperature and peak in groundwater temperature at OW11a distance of 50 metres.

**Ministry of Natural
Resources and Forestry**

**Ministère des Richesses
naturelles et des Forêts**

Guelph District
1 Stone Road West
Guelph, Ontario
N1G 4Y2

Telephone: (519) 826-4955
Facsimile: (519) 826-4929



RECEIVED

DEC 16 2014

Township of Puslinch

CBM St. Mary's Cement Inc.
55 Industrial Road
Toronto, Ontario
M4G 3W9

Attention: Mr. Stephen May, Lands Manager

**Re: Tikal Pit- ARA #48576
SW ½ Lot 21, Concession 9- Puslinch
Township of Puslinch- County of Wellington
Site Plan Amendment Request**

CLERK'S DEPARTMENT	
TO	S.D. & G.S.
Copy	
Please Handle	
For Your Information	
Council Agenda	Jan 7/15
File	E13/CBM

Dear Mr. May,

This letter is in response to the request, dated November 20, 2014, to amend the monitoring requirements for the Tikal Site to discontinue monitoring from 2015 onwards.

Based on our review of the Site Plan requirements for groundwater and biological monitoring and the status of rehabilitation on the site, the Ministry of Natural Resources and Forestry has no objections to this request.

If you have any questions or require further assistance please do not hesitate to contact me at the phone number or email listed below.

Sincerely,

Originally signed by

Seana Richardson
Aggregate Technical Specialist
Guelph District Office
519-826-4927
Seana.Richardson@ontario.ca

**Ministry of Natural
Resources and Forestry**

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

**Ministère des Richesses
naturelles et des Forêts**

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



6.4(a)
Ontario

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DEC 04 2014

Township of Puslinch

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	Jan 7/15.
File	PHILIPS PIT PRESTON SAND & GRAVEL OLD FILE.

November 19, 2014

Mr. Don Poort
TGL LTD.
5 Hill Street
Kitchener, ON N2H 5T4

Dear Sir:

RE: Transfer of Aggregate Licence #5610
Under the Aggregate Resources Act
From Preston Sand and Gravel to TGL LTD.
North Part Lots 4 & 5, Concession 5, Township of Puslinch
County of Wellington

Please find enclosed an amended license for the property described above. The license has been amended to reflect a transfer from Preston Sand and Gravel Ltd. to TGL LTD.

It is the responsibility of the new licensee to abide by all the conditions and terms of your site plan, the licence, the Aggregate Resources Act and the regulations. All licensees are required to file a Compliance Assessment Report with the local Ministry of Natural Resources & Forestry office by September 30th each year. Copies of the Report must also be filed with the local municipal offices.

Annual production reports setting out the quantity of aggregate removed from a site in each month of the previous year must be submitted to The Ontario Aggregate Resources Corporation (TOARC) on or before January 31st of the following year for which the production relates. For the year 2014, you are responsible for reporting production from July 4th – December 31st. If no tonnage has been removed then a "nil" production report must be filled.

Additionally, an annual fee of the greater of 11.5 cents per tonne for each tonne of aggregate removed from your site during the previous year or \$400.00 must be submitted to TOARC on or before March 15th of each year.

Copies of the amended license will be sent to the appropriate municipal offices for their files.

Should you have any questions concerning these matters, please feel free to contact Kristy Sutherland, Aggregate Technical Specialist at 519-826-3569.

Yours truly,

Jane Ireland
Director, Southern Region

cc: The Ontario Aggregate Resource Corporation
Clerk, Township of Puslinch
Clerk, County of Wellington



LICENCE
Aggregate Resources Act
PERMIS
Loi sur les ressources en agrégats

Licence No.
No du permis 5610

Amended Licence

Pursuant to the Aggregate Resources Act and Regulations thereunder, and subject to the limitations thereof and to the conditions of the licence and the requirements of the site plan,

Conformément à la Loi de 1997 sur les ressources en agrégats et à ses règlements, et sujet aux restrictions qu'ils comportent, aux conditions d'octroi du permis et aux exigences du plan du site,

this Class
nous délivrons ce permis de classe: A licence is issued to:
à:

TGL LTD,

5 Hill Street
Kitchener, ON
CANADA
N2H 5T4

to operate a
pour exploiter un/une Pit on a
sur le terrain de 17.3 hectare site located in:
hectares situé à l'endroit suivant:

N. Pt. 4 & 5

5

PUSLINCH

PUSLINCH TP

WELLINGTON CO

Lot	Concession	Section	Geographic Township	Local Municipality	County / Regional Municipality / District
N. Pt. 4 & 5	5		PUSLINCH	PUSLINCH TP	WELLINGTON CO

The licence is subject to the following conditions:
Ce permis est assujéti aux conditions suivantes:

Effective the
En vigueur le 30 day of
jour de October, 2014


Minister of Natural Resources and Forestry
Ministre des Richesses Naturelles et des Forêts

**Ministry of Natural
Resources and Forestry**

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

**Ministère des Richesses
naturelles et des Forêts**

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



Ontario

6.5(a)

November 19, 2014

Mr. Don Poort
TGL LTD.
5 Hill Street
Kitchener, ON N2H 5T4

RECEIVED

DEC 04 2014

Township of Puslinch

Dear Sir:

RE: Transfer of Aggregate Licence #5654
Under the Aggregate Resources Act
From Preston Sand and Gravel to TGL LTD.
North 1/2 Lot 4, Concession 4, Township of Puslinch
County of Wellington

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	Jan 7/15
File	MARTINI PIT. PRESTON SAND & GRAVEL ODFILE

Please find enclosed an amended license for the property described above. The license has been amended to reflect a transfer from Preston Sand and Gravel Ltd. to TGL LTD.

It is the responsibility of the new licensee to abide by all the conditions and terms of your site plan, the licence, the Aggregate Resources Act and the regulations. All licensees are required to file a Compliance Assessment Report with the local Ministry of Natural Resources & Forestry office by September 30th each year. Copies of the Report must also be filed with the local municipal offices.

Annual production reports setting out the quantity of aggregate removed from a site in each month of the previous year must be submitted to The Ontario Aggregate Resources Corporation (TOARC) on or before January 31st of the following year for which the production relates. For the year 2014, you are responsible for reporting production from July 4th to December 31st. If no tonnage has been removed then a "nil" production report must be filled.

Additionally, an annual fee of the greater of 11.5 cents per tonne for each tonne of aggregate removed from your site during the previous year or \$400.00 must be submitted to TOARC on or before March 15th of each year.

Copies of the amended license will be sent to the appropriate municipal offices for their files.

Should you have any questions concerning these matters, please feel free to contact Kristy Sutherland, Aggregate Technical Specialist at 519-826-3569.

Yours truly,

Jane Ireland
Regional Director
Southern Region

cc: The Ontario Aggregate Resource Corporation
Clerk, Township of Puslinch
Clerk, County of Wellington



LICENCE
Aggregate Resources Act
PERMIS
Loi sur les ressources en agrégats

Licence No. _____
No du permis 5654

Amended Licence

Pursuant to the Aggregate Resources Act and Regulations thereunder, and subject to the limitations thereof and to the conditions of the licence and the requirements of the site plan,

Conformément à la Loi de 1997 sur les ressources en agrégats et à ses règlements, et sujet aux restrictions qu'ils comportent, aux conditions d'octroi du permis et aux exigences du plan du site,

this Class A licence is issued to:
nous délivrons ce permis de classe: A à:

TGL LTD.

5 Hill Street
Kitchener, ON
CANADA
N2H 5T4

to operate a Pit on a 35.64 hectare site located in:
pour exploiter un/une Pit sur le terrain de 35.64 hectares situé à l'endroit suivant:

N1/4 of 4

4

PUSLINCH


PUSLINCH TP

WELLINGTON CO

Lot	Concession	Section	Geographic Township	Local Municipality	County / Regional Municipality / District
N1/4 of 4	4		PUSLINCH	PUSLINCH TP	WELLINGTON CO

The licence is subject to the following conditions:
Ce permis est assujéti aux conditions suivantes:

Effective the 30 day of October, 2014
En vigueur le 30 jour de October, 2014


Minister of Natural Resources and Forestry
Ministre des Richesses Naturelles et des Forêts



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

6.6(a)
RECEIVED

NOV 03 2014

Township of Puslinch

October 31, 2014
File: 1611 07544/31

Attention: Karen Landry, CAO/Clerk
Township of Puslinch
R.R. #4
County Road 34 Aberfoyle
Guelph, ON N1H 6H9

CLERK'S DEPARTMENT	
TO	N.L.
Copy	2-1-1-Already has copy for comment - attached
Please Handle	5.0 - Rec'd comment - attached
For Your Information	
Council Agenda	Jan 7/15
File	E12/MIN

Dear Ms. Landry,

Reference: Mini Lakes Mobile Home Community Quarterly Monitoring Program – 3rd Quarter 2014

Please find enclosed the wastewater treatment plant effluent results for Mini Lakes Mobile Home Community, provided in Table 1 (attached). These results are provided in accordance with the Operation and Maintenance Agreement between the Mini Lakes Residents Association and The Township of Puslinch, and the Certificate of Approval (CofA) for the sewage system. This letter represents the third quarter reporting for 2014.

As shown on Table 1, plant effluent has been sampled and analyzed on six (6) occasions for this quarter.

The average CBOD₅ concentration for the quarter is 23.5 mg/L, which is above the compliance limit of 20 mg/L. CBOD₅ values were below the compliance limit on two of four sampling occasions this quarter, with the two (2) exceedances being 22.0 mg/L on August 21, 2014 and 50.0 mg/L on September 16, 2014. The 12-month rolling average for CBOD₅ is 19.1 mg/L. As the 12-month rolling average is approaching non-compliance, it is recommended that AWC closely monitor any process issues which may be impacting performance with respect to CBOD₅. Operations staff has indicated that chemical dosing adjustments will be made.

The average TSS concentration for the quarter is 10.0 mg/L, which is below the compliance limit of 20 mg/L. TSS values were below the compliance limit on all three (3) sampling occasions this quarter. The 12-month rolling average for TSS is 8.5 mg/L. Overall, the plant is deemed to be performing well with respect to TSS.

The average total phosphorus (TP) concentration for the quarter is 0.8 mg/L which is approaching the compliance limit of 1.0 mg/L. TP values were below the compliance limit on two (2) of three (3) sampling occasions this quarter. The 12-month rolling average for TP is 0.4 mg/L. Overall, the plant is deemed to be performing well with respect to TP.

The average nitrate concentration for the quarter is 3.0 mg/L, which is below the compliance limit of 5.0 mg/L. Nitrate values were below the compliance limit on all five (5) sampling occasions this quarter. The 12-month rolling average for nitrate is 4.4 mg/L, which is below the compliance limit of 5.0 mg/L due to improved performance; however, nitrate slightly exceeded the 12-month rolling average in February 2014 (5.04 mg/L), which was reported to the Ministry of the Environment.



October 31, 2014
Karen Landry, CAO/Clerk
Page 2 of 4

Reference: Mini Lakes Mobile Home Community Quarterly Monitoring Program – 3rd Quarter 2014

Sludge cleanout of the system and denitrification zones was subsequently undertaken in early March as a mitigating measure.

Since it has been shown that consistent denitrification is difficult to achieve, operations staff need to continue close monitoring and maintenance of the denitrification process. General measures required to maintain denitrification and phosphorus removal include, but are not limited to:

- Recording of sludge depths on a weekly or more frequent basis, and prompt sludge removal (as necessary) in all clarifiers and the effluent pump chamber.
- Regular denitrification media maintenance cleanings and removal of floatable material from the denitrification chambers.
- Use of the RBC feed-forward valves to the maximum extent possible to improve soluble carbon availability and lower dissolved oxygen in the denitrification zone.
- Daily inspections and regular cleaning of all clarifier weirs.
- Balancing of chemical dosing flows; conceptual plans have been prepared and reviewed by AWC for new chemical dosing facilities in accordance with the existing CofA.

The recommended long term plan is to provide better sludge management by partitioning the existing primary clarifier into two (2) chambers, one (1) for primary clarification and sludge storage, and the second for primary effluent polishing. This will resolve issues with sludge carryover and washout, and allow much greater flexibility in recirculating sludge and effluent in order to optimize nitrogen removal. Current issues with sludge carryover are related to the buildup of sludge in the primary clarifier and washout during high flow events. Additionally, operations staff indicated that the return sludge is deposited at the discharge end, contributing to excessive buildup prior to the rotating biological contactor trains, and thus there is a higher potential for carryover. There is also no weir/baffle assembly in this clarifier to prevent sludge from entering the clarifier overflow. The proposed upgrades are as follows:

- Primary clarifier upgrades including:
 - A partition wall separating the chamber into two compartments, an inlet and sludge storage compartment having a working volume of 73 m³ and a primary effluent compartment having a working volume of 23 m³.
 - An inlet baffle plate.
 - An outlet weir box and baffle plate.
 - Extension of all sludge recirculation piping to inlet chamber.
- Denitrification inlet modifications to allow crossover between trains for redundancy and option to run on one (1) RBC train and two (2) tertiary trains.



Reference: Mini Lakes Mobile Home Community Quarterly Monitoring Program – 3rd Quarter 2014

- One (1) new effluent pump and piping for effluent recirculation to primary clarifier inlet.
- New chemical building as previously approved.

Implementation of these upgrades will be difficult and complex due to the need to bypass the clarifier during installation using an offline tank; however, these upgrades would improve the operational efficiency of the plant, resistance to upsets (e.g., denitrification media plugging), and provide savings related to reduced sludge haulage. These upgrades will require an amendment to the current approval. Stantec has applied on behalf of Mini Lakes for an amended Environmental Compliance Approval (ECA) as of December 6, 2012 and we expect approval and construction to begin no earlier than spring of 2015 due to delays in the ECA. With the approval amendment, we also propose to re-rate the wastewater treatment plant based on the current Draft Plan of Subdivision and subsequently revise the nitrate limit upwards to 8.0 mg/L based on lower long term projected nitrate loadings than originally designed.

It must be noted that these plans are ongoing and subject to approval and financial resources, though Mini Lakes already has approval and funding in place for the chemical building upgrades. MLRA is committed to resolving this situation, and additional monitoring of initial repairs to the denitrification media system will continue in the near term.

Results for dissolved oxygen (DO) this quarter are above optimal values at an average of 4.1 mg/L, where the objective is to be below 2 mg/L to ensure reliable denitrification. The effluent DO concentrations are lower than in the previous quarter which showed DO effluent concentrations averaging 6.2 mg/L. An assessment of historic nitrate data appears to show more of a correlation between seasonal temperature variation and nitrate reduction than DO concentration; however, low DO levels are generally necessary for efficient denitrification. Higher DO is expected over the winter quarter due to higher oxygen saturation concentration in cold water.

The remaining parameters shown on Table 1 have been sampled in accordance with the CofA; however, they do not have compliance limits. The results for these additional parameters are deemed to be acceptable and are reasonable for this type of wastewater treatment plant. Results for effluent E.coli this quarter show an average of 92,000 CFU/100 mL. Results for pH this quarter are consistent with expected values at an average of 7.38.

With respect to wastewater flows this quarter, the average flow per unit estimate is approximately 384 L/unit/day. This is slightly lower than the average per unit flow over the past three (3) years of approximately 400 L/unit/day; however, this is expected during the fall quarter when infiltration and inflow is low. The design average is 540 L/unit/day and the maximum daily design flow is 800 L/unit/day. Estimated per unit flows have not exceeded the daily design basis this quarter. The average day flow was only 46.2% of the design average day flow of 216 m³/d this quarter, and the maximum day flow never exceeded the wastewater treatment plant maximum day design flow of 320 m³/d. Based on these trends and the fact that the development as a whole is approximately 65% built out based on original design (and 90% based on current Draft Plan of Subdivision application for 292 total units), it is our opinion that infiltration and inflow are not an issue at this time. The average daily flows for each month, and the corresponding estimated number of occupied homes, is given below.



October 31, 2014
Karen Landry, CAO/Clerk
Page 4 of 4

Reference: Mini Lakes Mobile Home Community Quarterly Monitoring Program – 3rd Quarter 2014

Table 2: Sewage Flow Volumes

Month (2014)	Average Daily Flow (L/d)	Maximum Daily Flow (L/d)	Estimated Number of Occupied Homes	Estimated Flow per Unit (L/d)
July	97,932	150,540	265	370
August	97,378	137,330	260	375
September	103,959	179,290	255	408

In addition to the monitoring requirements for the wastewater treatment plant, surface water and groundwater have been monitored for the development. Please find attached the letter report from CH2M Hill Canada Limited outlining the subsurface and groundwater monitoring results.

We trust this meets with your requirements. Should you have any questions, please contact the undersigned.

Regards,

STANTEC CONSULTING LTD.


Jamie Croft, M.A.Sc., EIT
Engineer Intern
Phone: (519) 585-7438
Fax: (519) 579-8806
jamie.croft@stantec.com


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

Attachment

- c. Ms. Dianne Paron, Mini Lakes Residents Associated (letter only)
- Ms. Lynn Zettle, Region Business Banking Centre (letter only)
- Ms. Mary Kennedy, CH2M Hill Canada Limited (letter only)
- Ms. Amanda Pepping, Gamsby and Mannerow Limited (attachment)
- Ms. Lynnette Armour, Ministry of the Environment - Guelph District Office (attachment)

rnc w:\active\161107544_mini_lakes\design\report\wastewater quarterly reports\2014-q3\let_landry_q3_quarterly_rpt_20141015.docx

Table 1

MINI LAKES MOBILE HOME COMMUNITY WWTP - Effluent Sampling Results

	Effluent Sampling Parameters										
	C-BOD ₅	TSS	TP	NH ₃	NO ₃	NO ₂	TKN	TN(calc)	DO	E. coli	pH
	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	/100mL	
compliance limit	20	20	1.00	na	5.00	na	na	na	na	na	na
Sampling Date											
1-Oct-13	9	14	0.26	0.77			3.1		7.2	13,000	7.08
23-Oct-13					3.20	0.45					
24-Oct-13					3.50	0.50					
29-Oct-14					3.70	0.26					
30-Oct-13					2.00	0.42					
4-Nov-13					4.10	0.25					
5-Nov-13					2.20	0.54					
22-Nov-13	27	27	0.51	2.10			4.7		5.45	80,000	7.1
27-Dec-13	15	<10	0.64	4.00	7.00	0.83	4.7	12.5	7.35	200,000	6.99
17-Jan-14	51	5	0.13	0.92	10.00	1.20	3	14.2	6.29	8,900	7.23
31-Jan-14	6	8									
21-Feb-14	5	13	0.24	2.20	12.80	0.64	3.8	17.2	8.45	200,000	6.8
27-Mar-14	4	8	0.23	9.20	6.88	0.89	11	18.8	7.65	7,200	7.23
29-Apr-14	4	6	0.18	1.30	0.19	<0.01	8	8.2	8.06	18,000	7.41
26-May-14	38	<10	0.30	2.00	5.60	0.53	4	10.1	5.34	65,000	7.04
20-Jun-14	14	<10	0.16	7.60	3.05	0.56	9.2	12.8	5.33	200,000	7.12
18-Jul-14	8	14	0.34	6.70	1.18	0.74	12	13.9	4.06	0	7.05
30-Jul-14					4.14	0.27					
31-Jul-14					4.83	0.30					
21-Aug-14	22	12	0.22	5.90	3.43	0.72	7.4	11.6	5.13	200,000	6.98
16-Sep-14	50	4	1.90	6.30	1.22	0.49	13	14.7	3.21	76,000	7.38
29-Sep-14	14										
Q3 Sample count	3	2	2	2	4	4	2	2	2	2	2
Q3 Average	23.5	10.0	0.8	6.3	3.0	0.5	10.8	13.4	4.1	92000.0	7.1
YTD Average	19.6	7.0	0.4	4.7	4.8	0.6	7.9	13.5	5.9	86122.2	7.1
12-mo Rolling Avg.	19.1	8.5	0.4	4.1	4.4	0.5	7.0	13.4	6.1	89008.3	7.1
12-mo Count	14	13	12	12	18	18	12	10	12	12	12

notes:

 - Shaded area exceeds compliance limit.

1. Compliance Limits stipulated in Certificate of Approval for the Sewage System.

2. na - No compliance limits stipulated by Certificate of Approval.

3. YTD - Year to date



CH2M HILL Canada Limited
72 Victoria Street S., Suite 300
Ontario N2G 4Y9
Kitchener, Ontario, N2G 4Y9
Tel 519,579,3500
Fax 519,579 8986

October 24, 2014

376569

Mini Lakes Residents Association
7541 Wellington County Road 34, East
Guelph, Ontario
N1H - 6H9

Re: Groundwater & Surface Water Monitoring Report
1st Quarter – July to September, 2014

Attention: Ivan Horvat
President

Background

In accordance with Certificate of Approval – Sewage - No. 6792-6U8JKA (revised) – Mini Lakes Residents Association, quarterly groundwater sampling and monitoring and quarterly surface water sampling are required to be completed by the Mini Lakes Residents Association (MLRA).

The sewage treatment plant and associated disposal trenches were commissioned in April, 2001. This report is a summary of groundwater and surface water quality data obtained during the 3rd quarter of 2014. All groundwater sampling and monitoring was performed on September 24, 2014. All surface water sampling and monitoring was performed on August 6, 2014.

Sampling and monitoring were performed by American Water Services (AWS) of Hamilton, Ontario. AWS performs the quarterly sampling and monitoring program, with quarterly report preparation by CH2M HILL Canada Limited. AWS is the operator of both the sewage treatment works and the water works systems.

There are nine groundwater sampling and monitoring locations and seven surface water sampling and monitoring locations. Figure 1-1 illustrates the locations of the groundwater and surface water sampling and monitoring locations included in the Mini Lakes program.

Groundwater Sampling – Analytical Results

The groundwater sampling results from the 3rd quarter in 2014 are included as attachments to this report (Attachment A). Table 1 is a summary of the concentrations observed in groundwater from all monitoring wells sampled for the key parameters of nitrates, total phosphorus (Tp), and *Escherichia coli* (in place of total coliforms). These three parameters were identified by the MOE during pre-construction discussions as the main parameters of concern. It should be noted that total coliforms were specified in the original Certificate of Approval No. 3-0356-99-006. However, a MOE Technical Memorandum dated April 5, 2007 from the Technical Support Section of the West Central Region to the Environmental Officer of the Guelph District Office recommended that *E. coli* be reported instead of total coliforms. *Escherichia coli* concentrations have been reported instead of total coliforms since July, 2007.

This summary report is comprised of groundwater data collected during the September 24, 2014 event in the 3rd quarter of 2014. The results are compared to;

- i) the Ontario Drinking Water Quality Standards (ODWQS) as indicated in Ontario Regulation 169/03
- ii) the Reasonable Use Policy (RUP) objectives established for Mini Lakes based on water quality conditions at the upstream property boundary prior to the commencement of the operation of the Class 6 - Wastewater Treatment System in April, 2001

Nitrate concentration at the property boundary was the most critical nutrient identified by the MOE during completion of the Certificate of Approval for Mini Lakes.

Nitrate Concentrations:

The RUP for nitrate in groundwater was set at 2.74 mg/L at the downstream property boundary and is represented by groundwater monitoring well "MW8". The upstream property boundary is represented by "MW1". The nitrate concentrations at both MW1 and MW8 were non-detectable (ND). During the 3rd quarter of 2014, the nitrate concentrations was above the RUP at MW4 (4.69 mg/L). Nitrate concentrations at this location have often exceeded the RUP since sampling and monitoring began in 2001 with concentrations ranging from x to x mg/L over this period.

Total Phosphorus (Tp) Concentrations:

There is no ODWQS for Tp in groundwater. The observed concentration for Tp at the upstream property boundary, MW1, was 0.089 mg/L. At the downstream property boundary, MW8, the observed Tp concentration was 0.070 mg/L. The highest Tp concentration observed in the 3rd quarter of 2014 was at MW10, with a reported concentration of 0.51 mg/L. The Tp concentration continues to be elevated at MW10 since the well was installed in 2010.

***Escherichia coli* Concentrations:**

The ODWQS for *E. coli* in groundwater is 0 CFU/100mL. The *E. coli* count observed at both MW1 and MW8 was 0 CFU/100mL. The *E. coli* count was reported to be 2 CFU/100mL at MW7 and 31 CFU/100mL at MW9. *E. coli* is commonly observed at these two locations.

Overburden Groundwater Elevations

Water level elevations were measured in each monitoring well prior to purging and sampling during the 3rd quarter of 2014. The actual overburden groundwater elevations and "top of pipe" elevations in each monitoring well are calculated from topographic survey measurements taken at each monitoring well. The 3rd quarter water level measurements were taken on September 24, 2014.

Table 2 is a summary of the 3rd quarter groundwater elevation measurements and the actual groundwater elevations.

A comparison of the groundwater elevations (metres below ground surface - mbgs) between the 3rd quarter of 2013, and the 3rd quarter of 2014, taken on September 24, 2014 indicates a slight increase in overburden groundwater elevation in the 3rd quarter of 2014, compared to the same month in 2013. The increase in elevation between September 2013 and 2014 ranged between of 0.06 m (MW1) to 0.45 m (MW9). In general as presented in the previous annual sampling reports, the groundwater flow direction in the overburden is in a west-southwest direction.

Surface Water Sampling - Analytical Results

During the 3rd quarter in 2014, surface water sampling was conducted on August 6, 2014, as required in the Certificate of Approval. These sampling results are included as an attachment to the report (Attachment B). Table 3 is a summary of the concentrations detected in the surface water from all monitoring locations for the key parameters of nitrates, Tp and *E. coli*.

This summary report is comprised of surface water data collected during the August 6, 2014 monitoring event in the 3rd quarter of 2014. The results are compared to;

- i) the Provincial Water Quality Objectives - 1994

Nitrate Concentrations:

During initial criteria evaluation prior to project initiation, the original criteria for nitrate at the downstream property boundary, represented by surface water sampling station, "SW6", was 1.08 mg/L, based on historical results and the maximum concentration for nitrate observed at the downstream property boundary. The new guideline is 3.0 mg/L as specified in the Canadian Environmental Quality Guidelines (CEQG). The nitrate concentration observed at the upstream property boundary, represented by SW1, was not detected. At the downstream property boundary, represented by SW6, the nitrate

concentration was not detected. The maximum nitrate concentration of 0.4 mg/L was observed at SW5 during the 3rd quarter of 2014.

Total Phosphorus (Tp) Concentrations:

The Total Phosphorus (Tp) Water Quality Fishery Objective for lakes and ponds is 0.03 mg/L. At the upstream property boundary, represented by SW1, the Tp observed was 0.05 mg/L. At the downstream property boundary (SW6), the Tp concentration was 0.05 mg/L. Tp was also detected at location SW2, SW4 and SW7 with respective concentrations; 0.047 mg/L, 0.024 mg/L and 0.51mg/L. Tp concentrations at SW1, SW2, SW6 and SW7 exceed the PWQO. These concentrations are lower than the baseline of 0.1 mg/L established in 1998.

***Escherichia coli* Concentrations:**

The *E. coli* concentration at the upstream property boundary, SW1, was 210 CFU/100 mL. At the downstream property boundary, SW6, the *E. coli* concentration was 18 CFU/100 mL. The maximum *E. coli* concentration was observed at SW1 at 210 CFU/100 mL. This is notably higher than the *E. coli* concentration of 16 CFU/100mL observed during the 3rd quarter of 2013 at the same location. SW1 is an onsite location, located at the north end of the property at the farthest point from the surface water discharge for the property.

Limitations

This report has been reviewed by a Professional Geoscientist from CH2M HILL Canada Limited. All sampling, monitoring and lab analyses were performed and reported by others. This report summarizes the results of this work only and cannot substantiate whether or not approved MOE procedures and standard protocol were followed during the collection of the samples. This letter has been prepared in accordance with generally accepted environmental engineering practices for the exclusive use of the Mini Lakes Residents Association (Mini Lakes). Third parties cannot rely upon the findings and conclusions presented without express written consent of CH2M HILL and Mini Lakes through an extension of reliance using a reliance letter signed by both parties. CH2M HILL accepts no responsibility for damages, if any, incurred by any third party as a result of decisions made or actions based on this letter.

Mini Lakes Residents Association

Page 5

October 24, 2014

We trust this report meets with your approval, however should you have any questions please do not hesitate to contact the undersigned.

Sincerely,

CH2M HILL Canada Limited

A handwritten signature in dark ink, appearing to read 'mkennedy'.

Mary Kennedy, MSc.
Project Manager

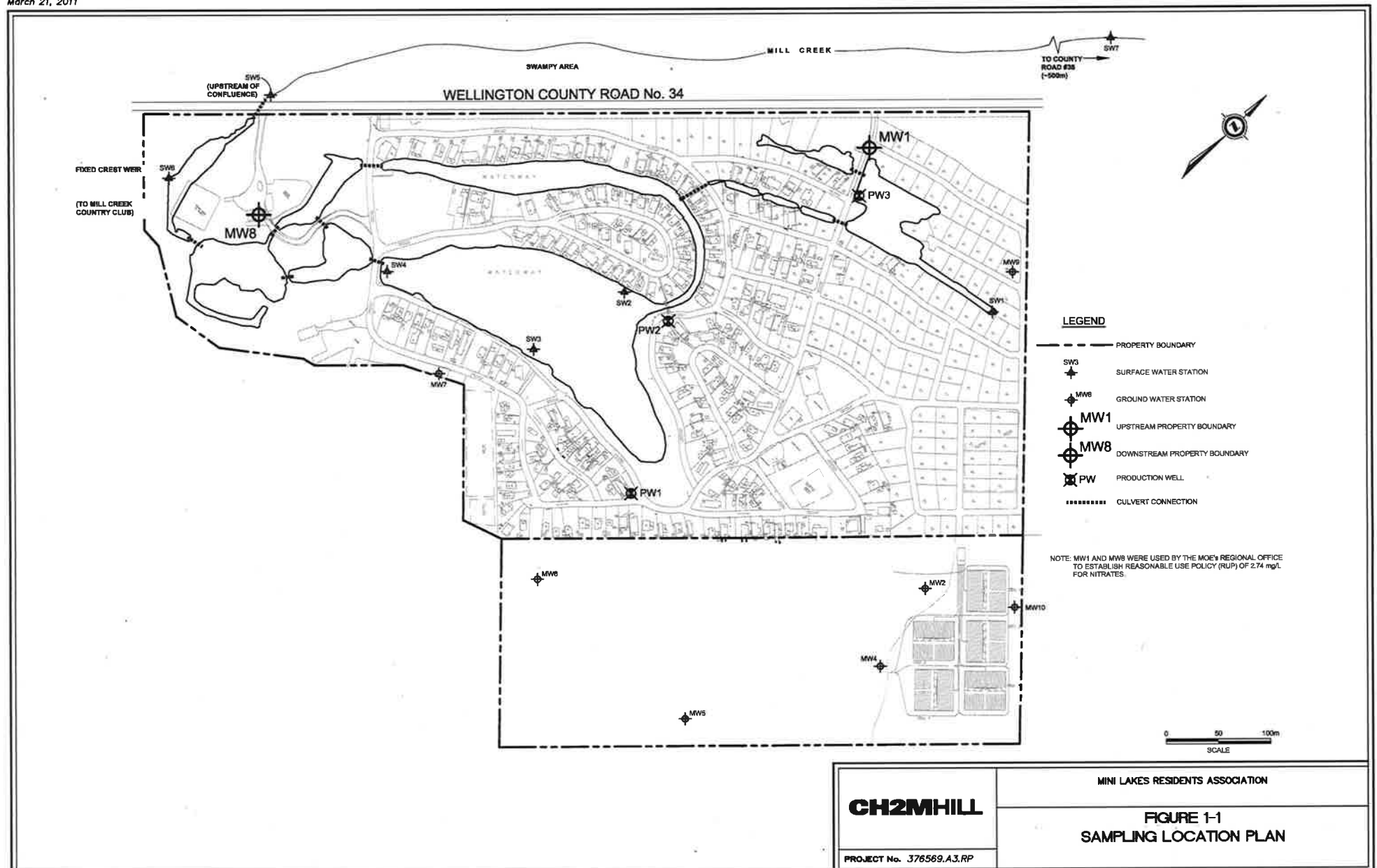
CH2M HILL Canada Limited

A handwritten signature in dark ink, appearing to read 'Kurt Hansen'.

Kurt Hansen, M.E.S., P.Geo
Senior Technical Reviewer

cc: Jamie Croft
Stantec Consultants

Figure



Tables

Table 1
Mini Lakes Residents Association
Nutrient Concentrations observed
Q3 - September 2014
Ground Water Monitoring Wells

Well No.	NITRATES mg/L	RUP mg/L	T. PHOSPHORUS mg/L	MAC - ODWQS mg/L	Escherichia coli CFU/100mL	MAC - ODWQS CFU/100mL
* MW1	ND	2.74	0.089	N/A	0	0
MW2	1.29	2.74	0.029	N/A	0	0
MW4	4.69	2.74	ND	N/A	0	0
MW5	0.24	2.74	0.021	N/A	0	0
MW6	0.31	2.74	0.029	N/A	0	0
MW7	ND	2.74	0.028	N/A	2	0
** MW8	ND	2.74	0.070	N/A	0	0
MW9	ND	2.74	0.110	N/A	31	0
MW10	ND	2.74	0.51	N/A	0	0

Notes:

- * MW1 - upstream property boundary
- ** MW8 - downstream property boundary
- exceeds RUP or ODWQS at property boundary
- ND - Non-detectable
- ^a - Values reported may be biased low due to overgrowth
- N/A - Not Applicable
- RUP - Reasonable Use Policy Guideline
- MAC - Maximum Allowable Concentration
- ODWQS - Ontario Drinking Water Quality Standard

Table 2
Mini Lakes Residents Association
Groundwater Monitoring Well Program
Comparison between Ground Water Elevations - Q3 - 2013 vs. Q3 - 2014
Q1 - March 2014
(metres - below top of pipe)

Location	Ground (masl)	Top (masl)	Stick-Up Height (m)	September 2013	September 2013	September 2014	September 2014	Variance between Sept 2013 and Sept 2014 (m)
				Water Level (bgl)	Water Elevation (masl)	Water Level (bgl)	Water Elevation (masl)	
MW1	322.46	323.01	0.55	1.43	321.58	1.37	321.64	0.06
MW2	323.26	324.20	0.94	2.60	321.60	2.36	321.84	0.24
MW4	322.22	323.24	1.02	2.37	320.87	2.09	321.15	0.28
MW5	322.12	323.04	0.92	2.23	320.81	1.95	321.09	0.28
MW6	320.93	321.93	1.00	2.27	319.66	1.97	319.96	0.30
MW7	320.25	321.18	0.93	2.00	319.18	1.82	319.36	0.18
MW8	319.76	320.56	0.80	1.78	318.78	1.70	318.86	0.08
MW9	322.02	322.84	0.82	1.33	321.51	0.88	321.96	0.45
MW10	324.06	325.16	1.10	2.99	322.17	2.80	322.36	0.19

() - Indicates Decrease in GW Level between same Quarter - 2013 and 2014

Bold indicates Increase in GW Level - * In Q3-2014, GW Levels have **INCREASED**

Table 3
Mini Lakes Residents Association
Nutrient Concentrations Observed
Q3 - August 2014
Surface Water Monitoring

Well No. CEQG	NITRATES mg/L 3.0	CEQG mg/L	Exceedances	T. PHOSPHORUS mg/L 0.03	mg/L	Exceedances (Policy Guideline)	Escherichia coli CFU/100mL	PWQO CFU/100mL	Exceedances
* SW1	ND	3.0	None	0.050	0.03	Yes	210	100	Yes
SW2	ND	3.0	None	0.047	0.03	Yes	76	100	None
SW3	ND	3.0	None	ND	0.03	None	36	100	None
SW4	ND	3.0	None	0.024	0.03	None	44	100	None
SW5	0.4	3.0	None	ND	0.03	None	28	100	None
** SW6	ND	3.0	None	0.050	0.03	Yes	18	100	None
SW7	0.1	3.0	None	0.051	0.03	Yes	62	100	None

Notes:

- * SW1 - upstream property boundary
- ** SW6 - downstream property boundary
- PWQO - Provincial Water Quality Objectives - PWQO - 1994 - (Lakes and ponds)
- CEQG - Canadian Environmental Quality Guideline - 201
- Exceeds PWQO at property boundary

Surface water samples collected August 6, 2014

Appendix A

Groundwater - Analytical Results

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

Attention: John Wilson

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

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

Report Date: 2014/10/02
Report #: R3175842
Version: 1 - Final

CERTIFICATE OF ANALYSIS

MAXXAM JOB #: B4H7322

Received: 2014/09/24, 15:06

Sample Matrix: Water
Samples Received: 9

Analyses	Quantity	Date Extracted	Date Analyzed	Laboratory Method	Reference
Carbonaceous BOD	9	N/A	2014/09/30	CAM SOP-00427	SM 22 5210B m
Dissolved Organic Carbon (DOC) (1)	9	N/A	2014/09/28	CAM SOP-00446	SM 22 5310 B m
Lab Filtered Metals by ICPMS	9	2014/09/29	2014/09/29	CAM SOP-00447	EPA 6020 m
E.coli, (CFU/100mL)	9	N/A	2014/09/24	CAM SOP-00552	MOE LSB E3371
Total Ammonia-N	9	N/A	2014/09/30	CAM SOP-00441	EPA GS I-2522-90 m
Nitrate (NO3) and Nitrite (NO2) in Water (2)	9	N/A	2014/09/30	CAM SOP-00440	SM 22 4500-NO3I/NO2B
Total Kjeldahl Nitrogen in Water	9	2014/09/30	2014/10/01	CAM SOP-00454	EPA 351.2 m
Total Phosphorus (Colourimetric)	9	2014/09/29	2014/09/30	CAM SOP-00407	SM 4500 P B F m
Total Suspended Solids	7	N/A	2014/09/25	CAM SOP-00428	SM 22 2540D m
Total Suspended Solids	2	N/A	2014/09/26	CAM SOP-00428	SM 22 2540D m

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

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

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

Encryption Key

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

Hina Ahmed, Project Manager

Email: HAhmed@maxxam.ca

Phone# (905)817-5734

=====

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

Maxxam Job #: B4H7322
Report Date: 2014/10/02

American Water Services Canada Corp
Client Project #: MINI LAKES
Site Location: GUELPH, ON
Sampler Initials: JW

RESULTS OF ANALYSES OF WATER

Maxxam ID		XS1276	XS1277	XS1278	XS1279	XS1280	XS1281		
Sampling Date		2014/09/24 11:50	2014/09/24 09:40	2014/09/24 09:55	2014/09/24 10:50	2014/09/24 10:35	2014/09/24 11:15		
COC Number		120F1	120F2	120F4	120F5	120F6	120F7		
	Units	MW-1	MW-2	MW-4	MW-5	MW-6	MW-7	RDL	QC Batch
Inorganics									
Total Ammonia-N	mg/L	1.6	ND	ND	0.062	ND	ND	0.050	3762309
Total Carbonaceous BOD	mg/L	ND	ND	ND	ND	ND	ND	2	3761372
Total Kjeldahl Nitrogen (TKN)	mg/L	3.0	0.37	0.34	0.41	0.20	0.49	0.10	3767782
Dissolved Organic Carbon	mg/L	22	1.3	1.1	1.2	1.1	2.3	0.20	3764304
Total Phosphorus	mg/L	0.089	0.029	ND	0.021	0.029	0.028	0.020	3766133
Total Suspended Solids	mg/L	100	ND	ND	ND	ND	ND	10	3761576
Nitrite (N)	mg/L	ND	ND	ND	ND	ND	ND	0.010	3764876
Nitrate (N)	mg/L	ND	1.29	4.69	0.24	0.31	ND	0.10	3764876
RDL = Reportable Detection Limit QC Batch = Quality Control Batch ND = Not detected									

Maxxam ID		XS1282		XS1283			XS1284		
Sampling Date		2014/09/24 11:35		2014/09/24 12:20			2014/09/24 10:10		
COC Number		120F8		120F9			120FA		
	Units	MW-8	RDL	MW-9	RDL	QC Batch	MW-10	RDL	QC Batch
Inorganics									
Total Ammonia-N	mg/L	2.4	0.050	0.14	0.050	3762309	ND	0.050	3762309
Total Carbonaceous BOD	mg/L	ND	2	ND	2	3761372	ND	2	3761372
Total Kjeldahl Nitrogen (TKN)	mg/L	2.7	0.10	2.0	0.50	3767782	1.2	0.50	3767782
Dissolved Organic Carbon	mg/L	7.9	0.20	10	0.20	3764304	1.1	0.20	3764304
Total Phosphorus	mg/L	0.070	0.020	0.11	0.10	3766133	0.51	0.020	3766133
Total Suspended Solids	mg/L	ND	10	45	10	3762226	3700	10	3761576
Nitrite (N)	mg/L	ND	0.010	ND	0.010	3764876	ND	0.010	3764876
Nitrate (N)	mg/L	ND	0.10	ND	0.10	3764876	ND	0.10	3764876
RDL = Reportable Detection Limit QC Batch = Quality Control Batch ND = Not detected									

Maxxam Job #: B4H7322
Report Date: 2014/10/02

American Water Services Canada Corp
Client Project #: MINI LAKES
Site Location: GUELPH, ON
Sampler Initials: JW

ELEMENTS BY ATOMIC SPECTROSCOPY (WATER)

Maxxam ID		XS1276	XS1277	XS1278	XS1279	XS1280	XS1281	XS1282		
Sampling Date		2014/09/24 11:50	2014/09/24 09:40	2014/09/24 09:55	2014/09/24 10:50	2014/09/24 10:35	2014/09/24 11:15	2014/09/24 11:35		
COC Number		120F1	120F2	120F4	120F5	120F6	120F7	120F8		
	Units	MW-1	MW-2	MW-4	MW-5	MW-6	MW-7	MW-8	RDL	QC Batch
Metals										
Dissolved Sodium (Na)	ug/L	73000	58000	120000	16000	17000	170000	200000	100	3765629
RDL = Reportable Detection Limit										
QC Batch = Quality Control Batch										

Maxxam ID		XS1283	XS1284		
Sampling Date		2014/09/24 12:20	2014/09/24 10:10		
COC Number		120F9	120FA		
	Units	MW-9	MW-10	RDL	QC Batch
Metals					
Dissolved Sodium (Na)	ug/L	3000	1600	100	3765629
RDL = Reportable Detection Limit					
QC Batch = Quality Control Batch					

Maxxam Job #: B4H7322
Report Date: 2014/10/02

American Water Services Canada Corp
Client Project #: MINI LAKES
Site Location: GUELPH, ON
Sampler Initials: JW

MICROBIOLOGY (WATER)

Maxxam ID		XS1276	XS1277	XS1278	XS1279	XS1280	XS1281	XS1282	
Sampling Date		2014/09/24 11:50	2014/09/24 09:40	2014/09/24 09:55	2014/09/24 10:50	2014/09/24 10:35	2014/09/24 11:15	2014/09/24 11:35	
COC Number		120F1	120F2	120F4	120F5	120F6	120F7	120F8	
	Units	MW-1	MW-2	MW-4	MW-5	MW-6	MW-7	MW-8	QC Batch
Microbiological									
Escherichia coli	CFU/100mL	0	0	0	0	0	2	0	3761283
QC Batch = Quality Control Batch									

Maxxam ID		XS1283	XS1284	
Sampling Date		2014/09/24 12:20	2014/09/24 10:10	
COC Number		120F9	120FA	
	Units	MW-9	MW-10	QC Batch
Microbiological				
Escherichia coli	CFU/100mL	31	0	3761283
QC Batch = Quality Control Batch				

Maxxam Job #: B4H7322
Report Date: 2014/10/02

American Water Services Canada Corp
Client Project #: MINI LAKES
Site Location: GUELPH, ON
Sampler Initials: JW

GENERAL COMMENTS

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

Package 1	12.0°C
Package 2	9.3°C

Results relate only to the items tested.

Maxxam Job #: B4H7322
Report Date: 2014/10/02

American Water Services Canada Corp
Client Project #: MINI LAKES
Site Location: GUELPH, ON
Sampler Initials: JW

QUALITY ASSURANCE REPORT

QA/QC	Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	Units	QC Limits
	3761372	SOM	QC Standard	Total Carbonaceous BOD	2014/09/30		109	%	75 - 125
	3761372	SOM	Method Blank	Total Carbonaceous BOD	2014/09/30	ND , RDL=2		mg/L	
	3761372	SOM	RPD	Total Carbonaceous BOD	2014/09/30	5.3		%	25
	3761576	RAY	QC Standard	Total Suspended Solids	2014/09/25		97	%	85 - 115
	3761576	RAY	Method Blank	Total Suspended Solids	2014/09/25	ND , RDL=10		mg/L	
	3761576	RAY	RPD	Total Suspended Solids	2014/09/25	NC		%	25
	3762226	SUP	QC Standard	Total Suspended Solids	2014/09/26		98	%	85 - 115
	3762226	SUP	Method Blank	Total Suspended Solids	2014/09/26	ND , RDL=10		mg/L	
	3762226	SUP	RPD	Total Suspended Solids	2014/09/26	NC		%	25
	3762309	COP	Matrix Spike	Total Ammonia-N	2014/09/30		NC	%	80 - 120
	3762309	COP	Spiked Blank	Total Ammonia-N	2014/09/30		98	%	85 - 115
	3762309	COP	Method Blank	Total Ammonia-N	2014/09/30	ND , RDL=0.050		mg/L	
	3762309	COP	RPD	Total Ammonia-N	2014/09/30	3.7		%	20
	3764304	EAX	Matrix Spike	Dissolved Organic Carbon	2014/09/28		93	%	80 - 120
	3764304	EAX	Spiked Blank	Dissolved Organic Carbon	2014/09/28		96	%	80 - 120
	3764304	EAX	Method Blank	Dissolved Organic Carbon	2014/09/28	0.23 , RDL=0.20		mg/L	
	3764304	EAX	RPD	Dissolved Organic Carbon	2014/09/28	NC		%	20
	3764876	C_N	Matrix Spike	Nitrite (N)	2014/09/30		106	%	80 - 120
				Nitrate (N)	2014/09/30		104	%	80 - 120
	3764876	C_N	Spiked Blank	Nitrite (N)	2014/09/30		105	%	80 - 120
				Nitrate (N)	2014/09/30		102	%	80 - 120
	3764876	C_N	Method Blank	Nitrite (N)	2014/09/30	ND , RDL=0.010		mg/L	
				Nitrate (N)	2014/09/30	ND , RDL=0.10		mg/L	
	3764876	C_N	RPD	Nitrite (N)	2014/09/30	NC		%	25
				Nitrate (N)	2014/09/30	NC		%	25
	3765629	PBA	Matrix Spike	Dissolved Sodium (Na)	2014/09/29		NC	%	80 - 120
	3765629	PBA	Spiked Blank	Dissolved Sodium (Na)	2014/09/29		96	%	80 - 120
	3765629	PBA	Method Blank	Dissolved Sodium (Na)	2014/09/29	ND , RDL=100		ug/L	
	3765629	PBA	RPD	Dissolved Sodium (Na)	2014/09/29	6.8		%	20
	3766133	VRO	Matrix Spike	Total Phosphorus	2014/09/30		99	%	80 - 120
	3766133	VRO	QC Standard	Total Phosphorus	2014/09/30		101	%	80 - 120
	3766133	VRO	Spiked Blank	Total Phosphorus	2014/09/30		101	%	80 - 120
	3766133	VRO	Method Blank	Total Phosphorus	2014/09/30	ND , RDL=0.020		mg/L	
	3766133	VRO	RPD	Total Phosphorus	2014/09/30	0.11		%	20
	3767782	SNR	Matrix Spike	Total Kjeldahl Nitrogen (TKN)	2014/10/01		87	%	80 - 120
	3767782	SNR	QC Standard	Total Kjeldahl Nitrogen (TKN)	2014/10/01		96	%	80 - 120
	3767782	SNR	Spiked Blank	Total Kjeldahl Nitrogen (TKN)	2014/10/01		91	%	80 - 120
	3767782	SNR	Method Blank	Total Kjeldahl Nitrogen (TKN)	2014/10/01	0.18 , RDL=0.10		mg/L	

Maxxam Job #: B4H7322
Report Date: 2014/10/02

American Water Services Canada Corp
Client Project #: MINI LAKES
Site Location: GUELPH, ON
Sampler Initials: JW

VALIDATION SIGNATURE PAGE

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

Cristina Carriere

Cristina Carriere, Scientific Services

Vimukthi Gunawardhan

Vimukthi Gunawardhan

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

CHAIN OF CUSTODY RECORD

Page 1 of 1

INVOICE INFORMATION		REPORT INFORMATION (If differs from invoice)		PROJECT INFORMATION		TURNAROUND TIME (TAT) REQUIRED	
Company Name: #13044 Mini Lakes Residents Association	Company Name: American Water Canada Corp	Quotation #: A42143		<input checked="" type="checkbox"/> Regular Turnaround Time (5-7 days)		PLEASE PROVIDE ADVANCE NOTICE FOR RUSH PROJECTS	
Contact Name: Accounts Payable	Contact Name: Greg Pringley	P.O. #:		Project #: Mini Lakes		Rush TAT (Applicable Surcharge)	
Address: 7541 Wellington Rd 34, Comp 1	Address: 300 Eastport Blvd	Site Location: Guelph, ON		<input type="checkbox"/> 1 Day (100%)		<input type="checkbox"/> 2 Days (50%)	
Guelph, ON N1H 6H9	Hamilton, Ontario L8H 7S4	Site #:		<input type="checkbox"/> 3-4 Days (25%)			
Phone: 519-763-1365 Fax: 519-763-5474	Phone: 905-521-4605 Fax: 905-544-0266	Sampled By: John Wilson					
Email: minilakes@bellnet.ca	Email: gpringley@amwater.com						
MOE REGULATED DRINKING WATER OR WATER INTENDED FOR HUMAN CONSUMPTION MUST BE SUBMITTED ON THE MAXXAM DRINKING WATER CHAIN OF CUSTODY.				ANALYSIS REQUESTED		Rush Confirmation #:	
REGULATION 153 (2011)		OTHER REGULATIONS				Date Required:	
<input type="checkbox"/> Table 1 <input type="checkbox"/> Res/Park <input type="checkbox"/> Med/Fine	<input type="checkbox"/> CCME <input type="checkbox"/> Sanitary Sewer Bylaw					LABORATORY USE ONLY	
<input type="checkbox"/> Table 2 <input type="checkbox"/> Ind/Comm	<input type="checkbox"/> MISA <input type="checkbox"/> Storm Sewer Bylaw					Custody seal (Y/N)	
<input type="checkbox"/> Table 3 <input type="checkbox"/> Agri/Other	<input type="checkbox"/> PWQO Municipality:					Temperature (°C) on Receipt	
<input type="checkbox"/> Table 4	<input checked="" type="checkbox"/> Other (Specify): MONITORING					12/13/11°C	
FOR RSC (PLEASE CIRCLE) YES / NO		<input type="checkbox"/> REG 558 (MINIMUM 3 DAY TAT REQUIRED)				10/14/12°C	
Include Criteria on Certificate of Analysis (Y/N)?						COOLING MEDIA PRESENT (Y/N)	
SAMPLES MUST BE KEPT COOL (< 10°C) FROM TIME OF SAMPLING UNTIL DELIVERY TO MAXXAM						RE PACKS	
SAMPLE IDENTIFICATION				FIELD FILTERED (PLEASE CIRCLE) Meats / Hg / CrVI		COMMENTS / TAT COMMENTS	
	DATE SAMPLED	TIME SAMPLED	MATRIX	# of Cont.			
1	SEP 12/14	1150	GW	5	N	120F1	
2	SEP 12/14	0940	GW	5	N	120F2	
3	SEP 24/14	0955	GW	5	N	120F4	
4	SEP 24/14	1050	GW	5	N	120F5	
5	SEP 24/14	1035	GW	5	N	120F6	
6	SEP 24/14	1115	GW	5	N	120F7	
7	SEP 24/14	1135	GW	5	N	120F8	
8	SEP 24/14	1200	GW	5	N	120F9	
9	SEP 24/14	1010	GW	5	N	120FA	
10							
RELINQUISHED BY: (Signature/Print)		DATE: (YYYY/MM/DD)	TIME:	RECEIVED BY: (Signature/Print)		DATE: (YYYY/MM/DD)	TIME:
John Wilson		2014/09/24	1505	Hina Ahmed		2014/09/24	1506
John Wilson				Hina Ahmed		2014/09/24	1507

Maxxam Analytics International Corporation o/a Maxxam Analytics

24-Sep-14 15:06
Hina Ahmed
B4H7322
M_P ENV-699

Appendix B

Surface Water - Analytical Results

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

Attention: John Wilson

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

Your C.O.C. #: 9206, 12102, 120FD, 120FE, 120FF, 12101, 12100, 120FB

Report Date: 2014/08/12

Report #: R3118977

Version: 1

CERTIFICATE OF ANALYSIS

MAXXAM JOB #: B4E0033

Received: 2014/08/06, 13:12

Sample Matrix: Water
Samples Received: 7

Analyses	Quantity	Date Extracted	Date Analyzed	Laboratory Method	Reference
E.coli, (CFU/100mL)	7	N/A	2014/08/07	CAM SOP-00552	MOE LSB E3371
Total Ammonia-N	7	N/A	2014/08/11	CAM SOP-00441	EPA GS I-2522-90 m
Nitrate (NO ₃) and Nitrite (NO ₂) in Water (1)	7	N/A	2014/08/08	CAM SOP-00440	SM 22 4500-NO3I/NO2B
Total Kjeldahl Nitrogen in Water	7	2014/08/12	2014/08/12	CAM SOP-00454	EPA 351.2 m
Total Phosphorus (Colourimetric)	7	2014/08/11	2014/08/12	CAM SOP-00407	SM 4500 P B F m
Total Suspended Solids	7	N/A	2014/08/08	CAM SOP-00428	SM 22 2540D m

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

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

Encryption Key

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

Enyonam Sewwordor, Project Manager

Email: esewwordor@maxxam.ca

Phone# (905) 817-5700

=====

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

Maxxam Job #: B4E0033
Report Date: 2014/08/12

American Water Services Canada Corp
Client Project #: MINI LAKES
Site Location: GUELPH, ON
Sampler Initials: AH

RESULTS OF ANALYSES OF WATER

Maxxam ID		WZ7036	WZ7037	WZ7038	WZ7039		
Sampling Date		2014/08/06 11:00	2014/08/06 10:30	2014/08/06 10:05	2014/08/06 10:20		
COC Number		12102	120FD	120FE	120FF		
	Units	SW#5 COUNTY RD 34	SW#2 MAIN POND #1	SW#3 MAIN POND #2	SW#4 MAIN POND OUTLET	RDL	QC Batch

Inorganics

Total Ammonia-N	mg/L	0.11	0.059	0.075	0.083	0.050	3704310
Total Kjeldahl Nitrogen (TKN)	mg/L	0.38	0.72	0.51	0.64	0.10	3707536
Total Phosphorus	mg/L	ND	0.047	ND	0.024	0.020	3706602
Total Suspended Solids	mg/L	ND	ND	ND	ND	10	3703937
Nitrite (N)	mg/L	ND	ND	ND	ND	0.010	3704065
Nitrate (N)	mg/L	0.40	ND	ND	ND	0.10	3704065
Nitrate + Nitrite	mg/L	0.40	ND	ND	ND	0.10	3704065

RDL = Reportable Detection Limit

QC Batch = Quality Control Batch

ND = Not detected

Maxxam ID		WZ7040	WZ7041	WZ7042		
Sampling Date		2014/08/06 11:15	2014/08/06 10:40	2014/08/06 11:25		
COC Number		12101	12100	120FB		
	Units	SW#7 MILL CR/RD. 38	SW#6 PROPERTY OUTLET	SW#1 UPGRADIENT TRIB	RDL	QC Batch

Inorganics

Total Ammonia-N	mg/L	0.10	0.088	0.11	0.050	3704310
Total Kjeldahl Nitrogen (TKN)	mg/L	0.74	0.54	0.67	0.10	3707536
Total Phosphorus	mg/L	0.051	0.050	0.050	0.020	3706602
Total Suspended Solids	mg/L	ND	ND	ND	10	3703937
Nitrite (N)	mg/L	0.012	ND	0.011	0.010	3704065
Nitrate (N)	mg/L	0.10	ND	ND	0.10	3704065
Nitrate + Nitrite	mg/L	0.12	ND	ND	0.10	3704065

RDL = Reportable Detection Limit

QC Batch = Quality Control Batch

ND = Not detected

Maxxam Job #: B4E0033
Report Date: 2014/08/12

American Water Services Canada Corp
Client Project #: MINI LAKES
Site Location: GUELPH, ON
Sampler Initials: AH

MICROBIOLOGY (WATER)

Maxxam ID		WZ7036	WZ7037	WZ7038	WZ7039	
Sampling Date		2014/08/06 11:00	2014/08/06 10:30	2014/08/06 10:05	2014/08/06 10:20	
COC Number		12102	120FD	120FE	120FF	
	Units	SW#5 COUNTY RD 34	SW#2 MAIN POND #1	SW#3 MAIN POND #2	SW#4 MAIN POND OUTLET	QC Batch
Microbiological						
Escherichia coli	CFU/100mL	28	76	36	44	3702807
QC Batch = Quality Control Batch						

Maxxam ID		WZ7040	WZ7041	WZ7042	
Sampling Date		2014/08/06 11:15	2014/08/06 10:40	2014/08/06 11:25	
COC Number		12101	12100	120FB	
	Units	SW#7 MILL CR/RD. 38	SW#6 PROPERTY OUTLET	SW#1 UPGRADIENT TRIB	QC Batch
Microbiological					
Escherichia coli	CFU/100mL	62	18	210	3702807
QC Batch = Quality Control Batch					



Maxxam Job #: B4E0033
Report Date: 2014/08/12

American Water Services Canada Corp
Client Project #: MINI LAKES
Site Location: GUELPH, ON
Sampler Initials: AH

GENERAL COMMENTS

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

Package 1	17.3°C
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Results relate only to the items tested.

Maxxam Job #: B4E0033
Report Date: 2014/08/12

American Water Services Canada Corp
Client Project #: MINI LAKES
Site Location: GUELPH, ON
Sampler Initials: AH

QUALITY ASSURANCE REPORT

QA/QC Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	Units	QC Limits
3703937	RAY	QC Standard	Total Suspended Solids	2014/08/08		98	%	85 - 115
3703937	RAY	Method Blank	Total Suspended Solids	2014/08/08	ND , RDL=10		mg/L	
3703937	RAY	RPD [WZ7039-02]	Total Suspended Solids	2014/08/08	NC		%	25
3704065	C_N	Matrix Spike	Nitrite (N)	2014/08/08		95	%	80 - 120
			Nitrate (N)	2014/08/08		99	%	80 - 120
3704065	C_N	Spiked Blank	Nitrite (N)	2014/08/08		101	%	80 - 120
			Nitrate (N)	2014/08/08		101	%	80 - 120
3704065	C_N	Method Blank	Nitrite (N)	2014/08/08	ND , RDL=0.010		mg/L	
			Nitrate (N)	2014/08/08	ND , RDL=0.10		mg/L	
3704310	COP	Matrix Spike [WZ7040-03]	Total Ammonia-N	2014/08/11		99	%	80 - 120
3704310	COP	Spiked Blank	Total Ammonia-N	2014/08/11		101	%	85 - 115
3704310	COP	Method Blank	Total Ammonia-N	2014/08/11	ND , RDL=0.050		mg/L	
3704310	COP	RPD [WZ7040-03]	Total Ammonia-N	2014/08/11	NC		%	20
3706602	AHA	Matrix Spike	Total Phosphorus	2014/08/12		102	%	80 - 120
3706602	AHA	QC Standard	Total Phosphorus	2014/08/12		99	%	80 - 120
3706602	AHA	Spiked Blank	Total Phosphorus	2014/08/12		99	%	80 - 120
3706602	AHA	Method Blank	Total Phosphorus	2014/08/12	ND , RDL=0.020		mg/L	
3707536	SNR	Matrix Spike	Total Kjeldahl Nitrogen (TKN)	2014/08/12		NC	%	80 - 120
3707536	SNR	QC Standard	Total Kjeldahl Nitrogen (TKN)	2014/08/12		96	%	80 - 120
3707536	SNR	Spiked Blank	Total Kjeldahl Nitrogen (TKN)	2014/08/12		101	%	80 - 120
3707536	SNR	Method Blank	Total Kjeldahl Nitrogen (TKN)	2014/08/12	ND , RDL=0.10		mg/L	

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

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

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

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

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

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

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

Maxxam Job #: B4E0033
Report Date: 2014/08/12

American Water Services Canada Corp
Client Project #: MINI LAKES
Site Location: GUELPH, ON
Sampler Initials: AH

VALIDATION SIGNATURE PAGE

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



Cristina Carriere, Scientific Services



Sirimathie Aluthwala, Campobello Micro

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

MICRO

Fax: 905-817-5777

Toll Free: (800) 563-6266

CHAIN OF CUSTODY RECORD

Page 1 of 1

INVOICE INFORMATION:		REPORT INFORMATION (if differs from invoice):		PROJECT INFORMATION:		MAXXAM JOB NUMBER:	
Company Name:	Mini Lakes Residents Association Client# 13044	Company Name:	American Water Canada Corp.	Quotation #:	A42143		
Contact Name:	Accounts Payable	Contact Name:	Allan Hill	P.O. #:			
Address:	7541 Wellington Rd. 34, Comp 1	Address:	701 Main Street West, Suite 100	Project #:		CLIENT ID #:	
	Guelph, ON, N1H 6H9		Hamilton, Ontario, L8S 1A2	Project Name:	Mini Lakes	9206	
Phone:	519-763-1385	Phone:	(905) 979-0585	Location:	Guelph, ON		
Email:	minilakes@belnet.ca	Email:	refer to comments	Sampled By:	Allan Hill		

REGULATORY CRITERIA		ANALYSIS REQUESTED (Please be specific):		TURNAROUND TIME (TAT)	
Note: For regulated drinking water samples - please use the Drinking Water Chain of Custody Form.				PLEASE PROVIDE ADVANCE PROJECTS	
<input type="checkbox"/> MISA	<input checked="" type="checkbox"/> Other			Regular (Standard) TAT:	
<input type="checkbox"/> PWOC	Monitoring			<input checked="" type="checkbox"/> 5 to 7 Working Days	
<input type="checkbox"/> Reg. 568	Report Criteria on C of A?			Rush TAT: Rush Confirmation 1 (call Lab for 6)	
				<input type="checkbox"/> 1 day <input type="checkbox"/> 2 days	
				DATE Required:	
				TIME Required:	
SAMPLES MUST BE KEPT COOL (< 10 °C) FROM TIME OF SAMPLING UNTIL DELIVERY TO MAXXAM				Please note that TAT for certain tests such as BOD and Dissolved Phosphorus are + 5 days - contact your Project Manager for details.	
Sample Identification	Watertrail	Date Sampled	Time Sampled	Matrix (DW, SW, Lak, etc.)	# of Cont.
1 SW #5 County Rd 34	12102	6/08/14	11:00	Surface Water	4
2 SW #2 Main Pond #1	120FD	6/08/14	10:30	Surface Water	4
3 SW #3 Main Pond #2	120FE	6/08/14	10:05	Surface Water	4
4 SW #4 Main Pond Outlet	120FF	6/08/14	10:20	Surface Water	4
5 SW # 7 Mill Cr/Rd 38	12101	6/08/14	11:15	Surface Water	4
6 SW #6 Property Outlet	12100	6/08/14	10:40	Surface Water	4
7 SW #1 Upgradient Tnb	120FB	6/08/14	11:25	Surface Water	4
8					4
9					4
10					4
11					4
12					4

RELINQUISHED BY: (Signature/Print)	RECEIVED BY: (Signature/Print)	Date:	Time:	Laboratory Use Only
Allan Hill	RACHEL DENIVILLE	6/08/14	13:12	Temperature (°C) on Receipt: 16.18.18
				Condition of Sample on Receipt: <input type="checkbox"/> OK <input type="checkbox"/> SF

06-Aug-14 13:12

Enyonam Sewordor



B4E0033

RDV

ENV-783

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

MH#262788

REC'D IN WATERLOO



6.6(b)

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	Jan 7/15
File	E12/MIN

November 27, 2014
Our File: 199-024

Township of Puslinch
RR3, 7404 Wellington Road 34
Guelph, ON N1H 6H9

Attention: Ms. Karen Landry
CAO/Clerk

Re: Mini Lakes Wastewater Treatment
Plant Effluent Monitoring Report,
3rd Quarter (2014)

Dear Ms. Landry:

We have reviewed the "Mini Lakes Mobile Home Community Quarterly Monitoring Program – 3rd Quarter 2014" report, as submitted by Stantec Consulting Limited on October 31, 2014. We are pleased to provide our comments for your consideration.

The following table summarizes the average effluent quality for the third quarter (Q3) (column 2), the year to date (YTD) average (column 3), the 12-month rolling average (column 4), the previous YTD average (2013) (column 5) and the MOE Certificate of Approval (C of A) compliance limits (column 6).

1	2	3	4	5	6
Parameters (mg/L)	Q3 Avg., (July. 1 to Sept. 30, 2014)	YTD Avg., (Jan. 1 to Sept. 30, 2014)	Twelve-Month Rolling Avg., (Oct. 1, 2013 to Sept. 30, 2014) ^a	Previous YTD Avg. (Jan. 1 to Dec. 31, 2013)	Compliance Limit
CBOD ₅ ^b	23.5	19.6	19.1	12.9	20.0
TSS ^c	10.0	9.0 ^f	10.8 ^f	16.0	20.0
TP ^d	0.8	0.4	0.4	0.42	1.0
NO ₃ ^e	3.0	4.8	4.4	4.8	5.0

a. Condition 3.1 of the MOE C of A, average is defined as "any twelve (12) consecutive calendar months"

b. CBOD₅ = 5 day Carbonaceous Biological Oxygen Demand

c. TSS = Total Suspended Solids

d. TP = Total Phosphorous

e. NO₃ = Nitrate

f. Note: Discrepancy compared to Table 1 in Stantec report due to May 26th and June 20th TSS results reported as <10 mg/L. Results were interpreted by GMBP as 10 mg/L for purposes of calculating averages. Results were interpreted by Stantec as 0 mg/L for purposes of calculating averages.

The MOE C of A requires that plant effluent be sampled and analyzed on a monthly basis for each of the parameters defined above. As a minimum, plant effluent was sampled monthly for all parameters during this quarter.

Effluent CBOD₅

The average CBOD₅ effluent concentration for this quarter was 23.5 mg/L. This is above the C of A compliance limit of 20.0 mg/L for this parameter. Effluent CBOD₅ concentrations exceeded the compliance limit on two of the four sampling occasions during this quarter. The twelve month rolling average for this parameter remains in compliance at 19.1 mg/L, but is approaching the compliance limit. The report notes that chemical dosing will be adjusted in the future and that operators will continue to monitor any process issues which may be impacting performance. Given that the rolling average is closely approaching the compliance limit, effluent results should be closely monitored and an update on observations and modifications to plant processes and performance should be provided in the fourth quarter monitoring report.

Effluent TSS

The average TSS effluent concentration for this quarter was 10.0 mg/L. This is below the C of A compliance limit of 20.0 mg/L for this parameter. Effluent TSS concentrations were below the compliance limit on all three sampling occasions this quarter. The twelve month rolling average for this parameter remains below the compliance limit at 8.5 mg/L, demonstrating that the plant is generally performing well with respect to TSS.

Effluent TP

The average TP effluent concentration for this quarter was 0.8 mg/L. This is approaching the C of A compliance limit of 1.0 mg/L for this parameter. Effluent TP concentrations were below the compliance limit on two of the three sampling occasions this quarter. The exception occurred on September 16, 2014 where the TP effluent concentration was measured to be 1.90 mg/L. The twelve month rolling average for this parameter is in compliance at 0.4 mg/L, demonstrating that the plant is generally performing well with respect to TP.

Effluent NO₃

The average effluent NO₃ concentration for this quarter was 3.0 mg/L which is below the C of A compliance limit of 5.0 mg/L for this parameter. Effluent NO₃ concentrations were below the compliance limit on all five sampling occasions this quarter. The twelve month rolling average remains just below the compliance limit at 4.4 mg/L. The current year to date average has now decreased to below the compliance limit to 4.8 mg/L.

A long term strategy for improving plant performance has been developed and an application for an amendment to the Environmental Compliance Approval (ECA) for the plant was submitted in December 2012. The Stantec report indicates that construction of the proposed plant upgrades is delayed until Spring 2015 at the earliest due to delays with the ECA. The report does not elaborate on the nature of the delays. It is noted that the waiting period for receipt of this ECA has long surpassed what is typical.

It is recommended that the Mini Lakes Residents Association/Stantec Consulting Limited submit an update to the Township, ahead of the next quarterly report, outlining the nature of the delays in the ECA amendment process and the status and timing of implementation of the proposed work (eg. status of preparation of contract documents and drawings, anticipated schedule for tendering/construction, status of funding, etc.).

Average Sewage Flows

The average daily sewage flow rate to the plant ranged between 97.9 m³/d and 104 m³/d during this quarter. This is below the plant's current design capacity of 216 m³/d, and proposed re-rated plant capacity of 158 m³/d. The estimated number of occupied homes ranged between 255 and 265 this quarter, which represents approximately 90% of units in the current Draft Plan of Subdivision application of 292 units.

The estimated average daily flow per home ranged between 370 L/d and 408 L/d, below the design average daily flow per home of 540 L/d.

We trust this is sufficient for your requirements. If you have any questions please call.

Yours truly,

GM BLUEPLAN ENGINEERING

Per:

A handwritten signature in black ink, appearing to read 'Amanda Pepping'.

Amanda Pepping, P.Eng.

AP/mh

cc: Ms. Dianne Paron, Mini Lakes Residents Association
Ms. Judy Beauchamp, Stantec Consulting Ltd.



6.6(c)

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

Groundwater Studies
Geochemistry
Phase I / II
Regional Flow Studies
Contaminant Investigations
OMB Hearings
Water Quality Sampling
Monitoring
Groundwater Protection
Studies
Groundwater Modeling
Groundwater Mapping
Permits to Take Water
Environmental Compliance
Approvals

Our File: 9801
Puslinch File: E12-MIN

December 8, 2014

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

Attention: Ms. Karen Landry
CAO/Clerk

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	Jan 7/15.
File	E12/MIN

Dear Ms. Landry;

Re: Mini Lakes 3rd Quarter 2014 – Groundwater Monitoring

We have reviewed the 3rd Quarter results of the groundwater and surface water monitoring program for Mini Lakes Mobile Home Community. The monitoring program involves obtaining water quality samples from several groundwater monitors and several surface water locations in Mill Creek and waterways within the Mini Lakes site. The purpose of the monitoring was to verify that the approved expansion of the Mini Lakes Community did not result in a degradation of groundwater and surface water.

The surface water results indicate that total phosphorous exceeds the Provincial Water Quality Objective in several samples obtained from the site and Mill Creek off-site. This is in stark contrast to the absence of phosphorous in all Mill Creek samples obtained in June 2014. It is likely that this is a natural, seasonal release of phosphorous however, CH2MHill should comment on this finding in the 4th quarter report.

The concentrations of nitrogen compounds (nitrate, ammonia and organic-N) in the surface waters are relatively low or non-detected.

E. coli bacteria have been detected in all of the water samples, however, samples taken upstream of Mini Lakes also contain *E. coli* therefore the presence of this bacteria cannot be attributed to activities occurring at the Mini Lakes sewage treatment plant. The highest concentration of *E. coli* does occur at location SW1, an on-site sampling location.

Groundwater samples obtained from monitoring wells immediately downgradient of the leaching beds have elevated nitrate relative to other sample areas however, water obtained farther downgradient of the beds suggest that nitrate is being naturally attenuated.

We are satisfied that the water quality results indicate minimal chemical and biological impact on groundwater and surface water resources from the sewage treatment plant effluent.

Sincerely,

Harden Environmental Services Ltd.

A handwritten signature in black ink, appearing to read 'S. Denhoed', followed by a long horizontal line.

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



Duff's Presbyterian Church
319 Brock Rd. South
R.R. #3 Guelph, ON
N1H 6H9
519-763-1163

December 22, 2014

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

Dear Mayor Lever:

Duff's Church is requesting a letter of endorsement to allow us to apply for the Age Friendly Community Grant. The deadline is January 30, 2015.

This grant would allow Duff's to continue with the Parish Nurse Program, a program that is focused on Seniors in Puslinch Township. The Parish Nurse provides a monthly lunch at the church with educational speakers whose topics are aimed at seniors. The meal provided is home made and free of charge, left overs can be taken home. I am including some of the speakers; CCAC, Cancer Society, Hospice Wellington, Canadian Mental Health Assoc., Parkinson's Assoc., Alzheimer's Society, Heart & Stroke, Lawyer -Wills & Power of Attorney, Pharmacist, Orthopedic Surgeon-knee replacement, Otolaryngologist-head & neck specialist, Canadian Hearing Society who provided hearing tests free of charge and Diabetes Assoc. There is always time to socialize which is important for seniors in a rural community who can become isolated. The attendees always help with the clean up, stacking chairs, tables & using the dishwasher, again this allows them to contribute to the program.

The seniors in Puslinch requested a fitness program and Duff's has 2 different activities, senior level zumba & VON SMART, both of these programs increase core strength, flexibility, cardiac fitness, improve balance to prevent falls. These are provided free of charge, & the VON is able to use the church rent-free. Falls are the leading cause of injury among seniors & almost half of these happen at home. These fitness programs could help prevent a fall that could have serious consequences, affecting independence & quality of life.

The Parish Nurse visits people in their homes, hospitals, or long-term care facilities. She can link people with supports in the Community to assist them & allow them to remain in their own home for as long as possible. She will support families at meetings with the discharge planner at the hospital when possible. Emergency rooms & hospitals are not always senior friendly; she is a reassuring support to people in the hospital. Physicians may not be able to take the time to explain tests, procedures, or a diagnosis, but the Parish nurse can help.

Duff's hopes to continue the Parish Nurse Program to allow seniors who live in Puslinch have a secure environment, enjoy good health & continue to participate in our community.

Regards,

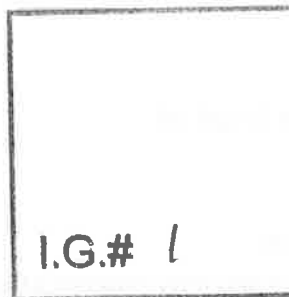
Karen Harding R.N. Duff's Parish Nurse

From: Islam, Mir Nazmul (MTCS) [mailto:MirNazmul.Islam@ontario.ca]
Sent: December-10-14 9:00 AM
To: Karen Landry
Subject: RE: Research on the Capacity of Community Sport and Recreation NFPs

Date 9th December, 2014

CAO/Clerk
Township of Puslinch

Dear Karen Landry,



The Sport, Recreation and Community Programs Division of the Ministry of Tourism, Culture and Sport have engaged SPR Associates Inc. to conduct a research project on the capacity of community-based, sport and recreation not-for-profits (NFPs) in Ontario. A special focus will be on the small and rural sport and recreation NFPs.

Approaches to the study will include a literature review, an on-line survey of sports and recreation organizations, and key informant interviews from a representative cross-section of sport and recreation NFPs from four different regions of Ontario. The key informant interviews will be conducted to determine the main factors, pressures and issues NFPs are facing and also to explore the best possible measures to address those issues.

As part of the research a major survey will be conducted among the sport and recreation NFPs in Ontario to

- identify sport and recreation NFP's organizational capacity gap to meet the upcoming Ontario's Not-for-Profit Corporations Act (ONCA) and Ontario Government's funding requirements (i.e. Ontario Sport and Recreation Communities Fund, Ontario Trillium Foundation grant requirement);
- identify the service delivery capacity gap of NFP's to meet the sport and recreation service standard (i.e. High Five Quest 2, Club Excellence) in Ontario;
- explore what causes the challenges sport and recreation NFPs experience in delivering their programs; and
- explore the best possible measures to address the capacity gaps and the challenges encountered by sport and recreation not-for-profit organizations in Ontario.

This is to advise you that you may as a provincial sport and recreation stakeholder, expect to receive a letter from SPR Associates Inc. to forward a survey invitation to your local community sport and recreation organizations (or to provide SPR Associates Inc. with a contact list of your local community sport and recreation organizations). Your support for this research project will help the Ministry to identify capacity issues among sport and recreation not-for-profits in Ontario and inform the development of evidence-based policy and programs.

Thank you for your assistance with this. If you have any questions, please contact Mir Islam, Policy Research Analyst at mirnazmul.islam@ontario.ca or at 416 212-0121.

Regards,

Mir Nazmul Islam (on behalf of)

Anna Ilnyckyj

Director- Policy Branch

Sport, Recreation & Community Programs Division

Ontario Ministry of Tourism, Culture and Sport

777 Bay Street, 23rd Floor

Toronto, Ontario M7A 1S5

**Ministry of Tourism,
Culture and Sport**

Sport, Recreation and
Community Programs Division

777 Bay Street, Suite 2302
Toronto ON M7A 1S5
Tel.: 416 326-0825
Fax: 416 314-7458
TTY: 416 325-5807
TTY Toll Free: 1 866-700-0040
www.mtc.gov.on.ca

**Ministère du Tourisme,
de la Culture et du Sport**

Division des sports, des loisirs et
programmes communautaires

777, rue Bay, bureau 2302
Toronto ON M7A 1S5
Tél. : 416 326-0825
Téléc. : 416 314-7458
ATS : 416 325-5807
ATS sans frais : 1 866-700-0040
www.mtc.gov.on.ca



December 9, 2014

Dear Partner in Sport and Recreation:

The Sport, Recreation and Community Programs Division of the Ministry of Tourism, Culture and Sport have engaged SPR Associates Inc. to conduct a research project on the capacity of community-based, sport and recreation not-for-profits (NFPs) in Ontario. A special focus will be on the small and rural sport and recreation NFPs.

Approaches to the study will include a literature review, an on-line survey of sports and recreation organizations, and key informant interviews from a representative cross-section of sport and recreation NFPs from four different regions of Ontario. The key informant interviews will be conducted to determine the main factors, pressures and issues NFPs are facing and also to explore the best possible measures to address those issues.

As part of the research a major survey will be conducted among the sport and recreation NFPs in Ontario to:

- identify sport and recreation NFP's organizational capacity gap to meet the upcoming Ontario's Not-for-Profit Corporations Act (ONCA) and Ontario Government's funding requirements (i.e. Ontario Sport and Recreation Communities Fund, Ontario Trillium Foundation grant requirements);
- identify the service delivery capacity gap of NFP's to meet the sport and recreation service standard (i.e. High Five Quest 2, Club Excellence) in Ontario;
- explore what causes the challenges sport and recreation NFPs experience in delivering their programs; and
- explore the best possible measures to address the capacity gaps and the challenges encountered by sport and recreation not-for-profit organizations in Ontario.

This is to advise you that you may as a provincial sport and recreation stakeholder, expect to receive a letter from SPR Associates Inc. to forward a survey invitation to your local community sport and recreation organizations (or to provide SPR Associates Inc. with a contact list of your local community sport and recreation organizations). Your support for this research project will help the Ministry to identify capacity issues among sport and recreation not-for-profits in Ontario and inform the development of evidence-based policy and programs.

Thank you for your assistance with this. If you have any questions, please contact Mir Islam, Policy Research Analyst at mirnazmul.islam@ontario.ca or at 416 212-0121.

Regards,

Anna Ilnyckyj

Director- Policy Branch
Sport, Recreation & Community Programs Division
Ontario Ministry of Tourism, Culture and Sport
777 Bay Street, 23rd Floor
Toronto, Ontario M7A 1S5

From: Dawson Bridger [mailto:Dawson.Bridger@heritagetrust.on.ca]
Sent: December-10-14 11:28 AM
To: Dawson Bridger
Subject: For your information - Doors Open Ontario 2015 registration underway

I.G.# 2

Greetings,

Please be aware that communities in your area are currently registering for the 2015 Doors Open Ontario program. Doors Open Ontario is a province-wide cultural heritage tourism initiative coordinated by the Ontario Heritage Trust. I have attached English and French versions of the Doors Open Ontario 2015 welcome letter from our Chief Executive Officer, for your reference.

Each year, communities across the province host local events on weekends between April and October and open the doors to hundreds of fascinating heritage sites, free of charge. The Ontario Heritage Trust launched Doors Open Ontario in 2002 to create access, awareness and excitement about our province's heritage. Since 2002, Doors Open Ontario has seen over 5.7 million visits to participating sites, with nearly \$50 million of spending in local communities by program participants.

Since its inception, 195 municipalities from across the province have taken part in the program, and many have already registered for the 2015 program, so we suggest discussing this event with your local heritage committee or other staff, to learn more about the program and participation in your area.

You can visit the English website at www.doorsopenontario.on.ca for more information, or our French website at <http://www.doorsopenontario.on.ca/Accueil.aspx?lang=fr-CA>.

Thank you for your time,

Dawson Bridger | Community Programs Officer
Ontario Heritage Trust
10 Adelaide Street East, Toronto, Ontario, Canada M5C 1J3
Telephone: 416-314-3586 | Fax: 416-325-5071
Email: dawson.bridger@heritagetrust.on.ca

Ontario Heritage Trust – bringing our heritage to life, one story at a time
Discover Ontario's stories at:
www.heritagetrust.on.ca | www.doorsopenontario.on.ca



 Please consider the environment before printing this email



An agency of the Government of Ontario

10 Adelaide Street East
Toronto, Ontario M5C 1J3

Telephone: 416-325-5000
Fax : 416-325-5071
www.heritagetrust.on.ca

Greetings,

Since 2002, the Ontario Heritage Trust's Doors Open Ontario program has created excitement about, and access and awareness to, the province's rich and diverse heritage. The 2014 season included 49 events in 192 communities and provided the public with access to over 1,100 heritage sites. Across the province, Doors Open Ontario generates about 500,000 visits each year and adds \$5 million to local economies.

Doors Open Ontario also plays an important role in helping communities to identify and celebrate their heritage, strengthen and encourage local partnerships, bolster local volunteers, and stimulate tourism and local economies.

As we prepare for Doors Open Ontario 2015, we hope that you will consider hosting an event in your community or region.

In 2015, the Trust is asking event communities to join us in adopting the theme Ontario's sports heritage. Through Doors Open Ontario, we will showcase the people, places and events that have been influential to the history of competitive sport in Ontario, while celebrating the 2015 Pan/Parapan American Games, and connecting with diverse communities across the province in new and exciting ways.

Please refer to the Doors Open Ontario 2015 registration form and the Doors Open Ontario 2015 Information and Guidelines document on our website. We ask that you submit your registration form and \$1,695 (\$1,500 + HST) registration fee to the Trust by Friday, December 19, 2014.

We would be pleased to discuss the program with you further. If you have any questions or require more information about Doors Open Ontario, please contact Dawson Bridger, Community Programs Officer, by telephone at 416-314-3586 or by email at dawson.bridger@heritagetrust.on.ca.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Beth Hanna". The signature is fluid and cursive, with a long horizontal stroke at the end.

Beth Hanna
Chief Executive Officer

**Ministry of Community Safety
and Correctional Services**

Office of the Fire Marshal
and Emergency Management

2nd Floor
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Telephone 647-329-1100
Facsimile: 647-329-1143

**Ministère de la Sécurité
communautaire et des Services
correctionnels**

Bureau du commissaire des incendies
et de la gestion des situations d'urgence

2^e étage
25, avenue Morton Shulman
Toronto ON M3M 0B1
Téléphone : 647 329-1100
Télécopieur : 647 329-1143



CLERK'S DEPARTMENT	
TO	S. G. - Dec 18/14
Copy	
Please Handle	
For Your Information	
Council Agenda	Jan 7/15
File	

December 17, 2014

Dear Mayor in Council:

This letter is a follow-up to prior letters sent to you or the previous Mayor in Council on February 12, 2014, and June 17, 2014, respectively.

Effective January 1, 2014, Ontario became the first province to enact a series of regulatory changes intended to improve fire safety in vulnerable occupancies. Although the requirement for owners of these occupancies to retroactively install automatic sprinklers received the majority of the media coverage, a number of additional regulatory changes were enacted that impose requirements on municipalities and Chief Fire Officials. I would like to clarify what this means for municipalities like yours:

- Three years to complete mandatory training for all Chief Fire Officials responsible for approving facility fire safety plans (**New; deadline is January 1, 2017**);
- Observation of annual fire drills based on approved scenario (**New and in effect as of January 1, 2014; first fire drill to be completed by December 31, 2014**);
- Annual fire safety inspections conducted by the Chief Fire Official, based on a standardized checklist (**New and in effect as of January 1, 2014; first inspection to be completed by December 31, 2014**);
- Registry of Vulnerable Occupancies (**New and in effect as of January 1, 2014; entering information about facilities to be completed by December 31, 2014**).

The Office of the Fire Marshal and Emergency Management (OFMEM) committed to provide support to municipalities through advice, assistance and training. The following are a list of items demonstrating how the OFMEM kept this commitment.

1. Training program/course acceptable to the Fire Marshal

To meet the requirements for this mandatory training, Chief Fire Officials must complete a training program/course, acceptable to the Fire Marshal, no later than December 31, 2016. The course became available on line effective April 30, 2014. In addition, traditional class room courses commenced in the fall of 2014.

2. Registry of Vulnerable Occupancies

As part of the new regulatory requirements, the fire department is mandated to enter specific information about vulnerable occupancies within their municipality into the OFMEM Registry of Vulnerable Occupancies following the completion of the mandatory inspection. The OFMEM has commenced the Registry and municipal fire departments have begun populating the registry.

3. Training for Municipal Fire Departments

The OFMEM completed both webinars and forty two (42) full day training sessions across the province; these training opportunities were attended by over 1400 fire service personnel.

Committed to Working Together

The regulatory changes, incorporating a balanced approach of enhanced inspections, training and fire code retrofits, will help reduce the probability and consequence of fire on occupants and property as well as decrease the risks encountered by firefighters who are called to respond to fire emergencies in these occupancies. The value of these fire safety enhancements have already been demonstrated through recent fire incidents in which all residents were safely evacuated, that occurred in municipalities where the fire department had already undertaken the mandatory inspections and observation of fire drills.

It remains the responsibility of facility owners and operators in all municipalities to ensure their buildings are in full compliance with the changes to Ontario fire safety regulations. Similarly, it remains the responsibility of municipalities and Chief Fire Officials to ensure they are in full compliance with the new Regulations and Fire Marshal Directives.

The OFMEM continues to support municipalities and Chief Fire Officials by providing advice and assistance, training and ongoing communication regarding prescribed timelines to help municipalities and Chief Fire Officials to be in compliance with the law.

The OFMEM is commencing a monitoring program in January, 2015 to confirm and validate the status of compliance of municipalities and Chief Fire Officials with the new regulations and Fire Marshal directives. I have delegated the Field and Advisory Section of the OFMEM this responsibility. If you have any questions regarding the monitoring process, they can be directed to Assistant Deputy Fire Marshal Pierre Yelle, who can be reached by e-mail at Pierre.Yelle@ontario.ca or by telephone at (705) 725-1825.

To learn more about the work that has been accomplished to date and regulatory responsibilities, visit the OFMEM Web site portal for care occupancies, care and treatment occupancies and retirement homes, or contact the OFMEM at (647) 329-1100.

Thank you for your cooperation on this matter. We all have a role and duty to play in keeping seniors and vulnerable Ontarians fire safe.

Sincerely,



Tadeusz (Ted) Wieclawek
Ontario Fire Marshal and Chief of Emergency Management

CC: All Ontario Fire Chiefs
Ontario Association of Fire Chiefs
Association of Municipalities of Ontario
Jim Jessop, Director, Field and Advisory Services / Deputy Fire Marshal, OFMEM
Al Suleman, Director, Prevention and Risk Management, OFMEM
Barney Owens, Director, Response, OFMEM
Mary Prencipe, Assistant Deputy Fire Marshal, Technical Services, OFMEM
Pierre Yelle, Assistant Deputy Fire Marshal, Fire Protection Services, OFMEM
Chris Williams, Assistant Deputy Fire Marshal, Fire Investigation Services, OFMEM



Township of Algonquin Highlands

The Township of Algonquin Highlands

RESOLUTION

11 Dec 2014

Motion No.

Moved by:

Lisa Barry

Seconded by:

B. Lynch

I.G.# 4

WHEREAS the Township of Algonquin Highlands is in receipt of the new OPP Billing Model which will see invoices split between base costs and calls for service on an approximate 60/40 split;
AND WHEREAS all municipalities will pay the same base cost per property, which is estimated at \$203.00 per property;

AND WHEREAS the new model received Cabinet approval on August 13, 2014 and will commence on January 1, 2015, to be phased in over five years;

AND WHEREAS the Province is currently responsible for policing costs associated with unorganized townships;

AND WHEREAS the Municipality of Killarney has passed a resolution requesting the Province implement a billing method for those properties located in unorganized townships;

NOW THEREFORE IT BE RESOLVED THAT the Council of the Township of Algonquin Highlands does hereby endorse the resolution passed by the Municipality of Killarney and requests the Province implement a billing method for those properties in unorganized townships so those properties contribute to their fair share of policing costs;

AND FURTHER THAT a copy of this resolution be forwarded to the Premier of Ontario, the Minister of Community Safety and Correctional Services, the Ministry of Finance, AMO, MPP Laurie Scott and all municipalities serviced by the OPP.

CERTIFIED TRUE COPY

Dawn Newhook
Dawn Newhook, Municipal Clerk
Township of Algonquin Highlands
(705) 489-2379

Reeve Carol Moffatt	Yea	Nay
Deputy Reeve Liz Danielsen	Yea	Nay
Councillor Lisa Barry	Yea	Nay
Councillor Marlene Kyle	Yea	Nay
Councillor Brian Lynch	Yea	Nay

Carried ☒

Defeated ☐

Carol Moffatt
Reeve Carol Moffatt

Deferred ☐

Dawn Newhook
Clerk Dawn Newhook



Conservation
Halton

RECEIVED

DEC 11 2014

Township of Puslinch

905.336.1158
Fax: 905.336.7014
2596 Britannia Road West
Burlington, Ontario L7P 0G3
conservationhalton.ca

Protecting the Natural
Environment from
Lake to Escarpment

December 8, 2014

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



CLERK'S DEPARTMENT	
TO	M.H. DEC 11/14
Copy	
Please Handle	
For Your Information	
Council Agenda	JAN 7/15
File	F10/HAL

Dear Ms Landry:

Re: Conservation Halton 2015 Budget

Please find enclosed Conservation Halton's 2015 Budget Report Executive Summary and Appendix Detail that was approved by the Conservation Halton Board of Directors on November 13, 2014.

The 2015 Budget for Conservation Halton includes an overall 4.4% total increase in municipal funding. Based on the 2015 apportionment rate of .2502% for Puslinch, which we received from the Province, Puslinch's share of the total 2015 municipal funding request is \$20,719. This amount represents an 8.0% increase from the 2014 levy for Puslinch of \$19,196 based on the 2014 apportionment rate of .2419%. In 2014, although there was a 3.3% overall increase in Conservation Halton municipal funding, there was a 3.4% decrease in the Puslinch levy amount to \$19,196 from \$19,871 based on the 2013 apportionment rate of .2586%.

A letter was sent by Ken Phillips, CAO/Secretary-Treasurer on October 2, 2014 to the Mayor and Members of Council advising them of the 30 day notice of consideration of our 2015 Budget.

Please contact me if you require further information regarding our 2015 budget. Also, please advise if you would like to meet with Ken Phillips to review our 2015 Budget.

Yours truly,

Marnie J. Piggot
Director, Financial and Administrative Services



2015 Budget Report Executive Summary

***Conservation Halton's mission is:
To protect and enhance the natural environment, from lake to escarpment,
for present and future generations***

Approved - Nov. 13, 2014

Executive Summary Index

Section

1. 2014 Conservation Halton Budget and Accomplishments
2. 2015 Budget - Major Drivers
3. 2015 Budget – Potential Unfunded Budget Pressures
4. Funding Summary by Source
5. Funding History by Source
6. 2015 Total Expenditures and Funding
7. 2015 Operating - Tax Supported Expenditures and Funding
8. 2015 Operating - Non Tax Supported Expenditures and Funding
9. 2015 Capital - Tax Supported Expenditures and Funding
10. 2015 Capital - Non Tax Supported Expenditures and Funding
11. 2015 Municipal Funding Analysis
12. Ten Year Total Expenditures and Funding Forecast
13. Ten Year Total Tax Supported Expenditures and Funding Forecast
14. Ten Year Operating Tax Supported Expenditures and Funding Forecast
15. Ten Year Capital Tax Supported Expenditures and Funding Forecast
16. Ten Year Total Non Tax Supported Expenditures and Funding Forecast
17. Ten Year Operating Non Tax Supported Expenditures and Funding Forecast
18. Ten Year Capital Non Tax Supported Expenditures and Funding Forecast
19. Reserve Continuity Summary
20. Municipal Funding
21. Municipal Apportionments
22. Municipal Funding Allocation



2015 Budget Report Executive Summary

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Approved - Nov. 13, 2014

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2014 Budget and Accomplishments

- \$600,000 MNR 2014-2015 funding - 50% Mountsberg Dam
- New Halton Region Infrastructure Review Team & Funding Agreement (4 FTE)
- Planted 103,000 trees
- Park improvements - \$1.3M Crawford Lake Longhouse
- Administration Office renovations
- Compensation Consulting Review
- Strategic Planning & Employee Engagement Survey

2015 Budget – Major Drivers

2015 Municipal Funding increase of 4.4% **\$345,543**

Major Drivers:

Staffing costs

Compensation and benefit increases \$191,000

Compensation Review Adjustments – Estimate \$100,000

Debt Financing Charges \$ 48,475

Education \$ 17,487

Capital \$ 10,000

Note: See Section 11 for full Municipal Funding Analysis

2015 Indicators:

Full Time Staff Pay for Performance (Annualized) 2.0%

Compensation Inflation Adjustment 0.0%

Inflation 2.0%

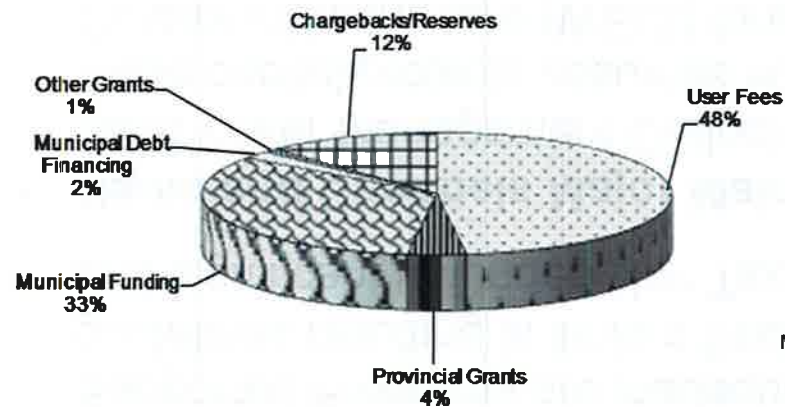
Watershed Assessment Growth (estimate) 1.25%

2015 Budget –Potential Unfunded Budget Pressures

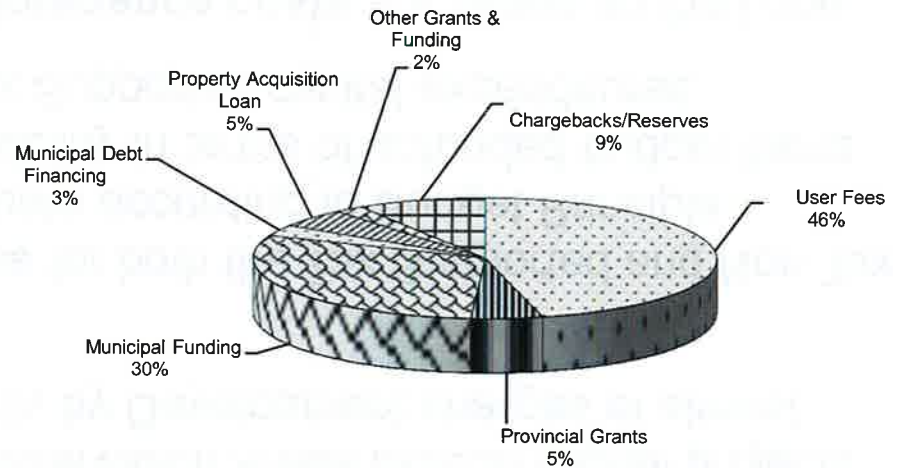
- **Facilities and infrastructure** at many locations have inadequate amounts of maintenance or expansion provided for in the budget. Capital projects in the Ten Year Forecast for the Conservation Areas include capital projects totalling \$29.9 million funded partly by Development charges of almost \$18.7 million.
- **Operating and Capital Reserves** for both the Tax Supported and Non Tax Supported Programs are inadequate according to Budget Principle guidelines resulting in limited flexibility in terms of unfunded budget items and significant unfunded Non Tax Supported capital expenditures.
- **Dams and Channels Major Maintenance costs** are based on the Long Term Water Management Outlook report updated in 2014. Funding for these capital projects assumes 50% Provincial MNR Water & Erosion Control Infrastructure (WECI) funding that is approved at a separate time from the Conservation Halton Budget approval process.
- **Natural Heritage System Land Acquisition** long term plan continues to be deferred (to 2017 \$100,000).

Funding Summary By Source

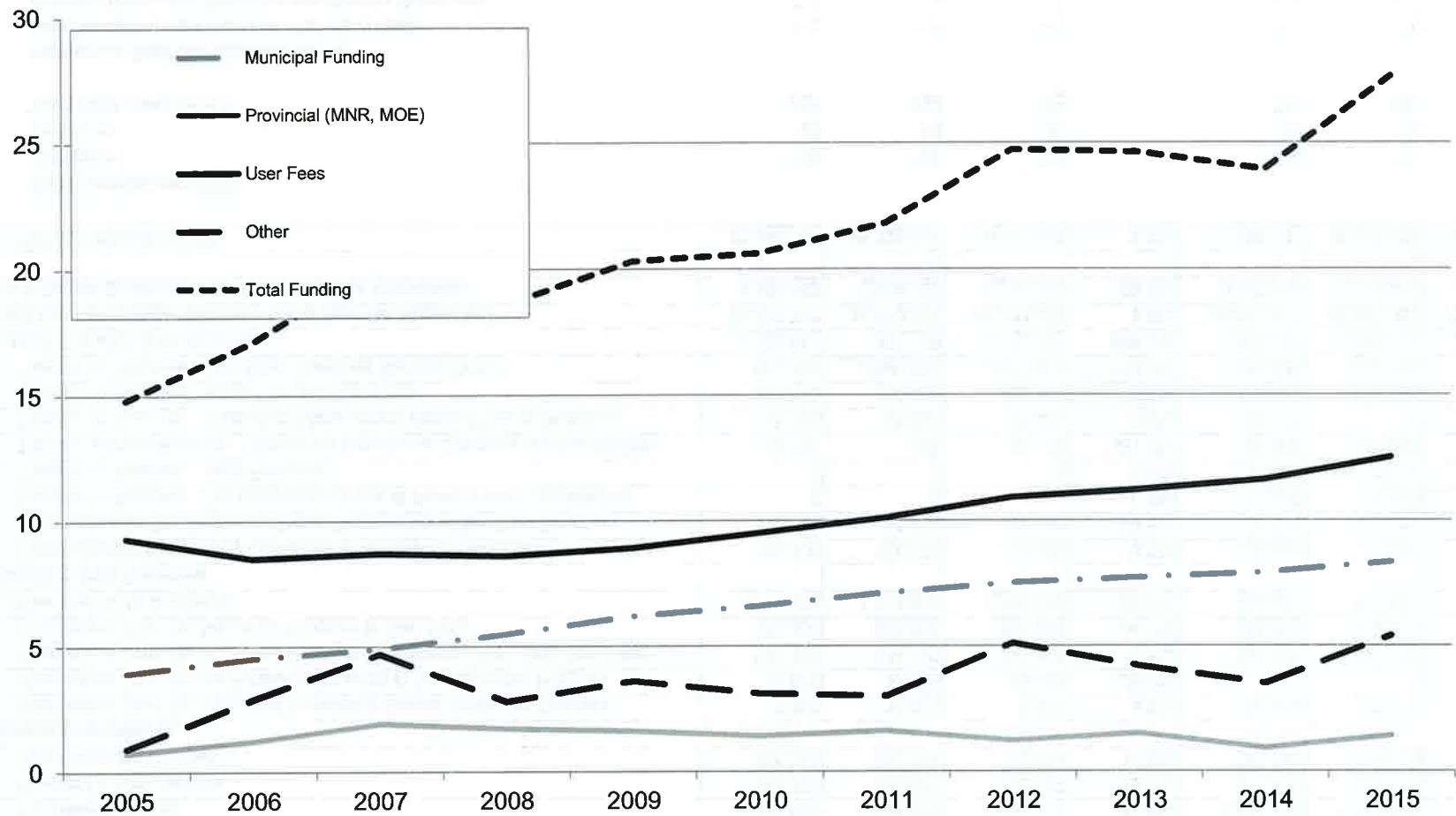
2014 Funding by Source



2015 Funding by Source



Funding History by Source



2015 Total Expenditures

Total Expenditures	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
Personnel Services	15,164,986	15,626,668	15,097,865	0.4%	13,637,567	12,781,319	12,341,458
Materials & Supplies	2,915,220	3,524,372	3,077,008	-5.3%	2,941,476	3,835,313	3,898,729
Purchased Services	2,076,647	3,044,213	2,347,212	-11.5%	2,441,139	2,047,821	1,939,643
Financial & Rent expense	286,700	384,230	329,967	-13.1%	277,145	320,176	336,196
Debt Financing Charges	381,239	332,764	332,764	14.6%	245,553	219,435	211,244
Internal Chargebacks							
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	75,115	64,634
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-38.8%	0	0	0
Chargeback from Tax Supported Program to Watershed Exp. Excl. Glen Eden	384,100	374,100	394,100	-2.5%	365,694	321,600	271,698
Chargeback from Tax Supported Program to Glen Eden	588,000	886,678	900,900	-34.7%	484,685	435,916	398,970
Subtotal Internal Chargebacks	1,017,194	1,313,078	1,362,000	-25.3%	889,973	832,631	735,302
Transfers from Reserves							
Capital Contribution paid by Glen Eden to Watershed Experience	110,000	120,000	120,000	-8.3%	130,000	140,000	150,000
Transfer to Non Tax Supported Capital Program from Glen Eden Reserves	110,000	185,000	185,000	-40.5%	135,000	145,000	155,000
Transfer to Reserves - Tax Supported Excess of Revenue over Expenditures	0	0	0	0.0%	70,295	207,682	158,090
Transfer to Reserves - Debt Financing	0	0	0	0.0%	37,492	30,078	25,049
Transfer to/from Reserves - Watershed Experience Operating Surplus (Deficit)	376,137	162	23,780	1481.7%	-24,432	229,605	303,688
Transfer to Reserves - Watershed Management Capital Projects Municipal	25,000	25,000	25,000	0.0%	25,000	0	0
Transfer to Reserves - Motor Pool and Equipment	202,000	202,000	202,000	0.0%	188,000	191,865	102,835
Transfer to Reserves - Glen Eden Operating Surplus (Deficit)	572,674	(254,386)	(731,027)	-178.3%	1,048,843	1,045,633	2,236,680
Subtotal Transfers from Reserves	1,395,811	277,776	(175,247)	-896.5%	1,610,199	1,989,862	3,131,343
Total Operating Expenditures - Tax & Non Tax Supported	23,237,797	24,503,101	22,371,569	3.9%	22,043,051	22,026,557	22,593,916
Total Capital Expenditures - Tax & Non Tax Supported	4,353,000	5,826,558	2,741,000	58.8%	3,950,096	2,833,427	1,458,923
TOTAL EXPENDITURES	27,590,797	30,329,659	25,112,569	9.9%	25,993,147	24,859,984	24,052,839

Staff Complement (FTE)

Permanent	138	129	131		124	124	118
Temporary	99	90	94		99	83	94
Total Staff Complement	237	220	224		223	207	213

Increase in Staff Complement due to:

New Permanent Staff Positions (Tax Supported)	7.0	-1.0	6.0		0.0	0.0	0.0
Increase Permanent Staff Positions (NonTax Supported)	0.0	0.0	0.0		-1.0	0.0	0.8
Increase/(Decrease) in Temporary staff positions	5.8	-3.2	2.7		-4.0	-5.5	13.0
Total increase in total staff complement	12.8	-4.2	8.7		-5.0	-5.5	13.8

2015 Budget – Major Drivers

2015 Municipal Funding increase of 4.4% **\$345,543**

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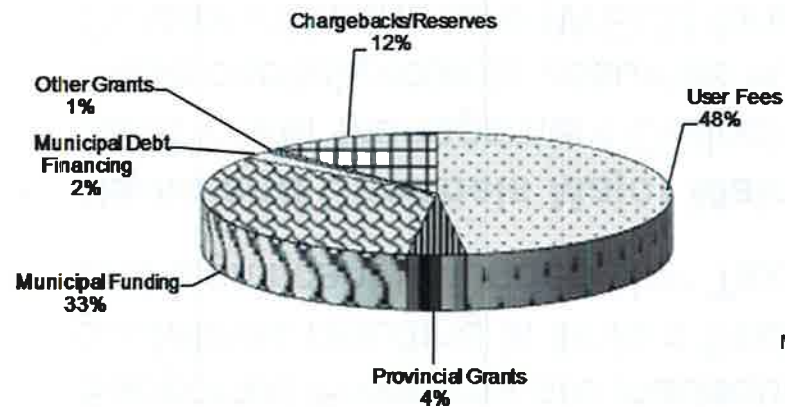
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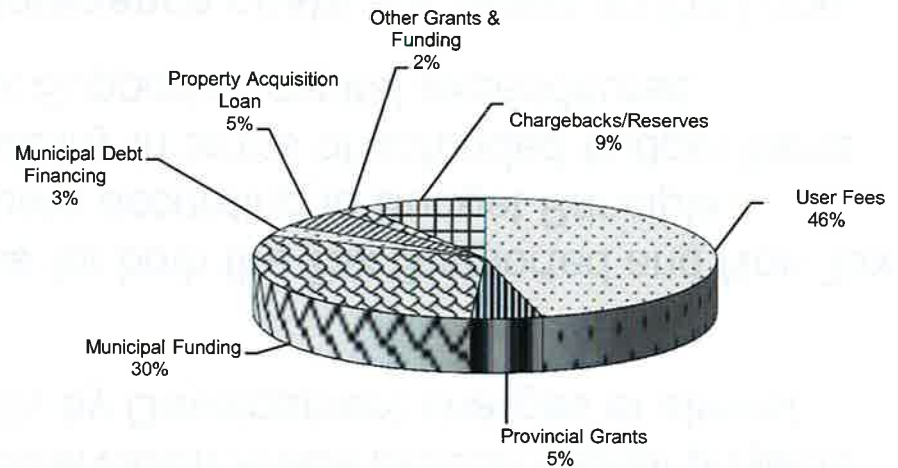
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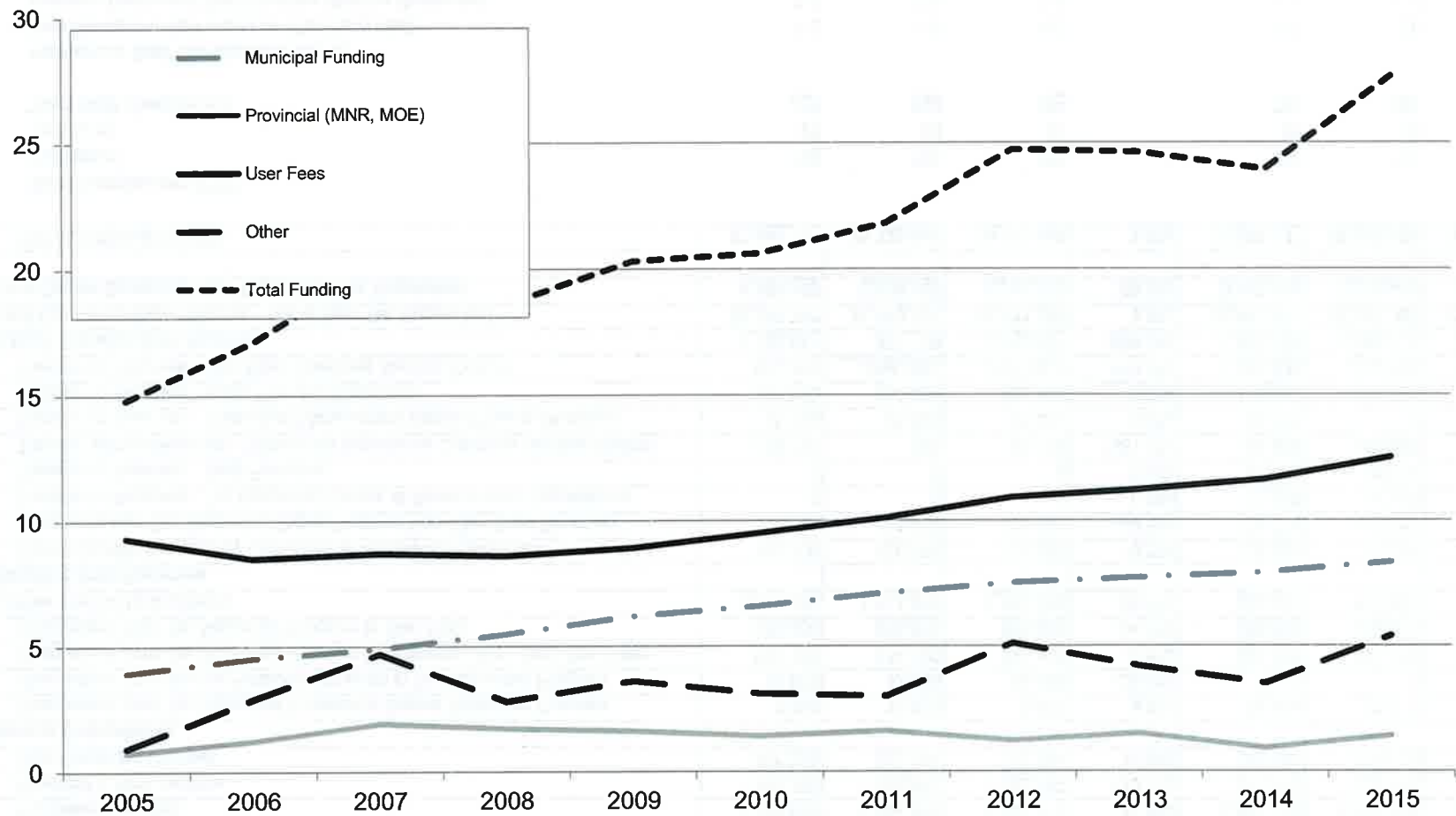
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2015 Total Funding

Total Funding	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
User Fees	12,568,050	13,919,975	12,342,795	1.8%	11,934,014	11,204,255	12,619,313
Ministry of Natural Resources Grant	889,311	761,811	466,811	90.5%	422,799	472,976	465,459
Municipal Funding	8,280,688	8,026,666	7,935,145	4.4%	7,652,398	7,505,416	7,095,703
Municipal Debt Financing	687,500	660,000	425,000	61.8%	138,966	403,032	64,274
Property Acquisition Loan	1,500,000	0	0	100.0%	0	0	0
Other Grants and Program Funding							
Source Water Protection Program Funding	358,550	539,404	343,118	4.5%	547,083	960,728	909,045
Partnership Projects	172,000	313,865	190,000	-9.5%	475,393	334,237	231,371
Provincial Lands Management Fees	125,000	125,000	125,000	0.0%	125,266	125,166	125,026
Halton Regional Infrastructure Services	437,504	142,153	0	0.0%	0	0	0
Other Grants and Funding	0	0	0	0.0%	5,612	1,925	3,985
Conservation Halton Foundation Funding	100,000	238,284	100,000	0.0%	416,049	103,759	187,195
Other Grants, Recoveries and Interest	0	59,065	0	0.0%	104,591	94,429	74,978
Other Grants, Recoveries and Interest	0	218,754	0	0.0%	52,634	26,100	45,150
Subtotal Other Grants and Program Funding	1,193,054	3,228,525	758,118	57.4%	1,726,628	1,646,343	1,576,751
Internal Chargebacks							
Chargeback from Tax Supported Motor Pool Program	0	0	0	0.0%	0	755,147	679,059
Capital Contribution received by Watershed Experience from Glen Eden	110,000	120,000	120,000	-8.3%	130,000	140,000	150,000
Chargeback from Tax Supported Program to Watershed Experience excl. GE	384,100	374,100	394,100	-2.5%	365,694	321,600	271,698
Chargeback from Tax Supported Program to Glen Eden	588,000	570,600	600,600	-2.1%	552,762	468,300	395,034
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	59,789	54,466
Chargeback from Tax Supported Program to Conservation Halton Foundation	65,000	58,000	65,000	0.0%	40,056	48,355	20,995
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-100.0%	0	0	0
Subtotal Internal Chargebacks	1,192,194	1,175,000	1,246,700	-4.4%	1,128,106	1,793,190	1,571,252
Transfers from Reserves							
Transfer from Non Tax Supported Watershed Exp. Capital Reserve	335,000	485,000	485,000	-30.9%	793,453	270,367	195,300
Transfer from Reserve and Unallocated Surplus	0	10,606	0	0.0%	0	0	0
Transfer from Reserve - Motor Pool, Building & Eqpt., Web Site	200,000	109,685	115,000	73.9%	248,977	47,011	39,999
Transfer from Reserves - Glen Eden (Capital Contribution to Watershed Experience)	110,000	185,000	185,000	-40.5%	135,000	145,000	155,000
Loan from Glen Eden Reserves - Crawford Lake Longhouse	0	557,716	0	0.0%	0	0	0
Transfer from Reserves - Glen Eden	635,000	1,060,927	1,153,000	-44.9%	1,812,805	1,372,392	269,788
Subtotal Transfers from Reserves	1,280,000	2,557,682	1,938,000	-34.0%	2,990,235	1,834,770	660,087
TOTAL FUNDING	27,590,797	30,329,659	25,112,569	9.9%	25,993,147	24,859,984	24,052,839

2015 Budget – Major Drivers

2015 Municipal Funding increase of 4.4% **\$345,543**

Major Drivers:

Staffing costs

Compensation and benefit increases \$191,000

Compensation Review Adjustments – Estimate \$100,000

Debt Financing Charges \$ 48,475

Education \$ 17,487

Capital \$ 10,000

Note: See Section 11 for full Municipal Funding Analysis

2015 Indicators:

Full Time Staff Pay for Performance (Annualized) 2.0%

Compensation Inflation Adjustment 0.0%

Inflation 2.0%

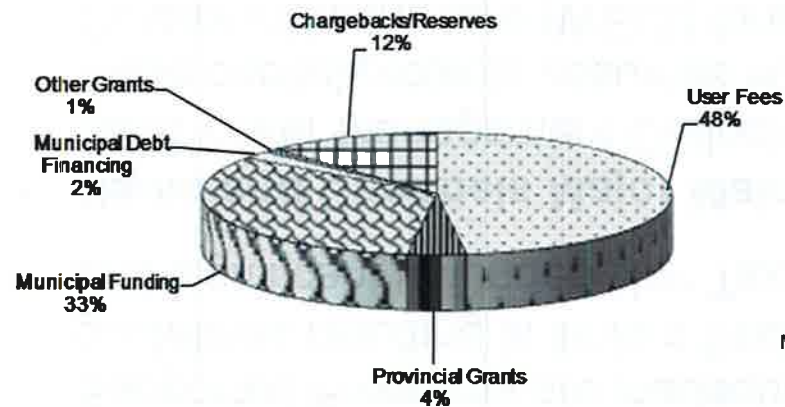
Watershed Assessment Growth (estimate) 1.25%

2015 Budget –Potential Unfunded Budget Pressures

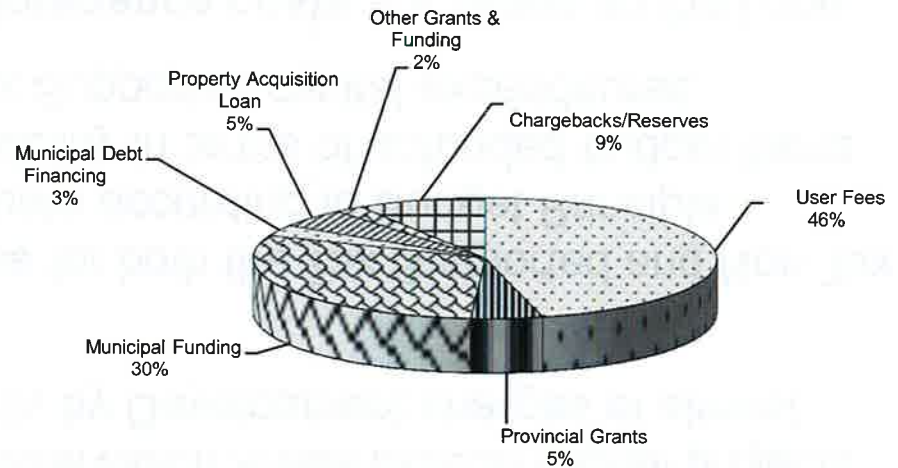
- **Facilities and infrastructure** at many locations have inadequate amounts of maintenance or expansion provided for in the budget. Capital projects in the Ten Year Forecast for the Conservation Areas include capital projects totalling \$29.9 million funded partly by Development charges of almost \$18.7 million.
- **Operating and Capital Reserves** for both the Tax Supported and Non Tax Supported Programs are inadequate according to Budget Principle guidelines resulting in limited flexibility in terms of unfunded budget items and significant unfunded Non Tax Supported capital expenditures.
- **Dams and Channels Major Maintenance costs** are based on the Long Term Water Management Outlook report updated in 2014. Funding for these capital projects assumes 50% Provincial MNR Water & Erosion Control Infrastructure (WECI) funding that is approved at a separate time from the Conservation Halton Budget approval process.
- **Natural Heritage System Land Acquisition** long term plan continues to be deferred (to 2017 \$100,000).

Funding Summary By Source

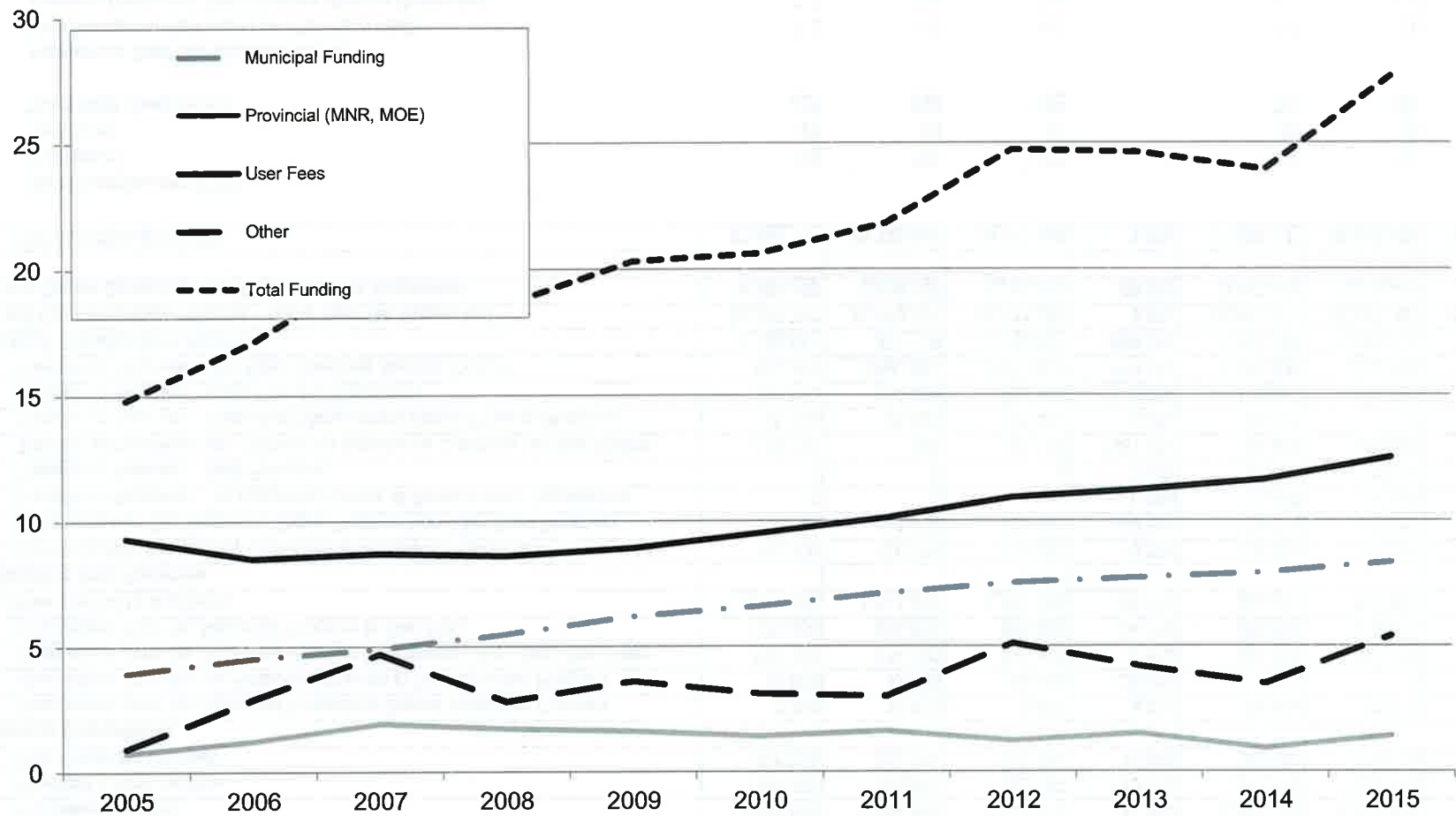
2014 Funding by Source



2015 Funding by Source



Funding History by Source



2015 Total Expenditures

Total Expenditures	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
Personnel Services	15,164,986	15,626,668	15,097,865	0.4%	13,637,567	12,781,319	12,341,458
Materials & Supplies	2,915,220	3,524,372	3,077,008	-5.3%	2,941,476	3,835,313	3,898,729
Purchased Services	2,076,647	3,044,213	2,347,212	-11.5%	2,441,139	2,047,821	1,939,643
Financial & Rent expense	286,700	384,230	329,967	-13.1%	277,145	320,176	336,196
Debt Financing Charges	381,239	332,764	332,764	14.6%	245,553	219,435	211,244
Internal Chargebacks							
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	75,115	64,634
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-38.8%	0	0	0
Chargeback from Tax Supported Program to Watershed Exp. Excl. Glen Eden	384,100	374,100	394,100	-2.5%	365,694	321,600	271,698
Chargeback from Tax Supported Program to Glen Eden	588,000	886,678	900,900	-34.7%	484,685	435,916	398,970
Subtotal Internal Chargebacks	1,017,194	1,313,078	1,362,000	-25.3%	889,973	832,631	735,302
Transfers from Reserves							
Capital Contribution paid by Glen Eden to Watershed Experience	110,000	120,000	120,000	-8.3%	130,000	140,000	150,000
Transfer to Non Tax Supported Capital Program from Glen Eden Reserves	110,000	185,000	185,000	-40.5%	135,000	145,000	155,000
Transfer to Reserves - Tax Supported Excess of Revenue over Expenditures	0	0	0	0.0%	70,295	207,682	158,090
Transfer to Reserves - Debt Financing	0	0	0	0.0%	37,492	30,078	25,049
Transfer to/from Reserves - Watershed Experience Operating Surplus (Deficit)	376,137	162	23,780	1481.7%	-24,432	229,605	303,688
Transfer to Reserves - Watershed Management Capital Projects Municipal	25,000	25,000	25,000	0.0%	25,000	0	0
Transfer to Reserves - Motor Pool and Equipment	202,000	202,000	202,000	0.0%	188,000	191,865	102,835
Transfer to Reserves - Glen Eden Operating Surplus (Deficit)	572,674	(254,386)	(731,027)	-178.3%	1,048,843	1,045,633	2,236,680
Subtotal Transfers from Reserves	1,395,811	277,776	(175,247)	-896.5%	1,610,199	1,989,862	3,131,343
Total Operating Expenditures - Tax & Non Tax Supported	23,237,797	24,503,101	22,371,569	3.9%	22,043,051	22,026,557	22,593,916
Total Capital Expenditures - Tax & Non Tax Supported	4,353,000	5,826,558	2,741,000	58.8%	3,950,096	2,833,427	1,458,923
TOTAL EXPENDITURES	27,590,797	30,329,659	25,112,569	9.9%	25,993,147	24,859,984	24,052,839

Staff Complement (FTE)

Permanent	138	129	131		124	124	118
Temporary	99	90	94		99	83	94
Total Staff Complement	237	220	224		223	207	213

Increase in Staff Complement due to:

New Permanent Staff Positions (Tax Supported)	7.0	-1.0	6.0		0.0	0.0	0.0
Increase Permanent Staff Positions (NonTax Supported)	0.0	0.0	0.0		-1.0	0.0	0.8
Increase/(Decrease) in Temporary staff positions	5.8	-3.2	2.7		-4.0	-5.5	13.0
Total increase in total staff complement	12.8	-4.2	8.7		-5.0	-5.5	13.8

2015 Total Funding

Total Funding	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
User Fees	12,568,050	13,919,975	12,342,795	1.8%	11,934,014	11,204,255	12,619,313
Ministry of Natural Resources Grant	889,311	761,811	466,811	90.5%	422,799	472,976	465,459
Municipal Funding	8,280,688	8,026,666	7,935,145	4.4%	7,652,398	7,505,416	7,095,703
Municipal Debt Financing	687,500	660,000	425,000	61.8%	138,966	403,032	64,274
Property Acquisition Loan	1,500,000	0	0	100.0%	0	0	0
Other Grants and Program Funding							
Source Water Protection Program Funding	358,550	539,404	343,118	4.5%	547,083	960,728	909,045
Partnership Projects	172,000	313,865	190,000	-9.5%	475,393	334,237	231,371
Provincial Lands Management Fees	125,000	125,000	125,000	0.0%	125,266	125,166	125,026
Halton Regional Infrastructure Services	437,504	142,153	0	0.0%	0	0	0
Other Grants and Funding	0	0	0	0.0%	5,612	1,925	3,985
Conservation Halton Foundation Funding	100,000	238,284	100,000	0.0%	416,049	103,759	187,195
Other Grants, Recoveries and Interest	0	59,065	0	0.0%	104,591	94,429	74,978
Other Grants, Recoveries and Interest	0	218,754	0	0.0%	52,634	26,100	45,150
Subtotal Other Grants and Program Funding	1,193,054	3,228,525	758,118	57.4%	1,726,628	1,646,343	1,576,751
Internal Chargebacks							
Chargeback from Tax Supported Motor Pool Program	0	0	0	0.0%	0	755,147	679,059
Capital Contribution received by Watershed Experience from Glen Eden	110,000	120,000	120,000	-8.3%	130,000	140,000	150,000
Chargeback from Tax Supported Program to Watershed Experience excl. GE	384,100	374,100	394,100	-2.5%	365,694	321,600	271,698
Chargeback from Tax Supported Program to Glen Eden	588,000	570,600	600,600	-2.1%	552,762	468,300	395,034
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	59,789	54,466
Chargeback from Tax Supported Program to Conservation Halton Foundation	65,000	58,000	65,000	0.0%	40,056	48,355	20,995
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-100.0%	0	0	0
Subtotal Internal Chargebacks	1,192,194	1,175,000	1,246,700	-4.4%	1,128,106	1,793,190	1,571,252
Transfers from Reserves							
Transfer from Non Tax Supported Watershed Exp. Capital Reserve	335,000	485,000	485,000	-30.9%	793,453	270,367	195,300
Transfer from Reserve and Unallocated Surplus	0	10,606	0	0.0%	0	0	0
Transfer from Reserve - Motor Pool, Building & Eqpt., Web Site	200,000	109,685	115,000	73.9%	248,977	47,011	39,999
Transfer from Reserves - Glen Eden (Capital Contribution to Watershed Experience)	110,000	185,000	185,000	-40.5%	135,000	145,000	155,000
Loan from Glen Eden Reserves - Crawford Lake Longhouse	0	557,716	0	0.0%	0	0	0
Transfer from Reserves - Glen Eden	635,000	1,060,927	1,153,000	-44.9%	1,812,805	1,372,392	269,788
Subtotal Transfers from Reserves	1,280,000	2,557,682	1,938,000	-34.0%	2,990,235	1,834,770	660,087
TOTAL FUNDING	27,590,797	30,329,659	25,112,569	9.9%	25,993,147	24,859,984	24,052,839

2015 Operating – Tax Supported Expenditures and Funding

Operating Tax Supported Expenditures	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
Personnel Services	9,242,830	\$8,558,975	8,372,783	10.4%	7,876,197	7,677,411	6,999,550
Materials & Supplies	1,228,290	1,327,843	1,062,693	15.6%	1,411,785	2,000,937	1,842,081
Purchased Services	963,240	1,432,678	902,160	6.8%	1,268,955	1,178,006	1,225,029
Financial & Rent expense	84,500	73,000	82,807	2.0%	75,718	130,104	148,224
Debt Financing Charges	381,239	332,764	332,764	14.6%	245,553	219,435	211,244
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	75,115	64,634
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-38.8%	0	0	0
Transfer to Reserves - Tax Supported Excess of Revenue over Expenditures	0	0	0	0.0%	70,295	207,682	158,090
Transfer to Reserves - Debt Financing	0	0	0	0.0%	37,492	30,078	25,049
Transfer to Reserves - Watershed Management Capital Projects Municipal	25,000	25,000	25,000	0.0%	25,000	0	0
Transfer to Reserves - Motor Pool and Equipment	202,000	202,000	202,000	0.0%	188,000	191,865	102,835
TOTAL OPERATING EXPENDITURES - TAX SUPPORTED	12,172,193	12,004,560	11,047,207	10.2%	11,238,589	11,710,632	10,776,736

Funding of Operating Tax Supported Expenditures

User Fees	1,914,800	1,901,301	1,498,300	27.8%	1,569,419	1,348,197	1,271,798
Ministry of Natural Resources Grant	285,311	300,311	285,311	0.0%	300,311	300,311	300,311
Municipal Funding	7,796,834	7,478,778	7,478,778	4.3%	7,179,398	6,986,878	6,513,947
Other Grants and Program Funding							
Source Water Protection Program Funding	358,550	539,404	343,118	4.5%	547,083	960,728	909,045
Partnership Projects	172,000	313,865	190,000	-9.5%	475,393	334,237	231,371
Provincial Lands Management Fees	125,000	125,000	125,000	0.0%	125,266	125,166	125,026
Halton Regional Infrastructure Services	437,504	142,153	0	0.0%	0	0	0
Other Grants and Funding	0	0	0	0.0%	5,612	1,925	3,985
Subtotal Other Grants and Funding	1,093,054	1,120,422	658,118	66.1%	1,153,354	1,422,055	1,269,428
Internal Chargebacks							
Chargeback from Tax Supported Motor Pool Program	0	0	0	0.0%	0	755,147	679,059
Chargeback from Tax Supported Program to Watershed Experience excl. GE	384,100	374,100	394,100	-2.5%	365,694	321,600	271,698
Chargeback from Tax Supported Program to Glen Eden	588,000	570,600	600,600	-2.1%	552,762	468,300	395,034
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	59,789	54,466
Chargeback from Tax Supported Program to Conservation Halton Foundation	65,000	58,000	65,000	0.0%	40,056	48,355	20,995
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-100.0%	0	0	0
Subtotal Internal Chargebacks	1,082,194	1,055,000	1,126,700	-4.0%	998,106	1,653,190	1,421,252
Transfers from Reserves							
Transfer from Reserves and Unallocated Surplus	0	148,748	0	0.0%	38,000	0	0
Subtotal Transfers from Reserves	0	148,748	0	0.0%	38,000	0	0
TOTAL OPERATING FUNDING - TAX SUPPORTED	12,172,193	12,004,560	11,047,207	10.2%	11,238,589	11,710,632	10,776,736

Staff Complement (FTE)

Permanent	102.3	94.2	95.3		89.3	89.5	85.2
Temporary	3.1	2.3	2.3		6.5	6.7	6.9
Total Staff Complement	105.4	96.5	97.6		95.8	96.2	92.1

Increase in Staff Complement due to:

Increase/(Decrease) in Permanent Staff Positions	7.0	-1.0	6.0		0.0	4.4	3.3
Increase/(Decrease) in Temporary staff positions	0.8	0.0	-4.2		0.0	0.7	1.9
Total increase in total staff complement	7.8	-1.0	1.8		0.0	5.1	5.2

2015 Operating – Tax Supported Expenditures and Funding

Operating Tax Supported Expenditures	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
Personnel Services	9,242,830	\$8,558,975	8,372,783	10.4%	7,876,197	7,677,411	6,999,550
Materials & Supplies	1,228,290	1,327,843	1,062,693	15.6%	1,411,785	2,000,937	1,842,081
Purchased Services	963,240	1,432,678	902,160	6.8%	1,268,955	1,178,006	1,225,029
Financial & Rent expense	84,500	73,000	82,807	2.0%	75,718	130,104	148,224
Debt Financing Charges	381,239	332,764	332,764	14.6%	245,553	219,435	211,244
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	75,115	64,634
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-38.8%	0	0	0
Transfer to Reserves - Tax Supported Excess of Revenue over Expenditures	0	0	0	0.0%	70,295	207,682	158,090
Transfer to Reserves - Debt Financing	0	0	0	0.0%	37,492	30,078	25,049
Transfer to Reserves - Watershed Management Capital Projects Municipal	25,000	25,000	25,000	0.0%	25,000	0	0
Transfer to Reserves - Motor Pool and Equipment	202,000	202,000	202,000	0.0%	188,000	191,865	102,835
TOTAL OPERATING EXPENDITURES - TAX SUPPORTED	12,172,193	12,004,560	11,047,207	10.2%	11,238,589	11,710,632	10,776,736

Funding of Operating Tax Supported Expenditures

User Fees	1,914,800	1,901,301	1,498,300	27.8%	1,569,419	1,348,197	1,271,798
Ministry of Natural Resources Grant	285,311	300,311	285,311	0.0%	300,311	300,311	300,311
Municipal Funding	7,796,834	7,478,778	7,478,778	4.3%	7,179,398	6,986,878	6,513,947
Other Grants and Program Funding							
Source Water Protection Program Funding	358,550	539,404	343,118	4.5%	547,083	960,728	909,045
Partnership Projects	172,000	313,865	190,000	-9.5%	475,393	334,237	231,371
Provincial Lands Management Fees	125,000	125,000	125,000	0.0%	125,266	125,166	125,026
Halton Regional Infrastructure Services	437,504	142,153	0	0.0%	0	0	0
Other Grants and Funding	0	0	0	0.0%	5,612	1,925	3,985
Subtotal Other Grants and Funding	1,093,054	1,120,422	658,118	66.1%	1,153,354	1,422,055	1,269,428
Internal Chargebacks							
Chargeback from Tax Supported Motor Pool Program	0	0	0	0.0%	0	755,147	679,059
Chargeback from Tax Supported Program to Watershed Experience excl. GE	384,100	374,100	394,100	-2.5%	365,694	321,600	271,698
Chargeback from Tax Supported Program to Glen Eden	588,000	570,600	600,600	-2.1%	552,762	468,300	395,034
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	59,789	54,466
Chargeback from Tax Supported Program to Conservation Halton Foundation	65,000	58,000	65,000	0.0%	40,056	48,355	20,995
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-100.0%	0	0	0
Subtotal Internal Chargebacks	1,082,194	1,055,000	1,126,700	-4.0%	998,106	1,653,190	1,421,252
Transfers from Reserves							
Transfer from Reserves and Unallocated Surplus	0	148,748	0	0.0%	38,000	0	0
Subtotal Transfers from Reserves	0	148,748	0	0.0%	38,000	0	0
TOTAL OPERATING FUNDING - TAX SUPPORTED	12,172,193	12,004,560	11,047,207	10.2%	11,238,589	11,710,632	10,776,736

Staff Complement (FTE)

Permanent	102.3	94.2	95.3		89.3	89.5	85.2
Temporary	3.1	2.3	2.3		6.5	6.7	6.9
Total Staff Complement	105.4	96.5	97.6		95.8	96.2	92.1

Increase in Staff Complement due to:

Increase/(Decrease) in Permanent Staff Positions	7.0	-1.0	6.0		0.0	4.4	3.3
Increase/(Decrease) in Temporary staff positions	0.8	0.0	-4.2		0.0	0.7	1.9
Total increase in total staff complement	7.8	-1.0	1.8		0.0	5.1	5.2

2015 Budget – Major Drivers

2015 Municipal Funding increase of 4.4% **\$345,543**

Major Drivers:

Staffing costs

Compensation and benefit increases \$191,000

Compensation Review Adjustments – Estimate \$100,000

Debt Financing Charges \$ 48,475

Education \$ 17,487

Capital \$ 10,000

Note: See Section 11 for full Municipal Funding Analysis

2015 Indicators:

Full Time Staff Pay for Performance (Annualized) 2.0%

Compensation Inflation Adjustment 0.0%

Inflation 2.0%

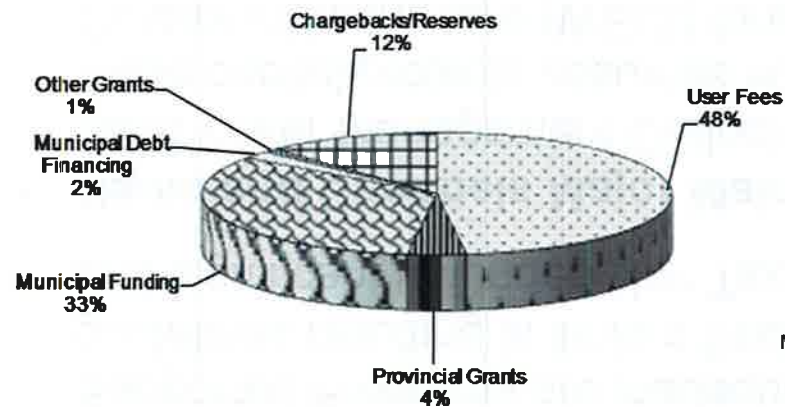
Watershed Assessment Growth (estimate) 1.25%

2015 Budget –Potential Unfunded Budget Pressures

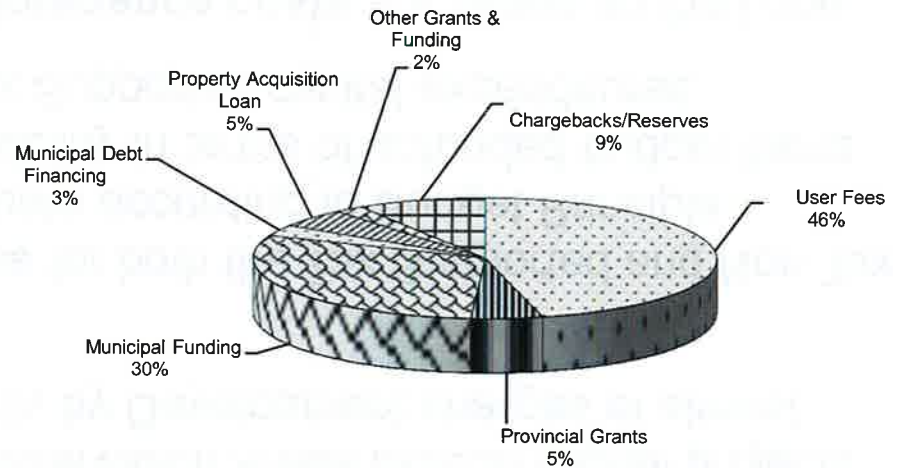
- **Facilities and infrastructure** at many locations have inadequate amounts of maintenance or expansion provided for in the budget. Capital projects in the Ten Year Forecast for the Conservation Areas include capital projects totalling \$29.9 million funded partly by Development charges of almost \$18.7 million.
- **Operating and Capital Reserves** for both the Tax Supported and Non Tax Supported Programs are inadequate according to Budget Principle guidelines resulting in limited flexibility in terms of unfunded budget items and significant unfunded Non Tax Supported capital expenditures.
- **Dams and Channels Major Maintenance costs** are based on the Long Term Water Management Outlook report updated in 2014. Funding for these capital projects assumes 50% Provincial MNR Water & Erosion Control Infrastructure (WECI) funding that is approved at a separate time from the Conservation Halton Budget approval process.
- **Natural Heritage System Land Acquisition** long term plan continues to be deferred (to 2017 \$100,000).

Funding Summary By Source

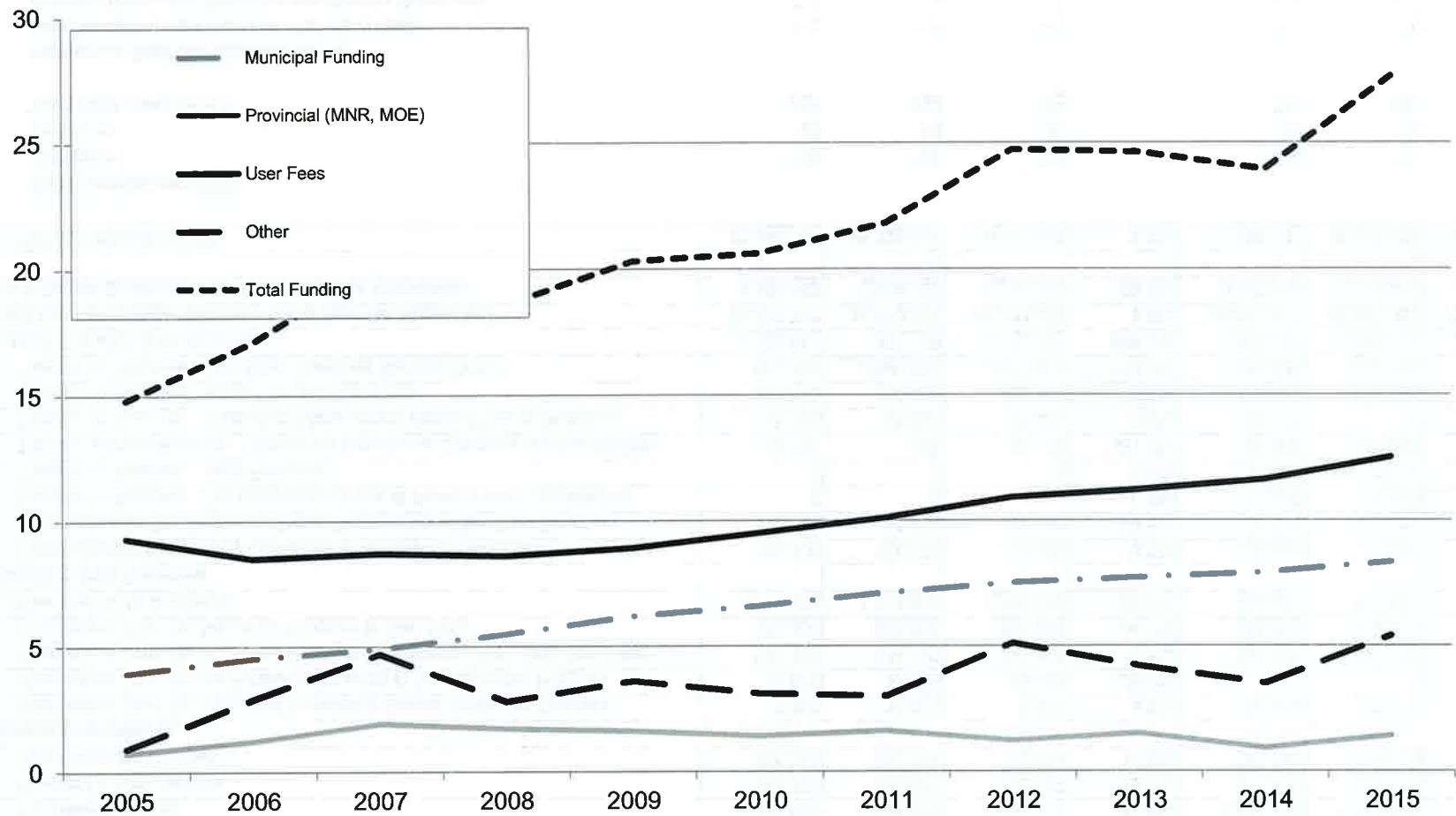
2014 Funding by Source



2015 Funding by Source



Funding History by Source



2015 Total Expenditures

Total Expenditures	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
Personnel Services	15,164,986	15,626,668	15,097,865	0.4%	13,637,567	12,781,319	12,341,458
Materials & Supplies	2,915,220	3,524,372	3,077,008	-5.3%	2,941,476	3,835,313	3,898,729
Purchased Services	2,076,647	3,044,213	2,347,212	-11.5%	2,441,139	2,047,821	1,939,643
Financial & Rent expense	286,700	384,230	329,967	-13.1%	277,145	320,176	336,196
Debt Financing Charges	381,239	332,764	332,764	14.6%	245,553	219,435	211,244
Internal Chargebacks							
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	75,115	64,634
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-38.8%	0	0	0
Chargeback from Tax Supported Program to Watershed Exp. Excl. Glen Eden	384,100	374,100	394,100	-2.5%	365,694	321,600	271,698
Chargeback from Tax Supported Program to Glen Eden	588,000	886,678	900,900	-34.7%	484,685	435,916	398,970
Subtotal Internal Chargebacks	1,017,194	1,313,078	1,362,000	-25.3%	889,973	832,631	735,302
Transfers from Reserves							
Capital Contribution paid by Glen Eden to Watershed Experience	110,000	120,000	120,000	-8.3%	130,000	140,000	150,000
Transfer to Non Tax Supported Capital Program from Glen Eden Reserves	110,000	185,000	185,000	-40.5%	135,000	145,000	155,000
Transfer to Reserves - Tax Supported Excess of Revenue over Expenditures	0	0	0	0.0%	70,295	207,682	158,090
Transfer to Reserves - Debt Financing	0	0	0	0.0%	37,492	30,078	25,049
Transfer to/from Reserves - Watershed Experience Operating Surplus (Deficit)	376,137	162	23,780	1481.7%	-24,432	229,605	303,688
Transfer to Reserves - Watershed Management Capital Projects Municipal	25,000	25,000	25,000	0.0%	25,000	0	0
Transfer to Reserves - Motor Pool and Equipment	202,000	202,000	202,000	0.0%	188,000	191,865	102,835
Transfer to Reserves - Glen Eden Operating Surplus (Deficit)	572,674	(254,386)	(731,027)	-178.3%	1,048,843	1,045,633	2,236,680
Subtotal Transfers from Reserves	1,395,811	277,776	(175,247)	-896.5%	1,610,199	1,989,862	3,131,343
Total Operating Expenditures - Tax & Non Tax Supported	23,237,797	24,503,101	22,371,569	3.9%	22,043,051	22,026,557	22,593,916
Total Capital Expenditures - Tax & Non Tax Supported	4,353,000	5,826,558	2,741,000	58.8%	3,950,096	2,833,427	1,458,923
TOTAL EXPENDITURES	27,590,797	30,329,659	25,112,569	9.9%	25,993,147	24,859,984	24,052,839

Staff Complement (FTE)

Permanent	138	129	131	124	124	118
Temporary	99	90	94	99	83	94
Total Staff Complement	237	220	224	223	207	213

Increase in Staff Complement due to:

New Permanent Staff Positions (Tax Supported)	7.0	-1.0	6.0	0.0	0.0	0.0
Increase Permanent Staff Positions (NonTax Supported)	0.0	0.0	0.0	-1.0	0.0	0.8
Increase/(Decrease) in Temporary staff positions	5.8	-3.2	2.7	-4.0	-5.5	13.0
Total increase in total staff complement	12.8	-4.2	8.7	-5.0	-5.5	13.8

2015 Total Funding

Total Funding	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
User Fees	12,568,050	13,919,975	12,342,795	1.8%	11,934,014	11,204,255	12,619,313
Ministry of Natural Resources Grant	889,311	761,811	466,811	90.5%	422,799	472,976	465,459
Municipal Funding	8,280,688	8,026,666	7,935,145	4.4%	7,652,398	7,505,416	7,095,703
Municipal Debt Financing	687,500	660,000	425,000	61.8%	138,966	403,032	64,274
Property Acquisition Loan	1,500,000	0	0	100.0%	0	0	0
Other Grants and Program Funding							
Source Water Protection Program Funding	358,550	539,404	343,118	4.5%	547,083	960,728	909,045
Partnership Projects	172,000	313,865	190,000	-9.5%	475,393	334,237	231,371
Provincial Lands Management Fees	125,000	125,000	125,000	0.0%	125,266	125,166	125,026
Halton Regional Infrastructure Services	437,504	142,153	0	0.0%	0	0	0
Other Grants and Funding	0	0	0	0.0%	5,612	1,925	3,985
Conservation Halton Foundation Funding	100,000	238,284	100,000	0.0%	416,049	103,759	187,195
Other Grants, Recoveries and Interest	0	59,065	0	0.0%	104,591	94,429	74,978
Other Grants, Recoveries and Interest	0	218,754	0	0.0%	52,634	26,100	45,150
Subtotal Other Grants and Program Funding	1,193,054	3,228,525	758,118	57.4%	1,726,628	1,646,343	1,576,751
Internal Chargebacks							
Chargeback from Tax Supported Motor Pool Program	0	0	0	0.0%	0	755,147	679,059
Capital Contribution received by Watershed Experience from Glen Eden	110,000	120,000	120,000	-8.3%	130,000	140,000	150,000
Chargeback from Tax Supported Program to Watershed Experience excl. GE	384,100	374,100	394,100	-2.5%	365,694	321,600	271,698
Chargeback from Tax Supported Program to Glen Eden	588,000	570,600	600,600	-2.1%	552,762	468,300	395,034
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	59,789	54,466
Chargeback from Tax Supported Program to Conservation Halton Foundation	65,000	58,000	65,000	0.0%	40,056	48,355	20,995
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-100.0%	0	0	0
Subtotal Internal Chargebacks	1,192,194	1,175,000	1,246,700	-4.4%	1,128,106	1,793,190	1,571,252
Transfers from Reserves							
Transfer from Non Tax Supported Watershed Exp. Capital Reserve	335,000	485,000	485,000	-30.9%	793,453	270,367	195,300
Transfer from Reserve and Unallocated Surplus	0	10,606	0	0.0%	0	0	0
Transfer from Reserve - Motor Pool, Building & Eqpt., Web Site	200,000	109,685	115,000	73.9%	248,977	47,011	39,999
Transfer from Reserves - Glen Eden (Capital Contribution to Watershed Experience)	110,000	185,000	185,000	-40.5%	135,000	145,000	155,000
Loan from Glen Eden Reserves - Crawford Lake Longhouse	0	557,716	0	0.0%	0	0	0
Transfer from Reserves - Glen Eden	635,000	1,060,927	1,153,000	-44.9%	1,812,805	1,372,392	269,788
Subtotal Transfers from Reserves	1,280,000	2,557,682	1,938,000	-34.0%	2,990,235	1,834,770	660,087
TOTAL FUNDING	27,590,797	30,329,659	25,112,569	9.9%	25,993,147	24,859,984	24,052,839

2015 Operating – Tax Supported Expenditures and Funding

Operating Tax Supported Expenditures	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
Personnel Services	9,242,830	\$8,558,975	8,372,783	10.4%	7,876,197	7,677,411	6,999,550
Materials & Supplies	1,228,290	1,327,843	1,062,693	15.6%	1,411,785	2,000,937	1,842,081
Purchased Services	963,240	1,432,678	902,160	6.8%	1,268,955	1,178,006	1,225,029
Financial & Rent expense	84,500	73,000	82,807	2.0%	75,718	130,104	148,224
Debt Financing Charges	381,239	332,764	332,764	14.6%	245,553	219,435	211,244
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	75,115	64,634
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-38.8%	0	0	0
Transfer to Reserves - Tax Supported Excess of Revenue over Expenditures	0	0	0	0.0%	70,295	207,682	158,090
Transfer to Reserves - Debt Financing	0	0	0	0.0%	37,492	30,078	25,049
Transfer to Reserves - Watershed Management Capital Projects Municipal	25,000	25,000	25,000	0.0%	25,000	0	0
Transfer to Reserves - Motor Pool and Equipment	202,000	202,000	202,000	0.0%	188,000	191,865	102,835
TOTAL OPERATING EXPENDITURES - TAX SUPPORTED	12,172,193	12,004,560	11,047,207	10.2%	11,238,589	11,710,632	10,776,736

Funding of Operating Tax Supported Expenditures

User Fees	1,914,800	1,901,301	1,498,300	27.8%	1,569,419	1,348,197	1,271,798
Ministry of Natural Resources Grant	285,311	300,311	285,311	0.0%	300,311	300,311	300,311
Municipal Funding	7,796,834	7,478,778	7,478,778	4.3%	7,179,398	6,986,878	6,513,947
Other Grants and Program Funding							
Source Water Protection Program Funding	358,550	539,404	343,118	4.5%	547,083	960,728	909,045
Partnership Projects	172,000	313,865	190,000	-9.5%	475,393	334,237	231,371
Provincial Lands Management Fees	125,000	125,000	125,000	0.0%	125,266	125,166	125,026
Halton Regional Infrastructure Services	437,504	142,153	0	0.0%	0	0	0
Other Grants and Funding	0	0	0	0.0%	5,612	1,925	3,985
Subtotal Other Grants and Funding	1,093,054	1,120,422	658,118	66.1%	1,153,354	1,422,055	1,269,428
Internal Chargebacks							
Chargeback from Tax Supported Motor Pool Program	0	0	0	0.0%	0	755,147	679,059
Chargeback from Tax Supported Program to Watershed Experience excl. GE	384,100	374,100	394,100	-2.5%	365,694	321,600	271,698
Chargeback from Tax Supported Program to Glen Eden	588,000	570,600	600,600	-2.1%	552,762	468,300	395,034
Chargeback from Tax Supported Program to Source Protection Program	9,594	10,000	9,000	6.6%	39,594	59,789	54,466
Chargeback from Tax Supported Program to Conservation Halton Foundation	65,000	58,000	65,000	0.0%	40,056	48,355	20,995
Chargeback from Source Protection Program to Tax Supported Program	35,500	42,300	58,000	-100.0%	0	0	0
Subtotal Internal Chargebacks	1,082,194	1,055,000	1,126,700	-4.0%	998,106	1,653,190	1,421,252
Transfers from Reserves							
Transfer from Reserves and Unallocated Surplus	0	148,748	0	0.0%	38,000	0	0
Subtotal Transfers from Reserves	0	148,748	0	0.0%	38,000	0	0
TOTAL OPERATING FUNDING - TAX SUPPORTED	12,172,193	12,004,560	11,047,207	10.2%	11,238,589	11,710,632	10,776,736

Staff Complement (FTE)

Permanent	102.3	94.2	95.3		89.3	89.5	85.2
Temporary	3.1	2.3	2.3		6.5	6.7	6.9
Total Staff Complement	105.4	96.5	97.6		95.8	96.2	92.1

Increase in Staff Complement due to:

Increase/(Decrease) in Permanent Staff Positions	7.0	-1.0	6.0		0.0	4.4	3.3
Increase/(Decrease) in Temporary staff positions	0.8	0.0	-4.2		0.0	0.7	1.9
Total increase in total staff complement	7.8	-1.0	1.8		0.0	5.1	5.2

2015 Operating – Non Tax Supported Expenditures and Funding

Operating Non Tax Supported Expenditures	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
Personnel Services	5,922,156	7,067,693	6,725,082	-11.9%	5,761,370	5,103,908	5,341,908
Materials & Supplies	1,686,930	2,196,529	2,014,315	-16.3%	1,529,691	1,834,376	2,056,648
Purchased Services	1,113,407	1,611,535	1,445,052	-23.0%	1,172,184	869,815	714,614
Financial & Rent expense	202,200	311,230	247,160	-18.2%	201,428	190,072	187,973
Internal Chargebacks							
Chargeback from Tax Supported Program to Watershed Exp. Excl. Glen Eden	384,100	374,100	394,100	-2.5%	365,694	321,600	271,698
Chargeback from Tax Supported Program to Glen Eden	588,000	886,678	900,900	-34.7%	484,685	435,916	398,970
Subtotal Internal Chargebacks	972,100	1,260,778	1,295,000	-24.9%	850,379	757,516	670,668
Transfers to Reserves							
Capital Contribution paid by Glen Eden to Watershed Experience from GE Reserves	110,000	120,000	120,000	-8.3%	130,000	140,000	150,000
Transfer to Non Tax Supported Reserves - Capital Contribution	110,000	185,000	185,000	-40.5%	135,000	145,000	155,000
Transfer to/from Reserves - Watershed Experience Operating Surplus (Deficit)	376,137	162	23,780	1481.7%	-24,432	229,605	303,688
Transfer to Reserves - Glen Eden Operating Surplus (Deficit)	572,674	(254,386)	(731,027)	-178.3%	1,048,843	1,045,633	2,236,680
Subtotal Transfers to Reserves	1,168,811	50,776	(402,247)	-390.6%	1,289,411	1,560,238	2,845,368
TOTAL OPERATING EXPENDITURES - NON TAX SUPPORTED	11,065,604	12,498,541	11,324,362	-2.3%	10,804,462	10,315,925	11,817,179

Funding of Operating Non Tax Supported Expenditures

User Fees	10,653,250	12,018,674	10,844,495	-1.8%	10,364,595	9,856,058	11,347,514
Municipal Funding - Education	192,354	174,867	174,867	10.0%	174,867	174,867	164,665
Capital Contribution received by Watershed Experience from Glen Eden	110,000	120,000	120,000	-8.3%	130,000	140,000	150,000
Transfer from Reserves - Glen Eden (Capital Contribution to Watershed Experience)	110,000	185,000	185,000	-40.5%	135,000	145,000	155,000
TOTAL OPERATING FUNDING - NON TAX SUPPORTED	11,065,604	12,498,541	11,324,362	-2.3%	10,804,462	10,315,925	11,817,179

Staff Complement (FTE)

Permanent	35.2	35.2	35.2		34.3	34.3	33.3
Temporary	96.3	88.1	91.3		92.9	78.4	87.3
Total Staff Complement	131.5	123.3	126.5		127.2	112.7	120.6

Change in Staff Complement due to:

Increase (Decrease) in Permanent FTE staff positions	0.0	0.0	0.0		-1.0	0.0	0.8
Increase in Temporary FTE staff positions	5.0	-3.2	6.9		8.6	-5.5	11.1
	5.0	-3.2	6.9		7.6	-5.5	11.9

2015 Capital – Tax Supported Expenditures and Funding

Capital - Tax Supported Expenditures	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
Dams & Channels Major Maintenance Debt Financed **	1,075,000	720,000	250,000	330.0%	100,415	263,355	278,899
Dams & Channels Major Maintenance **	133,000	203,000	113,000	17.7%	99,079	0	0
Flood Forecasting and Warning Program	25,000	25,000	25,000	0.0%	25,000	6,611	11,555
Watershed Plan Implementation	120,000	120,000	120,000	0.0%	140,000	111,375	130,000
Property Acquisition and donations	1,500,000	1,592,000	0	0.0%	0	0	0
Kelso Dam Major Maintenance **	0	0	0	0.0%	45,480	81,975	51,396
Facility Major Maintenance	0	0	0	0.0%	0	0	0
Administration Office Renovations	200,000	300,000	300,000	-33.3%	96,795	381,268	38,576
Safe Drinking Water Compliance	0	0	0	0.0%	0	0	132,705
Computer Replacements	80,000	80,000	80,000	0.0%	51,178	59,077	43,211
Telephone System - Administration Office	0	4,021	0	0.0%	83,248	0	0
Financial Software Implementation	0	42,500	0	0.0%	67,416	0	0
Radio Replacements	0	0	0	0.0%	0	39,930	171
Scotch Block Well	0	0	0	0.0%	0	22,789	0
Conservation Halton Foundation Funded Capital Projects	100,000	100,000	100,000	0.0%	195,145	103,759	187,195
Ice Storm	0	200,000	0	0.0%	0	0	0
Master Planning	0	0	0	0.0%	0	0	24,950
Vehicle and Equipment Replacement	150,000	128,439	115,000	30.4%	48,056	0	0
Website Upgrade	0	10,606	0	0.0%	22,931	0	0
Transfer to Reserves (Interest on Reserves)	0	0	0	0.0%	43,600	26,100	20,200
	0	0	0	0.0%	0	0	0
TOTAL CAPITAL EXPENDITURES - TAX SUPPORTED	3,383,000	3,525,566	1,103,000	206.7%	1,018,344	1,096,239	918,857

Funding of Capital - Tax Supported Expenditures

Ministry of Natural Resources Grant (**assumes a 50% estimated grant)	604,000	461,500	181,500	232.8%	122,488	172,665	165,148
Municipal Funding							
Capital	291,500	373,021	281,500	3.6%	298,133	343,671	417,091
Municipal Debt Financing	687,500	660,000	425,000	61.8%	138,966	403,032	64,274
Property Acquisition Loan	1,500,000	0	0	100.0%	0	0	0
Conservation Halton Foundation Funding	100,000	100,000	100,000	0.0%	195,145	103,759	187,195
Contributions and Proceeds received for Land Acquisition	0	1,592,000	0	0.0%	0	0	0
Other Grants, Recoveries and Interest	0	218,754	0	0.0%	52,634	26,100	45,150
Transfer from Reserve - Watershed Experience (Website Upgrade)	0	10,606	0	0.0%	12,931		
Transfer from Reserve - Motor Pool, Building & Equipment	200,000	109,685	115,000	73.9%	198,047	47,012	40,000
TOTAL CAPITAL FUNDING - TAX SUPPORTED	3,383,000	3,525,566	1,103,000	206.7%	1,018,344	1,096,239	918,857

2015 Capital – Non Tax Supported Expenditures and Funding

Capital Non Tax Supported Expenditures	Budget 2015	Projected 2014	Budget 2014	Budget % inc./dec.	Actual 2013	Actual 2012	Actual 2011
Conservation Areas Infrastructure	160,000	485,000	485,000	-67.0%	429,225	270,367	195,300
Crawford Lake Longhouse	0	696,000	0	0.0%	628,621	0	0
Glen Eden Ski Area	635,000	1,060,927	1,153,000	-44.9%	1,778,262	1,372,392	269,788
Vehicle and Equipment Replacement	175,000	0	0	100.0%	0	0	0
Transfer to Reserves - (Interest Revenue)	0	59,065	0	0.0%	95,645	94,429	74,978
TOTAL CAPITAL EXPENDITURES - NON TAX SUPPORTED	970,000	2,300,992	1,638,000	-40.8%	2,931,753	1,737,188	540,066

Funding of Capital Non Tax Supported Expenditures

Transfer from Non Tax Supported Watershed Exp. Capital Reserve	335,000	485,000	485,000	-30.9%	793,453	270,367	195,300
Conservation Halton Foundation & Other Grants - Cr. Lake Longhouse	0	138,284	0	0.0%	220,904	0	0
Other Federal/Provincial Funding	0	0	0	0.0%	0	0	0
Other Grants, Recoveries and Interest	0	59,065	0	0.0%	104,591	94,429	74,978
Loan from Glen Eden Reserves - Crawford Lake Longhouse	0	557,716	0	0.0%	0	0	0
Transfer from Reserves - Glen Eden	635,000	1,060,927	1,153,000	-44.9%	1,812,805	1,372,392	269,788
TOTAL CAPITAL FUNDING - NON TAX SUPPORTED	970,000	2,300,992	1,638,000	-40.8%	2,931,753	1,737,188	540,066

2015 Municipal Funding Analysis

2015 Budget Municipal Funding Change:	Tax Impact	%Inc /Dec
2014 Municipal Funding	<u>\$7,935,145</u>	
Increases/Decreases:		
Capital Municipal funding increase	10,000	0.1%
Staffing: 3.8 FTE's funded partly by User fees and Chargebacks	226,000	2.8%
4.0 FTE's Halton Regional Infrastructure Review Team Agreement	338,000	4.3%
Salary and Benefit increases	191,000	2.4%
Compensation Review Adjustments – Estimate Phase 1	100,000	1.3%
Debt Financing Charges increase	48,475	0.6%
Other Expenditures (Halton Regional Infrastructure Review Team Agreement)	100,000	1.3%
Other (Education \$17,487; Forestry materials \$71,000 & General \$72,081)	160,568	2.0%
Revenue Changes		
Increase in User Fees, Provincial funding and Other Grants	(414,000)	(5.2%)
Halton Regional Infrastructure Review Team Agreement Fees	(437,500)	(5.5%)
Decrease in Internal Chargebacks	<u>23,000</u>	<u>0.3%</u>
Total Increase in Municipal Funding	<u>345,543</u>	<u>4.4%</u>
2015 Municipal Funding	<u>\$8,280,688</u>	

Ten Year Total Expenditures and Funding Forecast

Total Expenditures	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Total Operating Expenditures - Tax Supported	12,172,193	12,962,199	13,525,596	13,915,962	14,427,528	14,958,194	15,543,315	15,868,558	16,265,965	16,600,916
Total Operating Expenditures - Non Tax Supp.	11,065,604	11,582,620	12,146,772	12,739,459	13,361,203	14,013,555	14,699,092	15,418,420	16,173,175	16,966,024
Total Operating Expenditures	23,237,797	24,544,819	25,672,368	26,655,421	27,788,731	28,971,750	30,242,407	31,286,978	32,439,140	33,566,941
Total Capital Expenditures - Tax Supported	3,383,000	1,333,500	1,928,000	2,481,200	3,227,000	2,448,500	1,105,000	1,087,000	1,009,000	1,137,000
Total Capital Expenditures - Non Tax Supp.	970,000	2,711,122	3,755,100	2,809,000	2,557,000	10,215,000	1,757,500	1,890,000	9,549,000	1,226,000
Total Capital Expenditures	4,353,000	4,044,622	5,683,100	5,290,200	5,784,000	12,663,500	2,862,500	2,977,000	10,558,000	2,363,000
TOTAL EXPENDITURES	27,590,797	28,589,441	31,355,468	31,945,621	33,572,731	41,635,250	33,104,907	34,263,978	42,997,140	35,929,940

Total Funding

Total Operating Funding - Tax Supported	12,172,193	12,962,199	13,525,596	13,915,962	14,427,528	14,958,194	15,543,315	15,868,558	16,265,965	16,600,916
Total Operating Funding - Non Tax Supported	11,065,604	11,582,620	12,146,772	12,739,459	13,361,203	14,013,555	14,699,092	15,418,420	16,173,175	16,966,024
Total Operating Funding	23,237,797	24,544,819	25,672,368	26,655,421	27,788,731	28,971,749	30,242,407	31,286,978	32,439,141	33,566,941
Total Capital Funding - Tax Supported	3,383,000	1,333,500	1,928,000	2,481,200	3,227,000	2,448,500	1,105,000	1,087,000	1,009,000	1,137,000
Total Capital Funding - Non Tax Supported	970,000	2,711,122	3,755,100	2,809,000	2,557,000	10,215,000	1,757,500	1,890,000	9,549,000	1,226,000
Total Capital Funding	4,353,000	4,044,622	5,683,100	5,290,200	5,784,000	12,663,500	2,862,500	2,977,000	10,558,000	2,363,000
TOTAL FUNDING	27,590,797	28,589,441	31,355,468	31,945,621	33,572,731	41,635,250	33,104,907	34,263,978	42,997,140	35,929,940

Ten Year Total Tax Supported Expenditures and Funding Forecast

Total Tax Supported Expenditures

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Personnel Services	9,242,830	9,640,455	10,124,455	10,385,455	10,735,455	11,010,455	11,376,455	11,665,455	12,047,455	12,350,455
Materials & Supplies	1,226,790	1,257,490	1,288,890	1,321,090	1,354,090	1,387,990	1,422,690	1,458,290	1,494,790	1,532,190
Purchased Services	964,740	1,048,740	1,084,740	1,121,740	1,159,740	1,198,740	1,233,740	1,269,740	1,306,740	1,344,740
Financial and Rent	84,500	87,324	89,506	91,743	94,037	96,389	98,797	101,267	103,800	106,394
Debt Financing Charges	381,239	466,990	475,705	532,534	619,806	799,020	944,833	905,806	843,880	796,537
Property Acquisition - Loan Repayment (10 Years, 4.4%)	-	188,000	188,000	188,000	188,000	188,000	188,000	188,000	188,000	188,000
Chargeback from Tax Supported Program to Source Protection Program	9,594	9,800	10,000	10,200	10,200	10,400	10,600	10,800	11,000	11,200
Chargeback from Source Protection Program to Non Tax Supported Program	35,500	36,400	37,300	38,200	39,200	40,200	41,200	42,200	43,300	44,400
Cons. Lands Education Expenses municipally funded (2.5% increase)	192,354	197,163	202,092	207,144	212,323	217,631	223,072	228,648	234,365	240,224
Transfer to Reserves - Watershed Management Capital Projects Municipal	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Transfers to Reserves - Motor Pool	202,000	202,000	202,000	202,000	202,000	202,000	202,000	202,000	202,000	202,000
Total Operating Expenditures - Tax Supported	12,364,547	13,159,361	13,727,688	14,123,106	14,639,851	15,175,825	15,766,387	16,097,207	16,500,330	16,841,140
Total Capital Expenditures - Tax Supported	3,383,000	1,333,500	1,928,000	2,481,200	3,227,000	2,448,500	1,105,000	1,087,000	1,009,000	1,137,000
TOTAL EXPENDITURES - TAX SUPPORTED	15,747,547	14,492,861	15,655,688	16,604,306	17,866,851	17,624,325	16,871,387	17,184,207	17,509,330	17,978,140

Total Funding of Tax Supported Expenditures

User Fees	1,914,800	1,943,500	1,972,700	2,002,300	2,032,300	2,062,800	2,093,700	2,125,100	2,157,000	2,189,400
Minister of Natural Resources Grant - Total Operating and Capital	889,311	442,811	895,311	916,061	881,811	412,811	317,811	317,811	317,811	317,811
Municipal Funding - Total Operating and Capital	8,280,688	9,097,200	9,669,727	10,076,445	10,565,490	11,057,164	11,654,326	11,957,746	12,281,669	12,541,679
Other Grants and Program Funding										
Source Water Protection Program Funding	358,550	358,550	358,550	358,550	358,550	358,550	358,550	358,550	358,550	358,550
Partnership Projects Funding	172,000	176,300	180,700	185,200	189,800	194,500	199,400	204,400	209,500	214,700
Provincial Lands Management Fees	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Halton Regional Infrastructure Team (assumed 2.5% inflation incr.)	437,504	448,400	459,600	471,100	482,900	495,000	507,400	520,100	533,100	546,400
Subtotal Other Grants and Program Funding	1,093,054	1,108,250	1,123,850	1,139,850	1,156,250	1,173,050	1,190,350	1,208,050	1,226,150	1,244,650
Internal Chargebacks										
Chargeback from Tax Supported Motor Pool Program	35,500	36,400	37,300	38,200	39,200	40,200	41,200	42,200	43,300	44,400
Chargeback from Tax Supported Program to Conservation Halton Foundation	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Chargeback from Tax Supported Program to Watershed Experience (excl. GE)	384,100	393,700	403,500	413,600	423,900	434,500	445,400	456,500	467,900	479,600
Chargeback from Tax Supported Program to Glen Eden	588,000	602,700	617,800	633,200	649,000	665,200	681,800	698,800	716,300	734,200
Chargeback from Tax Supported Program to Source Protection Program	9,594	9,800	10,000	10,200	10,400	10,600	10,800	11,000	11,200	11,400
Subtotal Internal Chargebacks	1,082,194	1,107,600	1,133,600	1,160,200	1,187,500	1,215,500	1,244,200	1,273,500	1,303,700	1,334,600
Debt Financing (Kelso, Scotch Block, Channel Slabs, Admin. Building Expansion)	687,500	200,000	577,500	965,750	1,861,500	1,427,500	-	-	-	-
Property Acquisition Loan	1,500,000	-	-	-	-	-	-	-	-	-
Conservation Halton Foundation Funding	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfer from Reserves - Motor Pool & Equipment, Building	200,000	493,500	183,000	243,700	82,000	175,500	271,000	202,000	123,000	250,000
Transfer from Reserves - Other	-	-	-	-	-	-	-	-	-	-
TOTAL FUNDING - TAX SUPPORTED	15,747,547	14,492,861	15,655,688	16,604,306	17,866,851	17,624,325	16,871,387	17,184,207	17,509,330	17,978,140

Municipal Funding - Total	8,280,688	9,097,200	9,669,727	10,076,445	10,565,490	11,057,164	11,654,326	11,957,746	12,281,669	12,541,679
Percentage Increase - Total Municipal Funding	4.4%	9.8%	6.3%	4.2%	4.9%	4.7%	5.4%	2.6%	2.7%	2.1%
Assessment Growth	1.3%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%
Percentage Increase After Assessment Growth	3.2%	8.4%	4.8%	2.7%	3.4%	3.2%	3.9%	1.1%	1.2%	0.6%

Ten Year Operating Tax Supported Expenditures and Funding Forecast

Operating Tax Supported Expenditures	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Personnel Services										
Balance, beginning of year	8,372,783	9,242,830	9,640,455	10,124,455	10,385,455	10,735,455	11,010,455	11,376,455	11,665,455	12,047,455
3.0 FTE (Engineering; Regulations; Ecology; Env. Monitoring; Finance & Admin.; less Cons. Lands Admin. And Enforcement)	207,338									
4.0 FTE Halton Regional Infrastructure Team	337,920									
2016 - 2024 1.0 FTE staff position Bi-annually			80,000		82,000		84,000		86,000	
Compensation Review Adj. - Staff estimate (Consultant Report Fall 2014)	100,000	150,000	150,000							
Increase in Part time staffing costs (Comm.; Construction; Prop. Mgmt.)	34,000									
Pay Increases (2015 2.0% annualized; 2016-2024 2.5% increase)	137,985	183,000	188,000	193,000	198,000	203,000	208,000	213,000	218,000	223,000
Increase in benefits (2015 3.5%; 2016-2024 2.5% inflation)	52,804	64,625	66,000	68,000	70,000	72,000	74,000	76,000	78,000	80,000
	9,242,830	9,640,455	10,124,455	10,385,455	10,735,455	11,010,455	11,376,455	11,665,455	12,047,455	12,350,455
Materials & Supplies										
Balance, beginning of year	1,062,693	1,226,790	1,257,490	1,288,890	1,321,090	1,354,090	1,387,990	1,422,690	1,458,290	1,494,790
Decrease in Corporate Support Services Materials & Supplies	(11,500)									
Increase in Watershed Management Materials & Supplies	24,750									
Increase in Halton Regional Infrastructure Team Materials & Supplies	55,344									
Increase in Forestry Materials & Supplies (funded by User Fee increase)	71,000									
Increase in Motor Pool Materials & Supplies	29,562									
Decrease in Source Water Protection Materials & Supplies	(5,059)									
General Increases (Assumed 2016-2024 2.5% inflation increases)	-	30,700	31,400	32,200	33,000	33,900	34,700	35,600	36,500	37,400
Balance, end of year	1,226,790	1,257,490	1,288,890	1,321,090	1,354,090	1,387,990	1,422,690	1,458,290	1,494,790	1,532,190
Purchased Services										
Balance, beginning of year	902,160	964,740	1,048,740	1,084,740	1,121,740	1,159,740	1,198,740	1,233,740	1,269,740	1,306,740
Increase in Legal (Prop. Mgmt. and HR)	5,640	10,000	10,000	10,000	10,000	10,000	5,000	5,000	5,000	5,000
Decrease in Partnership Projects (funded by Trillium grant)	(18,000)									
Increase in Watershed Management Purchased Services	5,200									
Increase in Halton Regional Infrastructure Team Purchased Services	44,240									
Increase in Corporate Support (Consulting, Utilities, Banking, Cons. Ont.)	25,500									
Increase in Property Management costs - Property Acquisition		50,000								
General Increases (Assumed 2016-2024 2.5% inflationary increases)	-	24,000	26,000	27,000	28,000	29,000	30,000	31,000	32,000	33,000
Balance, end of year	964,740	1,048,740	1,084,740	1,121,740	1,159,740	1,198,740	1,233,740	1,269,740	1,306,740	1,344,740
Financial and Rent Expense										
Balance, beginning of year	82,807	84,500	87,324	89,506	91,743	94,037	96,389	98,797	101,267	103,800
General Increases (2014-2023 Assumed 2.5% inflationary increases)	1,693	2,824	2,182	2,238	2,294	2,352	2,409	2,470	2,533	2,595
Balance, end of year	84,500	87,324	89,506	91,743	94,037	96,389	98,797	101,267	103,800	106,394
Debt Financing Charges (Calculated by Halton Region, amortized over 10 Years)										
Balance, beginning of year	332,764	381,239	466,990	475,705	532,534	619,806	799,020	944,833	905,806	843,880
Increase/(decrease) in debt financing charges	48,475	85,751	8,715	56,829	87,272	179,214	145,813	(39,027)	(61,926)	(47,343)
Total Municipal Debt Financing Charges	381,239	466,990	475,705	532,534	619,806	799,020	944,833	905,806	843,880	796,537
Property Acquisition - Loan Repayment (Assumed 10 Years, 4.4%)	-	188,000	188,000	188,000	188,000	188,000	188,000	188,000	188,000	188,000
Chargeback from Tax Supported Program to Source Protection Program	9,594	9,800	10,000	10,200	10,200	10,400	10,600	10,800	11,000	11,200
Chargeback from Source Protection Program to Tax Supported Program	35,500	36,400	37,300	38,200	39,200	40,200	41,200	42,200	43,300	44,400
Transfer to Reserves - Watershed Management Capital Projects Municipal	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Transfers to Reserves - Motor Pool	202,000	202,000	202,000	202,000	202,000	202,000	202,000	202,000	202,000	202,000
TOTAL OPERATING EXPENDITURES - TAX SUPPORTED	12,172,193	12,962,199	13,625,696	13,915,962	14,427,528	14,958,194	15,543,315	15,868,558	16,265,965	16,600,916

Ten Year Operating Tax Supported Expenditures and Funding Forecast

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Funding of Operating Tax Supported Expenditures										
User Fees (2015-2024 assumed 1.5% inflation increases)	1,914,800	1,943,500	1,972,700	2,002,300	2,032,300	2,062,800	2,093,700	2,125,100	2,157,000	2,189,400
Ministry of Natural Resources Grant	285,311	285,311	285,311	285,311	285,311	285,311	285,311	285,311	285,311	285,311
Municipal Funding	7,796,834	8,517,538	9,010,135	9,328,301	9,766,167	10,221,533	10,729,754	10,976,597	11,293,804	11,546,955
Other Grants & Program Funding										
Source Water Protection Program Funding	358,550	358,550	358,550	358,550	358,550	358,550	358,550	358,550	358,550	358,550
Partnership and Special Projects Funding	172,000	176,300	180,700	185,200	189,800	194,500	199,400	204,400	209,500	214,700
Provincial Lands Management Fees	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Halton Regional Infrastructure Services (assumed 2.5% inflation incr.)	437,504	448,400	459,600	471,100	482,900	495,000	507,400	520,100	533,100	546,400
Other Grants	-	-	-	-	-	-	-	-	-	-
Subtotal Other Grants & Program Funding	1,093,054	1,108,250	1,123,850	1,139,850	1,156,250	1,173,050	1,190,350	1,208,050	1,226,150	1,244,650
Internal Chargebacks										
Chargeback from Source Protection to Tax Supported Program	35,500	36,400	37,300	38,200	39,200	40,200	41,200	42,200	43,300	44,400
Chargeback from Tax Supported Program to C.H. Foundation	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Chargeback from Tax Supported Program to Watershed Exp. excl. GE	384,100	393,700	403,500	413,600	423,900	434,500	445,400	456,500	467,900	479,600
Chargeback from Tax Supported Program to Glen Eden	588,000	602,700	617,800	633,200	649,000	665,200	681,800	698,800	716,300	734,200
Chargeback from Tax Supported Program to Source Protection Program	9,594	9,800	10,000	10,200	10,400	10,600	10,800	11,000	11,200	11,400
Subtotal Internal Chargebacks	1,082,194	1,107,600	1,133,600	1,160,200	1,187,500	1,215,500	1,244,200	1,273,500	1,303,700	1,334,600
TOTAL OPERATING FUNDING - TAX SUPPORTED	12,172,193	12,962,199	13,525,596	13,915,962	14,427,528	14,958,194	15,543,315	15,868,558	16,265,965	16,600,916

Municipal Funding - Operating Total (including Watershed Exp. Education)	7,989,188	8,714,700	9,212,227	9,535,445	9,978,490	10,439,164	10,952,826	11,205,246	11,528,169	11,787,179
Percentage Increase - Operating Municipal Funding	4.4%	9.1%	5.7%	3.5%	4.6%	4.6%	4.9%	2.3%	2.9%	2.2%
Assessment Growth	1.3%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%
Percentage Increase After Assessment Growth	3.2%	7.6%	4.2%	2.0%	3.1%	3.1%	3.4%	0.8%	1.4%	0.7%

Ten Year Capital Tax Supported Expenditures and Funding Forecast

Capital - Tax Supported Expenditures

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Kelso Dam Major Maintenance**	-	-	100,000	1,131,500						
Scotch Block Dam Major Maintenance**	-				1,123,000	255,000				
Hilton Falls Dam Major Maintenance**	160,000		545,000							
Mountsberg Dam Major Maintenance	130,000									
Hager Rambo/Milton Channel Major Maintenance** (Slab Replacement)	745,000									
Morrison/Milton Channel Major Maintenance ** (Slab Replacement)	40,000		510,000							
Subtotal Dams and Channels Major Maintenance to be debt financed*	1,075,000	-	1,155,000	1,131,500	1,123,000	255,000	-	-	-	-
Dams and Channels Major Maintenance **	133,000	315,000	65,000	130,000	70,000		65,000	65,000	65,000	65,000
Flood Forecasting & Warning Program	25,000	25,000	25,000	25,000	25,000	30,000	30,000	30,000	30,000	30,000
Watershed Plan Implementation	120,000	120,000	150,000	150,000	150,000	160,000	160,000	160,000	160,000	160,000
Natural Heritage System Strategy and Land/Property Acquisition	1,500,000	-	100,000	150,000	200,000	250,000	300,000	350,000	350,000	350,000
Computer Replacements	80,000	80,000	100,000	100,000	125,000	125,000	125,000	125,000	125,000	125,000
Facility and Roads Infrastructure	-	-	50,000	51,000	52,000	53,000	54,000	55,000	56,000	57,000
Capital Projects - Tax Supported - Conservation Halton Fdn Funded	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Administration Building Renovations 2015-16; Expansion 2018-20 Debt Financed	200,000	200,000		400,000	1,300,000	1,300,000				
Vehicle and Equipment Replacement	150,000	493,500	183,000	243,700	82,000	175,500	271,000	202,000	123,000	250,000
TOTAL CAPITAL EXPENDITURES - TAX SUPPORTED	3,383,000	1,333,500	1,928,000	2,481,200	3,227,000	2,448,500	1,105,000	1,087,000	1,009,000	1,137,000

Funding of Capital Tax Supported Expenditures

Ministry of Natural Resources Grant (Assumed Estimated 50% ** Projects MNR Approval required)	604,000	157,500	610,000	630,750	596,500	127,500	32,500	32,500	32,500	32,500
Municipal Funding	291,500	382,500	457,500	541,000	587,000	618,000	701,500	752,500	753,500	754,500
Debt Financing (50% Dams & Channels Major Mtce*; 100% Admin. Bldg)	687,500	200,000	577,500	965,750	1,861,500	1,427,500	-	-	-	-
Property Acquisition Loan	1,500,000	-	-	-	-	-	-	-	-	-
Transfer from Reserves - Motor Pool and Equipment, Building	200,000	493,500	183,000	243,700	82,000	175,500	271,000	202,000	123,000	250,000
Conservation Halton Foundation Funding	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
TOTAL CAPITAL FUNDING - TAX SUPPORTED	3,383,000	1,333,500	1,928,000	2,481,200	3,227,000	2,448,500	1,105,000	1,087,000	1,009,000	1,137,000

Municipal Funding - Capital	291,500	382,500	457,500	541,000	587,000	618,000	701,500	752,500	753,500	754,500
Percentage Increase - Capital Municipal Funding	3.6%	31.2%	19.6%	18.3%	8.5%	5.3%	13.5%	7.3%	0.1%	0.1%
Assessment Growth	1.3%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%
Percentage Increase After Assessment Growth	2.4%	29.7%	18.1%	16.8%	7.0%	3.8%	12.0%	5.8%	-1.4%	-1.4%

Ten Year Total Non Tax Supported Expenditures and Funding Forecast

Total Non Tax Supported Expenditures	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Personnel Services	5,932,156	6,108,703	6,288,727	6,434,813	6,584,552	6,738,034	6,895,353	7,056,606	7,221,889	7,391,305
Materials & Supplies	1,676,930	1,718,853	1,761,825	1,805,870	1,851,017	1,897,292	1,944,725	1,993,343	2,043,176	2,094,256
Purchased Services	1,113,407	1,141,242	1,169,773	1,199,018	1,228,993	1,259,718	1,291,211	1,323,491	1,356,578	1,390,493
Financial and Rent	202,200	207,255	212,436	217,747	223,191	228,771	234,490	240,352	246,361	252,520
Chargeback from Tax Supported Program to Watershed Exp.	384,100	393,700	403,500	413,600	423,900	434,500	445,400	456,500	467,900	479,600
Chargeback from Tax Supported Program to Glen Eden	588,000	602,700	617,800	633,200	649,000	665,200	681,800	698,800	716,300	734,200
Capital Contribution paid by Glen Eden to Watershed Experience	110,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfer to Non Tax Supported Watershed Exp. Capital Reserves	110,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfer to Glen Eden Reserves - Reserve Loan + 2.0% Interest	-	-	-	-	-	-	-	-	-	-
Transfer of Conservation Area Surplus to Non Tax Supp. Capital	376,137	462,663	556,725	673,663	799,044	933,256	1,076,814	1,230,361	1,394,368	1,569,437
Transfer to Reserves - Glen Eden Surplus before Capital Contribution	572,674	747,504	935,987	1,161,547	1,401,506	1,656,784	1,929,299	2,218,967	2,526,601	2,854,214
Total Operating Expenditures - Non Tax Supported	11,065,604	11,582,620	12,146,772	12,739,459	13,361,203	14,013,555	14,699,092	15,418,420	16,173,175	16,966,024
Total Capital Expenditures - Non Tax Supported	970,000	2,711,122	3,755,100	2,809,000	2,557,000	10,215,000	1,757,500	1,890,000	9,549,000	1,226,000
TOTAL EXPENDITURES - NON TAX SUPPORTED	12,035,604	14,293,742	15,901,872	15,548,459	15,918,203	24,228,555	16,456,592	17,308,420	25,722,175	18,192,024

Total Funding of Non Tax Supported Expenditures

User Fees	10,653,250	11,185,458	11,744,680	12,332,314	12,948,880	13,595,924	14,276,020	14,989,771	15,738,810	16,525,800
Cons. Lands Education Expenses municipally funded (2.5% increase)	192,354	197,163	202,092	207,144	212,323	217,631	223,072	228,648	234,365	240,224
Capital Contribution paid by Glen Eden to Watershed Experience	110,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfer from Non Tax Supp. Capital Reserves (Glen Eden)	110,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Development Charges	0	1,846,122	2,602,072	1,794,474	1,164,537	5,075,136	873,960	641,520	4,704,480	0
Transfer from Reserves - CH portion of Dev. Charge related Capital Projects	0	0	0	0	45,463	1,474,864	158,540	0	595,520	0
Transfer from Glen Eden Reserves - CH portion of Dev. Ch. related Capital Proj.	0	0	472,028	325,526	630,000	2,850,000	0	558,480	3,500,000	0
Loan from Glen Eden Reserves	0	0	0	0	0	0	0	0	0	0
Conservation Halton Foundation and Other Grant Funding	0	0	0	0	0	0	0	0	0	0
Transfer from Reserves for Facility, Infrastructure, Vehicle & Equip.	335,000	365,000	181,000	189,000	217,000	315,000	225,000	190,000	249,000	226,000
Transfer (to) from Glen Eden Reserves (Capital)	635,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	1,000,000
TOTAL FUNDING - NON TAX SUPPORTED	12,035,604	14,293,742	15,901,872	15,548,459	15,918,203	24,228,555	16,456,592	17,308,420	25,722,175	18,192,024

Ten Year Operating Non Tax Supported Expenditures and Funding Forecast - Watershed Experience

Operating Non Tax Supported Expenditures-Watershed Experience	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Personnel Services										
Balance, beginning of year (restated)	2,616,341	2,334,990	2,415,399	2,497,442	2,566,162	2,636,600	2,708,799	2,782,802	2,858,656	2,936,406
Compensation Review Adj. -Staff estimate (Consultant Report Fall 2014)	10,000	15,000	15,000							
Pay For Performance (2015 2.0%; 2016-2024 2.5% increase)	13,549	29,449	30,185	30,940	31,713	32,506	33,319	34,152	35,006	35,881
Reallocation of Kelso full time salaries and benefits to Glen Eden	(352,626)									
Increase in Seasonal Part Time Staffing & Benefits (2015-2024 2.5%)	41,570	24,734	25,353	25,987	26,636	27,302	27,985	28,684	29,401	30,136
Increase in benefits (2015 - 3.5%; 2016-2024 2.5% average increase)	6,156	11,225	11,506	11,793	12,088	12,390	12,700	13,018	13,343	13,677
Balance, end of year	<u>2,334,990</u>	<u>2,415,399</u>	<u>2,497,442</u>	<u>2,566,162</u>	<u>2,636,600</u>	<u>2,708,799</u>	<u>2,782,802</u>	<u>2,858,656</u>	<u>2,936,406</u>	<u>3,016,100</u>
Materials & Supplies										
Balance, beginning of year (restated)	564,769	602,970	618,044	633,495	649,333	665,566	682,205	699,260	716,742	734,660
Increase in Non Tax Supp. Motor Pool Supplies	24,812									
General Increases (Assumed 2015-2024 2.5% inflationary increases)	13,389	15,074	15,451	15,837	16,233	16,639	17,055	17,482	17,919	18,367
	<u>602,970</u>	<u>618,044</u>	<u>633,495</u>	<u>649,333</u>	<u>665,566</u>	<u>682,205</u>	<u>699,260</u>	<u>716,742</u>	<u>734,660</u>	<u>753,027</u>
Purchased Services										
Balance, beginning of year (restated)	365,197	403,107	413,185	423,514	434,102	444,955	456,079	467,481	479,168	491,147
Reallocation of Glen Eden Property Insurance to Conservation Lands	38,480									
Decrease in Property Insurance	(9,140)									
General Increases/Decreases (2015-2024 2.5% inflationary increases)	8,570	10,078	10,330	10,588	10,853	11,124	11,402	11,687	11,979	12,279
Balance, end of year	<u>403,107</u>	<u>413,185</u>	<u>423,514</u>	<u>434,102</u>	<u>444,955</u>	<u>456,079</u>	<u>467,481</u>	<u>479,168</u>	<u>491,147</u>	<u>503,425</u>
Financial and Rent										
Balance, beginning of year	41,200	57,200	58,630	60,096	61,598	63,138	64,717	66,334	67,993	69,693
Increase in Bank and Credit Card charges (2015-2024 2.5% infl. incr.)	16,000	1,430	1,466	1,502	1,540	1,578	1,618	1,658	1,700	1,742
Balance, end of year	<u>57,200</u>	<u>58,630</u>	<u>60,096</u>	<u>61,598</u>	<u>63,138</u>	<u>64,717</u>	<u>66,334</u>	<u>67,993</u>	<u>69,693</u>	<u>71,435</u>
Chargeback from Tax Supported Program to Watershed Experience excl. GE	384,100	393,700	403,500	413,600	423,900	434,500	445,400	456,500	467,900	479,600
Subtotal Operating Exp. - Non Tax Supported Watershed Exp.	3,782,367	3,898,957	4,018,048	4,124,795	4,234,159	4,346,299	4,461,278	4,579,058	4,699,806	4,823,588
Transfer to Watershed Experience Reserves - Capital Contribution	110,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfer to Glen Eden Reserves - Reserve Loan + 2.0% Interest		-	-	-	-	-	-	-	-	-
Transfer to Reserves - Watershed Experience Operating Surplus	376,137	462,663	556,725	673,663	799,044	933,256	1,076,814	1,230,361	1,394,368	1,569,437
TOTAL OPERATING EXPENDITURES - NON TAX										
SUPPORTED - WATERSHED EXPERIENCE	<u>4,268,504</u>	<u>4,461,620</u>	<u>4,674,772</u>	<u>4,898,459</u>	<u>5,133,203</u>	<u>5,379,555</u>	<u>5,638,092</u>	<u>5,909,420</u>	<u>6,194,175</u>	<u>6,493,024</u>

Funding of Operating Tax Supported Expenditures

User Fees (Assumed 5.0% average increase)	3,966,150	4,164,458	4,372,680	4,591,314	4,820,880	5,061,924	5,315,020	5,580,771	5,859,810	6,152,800
Cons. Lands Education Expenses municipally funded (2.5% increase)	192,354	197,163	202,092	207,144	212,323	217,631	223,072	228,648	234,365	240,224
Capital Contribution paid by Glen Eden to Watershed Experience	110,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
TOTAL OPERATING FUNDING - NON TAX										
SUPPORTED - WATERSHED EXPERIENCE	<u>4,268,504</u>	<u>4,461,620</u>	<u>4,674,772</u>	<u>4,898,459</u>	<u>5,133,203</u>	<u>5,379,555</u>	<u>5,638,092</u>	<u>5,909,420</u>	<u>6,194,175</u>	<u>6,493,024</u>

Ten Year Operating Non Tax Supported Expenditures and Funding Forecast - Glen Eden Ski & Snowboard Centre

Operating Non Tax Supported Expenditures - Glen Eden

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Personnel Services										
Balance, beginning of year (2013/2014 Glen Eden Budget)	3,030,796	3,597,166	3,693,305	3,791,284	3,868,651	3,947,952	4,029,235	4,112,551	4,197,949	4,285,483
Increase in Part time staff (Assumed 2016-2024 2.5% average increase)	117,070	39,189	40,169	41,173	42,203	43,258	44,339	45,448	46,584	47,748
Pay For Performance (2015 2.0%; 2016-2024 2.5% increase)	51,660	23,335	23,918	24,516	25,129	25,757	26,401	27,061	27,738	28,431
Compensation Review Adj. - Staff estimate (Consultant Report Fall 2014)	15,000	22,500	22,500							
Reallocation of Kelso Full time salaries and benefits to Glen Eden	352,626	-	-	-	-	-	-	-	-	-
Increase in WSIB NEER Surcharge	10,000									
Increase in benefits (2015 3.5%; 2016-2024 2.5% average increase)	20,014	11,114	11,392	11,677	11,969	12,268	12,575	12,889	13,211	13,542
Balance, end of year	3,597,166	3,693,305	3,791,284	3,868,651	3,947,952	4,029,235	4,112,551	4,197,949	4,285,483	4,375,204
Materials & Supplies										
Balance, beginning of year (2013/2014 Glen Eden Budget)	971,846	1,073,960	1,100,809	1,128,329	1,156,537	1,185,451	1,215,087	1,245,464	1,276,601	1,308,516
Increase in Rental Shop supplies and equipment	45,000									
Increase in Snowmaking and Grooming maintenance materials	41,000									
General Increases (Assumed 2016-2024 2.5% inflationary increases)	16,114	26,849	27,520	28,208	28,913	29,636	30,377	31,137	31,915	32,713
	1,073,960	1,100,809	1,128,329	1,156,537	1,185,451	1,215,087	1,245,464	1,276,601	1,308,516	1,341,229
Purchased Services										
Balance, beginning of year (2013/2014 Glen Eden Budget)	741,655	710,300	728,058	746,259	764,915	784,038	803,639	823,730	844,323	865,432
Reallocation of Glen Eden Property Insurance to Conservation Lands	(38,480)									
General Increases (Assumed 2016-2024 2.5% inflationary increases)	7,125	17,758	18,201	18,656	19,123	19,601	20,091	20,593	21,108	21,636
Balance, end of year	710,300	728,058	746,259	764,915	784,038	803,639	823,730	844,323	865,432	887,067
Financial and Rent										
Balance, beginning of year (2013/2014 Glen Eden Budget)	143,160	145,000	148,625	152,341	156,149	160,053	164,054	168,156	172,359	176,668
General Increases (Assumed 2016-2024 2.5% inflationary increases)	1,840	3,625	3,716	3,809	3,904	4,001	4,101	4,204	4,309	4,417
Balance, end of year	145,000	148,625	152,341	156,149	160,053	164,054	168,156	172,359	176,668	181,085
Chargeback from Tax Supported Program to Glen Eden	588,000	602,700	617,800	633,200	649,000	665,200	681,800	698,800	716,300	734,200
Capital Contribution paid by Glen Eden to Watershed Experience	110,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfers to Reserves - Glen Eden Operating Surplus	572,674	747,504	935,987	1,161,547	1,401,506	1,656,784	1,929,299	2,218,967	2,526,601	2,854,214
TOTAL OPERATING EXPENDITURES - NON TAX Glen Eden	6,797,100	7,121,000	7,472,000	7,841,000	8,228,000	8,634,000	9,061,000	9,509,000	9,979,000	10,473,000

Funding of Operating Non Tax Supported Expenditures - Glen Eden

User Fees (Assumed 5.0% average increase)	6,687,100	7,021,000	7,372,000	7,741,000	8,128,000	8,534,000	8,961,000	9,409,000	9,879,000	10,373,000
Transfer from Reserves - Capital Contribution to Watershed Experience	110,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
TOTAL OPERATING FUNDING - NON TAX SUPP. Glen Eden	6,797,100	7,121,000	7,472,000	7,841,000	8,228,000	8,634,000	9,061,000	9,509,000	9,979,000	10,473,000

Ten Year Capital Non Tax Supported Expenditures and Funding Forecast – Watershed Experience

Capital Non Tax Supported Expenditures - Watershed Exp.	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Watershed Experience										
Capital Projects funded partly by Development Charges	-	1,202,250	3,074,100	2,120,000	1,840,000	9,400,000	1,032,500	1,200,000	8,800,000	-
Vehicle and equipment replacement	175,000	265,000	81,000	89,000	117,000	215,000	125,000	90,000	149,000	126,000
Facility and Infrastructure Major Maintenance	160,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfer to Reserves	-	643,872	0	0	-	-	-	0	-	-
Transfer to Glen Eden Reserves - Loan Repayment	-	-	-	-	-	-	-	-	-	-
Subtotal Watershed Experience Non Tax Supported Capital Exp.	335,000	2,211,122	3,255,100	2,309,000	2,057,000	9,715,000	1,257,500	1,390,000	9,049,000	226,000

Funding of Non Capital Tax Supported Expenditures - Watershed Experience

Development Charges	0	1,846,122	2,602,072	1,794,474	1,164,537	5,075,136	873,960	641,520	4,704,480	
Transfer from Reserves - CH portion of Dev. Charge related Capital Projects	-	-	-	-	45,463	1,474,864	158,540		595,520	-
Transfer from Glen Eden Reserves - CH portion of Dev. Ch. related Capital Proj.	-	-	472,028	325,526	630,000	2,850,000	-	558,480	3,500,000	-
Loan from Glen Eden Reserves	-	-	-	-	-	-	-	-	-	-
Conservation Halton Foundation and Other Grant Funding	-	-	-	-	-	-	-	-	-	-
Transfer from Reserves for Facility, Infrastructure, Vehicle & Equip.	335,000	365,000	181,000	189,000	217,000	315,000	225,000	190,000	249,000	226,000
Subtotal Watershed Experience Capital Funding	335,000	2,211,122	3,255,100	2,309,000	2,057,000	9,715,000	1,257,500	1,390,000	9,049,000	226,000

Watershed Experience Capital Projects Reserve Continuity

Reserve Balance, beginning of year	\$ 298,992	\$ 450,129	\$ 733,948	\$ 1,209,673	\$ 1,794,336	\$ 2,385,454	\$ 153,982	\$ 788,716	\$ 1,929,078	\$ 1,983,406
Transfer to Reserves - Conservation Area Operating Surplus	376,137	462,663	556,725	673,663	799,044	933,256	1,076,814	1,230,361	1,394,368	1,569,437
Capital Projects funded partly by Development Charges	-	(1,202,250)	(3,074,100)	(2,120,000)	(1,840,000)	(9,400,000)	(1,032,500)	(1,200,000)	(8,800,000)	-
Development Charges	-	1,846,122	2,602,072	1,794,474	1,164,537	5,075,136	873,960	641,520	4,704,480	-
Loan (Repayment) to/from GE Reserves - Capital Proj. funded partly by Dev. Ch.	-	(557,716)	-	-	-	-	-	-	-	-
Transfer to (from) Reserves - Capital Projects funded partly by Dev. Charges	-	-	-	-	(45,463)	(1,474,864)	(158,540)	-	(595,520)	-
Transfer to Glen Eden Reserves- Loan Repayment Craw. Lake Longhouse	-	-	-	-	-	-	-	-	-	-
Transfer from Glen Eden Reserves - Capital Projects funded partly by Dev. Charges	-	-	472,028	325,526	630,000	2,850,000	-	558,480	3,500,000	-
Conservation Halton Foundation and Other Grant Funding	-	-	-	-	-	-	-	-	-	-
Transfer to Reserves - Capital Contribution paid by Glen Eden	110,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Other Facility, Infrastructure, Vehicle & Eqpt Capital Expenditures	(335,000)	(365,000)	(181,000)	(189,000)	(217,000)	(315,000)	(225,000)	(190,000)	(249,000)	(226,000)
Reserve Balance, end of year (minimum amount re Motor Pool \$150,000)	\$ 450,129	\$ 733,948	\$ 1,209,673	\$ 1,794,336	\$ 2,385,454	\$ 153,982	\$ 788,716	\$ 1,929,078	\$ 1,983,406	\$ 3,426,843



Approved - Nov. 13, 2014

Section 18-1

Ten Year Capital Non Tax Supported Expenditures and Funding Forecast – Glen Eden Ski & Snowboard Centre

Capital Non Tax Supported Expenditures - Glen Eden

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Glen Eden Ski and Snowboard Centre										
High Ropes Course	250,000									
Vehicle	35,000									
Rental equipment replacement	100,000									
Snowmaking pipe replacement	250,000									
Capital Maintenance & Development based on available funds										
from Operating Surplus	-	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	1,000,000
Total Non Tax Supported Capital Expenditures - Glen Eden	<u>635,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>1,000,000</u>

Funding of Non Capital Tax Supported Expenditures

Transfer from (to) Glen Eden Reserves (Balance)	<u>635,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>1,000,000</u>
TOTAL CAPITAL FUNDING - NON TAX SUPPORTED	<u>635,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>1,000,000</u>

Glen Eden Capital Projects Reserve

Balance, beginning of year	\$ 994,947	\$ 822,621	\$ 1,527,841	\$ 1,391,799	\$ 1,627,820	\$ 1,799,326	\$ 6,110	\$ 1,335,409	\$ 2,395,896	\$ 822,497
Transfer to Reserves - Glen Eden Operating Surplus (before Capital Contribution)	572,674	747,504	935,987	1,161,547	1,401,506	1,656,784	1,929,299	2,218,967	2,526,601	2,854,214
Capital Contribution paid by Glen Eden to Watershed Experience	(110,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Transfer to Watershed Experience Reserve - Capital Projects funded partly by D.C.'s	-	-	(472,028)	(325,526)	(630,000)	(2,850,000)	-	(558,480)	(3,500,000)	-
Loan to Watershed Exp. Reserves - Capital Projects funded partly by Dev. Charges	-	557,716	-	-	-	-	-	-	-	-
Transfer from Watershed Experience Reserves-Loan Repayment DC Capital Proj.	-	-	-	-	-	-	-	-	-	-
Transfer from Watershed Experience Reserves-Loan Repayment Cr. Lake Longhouse	-	-	-	-	-	-	-	-	-	-
Transfer from Reserve for Capital Projects	<u>(635,000)</u>	<u>(500,000)</u>	<u>(500,000)</u>	<u>(500,000)</u>	<u>(500,000)</u>	<u>(500,000)</u>	<u>(500,000)</u>	<u>(500,000)</u>	<u>(500,000)</u>	<u>(1,000,000)</u>
Balance, end of year	<u>\$ 822,621</u>	<u>\$ 1,527,841</u>	<u>\$ 1,391,799</u>	<u>\$ 1,627,820</u>	<u>\$ 1,799,326</u>	<u>\$ 6,110</u>	<u>\$ 1,335,409</u>	<u>\$ 2,395,896</u>	<u>\$ 822,497</u>	<u>\$ 2,576,712</u>

Reserve Continuity Summary

Reserve	2014 Projected	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2024 Balance	Optimum Reserve Balance per Funding
Tax Supported Reserves													
Vehicle, Equipment and Building Reserve	592,613												
Transfers from Reserve - Capital expenditures	(115,000)	(200,000)	(493,500)	(183,000)	(243,700)	(82,000)	(175,500)	(271,000)	(202,000)	(123,000)	(250,000)		
Transfers to / (from) Reserves	202,000	202,000	202,000	202,000	202,000	202,000	202,000	202,000	202,000	202,000	202,000		
Subtotal	679,613	681,613	390,013	409,013	367,313	487,313	613,813	444,813	444,813	523,813	476,813	476,813	
Watershed Management - Capital Projects													
Municipal Funds	67,276												
Transfer from Reserves	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000		
Subtotal	92,276	117,276	142,276	167,276	192,276	217,276	242,276	267,276	292,276	317,276	342,276	342,276	
Watershed Management - Capital Projects	263,111	263,111	263,111	263,111	263,111	263,111	263,111	263,111	263,111	263,111	263,111	263,111	
Debt Financing Charges	230,069	230,069	230,069	230,069	230,069	230,069	230,069	230,069	230,069	230,069	230,069	230,069	
Legal	204,091												
Transfers from Reserve	(100,000)												
Subtotal	104,091	104,091	104,091	104,091	104,091	104,091	104,091	104,091	104,091	104,091	104,091	104,091	
Non Tax Supported Reserves													
Watershed Experience - Stabilization	570,168	570,168	570,168	570,168	570,168	570,168	570,168	570,168	570,168	570,168	570,168	570,168	923,000
Watershed Experience - Capital Projects	580,212												
Transfer to Reserve-Surplus & NonTax Motor Pool	23,780	376,137	462,663	556,725	673,663	799,044	933,256	1,076,814	1,230,361	1,394,368	1,569,437		
Capital Contribution received from Glen Eden	180,000	110,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000		
Loan/Repayment (to) from Glen Eden re Cr. Lake	-	-	(557,716)	-	-	-	-	-	-	-	-		
Development Charges & Grant Funding	0	0	1,846,122	2,602,072	1,794,474	1,164,537	5,075,136	873,960	641,520	4,704,480	0		
Transfer to Reserve - GE portion of DC Cap. Proj.	-	0	0	472,028	325,526	630,000	2,850,000	0	558,480	3,500,000	0		
Transfer from Reserve - DC Capital Projects	-	-	(1,202,250)	(3,074,100)	(2,120,000)	(1,885,463)	(10,874,864)	(1,191,040)	(1,200,000)	(9,395,520)	-		
Transfer from Reserve - Capital Projects	(485,000)	(335,000)	(365,000)	(181,000)	(189,000)	(217,000)	(315,000)	(225,000)	(190,000)	(249,000)	(226,000)		
Subtotal	298,992	460,129	733,948	1,209,673	1,794,336	2,385,464	163,982	788,716	1,929,078	1,983,406	3,426,843	3,426,843	
Glen Eden - Capital Projects	3,052,976												
Transfer to Reserve-Operating Surplus	(254,396)	572,674	747,504	935,987	1,161,547	1,401,506	1,656,784	1,929,299	2,218,967	2,526,601	2,854,214		
Capital Contribution Paid to Watershed Experience	(185,000)	(110,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)		
Loan/Repayment (to) from Watershed Exp.Cr. Lake	(557,716)	-	557,716	-	-	-	-	-	-	-	-		
Transfer to Watershed Experience-DC Capital Proj.	-	-	-	(472,028)	(325,526)	(630,000)	(2,850,000)	-	(558,480)	(3,500,000)	-		
Transfer from Reserve - Capital Projects	(1,060,927)	(635,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(1,000,000)		
Subtotal	994,947	822,621	1,527,841	1,391,799	1,827,820	1,799,326	6,110	1,336,409	2,396,896	822,497	2,676,712	2,676,712	
Stabilization Reserve - Glen Eden	0	-	-	-	-	-	-	-	-	-	-	0	2,076,000
TOTAL RESERVES	3,223,156	3,228,967	3,951,506	4,336,189	6,139,173	6,046,797	2,073,609	3,993,642	6,219,491	4,804,420	7,979,071	7,979,071	

Optimum Reserve Balances
Stabilization Reserves:

2,998,000

Municipal Funding

	Notes	2015	2014	% Increase	2013	2012	2011
Operating	65% of the Total Tax Supported Operating Expenditures \$12,172,193 and Education funding of \$192,354 – the remaining 35% is funded through User fees, Provincial & Other Grants and Chargebacks to Non Tax Programs	\$7,989,188	\$7,653,645	4.4%	\$7,354,265	\$7,161,745	\$6,678,612
Capital	11% of the Total Tax Supported Capital Expenditures \$2,598,000 – the remaining 89% is funded through Municipal Debt Financing, Property Loan, Provincial funding, Other grants, & Reserves	\$291,500	\$281,500	3.6%	\$330,000	\$335,250	\$404,550
Total		\$8,280,688	\$7,935,145	4.4%	\$7,684,265	\$7,496,995	\$7,083,162

Municipal Apportionments

Municipality	2015 % Increase	2015 Apportionment %	2015 Municipal Funding	2014 Apportionment %	2014 Municipal Funding	2013 Municipal Funding	2012 Municipal Funding	2011 Municipal Funding
Halton	4.4%	92.1647%	\$7,631,871	92.1017%	\$7,308,403	\$7,057,629	\$6,881,282	\$6,496,329
Peel	3.2%	5.3748%	445,070	5.4334%	431,148	423,065	416,743	397,762
Hamilton	3.8%	2.2103%	183,028	2.2230%	176,398	183,700	179,658	170,683
Puslinch	8.0%	0.2502%	20,719	0.2419%	19,196	19,871	19,312	18,388
Total	4.4%	100%	\$8,280,688	100%	\$7,935,145	\$7,684,265	\$7,496,995	\$7,083,162

Municipal Funding Allocation

Expenditure	2015 Budget	% of Total	2014 Budget	% of Total
Management Protection of Public Assets	\$3,164,413	38%	\$2,977,399	38%
Corporate Services	1,878,722	23%	1,811,896	23%
Watershed Environmental Services	1,129,431	14%	1,217,734	15%
Watershed Communications, Stewardship, RAP and Partnership Projects	916,029	11%	911,985	11%
Debt Financing	381,239	5%	332,764	4%
Transfer to Reserves – Motor Pool	202,000	2%	202,000	2%
Transfer to Reserves – Watershed Management Capital	25,000	1%	25,000	1%
Compensation Review Adjustments – Estimate Phase 1	100,000	1%	0	0%
Environmental Education	192,354	2%	174,867	2%
Capital – Tax Supported	291,500	3%	281,500	4%
Source Water Protection (100% Provincially funded)	0	0%	0	0%
Glen Eden, Conservation Areas & Non Tax Supp. Capital	0	0%	0	0%
Total	<u>\$8,280,688</u>	<u>100%</u>	<u>\$7,935,145</u>	<u>100%</u>

DRINKING WATER SOURCE PROTECTION

ACT FOR CLEAN WATER

Halton-Hamilton
Source
Protection
Region

MINUTES

I.G.# 6

HALTON-HAMILTON SOURCE PROTECTION COMMITTEE MEETING # 6-14

Conservation Halton, Burlington
September 9, 2014 2:00 pm to 4:33 pm

SPC Attendees:			
Gavin Smuk	Nick DiGirolamo	Susan Fielding	Glenn Powell
Judi Partridge	David Simpson	Dave Braden	Bert Posedowski
Daisy Radigan	Bob Edmonson		
Regrets SPC/Other Regrets and Absent:			
Michael Barton	Melanie Horton	Barry Lee	Andrea Doherty
Turlough Finan	Glenn Powell	Kathy Menyes	
Other Attendees:			
Kyle Davis, Puslinch-Wellington	Tony Colaco, Health Liaison	Diane Bloomfield, HHSPR	
John Westlake, MOE Liaison	Scott Peck (2:40)		



Halton-Hamilton
Source
Protection
Region

MINUTES

I.G.# 7

HALTON-HAMILTON SOURCE PROTECTION COMMITTEE MEETING # 7-14

Hamilton Conservation Authority Office, Ancaster
October 21, 2014 2:00 pm to 4:40 pm

SPC Attendees:

Gavin Smuk	Michael Barton	Susan Fielding	Glenn Powell
Judi Partridge	David Simpson	Dave Braden	Bert Posedowski
Daisy Radigan	Bob Edmonson	Andrea Doherty	

Regrets SPC/Other Regrets and Absent:

Nick DiGirolamo	Turlough Finan	Melanie Horton	Barry Lee
Kathy Menyes			

Other Attendees:

Scott Peck, HCA	Tony Colaco, Health Liaison	Diane Bloomfield, HHSPR
Angelune DesLauriers, MOE Liaison	Andrew O'Rourke, CH	

ITEM	TOPIC/DISCUSSION	ACTION REQUIRED
8.	<p>Source Protection Documents – Diane Bloomfield Handouts – Source Protection Document Revisions – October 2014 for Assessment Reports, Source Protection Plan, and Explanatory Document (revised handouts attached)</p> <ul style="list-style-type: none"> • The general edits as documented on the handouts were presented. • Major edits include: <ul style="list-style-type: none"> • Revised wellhead protection areas for Kelso and Campbellville well fields • Revised unverified threats assessment for Kelso and Campbellville. Verification will happen over next month. • Inclusion of WHPA Q1 and Q2, the water quantity vulnerable areas, for Kelso and Campbellville • Water quantity risk level for Campbellville wells raised to moderate and policies for future activities will apply • Pipeline IPZ-3 mapping now upstream of modelled pipeline crossings in Sixteen Mile Creek and Joshua’s Creek • New Figures added to show where local activities impact municipal intakes outside of our jurisdiction • Policies discussed <ul style="list-style-type: none"> • Extension of commercial fertilizer policies to include existing and future threats. • All water quantity policies were finalized • T-3-C – waste policy – it was suggested that the activities be listed in the introduction of the policy to address Halton Region’s comment. This amendment does not change the intent of the policy and does not change how the policy is implemented. • New edits to be done: <ul style="list-style-type: none"> • Ensure discussion in Explanatory Document outlines intent of policy T-58-C and how it will demonstrate that the Act’s objectives are met • SPC to review all edits and provide comments by November 14 to Diane Bloomfield. Documents will be finalized at the November 18 SPC meeting for release for public consultation. 	SPC Members to review edits and provide comments to Diane Bloomfield by November 14.
9.	Other Business – Following the municipal election, letters will be sent from the Halton Region Source Protection Authority to the municipal clerks of Hamilton, Halton Region and Puslinch requesting nominations for appointment to the SPC for the next term.	
10.	Comments from attending public - None	
11.	<p>Adjournment</p> <p>HHSPC 14-29 Moved by: Glenn Powell Seconded by: Susan Fielding</p> <p>THAT the meeting be adjourned at 4:40 p.m.</p>	

Minutes prepared by: Diane Bloomfield



I.G.# 8

Grand River Conservation Authority General Membership Meeting

Friday, November 28, 2014

The following are the minutes of the General Membership Meeting held at 9:30 a.m. on Friday, November 28, 2014 at the Administration Center, Cambridge, Ontario.

Members Present:

J. Mitchell, Chair, L. Armstrong, B. Banbury, B. Bell, L. Boyko*, J. Brennan, B. Coleman, T. Cowan*, J. d'Ailly, J. Haalboom, J. Jamieson, R. Kelterborn, M. Laidlaw*, B. Lee, G. Lorentz*, C. Millar, T. Nevills, V. Prendergast, P. Salter, S. Schmitt, W. Stauch*, G. Wicke

Members Regrets:

R. Deutschmann, R. Hillier, F. Morison, J. Ross-Zuj

Staff:

J. Farwell, K. Murch, D. Bennett, D. Boyd, N. Davy, S. Lawson, S. Radoja, T. Ryan, D. Schultz, G. Sousa, B. Brown, B. Parrott, S. Wilbur

Also Present:

R. Martin, Cambridge Times

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 17 members present. A total of 22 members attended the meeting.

3. Chair's Remarks:

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

- On November 8, 2014 J. Mitchell and J. Farwell attended a Lake Erie Region Source Protection Committee meeting. Agenda items included updates on various Assessment Reports and Draft Policies.
- On November 10, 2014 J. Mitchell and J. Farwell met with Daiene Vernile the MPP for Kitchener Centre. She was quite interested in the Flood Control Room.
- The Latornell Conservation Symposium was held from November 18 through November 20, 2014. J. Mitchell, J. Brennan, V. Prendergast and P. Salter attended. Former Grand River Conservation Authority (GRCA) employee L. Minshall was presented with a Leadership Award at the Symposium. This award is presented to individuals who have contributed significantly to the conservation movement in Ontario.
- On November 25, 2014 J. Mitchell and J. Farwell attended a farewell celebration for R. Kelterborn at the Community Centre in Wellesley.
- The members of the Audit Committee were reminded that they would meet in the Conference Room following this meeting.

*L. Boyko and G. Lorentz joined the meeting at 9:35 a.m.

4. Review of Agenda:

The following item was added as Item 10 a) i):

Correspondence from Darren Lenkorn, Mediamix Interactive Inc. to the members of the GRCA Board and senior GRCA staff dated November 24, 2014 Re: Awarding of Contract for Campground Reservations and Management System.

Moved by: L. Armstrong
Seconded by: B. Banbury
(Carried)

THAT the Agenda for the General Membership Meeting of November 28, 2014 be approved as amended.

5. Declarations of Pecuniary Interest:

There were no declarations of pecuniary interest made in relation to the matters to be dealt with.

6. Minutes of the Previous Meeting:

General Membership Meeting – October 24, 2014

B. Bell referred to his remarks with respect to the Emerald Ash Borer Strategy and asked that it be clarified that he said he was not sure about removing *just* hazard trees.

Moved by: J. Brennan
Seconded by: B. Bell
(Carried)

THAT the Minutes of the General Membership Meeting of October 24, 2014 be approved as amended.

7. Business Arising from Previous Minutes:

J. Farwell recalled the members asking for information relating to the number of staff who leave the employment of GRCA to take positions elsewhere. He said the GRCA rate is 2.5% compared to the national average which is 7.2%.

8. Hearing of Delegations:

None

9. Presentations:

None

10. Correspondence:

a) Copies for members

- i) Correspondence from Darren Lenkorn, Mediamix Interactive Inc. to the members of the GRCA Board and senior GRCA staff dated November 24, 2014 Re: Awarding of Contract for Campground Reservations and Management System.

J. Brennan referred to the last paragraph of the correspondence where it was indicated that no response had been received to previous communications. G. Sousa said that was not correct.

*T. Cowan and M. Laidlaw joined the meeting at 9:40 a.m.

b) Not copied

None

Moved by: B. Coleman
Seconded by: P. Salter
(Carried)

THAT Correspondence from Darren Lenkorn, Mediamix Interactive Inc. to the members of the GRCA Board and senior GRCA staff dated November 24, 2014 Re: Awarding of Contract for Campground Reservations and Management System be received as information.

11. 1st and 2nd Reading of By-Laws:

None

12. Presentation of Reports:

- a) **GM-11-14-118** Financial Summary for the Period Ending October 31, 2014

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

Resolution 138-14

Moved by: V. Prendergast
 Seconded by: T. Nevills
 (Carried)

THAT the Financial Summary for the Period Ending October 31, 2014 be approved.

b) **GM-11-14-119 Reserves 2014**

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

Resolution 139-14

Moved by: J. d'Ailly
 Seconded by: S. Schmitt
 (Carried)

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

AND THAT the *Building and Mechanical Equipment* Reserve be maintained at an amount equal to opening balance, plus interest, less expenses or 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, plus/less any NEER Rebate/Surcharge assessed by Worker's Safety Insurance Board (WSIB) 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 2014 budgeted cottage lot expenses, less expenses related to previously deferred projects, plus interest;

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 forest management expenses (including Emerald Ash Borer (EAB) expenses) as budgeted and/or forecast, plus interest;

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 and the Chilligo-Hopewell subwatershed study, 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 Capital 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 2014 or decreased for required stabilization funding, less spending for 2014 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;

AND THAT the *Water Control Structures Reserve* be maintained at an amount equal to the opening balance, less amount for 2014 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, 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.

c) **GM-11-14-120 Meeting Schedule for 2015**

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

Resolution 140-14

Moved by: V. Prendergast

Seconded by: G. Wicke

(Carried)

THAT the Meeting Schedule for 2015 be approved.

*W. Stauch joined the meeting at 9:50 a.m.

d) **GM-11-14-121 Proposed 2015 Conservation Area User Fees**

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

Resolution 141-14

Moved by: L. Boyko

Seconded by: B. Coleman

(Carried)

THAT the proposed 2015 Conservation Area fees be approved and that the new fee schedule become effective January 1, 2015.

e) **GM-11-14-122 2015 – 2016 Firewood Supply Tender Results**

G. Lorentz asked what GRCA charges for a bag of wood. D. Bennett said GRCA pays \$6.50 per bag and sells it for \$8.00.

P. Salter referred to cutting down ash trees and asked why GRCA could not sell the trees for firewood. D. Bennett answered that staff are investigating the cost of manufacturing firewood.

Resolution 142-14

Moved by: G. Wicke
 Seconded by: C. Millar
 (Carried)

THAT the Grand River Conservation Authority award the tender for the 2015 – 2016 firewood supply to J.H. Keeso & Sons Ltd. of Listowel for the sum of \$330,750.00 (including all taxes).

f) **GM-11-14-123** Award of Contract for the Supply of Cellular and Data Services

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

Resolution 143-14

Moved by: J. Jamieson
 Seconded by: S. Schmitt
 (Carried)

THAT Grand River Conservation authority enter into a four (4) year contract extension with Bell Mobility from January 1, 2015 to December 32, 2018 for the supply of Cellular and Data Services.

g) **GM-11-14-124** Permit, Plan Review, Title Clearance and Inquiry Fee Schedule

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

Resolution 144-14

Moved by: T. Cowan
 Seconded by: V. Prendergast
 (Carried)

THAT the recommended Permit, Plan Review, Title Clearance and Inquiry Fee Schedule be approved as per the attached fee schedule (Appendix 1) effective January 1, 2015.

h) **GM-11-14-125** Chief Administrative Officer's Report

J. Farwell said that the automated snow water sensor funded by the Ministry of Natural Resources and Forestry (MNRF) is very important as it will allow for the collection of snow pack information in real time. He also complimented municipal staff throughout the watershed for their participation in the Wastewater Optimization Program.

Resolution 145-14

Moved by: J. Brennan
 Seconded by: B. Banbury
 (Carried)

THAT Report GM-11-14-125 – Chief Administrative Officer's Report be received as information.

i) **GM-11-14-126** Cash and Investments Status Report as of October 31, 2014

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

Resolution 146-14

Moved by: M. Laidlaw

Seconded by: L. Boyko

(Carried)

THAT Report GM-11-14-126 – Cash and Investments Status as of October 31, 2014 be received as information.

j) **GM-11-14-127** Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation

G. Wicke referred to Application 527/14 – Zeljko Prica and asked if staff have approved the construction of a residential dwelling within a wetland. B. Brown answered that it is the pond that is in the wetland and not the residential dwelling.

Resolution 147-14

Moved by: R. Kelterborn

Seconded by: V. Prendergast

(Carried)

THAT Report GM-11-14-127 – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation be received as information.

k) **GM-11-14-128** Environmental Assessments

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

Resolution 148-14

Moved by: B. Coleman

Seconded by: T. Nevills

(Carried)

THAT Report GM-11-14-128 – Environmental Assessments be received as information.

l) **GM-11-14-129** Cottage Lot Funding for Emerald Ash Borer Strategy

S. Lawson conducted a PowerPoint presentation indicating that:

- There are 335 cottages at Belwood Lake and 398 cottages at Conestogo Lake.
- The current cottage lease came into effect on January 1, 2008 and will expire in 2028.
- The cottages are subject to seasonal use from mid-April until mid-October and limited short term use in the off season.
- The cottage lot program is governed by the *Residential Tenancies Act* (RTA).

- GRCA's primary obligations pursuant to the lease agreement are: access roads; garbage pick-up; and hazard tree management.
- The primary obligations of the tenants are: payment of rent; payment of property taxes; and maintenance of the chattels located on the cottage lot.
- The current rental formula was negotiated during the 2008 mediation settlement and resulted in a new rent amount which was approximately equal to the sum of the former base rent and service fee.
- The base rent was a standard or double lot rate based upon a consultative appraisal.
- The service fee represented cost recovery for GRCA's maintenance costs for the program.
- The 2013 program revenue approximated \$1.96 million and program expenses were \$435,000.
- The estimated cost for the EAB Strategy as it relates to the cottage lots is \$37,000 per year for ten years which can be absorbed into the annual operational budget for maintenance of the program.

Resolution 149-14

Moved by: C. Millar

Seconded by: R. Kelterborn

(Carried)

THAT Report GM-11-14-129 – Cottage Lot Funding for Emerald Ash Borer Strategy be received as information.

m) **GM-11-14-130** Update on the Information Systems and Technology Program

J. Mitchell commended staff for the work they do in support of the flood responsibilities of GRCA.

Resolution 150-14

Moved by: J. Brennan

Seconded by: L. Armstrong

(Carried)

THAT Report GM-11-14-130 – Update on Information Systems and Technology Program be received as information.

n) **GM-11-14-131** Current Watershed Conditions as of November 25, 2014

D. Boyd advised as follows:

- Close to or above the longer term average precipitation has been received in November, 2014 throughout the Grand River watershed.
- Ground conditions are now saturated across the watershed following recent snowmelt and rainfall.

- The average air temperature in November, 2014 at the Shand Dam climate station has been minus 0.5 degrees which is 1.5 degrees colder than the longer term average.
- The level of Lake Erie is above the long term average.
- There were two minor surge events along the Lake Erie coastline and up into the Grand River in November, 2014.
- The Environment Canada forecast for November, 2014 to January, 2015 is for normal temperatures and normal precipitation for southern Ontario.
- As of November 25, 2014 GRCA has issued three flood messages.

o) Report of the Special Recognition Committee – Naming of a Pollinator Garden at Guelph Lake

J. Mitchell reviewed the report. M. Laidlaw asked if Syngenta Canada Inc. funded this project. S. Wilbur said that Syngenta Canada Inc. has pledged \$100,000 for development of the garden.

Resolution 151-14

Moved by: P. Salter

Seconded by: T. Nevills

(Carried – 1 opposed)

THAT the report of the Special Recognition Committee with respect to its meeting on October 24, 2014 be approved.

13. Committee of the Whole:

None

14. General Business:

None

15. 3rd Reading of By-Laws:

None

16. Other Business:

- a) W. Stauch informed the members that the Heritage Day Workshop will be held on February 13, 2015 in Guelph.
- b) J. Brennan said that this would be his last meeting as GRCA representation for his area will rotate to Guelph/Eramosa Township. He thanked staff and members.
- c) J. d'Ailly said that he enjoyed his time as a member of GRCA. He recalled doing an "audit" of senior management when he was first appointed and said the team had all the "hall marks" of a great organization.

- d) T. Cowan said he has seen positive change because of the advocacy committee and that it should continue because there will be challenges ahead with the government.
- e) L. Boyko said that he has been a member for over twenty years and his constituents' attitude toward GRCA has changed in that time. He said GRCA is now seen as an agency for the municipalities to work with.
- f) M. Laidlaw thanked the members for allowing her to be on the board. She said she was pleased about advocacy and more should be done. She also said she was pleased about the new nature centre at Guelph Lake.
- g) S. Schmitt thanked staff and members and said he had a great belief in what GRCA does.
- h) R. Kelterborn said it was a privilege to sit on the GRCA board and he appreciates the work done on the Wellesley dam to protect the residents of Wilmot Township. He said GRCA needed to get a dam in Nithburg to protect New Hamburg.
- i) C. Millar said she was around when the conservation movement was not looked upon as working well and is had been satisfying to watch the change.
- j) J. Haalboom thanked J. Mitchell for her willingness to go beyond fish and water and to listen about heritage. She recalled road trips taken by the members where the learned about conservation areas and the beauty and heritage of the Grand River.
- k) J. Farwell thanked the members for their support saying that is permits staff to do their jobs in an effective way.

17. Closed Meeting: (motion required pursuant to Section 36 of By-Law 1-2013)

Resolution 152-14

Moved by: M. Laidlaw

Seconded by: J. d'Ailly

(Carried)

THAT the meeting adjourn into closed session to discuss a property disposition matter.

The meeting adjourned at 10:30 a.m.

The meeting reconvened at 10:55 a.m.

a) GM-11-14-132 Property Disposition – Township of Mapleton (confidential)

Resolution 153-14

Moved by: P. Salter

Seconded by: V. Prendergast

(Carried – 2 opposed)

IN ORDER TO FURTHER THE OBJECTS OF the Grand River Conservation Authority by raising funds through the disposition of surplus lands;

THEREFORE BE IT RESOLVED THAT the Grand River Conservation Authority declare surplus approximately 0.55 hectares (1.35 acres) of land legally described as Lots 1 and 2, Concession 5, Township of Mapleton, County of Wellington, to be more particularly described on a Reference Plan to be deposited.

18. Next Meetings:

- General Membership Meeting
December 12, 2014 – 9:30 a.m.
Auditorium/Boardroom, Administration Centre, Cambridge, Ontario
- General Membership Meeting
January 28, 2015 – 9:30 a.m.
Auditorium/Boardroom, Administration Centre, Cambridge, Ontario

19. Adjourn

The meeting adjourned at 11:00 a.m.

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

Chair

Secretary-Treasurer

Grand River Conservation Authority
Members Attendance
January 1 - December 31, 2014

I.G.# 9

DATE	MEETING	Armstrong	Banbury	Bell	Boyko	Brennan	Coleman	Cowan	d'Ailly	Deutschman	Healboom	Hillier	Jamieson	Kellerborn	Laidlaw	Lee	Lorenz	Millar	Mitchell	Morison	Nevilla	Prendergast	Ross-Zu	Salter	Schmitt	Stauch	Wicke
1 January 24	General Membership	1	1	1	1		1	1	1	1	1	1	1	1	1	1	1	1	1		1	1	1	1	1	1	1
1 February 26	Annual General Meeting	1	1	1	1	1	1	1	1	1	1		1	1	1	1	1	1	1		1	1		1	1	1	1
1 March 28	General Membership	1	1	1	1			1	1		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
1 April 25	General Membership		1	1	1	1	1	1				1		1		1	1		1	1		1	1		1	1	1
1 May 8	Strategic Planning	1		1	1	1	1			1	1		1	1	1	1	1		1	1	1	1	1	1		1	1
1 May 23	General Membership	1	1	1	1	1	1	1	1		1		1	1	1	1	1	1	1	1		1	1	1	1	1	1
1 June 27	General Membership	1		1	1	1	1	1	1	1	1			1	1	1	1	1	1	1		1	1		1	1	1
1 July 25	General Membership	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
1 August 22	General Membership	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
1 September 11	Special Budget	1	1	1	1	1	1			1	1	1	1	1	1	1	1	1	1	1	1	1	1				
1 September 26	General Membership	1	1	1	1	1	1		1		1	1	1	1	1	1	1	1	1	1		1	1			1	
1 October 24	General Membership	1	1	1	1	1		1	1		1	1	1	1	1	1	1	1	1	1						1	1
1 November 28	General Membership		1	1	1	1	1	1	1		1		1	1	1	1	1	1	1	1	1	1		1	1	1	1
1 December 12	General Membership	1					1					1	1	1	1	1	1		1			1		1			
	new members attending December 12, 2014: B. Corbett, S. Foxton, H. Jowett, J. Nowak, W. Roth, S. Shantz, S. Simons, W. Wettlaufer																										
14		13	13	13	13	12	10	11	11	3	10	8	11	13	11	12	12	9	14	6	10	13	9	11	7	12	11

Note: Ad Hoc, Audit and Special Recognition Committees are additional committees for which members volunteer

DATE	MEETING	Brennan	Coleman	J. d'Ally	Jamieson	Mitchell	Prendergast	Salter	Stauch	Wicke
February 19	Audit Committee	1	1	1	1	1	1	1	1	1
March 26	Special Recognition	1	1	1	1	1	1	1	1	1
May 23	Special Recognition	1	1	1	1	1	1	1	1	1
November 28	Audit Committee	1	1	1	1	1	1	1	1	1
		2	2		4	4	4	3	2	2

Audit Committee

Special Recognition Committee

Mitchell, Prendergast, Coleman, Brennan, Jamieson, Wicke

Mitchell, Prendergast, Jamieson, Salter, Stauch

HAMILTON REGION CONSERVATION AUTHORITY

CLERK'S DEPARTMENT

RECEIVED

MINUTES

DEC 04 2014

Board of Directors Meeting

Township of Puslinch

November 6, 2014

TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	J27/15
File	AOI/HAM

Minutes of the Board of Directors meeting held on Thursday, November 6, 2014 at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario at 7:00 p.m.

PRESENT: James Howlett, in the Chair
Dan Bowman
Santina Moccio
Maria Topalovic

Tom Jackson
Duke O'Sullivan

Richard MacDonald, Foundation Chair

I.G.# 10

REGRETS: Chad Collins, Brenda Johnson, Brian McHattie, Robert Pasuta, and Brad Whitcombe

STAFF PRESENT: Jonathan Bastien, Carissa Bishop, Lisa Burnside, Gord Costie, Chris Firth-Eagland, Bruce Harschnitz, Cari Hobbs, Tony Horvat, Darren Kenny, Sara Kinnear, Judy Love, Neil McDougall, Scott Peck, Joanna Sanche, Mike Stone, and James Townsend – HCA Staff

OTHERS: Richard Leitner – Media

1. CALL TO ORDER

The Chair called the meeting to order and welcomed everyone present.

2. DECLARATIONS OF CONFLICT OF INTEREST

The Chair asked members to declare any conflicts under the Board's Governance Policy. There were none.

3. APPROVAL OF AGENDA

The Chair requested any additions or deletions to the agenda. The Chair indicated that there will be a new item under 13.1 New Business and there will be two personnel matters and four property matters discussed under 14.1 – In Camera Items.

BD12,2037

MOVED BY: Santina Moccio

SECONDED BY: Dan Bowman

THAT the agenda be approved as amended.

CARRIED

4. DELEGATIONS

4.1 Red Hill Valley Joint Stewardship Board

James Howlett introduced Dr. Sheri Longboat, Red Hill Valley Joint Stewardship Board Coordinator. Sheri provided a PowerPoint presentation.

The Red Hill Valley Joint Stewardship Board is a:

- Collaboration between the City of Hamilton and the Haudenosaunee Confederacy Chiefs Council
- Commitment to shared responsibilities for conservation; environmental restoration and remediation, and ecosystem protection of the Red Hill Valley

Our Vision:

- To facilitate a deeper connection to the cultural landscape of the Red Hill Valley watershed in order to promote human and environmental well being

Objectives:

- Acknowledge and honor ancestral experiences
- Provide a link between the Haudenosaunee and Hamilton
- Enlighten access to the Valley for all
- Protect and enhance the ecosystem and the environment
- Understand human impacts in the Red Hill Valley ecosystem
- Capitalize on economic opportunities without compromising ecological integrity

Sheri answered Board member's questions. Councillor Tom Jackson asked staff "What role would HCA play". Chris Firth-Eagland indicated that HCA will play the following role:

- Share goals and objective
- Relationship building
- Educational aspects
- Physical resources
- Possible HCA property

James Howlett thanked Sheri for attending our Board meeting.

5. MEMBER BRIEFING

There was none.

6. APPLICATIONS - DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES AND WATERCOURSES

(Copies of the supporting staff report are available from the Authority's Administration Office)

Darren Kenny presented the report and answered Board member's questions.

BD12,2038 MOVED BY: Duke O'Sullivan
SECONDED BY: Santina Moccio

THAT the Board of Directors receive the Summary Enforcement Report SER – 9/14.

CARRIED

7. MINUTES OF PREVIOUS MEETING (October 2, 2014)

BD12,2039 MOVED BY: Maria Topalovic
SECONDED BY: Dan Bowman

THAT the Board of Directors approve the following recommendation:

THAT the minutes of the Board of Directors meeting held on October 2, 2014 be approved.

CARRIED

8. BUSINESS ARISING FROM THE MINUTES

There was none.

9. PRE-DISTRIBUTED CORRESPONDENCE

There was none.

10. OTHER CORRESPONDENCE

There was none.

11. REPORTS**11.1 Budget & Administration Committee (Minutes – October 23, 2014)**

Santina Moccio presented the minutes of the Budget & Administration Committee meeting held on October 23, 2014.

Resolution Number from Budget & Administration Committee Minutes – BA1436 – 9 Month Financial Results, including Vendor Report

BD12,2040

**MOVED BY: Santina Moccio
SECONDED BY: Duke O'Sullivan**

THAT the Board of Directors approve the following recommendations:

THAT the 9 month financial results and vendor report be received.

CARRIED

Resolution Number from Budget & Administration Committee Minutes – BA1437 – 2015 Operating Budget

BD12,2041

**MOVED BY: Santina Moccio
SECONDED BY: Duke O'Sullivan**

THAT the Board of Directors approve the following recommendations:

THAT the 2015 operating budget requesting a 2% increase in levy be approved and forwarded to the City of Hamilton and the Township of Puslinch for inclusion in their budget deliberations.

CARRIED

Resolution Number from Budget & Administration Committee Minutes – BA1438
– Increase to Lifeguard Casual Wage Rates

BD12,2042

MOVED BY: Santina Moccio

SECONDED BY: Duke O'Sullivan

THAT the Board of Directors approve the following recommendations:

THAT the casual hourly wage rates for Lifeguards as noted in this report be approved for use in the 2015 wage grid.

CARRIED

Resolution Number from Budget & Administration Committee Minutes – BA1439
– Specific Agreement with the Haudenosaunee

Chris Firth-Eagland indicated that there is an amendment agreement signed by the Haudenosaunee Wildlife and Habitat Authority. It was recommended by the Haudenosaunee that the harvest number be reduced by 25% this year with the maximum number of deer taken now to be 60.

BD12,2043

MOVED BY: Santina Moccio

SECONDED BY: Duke O'Sullivan

THAT the Board of Directors approve the following recommendations:

THAT the Board of Directors approve the signing of the attached agreement allowing for a deer harvest in an area of Dundas Valley Conservation Area as identified on Schedule 'A', and generally bounded by Martin Road to the east, Jerseyville Road to the south, Paddy Green Road to the west, and Powerline Road to the north only on weekdays, excluding Fridays, between November 17 and December 11, 2014, inclusive and; as identified on Schedule 'B' and generally bounded by 50 metres into HCA lands between Wiers land to the east, the CN rail

line to the north, the lot line of private properties along the south and west only on weekdays excluding Fridays between January 5 and January 15, 2015, inclusive.

CARRIED

Resolution Number from Budget & Administration Committee Minutes – BA1440
– Consultant Selection for Mineral Springs Dam Remediation

BD12,2044 **MOVED BY:** **Santina Moccio**
SECONDED BY: **Duke O'Sullivan**

THAT the Board of Directors approve the following recommendations:

THAT the proposal for the Mineral Springs Dam Remediation Study submitted by Water's Edge Environmental Solutions Team be accepted at a cost of \$33,505.50 plus HST, with a contingency of \$5,000.

CARRIED

Motion to Receive the Minutes

BD12,2045 **MOVED BY:** **Santina Moccio**
SECONDED BY: **Duke O'Sullivan**

THAT the minutes of the Budget & Administration Committee meeting held on October 23, 2014 be approved.

CARRIED

11.2 Foundation Chairman's Report

Richard MacDonald reported on the following:

- Total donations for September and October - \$39,834
 - \$13,000 came in annual undesignated gifts
 - \$11,800 came from the Equestrian Ride for Dundas Valley Trails
 - \$7,000 came in from the Hot Chocolate Festival for Dundas Valley Conservation Fund
 - \$2,500 was donated for a bench at Tew's Falls
 - \$1,500 came in for the EcoPark Campaign
 - \$1,500 came in for the restoration plan along Lower Spencer Creek
 - The remaining \$2,500 came in from donations with pass renewals, monthly gifts, gifts to the Hermitage efforts and gifts to Westfield

- Year-to-Date
 - Total Donations for our fiscal year-to-date (December 2013 to October 2014) - \$896,725
- Nature Crawl
 - Shades of Autumn was held on October 18. We hosted 56 donors, volunteers, and passholders at the Dundas Valley Conservation Area for a guided hike in partnership with the Giant's Rib. The event also featured a cheque presentation from RBC's Blue Water Project.

12. OTHER STAFF REPORTS/MEMORANDUMS

12.1 Upcoming Events

Gord Costie provided an update of the upcoming events that are included in the agenda package.

13. NEW BUSINESS

13.1 Christie Lake Conservation Area Pond Decommissioning and Fish Habitat Improvement Project – Award of Tender for Contract Services for Phase 3 (Ponds 3 and 4)

Chris Firth-Eagland provided an update and indicated that Phase 3 will involve the decommissioning of Ponds 3 and 4, and the restoration of these features to natural channels.

Staff has received funding from Department of Fisheries and Oceans (DFO) under the Recreational Fisheries Conservation Partnerships Program (RFCPP) to implement Phase 3 of the CLCA Pond Decommissioning and Fish Habitat Improvement Project over the 2014-2016 period. Approval to award the tender to the low bidder – R&M Construction will allow work on Phase 3 (Ponds 3 and 4) to commence immediately upon finalizing the Phase 3 work plan and signing of the Agreement with DFO. Initiation of the Phase 3 work as soon as possible upon signing of the Agreement is necessary to ensure that the March 31, 2015 deadline for completion of some Phase 3 activities can be met.

BD12,2046

MOVED BY: Santina Moccio

SECONDED BY: Duke O'Sullivan

THAT the Board of Directors approve the following recommendations:

THAT subject to final endorsement of the Phase 3 work plan by the Department of Fisheries and Oceans, the tender for construction services for Phase 3 (Ponds 3 and 4) of the Christie Lake Conservation Area Pond Decommissioning and Fish Habitat Improvement Project be awarded to the low bidder:

- **R&M Construction**
- **For a total cost of \$235,907.00 plus HST with a contingency of \$23,600.00.**

CARRIED

14. IN-CAMERA ITEMS FOR MATTERS OF LAW, PERSONNEL AND PROPERTY

BD12,2047

MOVED BY: **Santina Moccio**

SECONDED BY: Dan Bowman

THAT the Board of Directors moves *in camera* for matters of law, personnel and property.

CARRIED

During the *in camera* session, two personnel matters and four property matters were discussed.

There were no motions requiring board action resulting from the in camera discussions.

BD12,2048

MOVED BY: Dan Bowman

SECONDED BY: Santina Moccio

THAT the Board of Directors moves out of *in camera*.

CARRIED

15. NEXT MEETING

The next meeting of the Board of Directors will be held on Thursday, December 4, 2014 at 7:00 p.m. at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario.

16. ADJOURNMENT

On motion, the meeting adjourned.



Wellington County Municipal Economic Development Group

Minutes
WWCFDC Boardroom,
October 7, 2014
9:30 a.m.

Present:

George Bridge (Mayor, Town of Minto), Crystal Ellis (Mapleton Township), Alex Goss (LIP), Kirk McElwain (Township of Centre Wellington), Stephen Morris (OMAF), Carolyn O'Donnell (County of Wellington), Kelly Patzer (Township of Puslinch), Jana Reichert (County of Wellington), Patricia Rutter (Township of Centre Wellington), Jane Shaw (WWCFDC), Carol Simpson (WFPB), Dale Small (Township of Wellington North), Belinda Wick-Graham (Town of Minto), Kim Wingrove (CAO, Township of Guelph/Eramosa)

Regrets:

Rose Austin (Saugeen Economic Development), John Brennan (Town of Erin), Kathryn Ironmonger (CAO, Town of Erin), Mary Belfour (MEDTE/MRI), Brad Dixon (GRCA), Andy Lennox (WFA), April Marshall (Township of Wellington North), Don McKay (Councillor, County of Wellington), Andrea Ravensdale (County of Wellington), Doug Reddick (MEDTE/MRI), Scott Wilson (County of Wellington), Chris White (Warden, County of Wellington), Scott Williams (GWBE)

Other

Glen Hall (OSIM)

1. Approval of Agenda

Motion to approve agenda as written.

Moved by Kirk McElwain, seconded by Belinda Wick-Graham.

Carried

2. Declaration of Pecuniary Interest

None declared.

3. Approval of Minutes

Motion to approve the minutes from the meeting held September 2, 2014 as written.

Moved by Dale Small, seconded by Belinda Wick-Graham.

Carried

I.G.# //

4. Presentation – Stephen Morris, OMAFRA, Newcomer Tool

The Newcomer Tool available through OMAFRA was created by the Rural Ontario Institute to attract and retain newcomers and youth to the community. The tool contains 8 categories including economy, education and housing and is available to each township within the province. With the data recently being released for the Ontario Secondary School Literacy Test, health care data is more improved and challenges with data from household surveys exists the information may not be accurate for each municipality.

OMAFRA is in the process of organizing webinars on how the tool works and if it is required for each municipality.

Action: Stephen Morris will update the WCMEDG at the next meeting on the status of webinars or training sessions hosted by OMAFRA.

5. BR&E Update:

Manufacturing Day – The WFPB will be meeting to discuss how the event actually went. The public tour was not as well attended as the WFPB had anticipated, however the industry was pleased to see 4 or 5 press releases, 16 businesses participating, 100+ members, 14 busses (9 student busses and 5 public busses), 31 different events and 150 students. The County noted a list of concerns with how the event was organized by WFPB and what corrections should be made for next year. Despite low numbers, the event was very worthwhile and the comments from the individuals were great. It was suggested to have the student bus/tour on a different day than those searching for employment. Many Guidance Councillors attended the information sessions along with the students and were eager to learn what is available and to update the principle and teachers with the information.

Action: connect with various school principles to have more interest and attendance from teachers and students.

Business Resource Breakfast – The Resource Breakfast will be held on November 19th at the Centre Wellington Sportsplex. The event will provide a tradeshow, key note speaker, Ashley Chapman and a FREE breakfast for those wanting to help their business grow, connect and celebrate their business.

Action: County to distribute invitations electronically for the Resource Breakfast.

Municipal BR&E Implementation Project – There have been four applications approved as well as the solicitors have approved the Letter of Commitment for the project. An article may be written for the public to view the submitted interesting and valuable projects.

Action: Committee to review remaining 3 projects.

Centralized Job Portal – Glen Hall from OSIM Interactive shared and demonstrated the cultural mapping they recently created for the Town of Minto. The map will be soft launched at the Job Fair hosted by Minto on October 8th and as demonstrated the map can be customized and utilized for each municipality. By using a Google base the map provides many features, is user friendly and mobile phone ready making it easier to share and inform the public through social media the available jobs and housing in the area.

Jana and Carolyn have met with Ontario Works to discuss a job portal and how to ensure jobs, apprenticeships, part time and full time opportunities are promoted in the community.

Action: Jana and Carolyn will research if real estate listings can be automatically imported into the Ontario Works job portal.

OSIM and Minto will provide feedback regarding the soft launch of the Cultural Map for the Town of Minto at the next meeting.

Workshops – the workshops will be based on the responses from the BR&E and will be partnered with business assisted organizations such as GBEC and WWCFDC.

Wellington Sector Investment Profiles – The Steering Committee has met and discussed the project sector profiles. The projects are to be completed by the end of January.

Action: Municipal representation needed.

6. Roundtable/Other Business

Centre Wellington:

- Township website will be launching today, October 7th.
- New business directory has been completed.

County of Wellington:

- The Governor's Residence Grand Opening will be held on October 21st.

LIP:

- There has been an Entrepreneurship Group created for newcomers. The group is focusing on where gaps and support are for newcomers.
- Alex distributed the recent flyer of LIP services available.

Mapleton

- Currently working on a Community Guide.

Minto:

- The Creative Entrepreneurship Conference will be held on October 20th at the Harriston Community Centre from 8:30am to 3pm. The After Party is presented by North Wellington Young Professionals Network at LaunchIt Minto from 3pm to 5pm.

- Triton Engineering has moved into LaunchIt and other applications are being reviewed to fill other spots within the unit.

OMAFRA:

- The RED program received an extra \$10 million for current fiscal year. The deadline for applications is October 31 and if approved the funds are to be spent by March 31. Businesses and Municipalities can apply. The approved applicants will be notified by December.

Workforce Planning Board:

- The Labour Market Plan is to be released by the end of this week, October 10th.

Next meeting is scheduled to be held **December 16th, 2014** in the WWCFDC Boardroom at 9:30am.

Meeting adjourned at 11:30am.

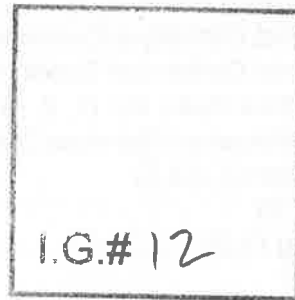
George Bridge, Chair

Jane Shaw, Recording Secretary



December 24th, 2014

Dear Sir/Madame:



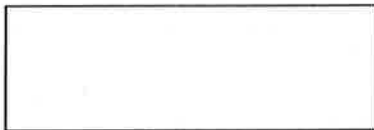
**Planning and Development
Development Planning Division**
50 Dickson Street, P.O. Box 669
Cambridge ON N1R 5W8
Tel: (519) 740-4650 ext. 4528
TTY: (519) 623-6691
HoranJ@Cambridge.ca

**RE: R13/14 – 400 – 410 Pinebush Road – 492548 Ontario Ltd.
Proposed Official Plan and Zoning By-law Amendment**

The applicant (492548 Ontario Inc.) has applied for an Official Plan and Zoning By-law Amendments to permit motor vehicle repair, sales, service and short-term outdoor display as an additional use for property municipally addressed as 400-410 Pinebush Road. The subject property is presently designated Employment Corridor in the City's Official Plan (2012) and is zoned M1 (Industrial Park uses) in the City's Zoning By-law. The Employment Corridor designation does not permit motor vehicle repair, sales, service or outdoor display/storage. The implementing zoning by-law also does not permit motor vehicle repair or outdoor storage.

The attached concept site plan delineates two (2) proposed buildings, Building 'A' is proposed to be used for employment corridor uses, and Building 'B' is proposed to be used exclusively for Eagle Towing where tow trucks will be refurbished/retrofitted and then stored in the outdoor display area while the product is waiting for pickup and/or delivery to the client.

Please indicate any comments or concerns you may have regarding this proposal by retuning this memo to my attention by **Monday January 19th, 2015**. If you have no concerns, simply initial the box and return a copy of this memo to my attention via mail or email.



Sincerely,

James Horan, Senior Planner
Development Planning Division

Studies/Drawings Included with Circulation:

1. Planning Justification Report, GSP Group, November 2014
2. Concept Site Plan, May 21st, 2013
3. Tree Inventory & Assessment Report, GSP Group, November 2014
4. Functional Servicing Report, Walterfedy, October 24th, 2014
5. Noise Feasibility Study, HGC Engineers, November 11th, 2014
6. Phase One Environmental Site Assessment Report, LVM, July 22nd, 2014.

Distribution:

- Commissioner of Planning and Development
- Director of Planning (1, 2)
- Manager of Development Planning (1, 2)
- Regional Municipality of Waterloo (everything)

- Grand River Conservation Authority (Circulation Sheet Only)
- Waterloo Region District School Board (1, 2)
- Waterloo Catholic District School Board (1, 2)
- Le Conseil Scolaire de District Catholique Centre-sud-Ouest (1, 2)
- Le Conseil Scolaire de District Centre-sud-Ouest (1, 2)
- Cambridge and North Dumfries Hydro Inc. (1, 2, 4)
- Cambridge Building and Enforcement Services Division (Circulation Sheet Only)
- Senior Development Engineer (2, 4 & 5)
- Business Liaison Officer (1, 2)
- Planning Technician, Zoning (1, 2)
- Senior Policy Planner (1, 2)
- Community Services Department (2, 3)
- Senior Planner – Environment (2, 3)
- Transportation and Public Works Department (1, 2)
- Cambridge Fire Department (2)

Highway 401

Concept Plan

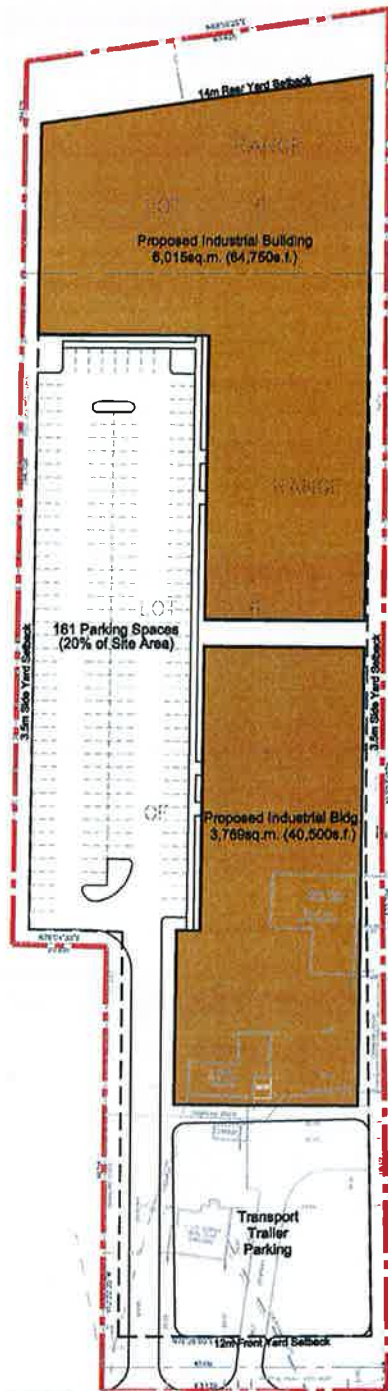
400-410 Pinebush Road
Cambridge

NORTH

SOUTH

EAST

BLOCK



Proposed Zoning: Industrial M3 Zone
Site Area: 2.33ha. (5.7ac.)
Building Area: 9784sq.m. (41.9%)
Landscaped Area: 6210sq.m. (26.6%)
Parking required: 20% of site area (0.446ha.)
Parking Provided: 20% of site

Scale 1:1000
May 21, 2013
Project No. 09017
Drawn By: S.L.

Pinebush Road





**THE TOWNSHIP OF GUELPH/ERAMOSA
NOTICE OF COMPLETE APPLICATION
AND NOTICE OF PUBLIC MEETING**

TAKE NOTICE that pursuant to the requirements of the Planning Act, R.S.O., 1990 as amended the Township of Guelph/Eramosa has received a complete application (ZBA 06/14) to amend Zoning By-law 57/1999. The Council of the Corporation of the Township of Guelph/Eramosa will hold a public meeting to advise the public of the application and to obtain public input prior to making a decision.

THE PUBLIC MEETING will be held on **Monday, January 19, 2015 at 7:00 p.m.** at the Guelph/Eramosa Township Municipal Office located at 8348 Wellington Road 124, at Brucedale, to consider an amendment to the Zoning By-law of the Township of Guelph/Eramosa pursuant to Section 34 of the *Planning Act*, R.S.O., Chapter P.13, as amended.

TOWNSHIP INITIATED HOUSEKEEPING AMENDMENT – The Township of Guelph/Eramosa is proposing housekeeping or minor revisions to the existing Zoning By-law 57/1999 to update or add definitions relative to permitted uses not currently defined. The housekeeping changes represent improvements or clarifications which will assist in the use and interpretation of the by-law. The proposed amendment applies to all lands within the Township currently subject to Zoning By-law 57/1999, therefore, a key map has not been provided.

TERMS TO BE DEFINED: Composting Yard, Nursing Home, Parking Lot, Recycling Plant, Scientific Research Establishment, Taxi or Bus Depot, Courier Service, Waste Disposal Area, and Waste Transfer Station

TERMS TO BE MODIFIED: Day Nursery to *Day Nursery or Day Care Centre*, Dry Cleaning Establishment to *Dry Cleaning and Laundering Establishment*, Farm Sales Outlet to *Farm Produce Sales Outlet*, Retail Food Store to *Retail Store* and delete the definition Retail Establishment

ANY PERSON may attend the public meeting and/or make written or verbal representation in support of or in opposition to the proposed amendment. Written submissions and requests to be notified for the passing of the proposed Zoning By-law Amendment should be directed to the Township Clerk at the address shown below.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the Township of Guelph/Eramosa before the by-law is passed, the person or public body is not entitled to appeal the decision of the Council of the Township of Guelph/Eramosa to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Corporation of the Township of Guelph/Eramosa before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

The above information is being collected pursuant to the Planning Act, R.S.O. 1990, CHAPTER P.13, Section 34. Information, including opinions, presentations, reports, documentation, etc., provided for or at a Public Meeting is considered public records. This information may be posted on the Township of Guelph/Eramosa website and/or made available to the public upon request. Questions about this collection should be directed to the undersigned.

ADDITIONAL INFORMATION regarding the proposed amendment is available for inspection during regular business hours between 8:30 a.m. and 4:30 p.m. at the Township of Guelph/Eramosa Municipal Office as of the date of this notice.

Dated at the Township of Guelph/Eramosa this 19th day of December, 2014.

Meaghen Reid, Clerk
Township of Guelph/Eramosa
8348 Wellington Road 124, P.O. Box 700
Rockwood, Ontario N0B 2K0
Telephone: (519) 856-9596 Ext. 107, Fax: (519) 856-2240
Email: mreid@get.on.ca

I.G.# 13

CLERK'S DEPARTMENT	
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Council Agenda	Jan 1/15
File	

This document is available in larger font on the Township's website at www.get.on.ca.
If you require an alternative format, please contact the Township Clerk.

PROPOSAL:

The Township of Guelph/Eramosa has begun the process of updating its current Zoning By-law to reflect changes that have occurred since the last major updates took place in 1999. This comprehensive review is in-process and will be discussed further with Council in early 2015. However, in advance of this discussion, it has come to the attention of staff that a number of the permitted uses in Zoning By-law 57/1999, as amended, are not defined in the by-law. The intention of the proposed amendment is to update the existing definitions and create new definitions as required, to provide staff, the public, and applicants with more clarity and certainty in using the Township's Zoning By-law.

TOWNSHIP OF GUELPH/ERAMOSA ZONING BY-LAW 57/1999:

Each zoning category in the Zoning By-law provides a number of permitted uses. In some cases the uses are clearly defined, and in some cases no definition is present. In some of these cases where a definition is not present in the Zoning By-law, the lack of a clear definition has led to questions about the use and what is actually permitted. This amendment proposes to provide definitions for some permitted uses that do not have a definition, and that have generated questions or confusion about what is permitted.

ANALYSIS:

The following uses are currently permitted in various zones throughout the Township, but are not defined within the bylaw, and this lack of a definition has raised questions:

- Composting Yard
- Day Care Centre
- Farm Produce Sales Outlet
- Laundering Establishment
- Nursing Home
- Parking Lot
- Recycling Plant
- Retail Food Store
- Retail Store
- Scientific Research Establishment
- Taxi or Bus Depot or Courier Service
- Waste Disposal Area
- Waste Transfer Station

COMMENTS:

The proposed amendments were approached using one of two processes:

1. Where a permitted use was similar to a defined use, the defined use would be changed to match the permitted use.
 - For example: 'Retail Establishment' and 'Retail Food Store' are both currently defined as uses, but not listed as a permitted use in any zone. The use 'Retail Store' is permitted, but not defined. The definition of 'Retail Food Store' is proposed to be renamed as 'Retail Store', and the definition of 'Retail Establishment' is proposed to be deleted; therefore providing a definition for a permitted use, written as follows:
 - "Retail Store", means a building or structure or part thereof in which food, goods, wares, merchandise, substances, or articles are offered or kept for sale at retail, but does not include any establishment otherwise defined or classified herein.
2. Where a permitted use is not similar to a defined term, new definitions are proposed based on discussions with MHBC Planning and reviewing neighbouring Zoning By-laws.
 - For example: The use 'Parking Lot' is not currently defined in the by-law. The following new definition is proposed for this use, based on neighbouring Zoning By-laws:
 - "Parking Lot", means an open area, other than a street or lane, where the primary use of the lot is the temporary paid parking of motor vehicles for clients or customers, and includes associated parking spaces, driveways, and parking aisles. Temporary parking does not allow the continuous parking of any vehicle for more than one 24 hour period. A parking lot does not include areas where vehicles for sale or repair are kept or stored, or where impounded, wrecked or otherwise inoperable vehicles are stored. This does not include accessory parking areas or parking areas associated with residential uses.


The details of the proposed amendments can be found in Attachment 1.

CONCLUSION:

The proposed amendments to the definitions will provide greater clarity and certainty for all who use the by-law.

Respectfully Submitted By:


Kelsey Lang
Planning Associate


Dan Currie, RPP, MCIP
MHBC Planning

Reviewed By:

Reviewed and Approved By:


Kim Wingrove
CAO

ATTACHMENT 1: EXISTING AND PROPOSED AMENDMENTS

Existing Permitted Uses Without Matching Definitions	Proposed Amendment
Composting Yard	<i>Create new definition: "Composting Yard", means a lot or part thereof, used for the composting of food waste and organic materials.</i>
Day Care Centre	<i>Rename definition of "Day Nursery" to "Day Nursery or Day Care Centre"</i>
Farm Produce Sales Outlet	<i>Rename definition of "Farm Sales Outlet" to "Farm Produce Sales Outlet"</i>
Laundering Establishment	<i>Rename definition of "Dry Cleaning Establishment" to "Dry Cleaning and Laundering Establishment"</i>
Nursing Home	<i>Create new definition: "Nursing Home", means a place for the aged in which food, lodging, nursing or similar care and treatment is provided, but does not include a hospital.</i>
Parking Lot	<i>Create new definition: "Parking Lot", means an open area, other than a street or lane, where the primary use of the lot is the temporary paid parking of motor vehicles for clients or customers, and includes associated parking spaces, driveways, and parking aisles. Temporary parking does not allow the continuous parking of any vehicle for more than one 24 hour period. A parking lot does not include areas where vehicles for sale or repair are kept or stored, or where impounded, wrecked or otherwise inoperable vehicles are stored. This does not include accessory parking areas or parking areas associated with residential uses.</i>
Recycling Plant	<i>Create new definition: "Recycling Plant", means a place where materials such as paper, plastic, cardboard, metal and glass are delivered stored, separated, and processed in order to salvage and reuse material.</i>
Retail Store	<i>Rename definition of 'Retail Food Store' to</i>

	<p>'Retail Store'.</p> <p><i>Delete the definition of 'Retail Establishment'.</i></p>
Scientific Research Establishment	<p><i>Create new definition: "Scientific Research Establishment", means an establishment where scientific or medical experiments, tests, or investigations are conducted, and where drugs, chemicals, glassware, or other substances or articles pertinent to such experiments, tests, or investigations are manufactured or otherwise prepared for use on the premises.</i></p>
Taxi or Bus Depot or Courier Service	<p><i>Create new definition: "Taxi or Bus Depot", means a structure used for the boarding or disembarkment of buses or taxis by fare-paying passengers.</i></p> <p><i>Create new definition: "Courier Service", means a building or structure used for courier pick-up or drop-off services.</i></p>
Waste Disposal Area	<p><i>Create new definition: "Waste Disposal Area", means a facility operated by or for the Township or the County of Wellington, or authorized by the Ministry of Environment, where garbage, refuse or domestic or industrial waste is disposed of or dumped, and shall include a sewage treatment plant or sewage lagoon.</i></p>
Waste Transfer Station	<p><i>Create new definition: Waste Transfer Station", means a place authorized by the Ministry of Environment where waste material is collected, sorted, prepared and/or transferred into containers for shipment to a land fill site, recycling facility or other waste disposal facility.</i></p>

ATTACHMENT 2: DRAFT ZONING BY-LAW

The Corporation of the Township of Guelph/Eramosa

By-Law Number ____/2015

**A By-law to amend Township of Guelph/Eramosa
Zoning By-law Number 57/1999**

WHEREAS the Council of the Corporation of the Township of Guelph/Eramosa deems it expedient to enact this By-law to amend Zoning By-law Number 57/1999;

AND WHEREAS Council is empowered to enact this By-law under the authority of Section 34 of the *Planning Act*, R.S.O. Chapter P. 13, as amended;

NOW THEREFORE the Council of the Corporation of the Township of Guelph/Eramosa hereby enacts as follows:

1. That Zoning By-law 57/1999 is hereby amended as follows:
 - a. The definition of 'Composting Yard' be created as follows:
"Composting Yard", means a lot or part thereof, used for the composting of food waste and organic materials.
 - b. The definition of 'Day Nursery' be edited to be **'Day Nursery or Day Care Centre'**.
 - c. The definition of 'Farm Sales Outlet' be edited to be **'Farm Produce Sales Outlet'**.
 - d. The definition of 'Dry Cleaning Establishment' be edited to be **'Dry Cleaning and Laundering Establishment'**.
 - e. The definition of 'Nursing Home' be created as follows:
"Nursing Home", means a place for the aged in which food, lodging, nursing or similar care and treatment is provided, but does not include a hospital.
 - f. The definition of a 'Parking Lot' to be created as follows:
"Parking Lot", means an open area, other than a street or lane, where the primary use of the lot is the temporary paid parking of motor vehicles for clients or customers, and includes associated parking spaces, driveways,

and parking aisles. Temporary parking does not allow the continuous parking of any vehicle for more than one 24 hour period. A parking lot does not include areas where vehicles for sale or repair are kept or stored, or where impounded, wrecked or otherwise inoperable vehicles are stored. This does not include accessory parking areas or parking areas associated with residential uses.

- g. The definition of 'Recycling Plant' be created as follows:
"Recycling Plant", means a place where materials such as paper, plastic, cardboard, metal and glass are delivered stored, separated, and processed in order to salvage and reuse material.
 - h. The definition of 'Retail Food Store' be edited to be **'Retail Store'**.
 - i. The definition of 'Retail Establishment' be deleted.
 - j. The definition of 'Scientific Research Establishment' be created as follows:
"Scientific Research Establishment", means an establishment where scientific or medical experiments, tests, or investigations are conducted, and where drugs, chemicals, glassware, or other substances or articles pertinent to such experiments, tests, or investigations are manufactured or otherwise prepared for use on the premises.
 - k. The definitions of a 'Taxi or Bus Depot' and 'Courier Service' to be created as follows:
"Taxi or Bus Depot", means a structure used for the boarding or disembarkment of buses or taxis by fare-paying passengers.
"Courier Service", means a building or structure used for courier pick-up or drop-off services.
 - l. The definition of 'Waste Disposal Area' be created as follows:
"Waste Disposal Area", means a facility operated by or for the Township or the County of Wellington, or authorized by the Ministry of Environment, where garbage, refuse or domestic or industrial waste is disposed of or dumped, and shall include a sewage treatment plant or sewage lagoon.
 - m. The definition of 'Waste Transfer Station' be created as follows:
"Waste Transfer Station", means a place authorized by the Ministry of Environment where waste material is collected, sorted, prepared and/or transferred into containers for shipment to a land fill site, recycling facility or other waste disposal facility.
2. That all other applicable provisions of By-law No. 57/1999 shall continue to apply to the lands affected by this amendment.

3. That this By-law shall become effective from the date of passing hereof.

READ three times and finally passed

this ____ day of _____.

Chris White, Mayor

Meaghen Reid, Clerk



**Guelph/Eramosa
Township**

P.O. Box 700
Rockwood ON N0B 2K0
Tel: 519-856-9596
Fax: 519-856-2240
Toll Free: 1-800-267-1465

December 22, 2014

County of Wellington, Gary Cousins, Planning & Development Department
County of Wellington, Donna Bryce, Clerk
County of Wellington, Engineering Services - Roads Division
Community Emergency Management Coordinator, Linda Dickson
Miller, Thomson, Scott Galajda
R. J. Burnside & Assoc. Ltd.
Grand River Conservation Authority
Guelph Hydro
Union Gas Company Ltd.
Ontario Ministry of Transportation, Corridor Management Section
Canadian National Railway Properties, Raymond Beshro
Canadian Pacific Railway
Bell Access Network, Grand River Region
Bell Canada
Ministry of Municipal Affairs & Housing
Ontario Power Generation Inc., Executive Vice President, Law & Development
Upper Grand District School Board
Conseil Scolaire de District Catholique Centre-Sud
Wellington Catholic District School Board
The French Language District School Board for South-Western & Central Ontario
Township of Guelph/Eramosa, Chief Building Official
Township of Guelph/Eramosa, Director of Public Works
Township of Guelph/Eramosa, Clerk
City of Guelph, John Osborne, Deputy Fire Chief
Township of Puslinch, Clerk
Township of Centre Wellington, Clerk
Town of Erin, Clerk
Town of Halton Hills, Clerk
Town of Milton, Clerk
Regional Municipality of Waterloo, Clerk
Township of Woolwich, Clerk
City of Cambridge, Clerk
City of Guelph, Director of Planning
City of Guelph, Clerk
Wellington-Dufferin-Guelph Health Unit
Wellington & Guelph Housing Committee
Ministry of Community & Social Services

Dear Sir/Madam:

Re: Zoning By-law Amendment Application ZBA 06/14 (Our File: D14 TO)
Township of Guelph-Eramosa

Kelsey Lang
Planning Associate

Tel: 519-856-9596 ext. 138
klang@get.on.ca

Please find enclosed the Notice of Complete Application for the above-noted application. In addition, enclosed for your review is a copy of the Planning Justification report to amend the Township's Zoning By-law.

We would appreciate if you could forward your comments to the Township on or before **Friday January 9, at 4:30 p.m.**, and copy the Township's Planning Consultants via email or facsimile as follows:

MacNaughton, Hermsen, Britton, Clarkson Planning Ltd.
200 – 540 Bingemans Centre Drive
Kitchener, Ontario N2B 3X9
Attn: Bernie Hermsen & Dan Currie
FAX No. 1-519-576-0121
Email: bhermsen@mhbcplan.com, dcurrie@mhbc.com, & klang@get.on.ca

Thank you for your comments.

Yours truly,



**Meaghen Reid,
Clerk/Director of Legislative Services**

Encl.

MR/kl

Copy: Bernie Hermsen & Dan Currie, MHBC Planning Ltd.



**Notice of Complete Application and
Public Meeting**
RECEIVED
DEC 16 2014
Township of Pineburgh

In accordance with the provisions of the Planning Act, as amended, the City of Cambridge has received complete applications for proposed Official Plan and Zoning By-law Amendments. A Public Meeting, as required by the Planning Act, will be held by the General Committee of Cambridge Council to provide information and receive comments from the public on the applications outlined below.

Date: January 26th, 2015 Time: 7:00 p.m.

Place: Council Chambers, Historic City Hall, 46 Dickson Street, Cambridge

400 – 410 Pinebush Road – 492548 Ontario Ltd.

The City of Cambridge has received applications to amend the City's Official Plan (2012) and Zoning By-law No. 150-85, as amended for a property legally described as Part of Lot 6, South Range and Part of Lot 6, North Range (East of Block A), Plan 600, City of Cambridge, Regional Municipality of Waterloo and is municipally addressed as 400-410 Pinebush Road. The subject property fronts onto Pinebush Road and located west of Townline Road, East of Franklin Boulevard and is adjacent the 401 Highway corridor.

The Purpose and Effect of the Official Plan and Zoning By-law Amendments is to permit the sale, service and short term display of motor vehicles on the subject property. The property is presently designated Employment Corridor in the 2012 Official Plan and is zoned M1 (Industrial Business Park).

Ward No.: 2 **CLERK'S DEPARTMENT** **File No.: R13/14**

TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	Jan 7/15

Contact Person: James Horan

Email: horanj@cambridge.ca

Telephone: (519) 740-4650 ext. 4528

TTY: (519) 623-6691 / Fax: (519) 740-9545

Please note that all property owners have a right to make applications to change the zoning of their properties or for other planning approvals. This notice is intended to make you aware of the proposal(s) as described and to invite your comments. No decisions are made on an application at the time of the Public Meeting.

Notification:

If you wish to be notified of any future Committee or Council meetings at which recommendations are to be considered, or if you wish to be notified of the approval of the proposal, or of the refusal of a request to amend the zoning by-law, you must sign the register provided at the upcoming public meeting for this purpose, or make a written request to the City of Cambridge Planning and Development Department at P.O. Box 669, Cambridge Ontario, N1R 5W8. With the exception of this Public Meeting Notice, notice of future meetings on this proposal will only be sent to those persons who have requested to be notified.

Additional Information:

A copy of the application for the proposed amendment can be viewed at the Cambridge Planning and Development Department, 50 Dickson Street (third floor) between 8:30 a.m. and 4:30 p.m. Monday to Friday, or by telephoning the contact person listed above. The staff report for an application is available online the Thursday afternoon prior to the General Committee meeting at www.cambridge.ca. Agendas and reports can be found by following the path: http://www.cambridge.ca/city_clerk/council_committee_agendas_and_minutes. If an accessible format or accommodation is required please contact accessibility@cambridge.ca.

Approval Authority (Official Plan Amendment):

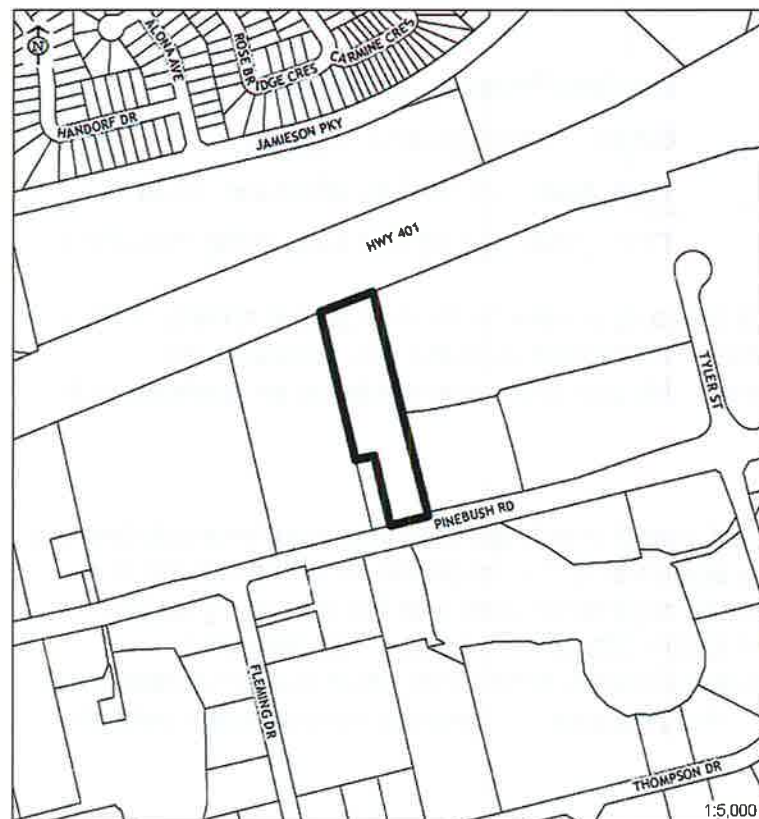
The Regional Municipality of Waterloo is the approval authority the Official Plan Amendment. If you wish to be notified of the decision of the approval authority in respect to this application, you must make a written request to the Regional Municipality of Waterloo, 150 Frederick Street, Kitchener Ontario, N2G 4J3.

Appeals:

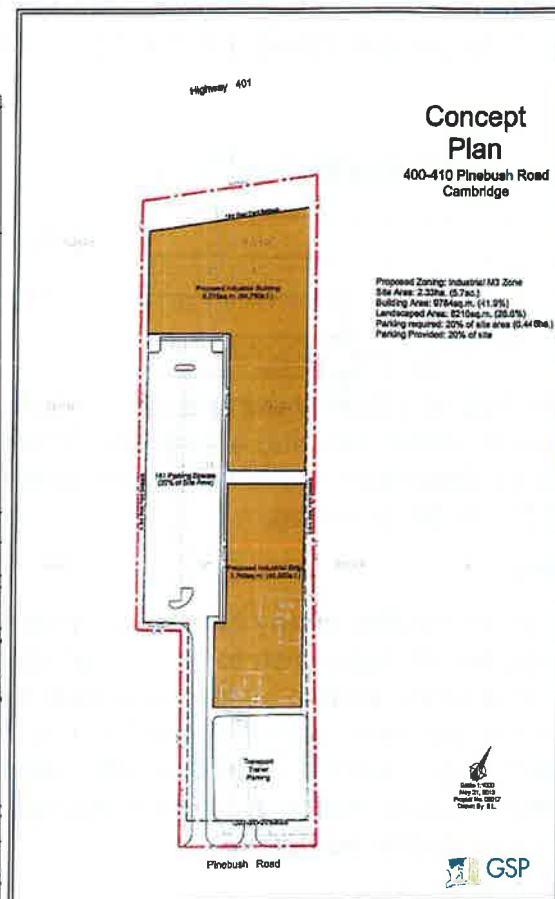
If a person or public body does not make oral submission at a public meeting or make written submissions to the City of Cambridge before the proposed official plan amendment is adopted and the zoning by-law amendment is passed, the person or public body is not entitled to appeal the decision of the City of Cambridge to the Ontario Municipal Board.

If a person or public body does not make oral submission at a public meeting or make written submissions to the City of Cambridge before the official plan amendment is adopted and the zoning by-law amendment is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable ground to add the person or public body as a party.

Location Map:



Concept Site Plan:



County of Wellington
Land Division Committee
Administration Centre
74 Woolwich Street
Guelph, Ontario N1H 3T9

RECEIVED
DEC 17 2014
Township of Puslinch

December 12, 2014

NOTICE of WITHDRAWAL of CONSENT APPLICATION

John & Marion Summers
4555 Victoria Rd S
Puslinch ON N0B 2J0

TOWNSHIP OF PUSLINCH
Part Lot 17
Concession 9



Dear Sir/Madam:

Re: B124/14


CLERK'S DEPARTMENT	
TO	HP
Copy	
Please Handle	✓
For Your Information	
Council Agenda	Jan/15
File	

Please be advised that a request for the Withdrawal of Consent Application B124/14 was presented to the County of Wellington Land Division Committee on December 11, 2014.

This Withdrawal Request for Consent Application B124/14 was filed by Jeff Buisman of Van Harten Surveying Inc., and was accepted by the County of Wellington Land Division Committee on December 11, 2014.

Consent Application File B124/14 is now deemed to be closed.

Yours truly,


Deborah Turchet
Secretary-Treasurer

This Notice Sent To:

APPLICANT – John & Marion Summers

AGENT – Jeff Buisman

MUNICIPALITY - Puslinch

COUNTY PLANNING DEPARTMENT

BELL CANADA

GRAND RIVER CONSERVATION AUTHORITY

REGIONAL ASSESSMENT OFFICE

CITY OF GUELPH

Donald & Sally McCrone, 4550 Victoria Rd, RR#1 Puslinch ON N0B 2J0
Jennifer Hambly, 4576 Victoria Rd S, RR#1 Puslinch ON N0B 2J0
Susan & John Haugh, 7675 Maltby Rd E, RR#1 Puslinch ON N0B 2J0
Larry Cross, 1758 Spragues Rd, Cambridge ON N1R 5S5
Dorris Bennett & Albert Borthwick, 7635 Maltby Rd E, RR#1 Puslinch ON N0B 2J0
Donald Dagley, 4539 Victoria Rd, RR#1 Puslinch ON N0B 2J0
Jill Plaxton, 7638 Maltby Rd E, RR#1 Puslinch ON N0B 2J0
Audrey Meadows Ltd., 4512 Victoria Rd S, RR#1 Puslinch ON N0B 2J0
Eric & Barbara Hagens, 7667 Maltby Rd E, RR#1 Puslinch ON N0B 2J0

MUNICIPALITY COMMENTING FORM

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

CLERK'S DEPARTMENT
TO KP
Copy
Please Handle K
of your information
Council Agenda 5/17/15
DEC 16 2014
Township of Puslinch

FILE NO: B138/14

APPLICANT

Estate of Bryan Speers
c/o Brett & Corey Speers
38 Arthur St. N
Guelph ON N1E 4T8

I.G.# 16

LOCATION OF SUBJECT LANDS

TOWNSHIP OF PUSLINCH
Part Lot 7
Concession 4

Proposal is to sever a lot 31m fr x 132m = 0.4 hectares, existing and proposed rural residential use with existing storage shed.

Retained parcel is 31m fr x 132m = 0.4 hectares, existing and proposed rural residential use with existing dwelling.

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER:

Does this description reasonably describe the parcel holdings? YES() NO()

If answer is no, please provide new information: _____

Do you consider this proposal to conform to your Official Plan? YES() NO()

What Section(s) does it conform to or contravene? (Please specify)

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES [] NO []

(Please Specify) _____

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES [] NO []

(Please Specify) _____

If Necessary, would the Municipality be prepared to consider an **Amendment** to the Zoning By-Law to permit the proposal to conform? YES() NO() N/A() or **Minor Variance** YES() NO() N/A()

Is proposal on an opened maintained year-round public road YES() NO()
If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road ?

Please specify _____

Is the Proposed Lot(s) serviced now by Municipal Water YES() NO()

Is the Retained Lot serviced now by Municipal Water YES() NO()

Is the Proposed Lot(s) serviced now by Municipal Sewers YES() NO()

Is the Retained Lot serviced now by Municipal Sewers YES() NO()

Is there a **Capital Works Project** underway to service these lots in the near future YES() NO()

Approximate Time of Servicing Availability: _____

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

MUNICIPALITY COMMENTING FORM

FILE NO: B138/14

Is the Municipality’s Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?
YES [] NO []

Is there any further information that may assist the Planning and Land Division Committee?
[A letter may be attached if there is insufficient space to explain]

Is the Municipality in support of this application? YES() NO()
What Conditions, if any, are requested by the Municipality if the Consent is granted?

Does the Municipality request a Notice of the Decision? YES() NO()

SIGNATURE _____
TITLE: _____
ADDRESS: _____
DATE: _____

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph ON N1H 3T9

December 12, 2014

NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: December 8, 2014

FILE NO. B138/14

APPLICANT

Estate of Bryan Speers
c/o Brett & Corey Speers
38 Arthur St. N
Guelph ON N1E 4T8

LOCATION OF SUBJECT LANDS:

TOWNSHIP OF PUSLINCH
Part Lot 7
Concession 4

Proposal is to sever a lot 31m fr x 132m = 0.4 hectares, existing and proposed rural residential use with existing storage shed.

Retained parcel is 31m fr x 132m = 0.4 hectares, existing and proposed rural residential use with existing dwelling.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

January 21, 2015

Please note that if the Comments are not received by the requested date, the Planning and Land Division Committee may proceed to consider the application, and may assume that you have no objection to this APPLICATION for CONSENT.

Please also be advised that if a person or public body that files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

If you wish to be **NOTIFIED OF THE DATE AND TIME OF THE CONSIDERATION** of this application - **please make your request in writing** to the Planning and Land Division Committee before the "Comments Return Date" noted above.

If you wish to be **NOTIFIED OF THE DECISION** of the County of Wellington Planning and Land Division Committee in respect of this proposed consent, **you must make a request in writing** to the County of Wellington Planning and Land Division Committee. This will also entitle you to be advised of a possible Ontario Municipal Board Hearing. Even if you are the successful party, you should request a copy of the decision since the County of Wellington Planning and Land Division Committee's decision may be appealed to the Ontario Municipal Board by the applicant or another member of the Public

INFORMATION REGARDING THE APPLICATION is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office- 74 Woolwich St. Guelph ON N1H 3T9. Phone: (519) 837-2600 x2170 Fax: (519) 837-3875

MAILED TO:

Local Municipality - Puslinch County Planning Conservation Authority - GRCA

Neighbouring Municipality – City of Guelph

Bell Canada County Clerk Roads

Neighbour - as per list verified by local municipality and filed by applicant with this application

APPLICATION FOR CONSENT

Ontario Planning Act

1. Approval Authority:

County of Wellington Planning and Land Division Committee
County of Wellington Administration Centre
74 Woolwich Street, GUELPH, Ontario N1H 3T9

Phone: 519-837-2600, Ext. 2160 or 2170 Fax: 519-837-3875

Required Fee: \$ 975
Fee Received: Dec 8/14

File No. B138/14

Accepted as Complete on: Dec 8/14

*** A COPY OF YOUR CURRENT DEED MUST BE SUBMITTED WITH THIS APPLICATION ***

2. Name of Registered Owner(s) Brett & Corey Speers, Executors of the Bryan SPEERS estate

Address 38 Arthur Street North, Guelph, ON, N1E 4T8

Phone No. **Cell:** 519-827-4721 **Business:** _____

Name and Address of Applicant (as authorized by Owner) _____

Name and Address of Owner's Authorized Agent (or authorized solicitor):

Jeff Buisman of VanHarten Surveying Inc., 423 Woolwich Street, Guelph, ON, N1H 3X3
Jeff.Buisman@vanharten.com T: 519-821-2763 x225

Please specify the person who is to be contacted if more information is needed and who is responsible for posting the "Notice Cards"

REGISTERED OWNER [] **APPLICANT** [] **AGENT** [X]

3. (a) Type and Purpose of Proposed Transaction: (Check off appropriate box & provide short explanation)

[X] **Conveyance** (Specify type and use of new lot, e.g. residential, agricultural, commercial):

OR Create new lot in order to separate dwelling and storage shed

[] **Other** (Specify – e.g. mortgage, lease, easement, Right-of-way, correction of title):

(b) Name of person(s) (purchaser, lessee, mortgagee, etc.) to whom land or interest in land is intended to be conveyed, leased or mortgaged:

FUTURE OWNER IS NOT KNOWN

4. (a) Location of Land in the County of Wellington:

Local Municipality: Township of Puslinch

Concession 4

Lot No. Part of Lot 7

Registered Plan No.

Lot No.

Reference Plan No.

Civic Address 6663 Laird Road West

(b) When was property acquired: August 1, 1985 **Registered Instrument No.** ROS401887

5.

Description of **Land** intended to be **SEVERED**:

Metric [X]

Imperial []

Frontage/Width

31 ±

AREA

0.4 ha ±

Depth

132 ±

Existing Use(s)

Storage

Existing Buildings or structures: Storage shed

Proposed Uses (s): No change

Type of access (Check appropriate space)

Existing? [X]

Proposed? []

Provincial Highway

County Road

X

Municipal road, maintained year round

Municipal road, seasonally maintained

Easement

Right-of-way

Private road

Crown access road

Water access (specify what boat docking and parking facilities are available on the mainland):

Type of water supply - Existing [] Proposed [X]

(check appropriate space & specify where indicated):

Municipally owned and operated piped water system

X

Well (specify whether individual or communal): Individual Well

Lake

Other (Specify):

Type of sewage disposal - Existing [] Proposed [X]

(check appropriate space & specify where indicated):

Municipally owned and operated sanitary sewers

X

Septic Tank (specify whether individual or communal): Individual Septic System

Pit Privy

Other (Specify):

6.

Description of **Land** intended to be **RETAINED**:

Metric [X]

Imperial []

Frontage/Width

31 ±

AREA

0.4 ha ±

Depth

132 ±

Existing Use(s)

Rural Residential

Existing Buildings or structures: 1 Storey Dwelling

Proposed Uses (s): No Change

Type of access (Check appropriate space)

Existing? []

Proposed? [X]

Provincial Highway

County Road

X

Municipal road, maintained year round

Municipal road, seasonally maintained

Easement

Right-of-way

Private road

Crown access road

Water access (specify what boat docking and parking facilities are available on the mainland):

Type of water supply - Existing [X] Proposed []

(check appropriate space & specify where indicated):

Municipally owned and operated piped water system

X

Well (specify whether individual or communal): Individual Well

Lake

Other (Specify):

Type of sewage disposal - Existing [X] Proposed []

(check appropriate space & specify where indicated):

Municipally owned and operated sanitary sewers

X

Septic Tank (specify whether individual or communal): Individual Septic System

Pit Privy

Other (Specify):

7. Is there an agricultural operation, (either a barn, manure storage, abattoir, livestock area or stockyard) within 500 metres of the Subject lands (severed and retained parcels)? YES [] NO []
8. Is there a landfill within 500 metres [1640 feet]? YES [] NO [X]
9. a) Is there a sewage treatment plant or waste stabilization plant within 500 metres [1640']? YES [] NO [X]
 b) Is there an individual well or septic system within 45.7 metres [150 feet] of the boundaries of the proposed severed parcel? YES [X] NO [] If answer to 9 b) is YES, these must be shown on the severance sketch
10. Is there a Provincially Significant Wetland (e.g. swamp, bog) located on the lands to be retained or to be severed or within 120 metres [394 feet]? YES [X] NO []
11. Is there any portion of the land to be severed or to be retained located within a floodplain? YES [] NO [X]
12. Is there a provincial park or are there Crown Lands within 500 metres [1640']? YES [] NO [X]
13. Is any portion of the land to be severed or retained within a rehabilitated mine/pit site? YES [] NO [X]
14. Is there an active or abandoned mine, quarry or gravel pit within 500 metres [1640']? YES [] NO [X]
15. Is there a noxious industrial use within 500 metres [1640']? YES [] NO [X]
16. Is there an active or abandoned principal or secondary railway within 500 metres [1640']? YES [] NO [X]
- Name of Rail Line Company: _____
17. Is there an airport or aircraft landing strip nearby? YES [] NO [X]
18. Is there a propane retail outlet, propane filling tank, cardlock/keylock or private propane outlet/container refill centre within 750 metres of the proposed subject lands? YES [] NO [X]
19. PREVIOUS USE INFORMATION:
- Has there been an industrial use(s) on the site? YES [] NO [X] UNKNOWN []
 If YES, what was the nature and type of industrial use(s) _____
- Has there been a commercial use(s) on the site? YES [] NO [X] UNKNOWN []
 If YES, what was the nature and type of the commercial use(s) _____
- Has fill been brought to and used on the site (other than fill to accommodate septic systems or residential landscaping)? YES [] NO [X] UNKNOWN []
- Has there been commercial petroleum or other fuel storage on the site, underground fuel storage, or has the site been used for a gas station at any time, or railway siding? YES [] NO [X] UNKNOWN []
 If YES, specify the use and type of fuel(s) _____
20. Is this a **resubmission** of a previous application? YES [] NO [X]
 If YES, is it identical _____, or changed _____ Provide previous File Number _____
21. a) Has any Owner previously severed any land from the holding which existed as of June 25, 1970 and as registered in the Land Registry/Land Titles Office? YES [] NO [X]
 b) If the answer in (a) is YES, please indicate the previous severance(s) on the required sketch and supply the following information for each parcel severed: **Transferee's Name, Date of the Transfer and Use of Parcel Transferred; And attach the information to this application.**
22. Has the parcel intended to be severed ever been, or is it now, the subject of an application for a plan of subdivision or other Consent or approval under the Planning Act or its predecessors? YES [] NO [X] UNKNOWN []
23. Under a separate application, is the Owner, applicant, or agent applying for additional consents on this holding simultaneously with this application? YES [] NO [X]

24. Is the application consistent with the Provincial Policy Statement? YES [X] NO []
25. Is the subject land within an area of land designated under any provincial plan or plans?
- Greenbelt Plan [] Places to Grow [X] Other [] _____
- If YES, does the application conform to or not conflict with the applicable Provincial Plan(s) YES [X] NO []
26. Is the subject land a proposed surplus farm dwelling?* YES [] NO [X]
*If yes, an application to sever a surplus farm dwelling must be accompanied by a FARM INFORMATION FORM.
27. What is the existing Local Official Plan designation(s) of the subject land? (subject land means severed and retained)

b) What is the existing County Official Plan designation(s) of the subject land? [subject land means severed and retained]

PRIMARY AGRICULTURAL

c) If this consent relates directly to an Official Plan Amendment(s) currently under review by an approval authority, please indicate the Amendment Number and the applicable file number(s).

Amendment Number(s): File Number(s):

28. Is the land covered by a zoning by-law? YES [X] NO []

If YES, what is the zoning of the subject lands? AGRICULTURAL ZONE

29. Does the proposal for the subject lands conform to the existing zoning? YES [] NO [X]

A Minor Variance will be submitted to allow the accessory building to continue with no residence after the severance is approval.

If NO, a) has an application been made for re-zoning?
YES [] NO [] File Number

b) has an application been made for a minor variance?
YES [] NO [] File Number

30. Are the lands subject to any mortgages, easements, right-of-ways or other charges? YES [] NO [X]

If the answer is YES, please provide a copy of the relevant instrument.
For mortgages just provide complete name and address of Mortgagee.

Questions 29 – 34 must be answered for Applications for severance in the Rural/Agricultural Area -- Otherwise, if this is not applicable to your application, please state “not Applicable”

PRESENT LAND USES-Severed & Retained Lands			PROPOSED LAND USES		
Answer in Acres/Hectares	Severed	Retained	Answer with X	Severed	Retained
Under Cultivation			Agricultural	[]	[]
Idle Agricultural Land			Surplus Farm House	[]	[]
Woodlot/Bushland			Retirement Lot	[]	[]
Pasture			Farm-help Lot	[]	[]
Number of Buildings			Non-Farm Residence	[X]	[X]
Area of Residence	0.4	0.4	Comm./Ind./Instit.	[]	[]
Other Uses (e.g. business)			Addition to a Lot	[]	[]

b) Existing Crops:

Severed NONE Retained NONE

c) Proposed Crops:

Severed NONE Retained NONE

32. Type of Farm Operation conducted on these subject lands:

Type: Dairy [] Beef Cattle [] Swine [] Poultry [] Other []
Units Number

County of Wellington Land Division Committee
74 Woolwich Street
GUELPH, Ontario
N1H 3T9

Attention: Ms. Deborah Turchet

Dear Ms. Turchet:

Re: **Severance Sketch & Application**
6663 Laird Road
Part of Lot 7, 8, Concession 4
PIN 71210-0010
Township of Puslinch
County of Wellington

Please find enclosed a Severance Application for the above-mentioned property. Included with this submission are copies of the severance sketch, completed application form, required deeds, ownership information, a cheque to Wellington County for \$975, and a cheque to the GRCA for \$380.

Proposal

The proposal is to sever the property roughly in half with a frontage of 30 to 31m for both the severed and retained parcels. Each parcel will have an area of about 0.405ha – just over the minimum requirement of 0.40 ha. The existing dwelling will be on the easterly parcel and the existing shed will be on the westerly parcel.

We recognize that the subject land is an area designated Primary Agricultural in the Wellington County Official Plan, and that rural residential severances in Primary Agriculture are normally not approved. This severance is being presented, however, as a very practical, efficient and effective use of land that is being encouraged by some of the planning policies. Although not designated as Secondary Agricultural, it functions as Secondary Agricultural or as a Rural Settlement.

The Land Division Committee of 2007 approved a similar application (B126/07) for the property immediately to the west (Shown as Parts 1 & 2 of 61R-10914 on the sketch). The situation for the subject property is almost identical to that of the application approved in 2007 in that there are rural residential parcels on either side of the subject property. There is an agricultural field to the rear and that the lands across Laird Road are designated Secondary Agricultural in the County Official Plan.

Approval of the subject application will result in 6 abutting rural residential parcels on the south side of the road. Although this is not identified as a Rural Settlement as in section 10.5.3 of the Official Plan, it has the characteristics of a Rural Settlement. Section 10.5.3 allows for the creation of new lots in Rural Settlement Areas.

A goal of intensification is well-known in the Province and this application takes advantage of an opportunity to have rural intensification with no loss of agricultural land. A new residence will not hinder existing or potential agricultural activity. Using this land for a new residence also reduces the maintenance burden for the existing dwelling.

The parcel to the east has a couple of old veal barns and an old manure pit. These buildings used to be part of the farm to the rear, but this parcel was severed from the rest of the farm. The buildings have not been used for animals for a long time and the Township of Puslinch approved a Zoning By-law Amendment that does not permit these buildings or manure tank to be used for animals or manure storage (Section A-39 of the Puslinch Zoning By-law).

In conclusion, this is a great "in-fill" parcel in terms of using non-agricultural land in an effective manner.

We acknowledge the fact that the severed parcel will be created with an accessory building but no residence which is in conflict with zoning. The Township has, in the past, allowed the owner to apply for a Minor Variance to allow this situation to exist for a short time until a new dwelling is constructed. This also requires a deposit with the Township. The owner will also consider the option of removing the shed.

Please contact me if you or the Planning Staff have any questions.

Very truly yours,
Van Harten Surveying Inc.



33. **Dimensions of Barn(s)/Outbuildings/Sheds (that are to remain) Severed & Retained Lands**

Severed	Width	13	Length	27.5	Area	488m ²	Use	STORAGE SHED
	Width		Length		Area		Use	
Retained	Width		Length		Area		Use	
	Width		Length		Area		Use	

34. **Manure Storage Facilities** on these lands: **NONE**

Type:	DRY	SEMI-SOLID	LIQUID
	Open Pile []	Open Pile []	Covered Tank []
	Covered Pile []	Storage with Buck Walls []	Aboveground Uncovered Tank []
			Belowground Uncovered Tank []
			Open Earth-sided Pit []

35. Are there any barns within 500 metres [1640'] of the severed lot? **YES [] NO [X]**

If the answer is yes, these barns **must be shown on the application sketch with approximate measurements to proposed lot lines of the parcel to be severed and retained.**

36. Are there any drainage systems on the retained and severed lands? **YES [] NO [X]**

System Type:	Municipal Drain []	Name of Drain	
	Field Drain []	Area of land tiled	(Acres)
Drain Outlet Location:	Owner's Lands []	Neighbour's Lands []	River/Stream []

37. If a **new farm operation**, or **new crops**, or **new farm buildings** are being proposed for the severed and/or retained lands. Please provide some details:

38. **If you wish to provide some further information** that may assist the Planning and Land Division Committee in evaluating your application, please provide by a letter and attach it to this application.

Please see covering letter

NOTES:

1. **One original completed application and two original sketches must be filed with the County of Wellington Planning and Land Division office.** If original sketch is larger than 11" x 17", 8 additional copies are required plus one sketch reduced to a size of 11" x 17" (or smaller) for office photocopying and circulation to neighbours. Facsimile documents are not acceptable for reasons of the necessity of good photocopying.
2. The location of the lands (severed & retained) which are the subject of the application must also be shown on the Surveyor's sketch or on an attached "Key Map" and included with the application.
3. Since the filing fee for applications for consent change from time to time, please contact the Planning and Land Division office for current fee information. This fee may be paid in cash or by cheque payable to the County of Wellington.
4. Additional information about the process, about any particular application or obtaining application forms may be obtained by attending at the County of Wellington Administration Centre, 74 Woolwich Street, Guelph Ontario N1H 3T9, by telephone at 519-837-2600, ext. 2160 or 2170; or by facsimile (fax) at 519-837-3875.
5. Generally, regular severance application forms are also available at the local municipal office.
6. Some municipalities also require the applicant to attend at a Planning Advisory Committee or Council meeting to discuss the application prior to the Municipality's submitting comments to the County of Wellington Planning and Land Division Committee. Please check with your local municipality.
7. If the applicant is a Corporation, then the applicant's Declaration or if applicable, the Owner's authorization too, must be signed by an officer of the corporation who has authority to bind the corporation; or the corporation's seal must be affixed.

OWNER'S AUTHORIZATION IF THE OWNER IS NOT THE APPLICANT:

The Owner must complete the following to authorize applicant, agent or solicitor to act on their behalf.

NOTE: If more than one owner is listed in item #2 of this application, then all owners must sign this authorization section of the application form or by a letter of authorization duly signed.

If the Owner is a corporation, the authorization must be by an officer of the corporation who has authority to bind the corporation.

I, (we), Brett & Corey SPEERS, Executors of the Bryan SPEERS estate the Registered Owners of

Part of Lots 7 & 8, Concession 4 Of the TOWNSHIP OF PUSLINCH in the

County/Region of WELLINGTON severally and jointly, solemnly declare that

Jeff Buisman of VanHarten Surveying Inc.

Is authorized to submit an application for consent on my (our) behalf.

Brett Speers Corey Speers
Signature(s) of Registered Owner(s) or Corporation's Officer

APPLICANT'S DECLARATION

This must be completed by the Applicant for the proposed consent

I, (we) Jeff Buisman of the

City of Guelph In the County/Region of

Wellington Solemnly declare that all

the statements contained in this application for consent for (property description) _____

Part of Lots 7 & 8, Concession 4 Of the TOWNSHIP OF PUSLINCH

And all the supporting documents are true, and I, (we), make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, and virtue of the CANADA EVIDENCE ACT.

DECLARED before me at the

City Of

Guelph In the

County of Wellington

This 4th Day of December 2014

Jeff Buisman

(Owner or Applicant)

James Michael Laws
James Michael Laws, a Commissioner,
etc., Province of Ontario, for Van Harten
Surveying Inc. Expires May 11, 2015.

County/Region of _____

This _____ day of _____ 20 ____

(Owner or Applicant)

Commissioner of Oaths

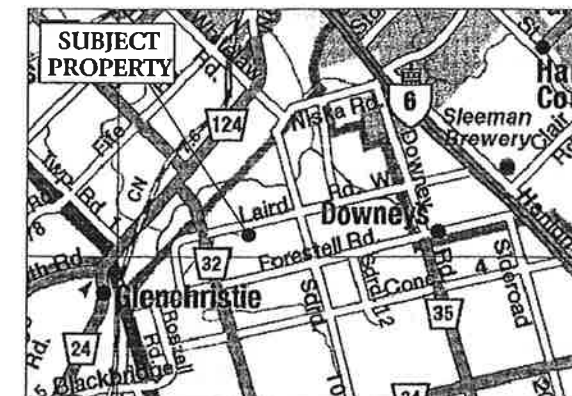
Printed Commissioner's, etc. Name

—LOT 8
CON. 5

SCALE 1 : 750



VAN HARTEN SURVEYING INC.



KEYMAP

SURVEYOR'S CERTIFICATE

THIS SKETCH WAS PREPARED
ON THE 2nd DAY OF DECEMBER, 2014.

BER, 2014.


JEFFREY E. BUISMAN
ONTARIO LAND SURVEYOR

NOTES:

1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
2. SUBJECT LANDS ARE ZONED AGRICULTURAL.
3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF PRIMARY AGRICULTURAL.
4. DISTANCES TO BARNS ARE TAKEN FROM GRCA GIS MAPPING WEBSITE.
5. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
6. SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS.



Van Harten
SURVEYING INC.
LAND SURVEYORS and ENGINEERS

423 WOOLWICH STREET
GUELPH, ONTARIO N1H 3X3
PHONE: 519-821-2763
FAX: 519-821-2770
www.vanharten.com

660 RIDDELL ROAD, UNIT 1
ORANGEVILLE, ONTARIO L9W 5G5
PHONE: 519-940-4110
FAX: 519-940-4113
www.vanharten.com

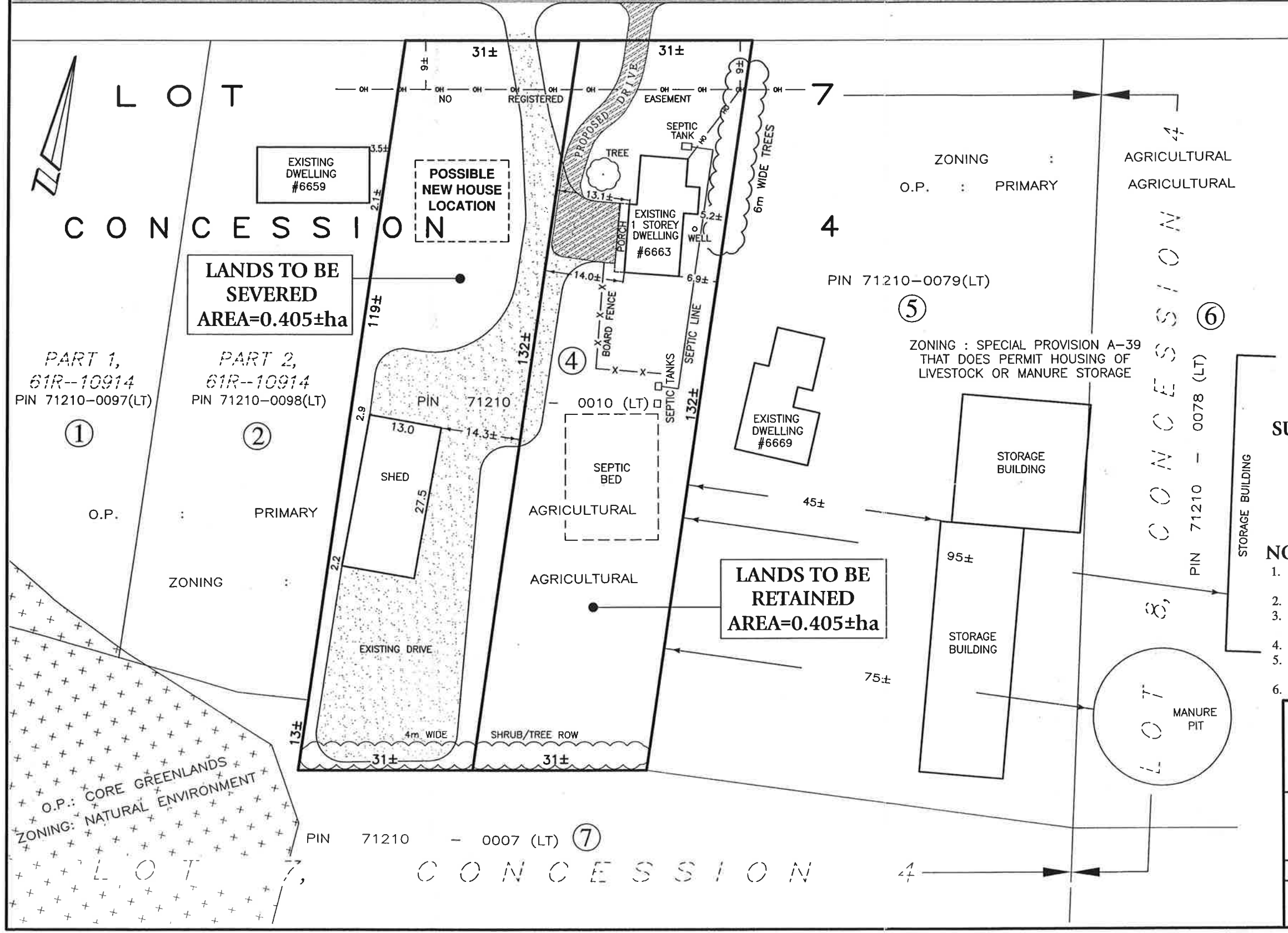
DRAWN BY: N.C.H.	CHECKED BY: J.E.B.	PROJECT No. 22451-14
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Dec 05, 2014-3:54pm
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LOT 7, CONCESSION 5
PART 1, 61R - 7717 PIN 71213 - 0029 (LT) ③
ZONING : AGRICULTURAL
O.P. : SECONDARY AGRICULTURAL

← LOT 8
CON. 5

PIN 71213-0002(LT) ROAD ALLOWANCE BETWEEN CONCESSIONS 4 AND 5 (LAIRD ROAD)

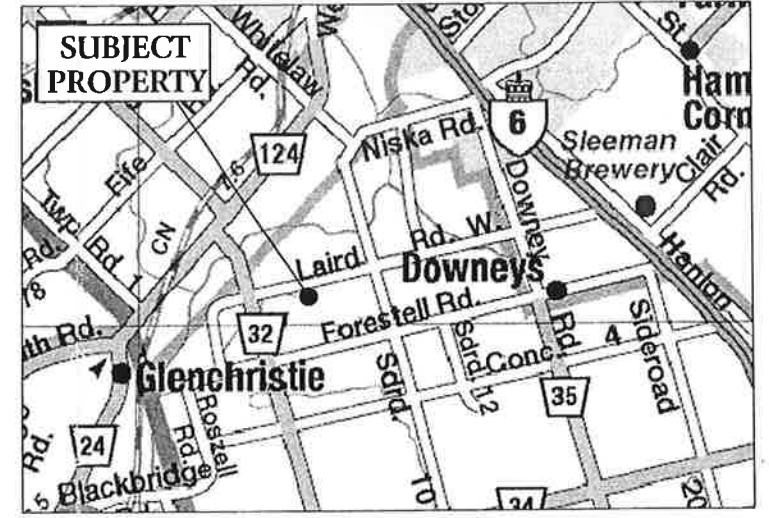


SEVERANCE SKETCH OF PART OF LOT 7, CONCESSION 4 TOWNSHIP OF PUSLINCH COUNTY OF WELLINGTON

SCALE 1 : 750

0 5 10 20 30 40 50 metres

VAN HARTEN SURVEYING INC.



KEYMAP

SURVEYOR'S CERTIFICATE

THIS SKETCH WAS PREPARED
ON THE 2nd DAY OF DECEMBER, 2014.

Jeffrey E. Buisman
JEFFREY E. BUISMAN
ONTARIO LAND SURVEYOR

NOTES:

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4. DISTANCES TO BARN ARE TAKEN FROM GRCA GIS MAPPING WEBSITE.
5. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
6. SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS.



Van Harten
SURVEYING INC.

LAND SURVEYORS and ENGINEERS

423 WOOLWICH STREET
GUELPH, ONTARIO N1H 3X3
PHONE: 519-821-2763
FAX: 519-821-2770
www.vanharten.com

660 RIDDELL ROAD, UNIT 1
ORANGEVILLE, ONTARIO L9W 5G5
PHONE: 519-940-4110
FAX: 519-940-4113
www.vanharten.com

DRAWN BY: N.C.H. CHECKED BY: J.E.B. PROJECT No. 22451-14

Dec 05, 2014-3:54pm
G:\PUSLINCH\Con4\ACAD\SEVERANCES\SEVPTLOT7 (SPEERS).dwg

CLERK'S DEPARTMENT
TO RP
Copy
Please Handle
The Planning and Land Division Committee, in considering the following application, respectfully requests
input from the Municipality. The Application and Sketch are enclosed for your information.
Council Agenda Jan 7/15

MUNICIPALITY COMMENTING FORM

RECEIVED
DEC 17 2014
Township of Puslinch

FILE NO: B139/14

APPLICANT

Sandra Hall & Terrance Christie
4415 Watson Rd S
RR#1
Puslinch ON N0B 2J0

LOCATION OF SUBJECT LANDS

TOWNSHIP OF PUSLINCH
Part Lots 23 & 24
Concession 10

IG.# 17

Proposed severance is 60m fr x 88m = 0.53 hectares, vacant land for proposed rural residential use.

Retained parcel is 81.5 hectares with 501m frontage, existing and proposed rural residential and agricultural use with existing dwelling, barn and dwelling under construction.

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER:

Does this description reasonably describe the parcel holdings? YES() NO()

If answer is no, please provide new information: _____

Do you consider this proposal to conform to your Official Plan? YES() NO()

What Section(s) does it conform to or contravene? (Please specify)

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES [] NO []

(Please Specify) _____

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES [] NO []

(Please Specify) _____

If Necessary, would the Municipality be prepared to consider an **Amendment** to the Zoning By-Law to permit the proposal to conform? YES() NO() N/A() or **Minor Variance** YES() NO() N/A()

Is proposal on an opened maintained year-round public road YES() NO()

If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road ?

Please specify _____

Is the Proposed Lot(s) serviced now by Municipal Water YES() NO()

Is the Retained Lot serviced now by Municipal Water YES() NO()

Is the Proposed Lot(s) serviced now by Municipal Sewers YES() NO()

Is the Retained Lot serviced now by Municipal Sewers YES() NO()

Is there a **Capital Works Project** underway to service these lots in the near future YES() NO()

Approximate Time of Servicing Availability: _____

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

MUNICIPALITY COMMENTING FORM

FILE NO: B139/14

Is the Municipality’s Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?
YES [] NO []

Is there any further information that may assist the Planning and Land Division Committee?
[A letter may be attached if there is insufficient space to explain]

Is the Municipality in support of this application? YES() NO()

What Conditions, if any, are requested by the Municipality if the Consent is granted?

Does the Municipality request a Notice of the Decision? YES() NO()

SIGNATURE _____

TITLE: _____

ADDRESS: _____

DATE: _____

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph ON N1H 3T9

December 12, 2014

NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: December 8, 2014

FILE NO. B139/14

APPLICANT

Sandra Hall & Terrance Christie
4415 Watson Rd S
RR#1
Puslinch ON N0B 2J0

LOCATION OF SUBJECT LANDS:

TOWNSHIP OF PUSLINCH
Part Lots 23 & 24
Concession 10

Proposed severance is 60m fr x 88m = 0.53 hectares, vacant land for proposed rural residential use.

Retained parcel is 81.5 hectares with 501m frontage, existing and proposed rural residential and agricultural use with existing dwelling, barn and dwelling under construction.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

January 21, 2015

Please note that if the Comments are not received by the requested date, the Planning and Land Division Committee may proceed to consider the application, and may assume that you have no objection to this APPLICATION for CONSENT.

Please also be advised that if a person or public body that files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

If you wish to be **NOTIFIED OF THE DATE AND TIME OF THE CONSIDERATION** of this application - **please make your request in writing** to the Planning and Land Division Committee before the "Comments Return Date" noted above.

If you wish to be **NOTIFIED OF THE DECISION** of the County of Wellington Planning and Land Division Committee in respect of this proposed consent, **you must make a request in writing** to the County of Wellington Planning and Land Division Committee. This will also entitle you to be advised of a possible Ontario Municipal Board Hearing. Even if you are the successful party, you should request a copy of the decision since the County of Wellington Planning and Land Division Committee's decision may be appealed to the Ontario Municipal Board by the applicant or another member of the Public

INFORMATION REGARDING THE APPLICATION is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office- 74 Woolwich St. Guelph ON N1H 3T9. Phone: (519) 837-2600 x2170 Fax: (519) 837-3875

MAILED TO:

Local Municipality – Puslinch County Planning Conservation Authority - GRCA
Bell Canada County Clerk Roads
Neighbour - as per list verified by local municipality and filed by applicant with this application

APPLICATION FOR CONSENT

Ontario Planning Act

1. Approval Authority:

County of Wellington Planning and Land Division Committee
County of Wellington Administration Centre
74 Woolwich Street, GUELPH, Ontario N1H 3T9

Phone: 519-837-2600, Ext. 2160 or 2170 Fax: 519-837-3875

Required Fee: \$ 975
Fee Received: Dec 8/14

File No. B139/14

Accepted as Complete on: Dec 11/14

*** **A COPY OF YOUR CURRENT DEED MUST BE SUBMITTED WITH THIS APPLICATION** ***

2. Name of Registered Owner(s) Sandra HALL and Terrance CHRISTIE

Address 4415 Watson Road South, R.R. #1, Puslinch, ON, N0B 2J0

Phone No. Home: 519-829-2519 Business: _____

Name and Address of Applicant (as authorized by Owner) _____

Name and Address of Owner's Authorized Agent (or authorized solicitor):

Jeff Buisman of VanHarten Surveying Inc., 423 Woolwich Street, Guelph, ON, N1H 3X3

Jeff.Buisman@vanharten.com T: 519-821-2763 x225

Please specify the person who is to be contacted if more information is needed and who is responsible for posting the "Notice Cards"

REGISTERED OWNER ☐ []

APPLICANT ☐ []

AGENT ☒ [X]

3. (a) Type and Purpose of Proposed Transaction: (Check off appropriate box & provide short explanation)

☒ [X] **Conveyance** (Specify type and use of new lot, e.g. residential, agricultural, commercial):

New lot for residential purposes.

OR

☐ [] **Other** (Specify – e.g. mortgage, lease, easement, Right-of-way, correction of title):

(b) Name of person(s) (purchaser, lessee, mortgagee, etc.) to whom land or interest in land is intended to be conveyed, leased or mortgaged:

FUTURE OWNER IS NOT KNOWN

4. (a) Location of Land in the County of Wellington:

Local Municipality: Township of Puslinch

Concession 10

Lot No. Part of Lots 23&24

Registered Plan No.

Lot No.

Reference Plan No.

Civic Address 4415 Watson Road

(b) When was property acquired: September 1, 1999 Registered Instrument No. LT20390

5. Description of Land intended to be SEVERED: Metric [X] Imperial []

Frontage/Width 60 ± AREA 0.53 ha ±
Depth 89 ± Existing Use(s) Vacant, Bush and trees
Existing Buildings or structures: None
Proposed Uses (s): A new rural residential dwelling

Type of access (Check appropriate space) Existing? [] Proposed? [X]

- Provincial Highway
- County Road
- X Municipal road, maintained year round
- Municipal road, seasonally maintained
- Easement
- Right-of-way
- Private road
- Crown access road
- Water access (specify what boat docking and parking facilities are available on the mainland):

Type of water supply - Existing [] Proposed [X] (check appropriate space & specify where indicated):

- Municipally owned and operated piped water system
- X Well (specify whether individual or communal): Individual Well
- Lake
- Other (Specify):

Type of sewage disposal - Existing [] Proposed [X] (check appropriate space & specify where indicated):

- Municipally owned and operated sanitary sewers
- X Septic Tank (specify whether individual or communal): Individual Septic System
- Pit Privy
- Other (Specify):

6. Description of Land intended to be RETAINED: Metric [X] Imperial []

Frontage/Width 643 ± / 816 ± AREA 81.5 ha ±
Depth 1027 ± Existing Use(s) Rural Residential, bush, farmland
Existing Buildings or structures: Dwelling, Barn, Dwelling Under Construction
Proposed Uses (s): No Change

Type of access (Check appropriate space) Existing? [X] Proposed? []

- Provincial Highway
- County Road
- X Municipal road, maintained year round
- Municipal road, seasonally maintained
- Easement
- Right-of-way
- Private road
- Crown access road
- Water access (specify what boat docking and parking facilities are available on the mainland):

Type of water supply - Existing [X] Proposed [] (check appropriate space & specify where indicated):

- Municipally owned and operated piped water system
- X Well (specify whether individual or communal): Individual Well
- Lake
- Other (Specify):

Type of sewage disposal - Existing [X] Proposed [] (check appropriate space & specify where indicated):

- Municipally owned and operated sanitary sewers
- X Septic Tank (specify whether individual or communal): Individual Septic System
- Pit Privy
- Other (Specify):

7. Is there an agricultural operation, (either a barn, manure storage, abattoir, livestock area or stockyard) within 500 metres of the Subject lands (severed and retained parcels)? YES ☒ NO ☐
8. Is there a landfill within 500 metres [1640 feet]? YES ☐ NO ☒
9. a) Is there a sewage treatment plant or waste stabilization plant within 500 metres [1640']? YES ☐ NO ☒
- b) Is there an individual well or septic system within 45.7 metres [150 feet] of the boundaries of the proposed severed parcel? YES ☒ NO ☐ If answer to 9 b) is YES, these must be shown on the severance sketch
10. Is there a Provincially Significant Wetland (e.g. swamp, bog) located on the lands to be retained or to be severed or within 120 metres [394 feet]? YES ☒ NO ☐
11. Is there any portion of the land to be severed or to be retained located within a floodplain? YES ☐ NO ☒
12. Is there a provincial park or are there Crown Lands within 500 metres [1640']? YES ☐ NO ☒
13. Is any portion of the land to be severed or retained within a rehabilitated mine/pit site? YES ☐ NO ☒
14. Is there an active or abandoned mine, quarry or gravel pit within 500 metres [1640']? YES ☐ NO ☒
15. Is there a noxious industrial use within 500 metres [1640']? YES ☐ NO ☒
16. Is there an active or abandoned principal or secondary railway within 500 metres [1640']? YES ☐ NO ☒

Name of Rail Line Company: _____

17. Is there an airport or aircraft landing strip nearby? YES ☐ NO ☒
18. Is there a propane retail outlet, propane filling tank, cardlock/keylock or private propane outlet/container refill centre within 750 metres of the proposed subject lands? YES ☐ NO ☒

19. PREVIOUS USE INFORMATION:

Has there been an industrial use(s) on the site? YES ☐ NO ☒ UNKNOWN ☐

If YES, what was the nature and type of industrial use(s)? _____

Has there been a commercial use(s) on the site? YES ☐ NO ☒ UNKNOWN ☐

If YES, what was the nature and type of the commercial use(s)? _____

Has fill been brought to and used on the site (other than fill to accommodate septic systems or residential landscaping)?

YES ☐ NO ☒ UNKNOWN ☐

Has there been commercial petroleum or other fuel storage on the site, underground fuel storage, or has the site been used for a gas station at any time, or railway siding? YES ☐ NO ☒ UNKNOWN ☐

If YES, specify the use and type of fuel(s) _____

20. Is this a **resubmission** of a previous application? YES ☐ NO ☒

If YES, is it identical _____, or changed _____ Provide previous File Number _____

21. a) Has any Owner previously severed any land from the holding which existed as of June 25, 1970 and as registered in the Land Registry/Land Titles Office? YES ☒ NO ☐

1. If the answer in (a) is YES, please indicate the previous severance(s) on the required sketch and supply the following information for each parcel severed: **Transferee's Name, Date of the Transfer and Use of Parcel Transferred; And attach the information to this application.**

a. Parcel 17 on sketch, PIN 71190-0034, Created by Consent January 1971 being a transfer from K. McLean to J & J McNeil; Instrument M-102350

b. Parcel 18 on sketch, PIN 71190-0033, Created by Consent February 1973 being a transfer from K. McLean to P & L Wessels; Instrument M-124884

22. Has the parcel intended to be severed ever been, or is it now, the subject of an application for a plan of subdivision or other Consent or approval under the Planning Act or its predecessors? YES ☐ NO ☒ UNKNOWN ☐

23. Under a separate application, is the Owner, applicant, or agent applying for additional consents on this holding simultaneously with this application? YES ☐ NO ☒

24. Is the application consistent with the Provincial Policy Statement?

YES [X] NO []

25. Is the subject land within an area of land designated under any provincial plan or plans?

Greenbelt Plan [] Places to Grow [X] Other []

If YES, does the application conform to or not conflict with the applicable Provincial Plan(s) YES [X] NO []

26. Is the subject land a proposed surplus farm dwelling?*

YES [] NO [X]

*If yes, an application to sever a surplus farm dwelling must be accompanied by a FARM INFORMATION FORM.

27. What is the existing Local Official Plan designation(s) of the subject land? (subject land means severed and retained)

b) What is the existing County Official Plan designation(s) of the subject land? [subject land means severed and retained]

Primary Agricultural, Secondary Agricultural, Greenlands, and Core Greenlands

c) If this consent relates directly to an Official Plan Amendment(s) currently under review by an approval authority, please indicate the Amendment Number and the applicable file number(s).

Amendment Number(s): File Number(s):

28. Is the land covered by a zoning by-law?

YES [X] NO []

If YES, what is the zoning of the subject lands? Agricultural and Natural Environment

29. Does the proposal for the subject lands conform to the existing zoning?

YES [X] NO []

If NO, a) has an application been made for re-zoning?

YES [] NO [] File Number

b) has an application been made for a minor variance?

YES [] NO [] File Number

30. Are the lands subject to any mortgages, easements, right-of-ways or other charges?

YES [X] NO []

If the answer is YES, please provide a copy of the relevant instrument.

For mortgages just provide complete name and address of Mortgagee.

Mortgage with CIBC, 59 Wyndham Street, Guelph, ON, N1H 6K9

Easement with Bell Canada as in Instruments IS11011 and IS11026

Questions 29 – 34 must be answered for Applications for severance in the Rural/Agricultural Area -- Otherwise, if this is not applicable to your application, please state "not Applicable"

31. a) PRESENT LAND USES-Severed & Retained Lands

PROPOSED LAND USES

Answer in Acres/Hectares	Severed	Retained	Answer with X	Severed	Retained
Under Cultivation		42	Agricultural	[]	[X]
Idle Agricultural Land			Surplus Farm House	[]	[]
Woodlot/Bushland	0.5	36	Retirement Lot	[]	[]
Pasture			Farm-help Lot	[]	[]
Number of Buildings		3	Non-Farm Residence	[X]	[]
Area of Residence		3.5	Comm./Ind./Instit.	[]	[]
Other Uses (e.g. business)			Addition to a Lot	[]	[]

b) Existing Crops:

Severed

NONE

Retained

CASH CROPS

c) Proposed Crops:

Severed

NONE

Retained

CASH CROPS

32. Type of Farm Operation

conducted on these subject lands:

Type: Dairy [] Beef Cattle [] Swine [] Poultry [] Other []

Units Number



December 5, 2014
Jeff.Buisman@vanharten.com
16095-04

County of Wellington Land Division Committee
74 Woolwich Street
GUELPH, Ontario
N1H 3T9

Attention: Ms. Deborah Turchet

Re: **Severance Sketch and Application**
PIN 71190-0023 (LT)
Part Lots 23 & 24, Con. 10
Township of Puslinch

Please find enclosed an application for a severance on the above-mentioned property. Included with this submission are copies of the severance sketch, completed application form, required deeds, a cheque to Wellington County for \$ 975 and a cheque to GRCA for \$380.

Proposal

The proposal is to create a new rural residential parcel of 60m wide and 88m deep (0.53 ha) along the front limit, on the northwest side of a property known as 4385 Watson Road South. The retained parcel will be 81.5 ha. We considered the possibility of a severance between 4385 and 4375, but a severance would not be possible in this area because of the wetlands and the inability to have a safe entrance.

We found the proposed severance to meet the key criteria for a new severance including:

- Designated as Secondary Agricultural in the County Official Plan
- Safe entrance along the front
- Adequate MDS clearance
- No environmental concerns
- No severance since May 1999
- Ownership for more than 5 years

Please call me if you or the Planning Staff have any questions.

Very truly yours,
Van Harten Surveying Inc.

A handwritten signature in black ink, appearing to read 'Jeff Buisman'.

Jeffrey E. Buisman B.E.S., B.Sc.
Ontario Land Surveyor

JEB:lb

c.c. Sandra Hall & David Christie

33. Dimensions of Barn(s)/Outbuildings/Sheds (that are to remain) Severed & Retained Lands

Severed	Width	18	Length	22	Area	396m ²	Use	Barn
	Width		Length		Area		Use	
Retained	Width		Length		Area		Use	
	Width		Length		Area		Use	

34. Manure Storage Facilities on these lands:

Type:	DRY	SEMI-SOLID	LIQUID
	Open Pile []	Open Pile [X]	Covered Tank []
	Covered Pile []	Storage with Buck Walls []	Aboveground Uncovered Tank []
			Belowground Uncovered Tank []
			Open Earth-sided Pit []

35. Are there any barns within 500 metres [1640'] of the severed lot? YES [] NO [X]
If the answer is yes, these barns **must be shown on the application sketch with approximate measurements to proposed lot lines of the parcel to be severed and retained.**

36. Are there any drainage systems on the retained and severed lands? YES [] NO [X]

System Type:	Municipal Drain []	Name of Drain	
	Field Drain []	Area of land tiled	(Acres)
Drain Outlet Location:	Owner's Lands []	Neighbour's Lands []	River/Stream []

37. If a **new farm operation**, or **new crops**, or **new farm buildings** are being proposed for the severed and/or retained lands. Please provide some details:

38. If you wish to provide some further information that may assist the Planning and Land Division Committee in evaluating your application, please provide by a letter and attach it to this application.
Please see covering letter

NOTES:

- One original completed application and two original sketches must be filed with the County of Wellington Planning and Land Division office. If original sketch is larger than 11" x 17", 8 additional copies are required plus one sketch reduced to a size of 11" x 17" (or smaller) for office photocopying and circulation to neighbours. Facsimile documents are not acceptable for reasons of the necessity of good photocopying.
- The location of the lands (severed & retained) which are the subject of the application must also be shown on the Surveyor's sketch or on an attached "Key Map" and included with the application.
- Since the filing fee for applications for consent change from time to time, please contact the Planning and Land Division office for current fee information. This fee may be paid in cash or by cheque payable to the County of Wellington.
- Additional information about the process, about any particular application or obtaining application forms may be obtained by attending at the County of Wellington Administration Centre, 74 Woolwich Street, Guelph Ontario N1H 3T9, by telephone at 519-837-2600, ext. 2160 or 2170; or by facsimile (fax) at 519-837-3875.
- Generally, regular severance application forms are also available at the local municipal office.
- Some municipalities also require the applicant to attend at a Planning Advisory Committee or Council meeting to discuss the application prior to the Municipality's submitting comments to the County of Wellington Planning and Land Division Committee. Please check with your local municipality.
- If the applicant is a Corporation, then the applicant's Declaration or if applicable, the Owner's authorization too, must be signed by an officer of the corporation who has authority to bind the corporation; or the corporation's seal must be affixed.

OWNER'S AUTHORIZATION IF THE OWNER IS NOT THE APPLICANT:

If the Owner is not the applicant the Owner must complete the following:

NOTE: If more than one owner is listed in item #2 of this application, then all owners must sign this authorization section of the application form or by a letter of authorization duly signed.

If the Owner is a corporation, the authorization must be by an officer of the corporation who has authority to bind the corporation.

I, (we), Terrance David CHRISTIE & Sandra Lyn HALL the Registered Owners of
Part Lots 23 & 24, Concession 10 Of the Township of Puslinch in the
County/Region of Wellington severally and jointly, solemnly declare that
Jeff Buisman of VanHarten Surveying Inc.

Is authorized to submit an application for consent on my (our) behalf.

[Signature] Sandra Hall
Signature(s) of Registered Owner(s) or Corporation's Officer

APPLICANT'S DECLARATION
This must be completed by the Applicant for the proposed consent

I, (we) Jeff Buisman of the
City of Guelph In the County/Region of
Wellington Solemnly declare that all
the statements contained in this application for consent for (property description)

Part Lots 23 & 24, Concession 10, Township of Puslinch

And all the supporting documents are true, and I, (we), make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, and virtue of the CANADA EVIDENCE ACT.

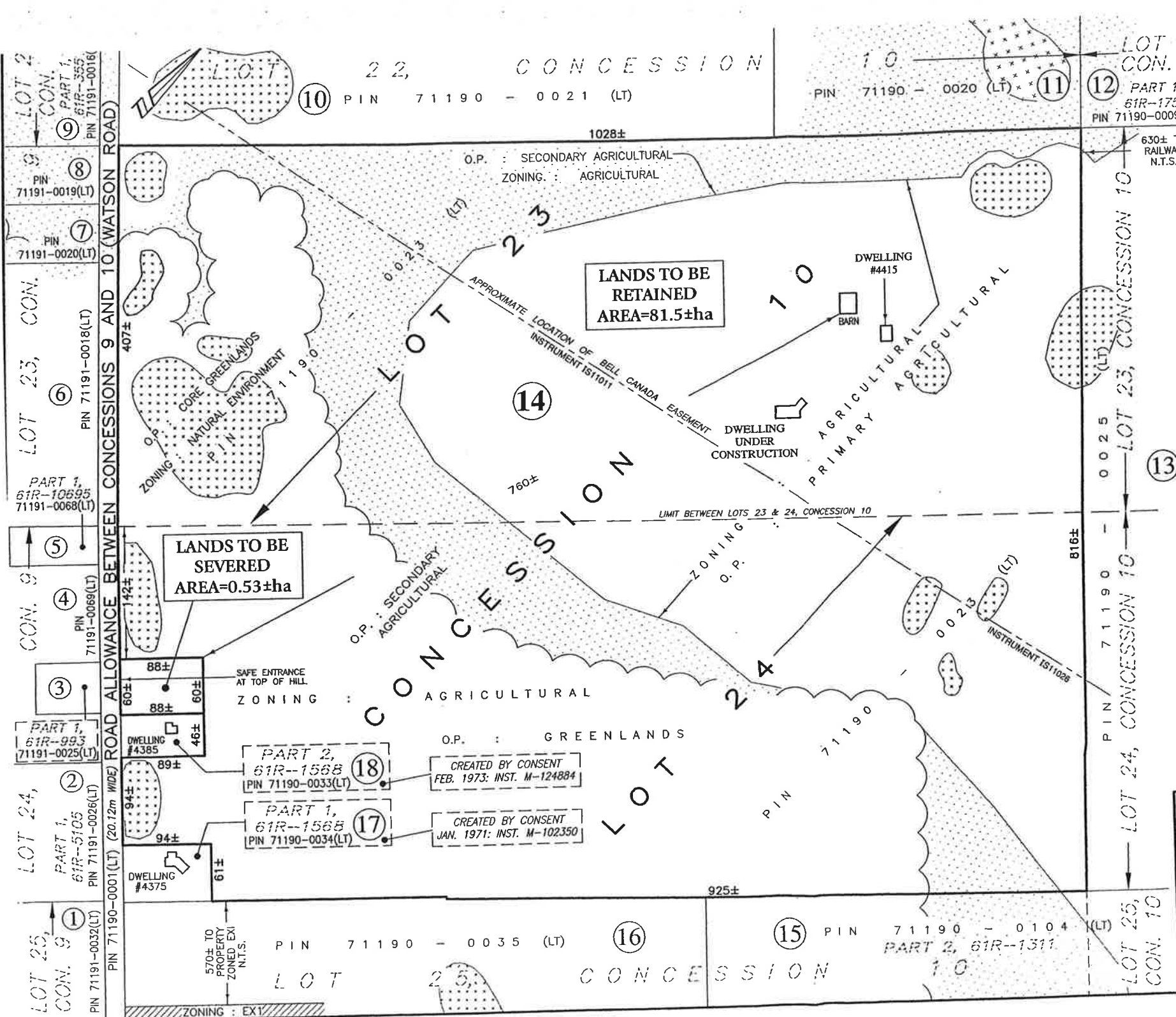
DECLARED before me at the
City Of
Guelph In the
County/Region of Wellington
This 8th day of Dec 2014

[Signature]
Commissioner of Oaths

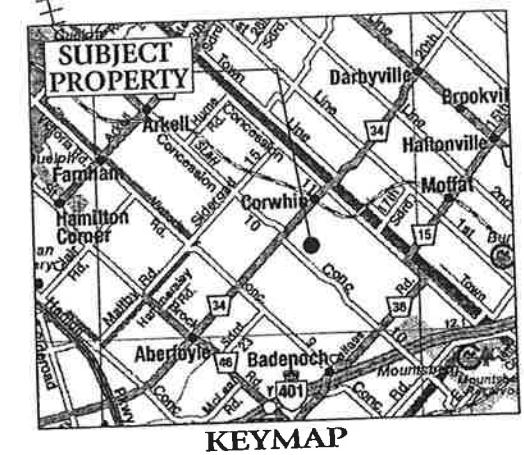
[Signature]
(Owner or Applicant)

~~(Owner or Applicant)~~
James Michael Lee, Commissioner,
etc., Province of Ontario, for Van Harten
Surveying Inc. Expires May 11, 2015.

Printed Commissioner's, etc. Name



SEVERANCE SKETCH
PART OF LOTS 23 AND 24
CONCESSION 10
TOWNSHIP OF PUSLINCH
COUNTY OF WELLINGTON
SCALE: 1 - 4000
VAN HARTEN SURVEYING INC.



SURVEYOR'S CERTIFICATE
THIS SKETCH WAS PREPARED
ON THE 5th DAY DECEMBER, 2014.
JEFFREY E. BUISMAN
ONTARIO LAND SURVEYOR

- NOTES:**
1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
 2. SUBJECT LANDS ARE ZONED AGRICULTURAL AND NATURAL ENVIRONMENT (NE).
 3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF PRIMARY AGRICULTURAL, SECONDARY AGRICULTURAL, GREENLANDS AND CORE GREENLANDS.
 4. DISTANCES TO BARNS ARE TAKEN FROM GRCA GIS MAPPING WEBSITE.
 5. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
 6. SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS.
 7. WELL AND SEPTIC OF ADJUTING PROPERTIES ASSUMED TO BE WITHIN LIMITS OF RESPECTIVE PROPERTY.

Van Harten
SURVEYING INC.
LAND SURVEYORS and ENGINEERS

423 WOOLWICH STREET
GUELPH - ONTARIO, N1H 3X3
PHONE: 519-821-2763
FAX: 519-821-2770
www.vanharten.com

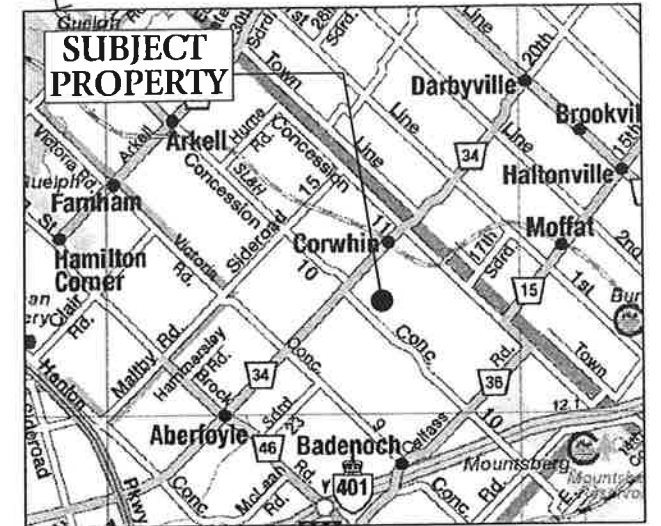
660 RIDDELL ROAD, UNIT 1
ORANGEVILLE - ONTARIO, L9W 5G5
PHONE: 519-940-4110
FAX: 519-940-4113
www.vanharten.com

DRAWN BY: N.C.H. CHECKED BY: J.E.B. PROJECT No. 16095-04
Dec 05, 2014-3:57pm
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229/14

SEVERANCE SKETCH
PART OF LOTS 23 AND 24
CONCESSION 10
TOWNSHIP OF PUSLINCH
COUNTY OF WELLINGTON
SCALE: 1 - 4000

0 25 50 100 200 250metres
VAN HARTEN SURVEYING INC.



KEYMAP

EXI - DENOTES EXTRACTIVE INDUSTRIAL ZONE
DENOTES - O.P.: CORE GREENLANDS &
ZONING: NATURAL ENVIRONMENT (NE)

SURVEYOR'S CERTIFICATE

THIS SKETCH WAS PREPARED
ON THE 5th DAY DECEMBER, 2014.

JEFFREY E. BUISMAN
ONTARIO LAND SURVEYOR

NOTES:

1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
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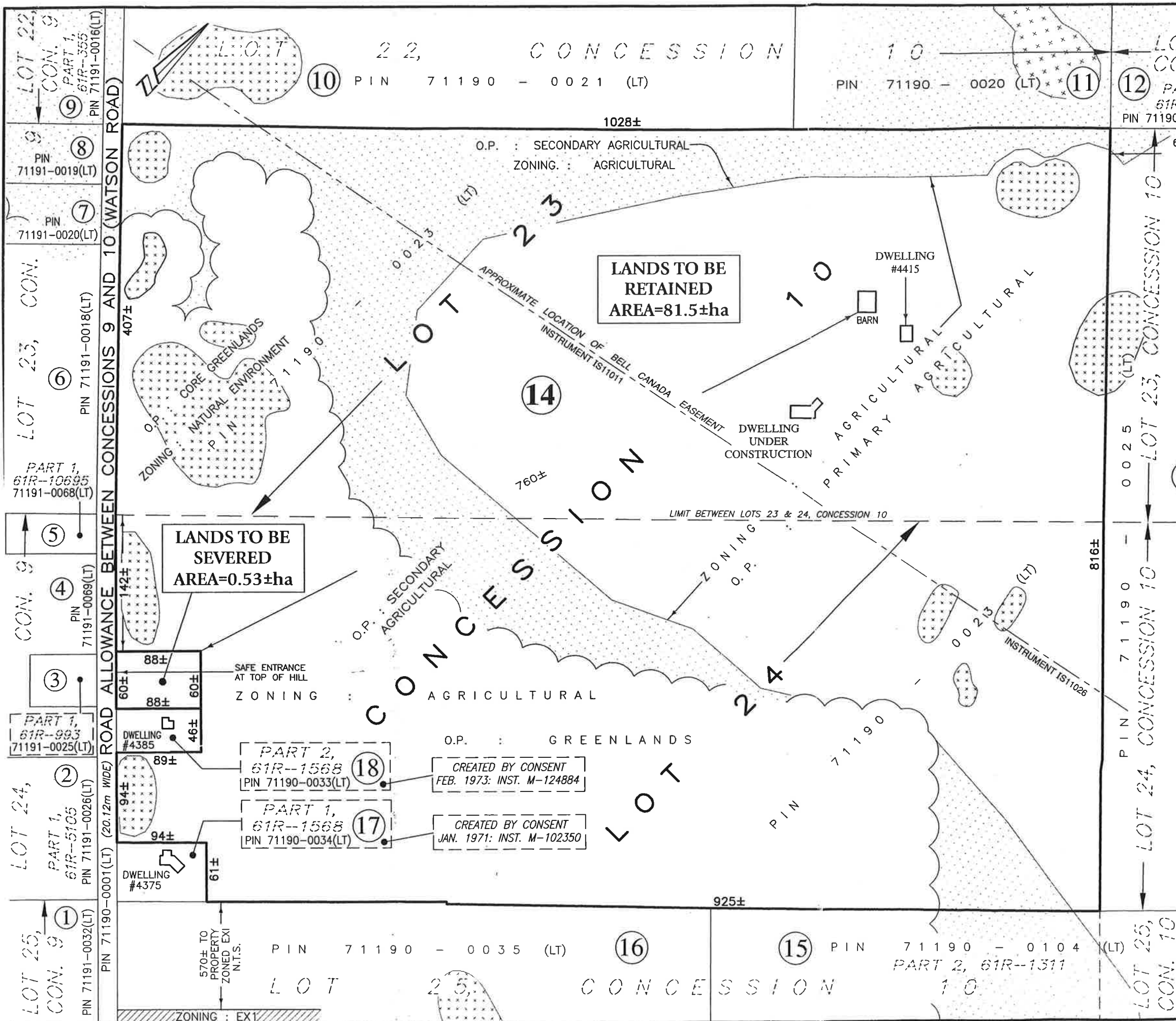
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DRAWN BY: N.C.H. CHECKED BY: J.E.B. PROJECT No. 16095-04

Dec 05, 2014-3:57pm
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MUNICIPALITY COMMENTING FORM

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

RECEIVED
DEC 17 2014
Township of Puslinch

FILE NO: B144/14

APPLICANT

Ferdinand & Elfriede Tagwerker
4422 Sideroad 20 North
Puslinch ON N0B 2J0

LOCATION OF SUBJECT LANDS

TOWNSHIP OF PUSLINCH
Part Lot 20
Concession 2

Proposed 7 m wide easement is 465 square metres, in favour of No. 4422 for hydro wires and poles.

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER:

Does this description reasonably describe the parcel holdings? YES() NO()

If answer is no, please provide new information:

Do you consider this proposal to conform to your Official Plan? YES() NO()

What Section(s) does it conform to or contravene? (Please specify)

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES [] NO []

(Please Specify)

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES [] NO []

(Please Specify)

If Necessary, would the Municipality be prepared to consider an Amendment to the Zoning By-Law to permit the proposal to conform? YES() NO() N/A() or Minor Variance YES() NO() N/A()

Is proposal on an opened maintained year-round public road YES() NO()
If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road ?

Please specify

Is the Proposed Lot(s) serviced now by Municipal Water YES() NO()

Is the Retained Lot serviced now by Municipal Water YES() NO()

Is the Proposed Lot(s) serviced now by Municipal Sewers YES() NO()

Is the Retained Lot serviced now by Municipal Sewers YES() NO()

Is there a Capital Works Project underway to service these lots in the near future YES() NO()

Approximate Time of Servicing Availability:

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

CLERK'S DEPARTMENT	
TO	KP
Copy	
Please Handle	<input checked="" type="checkbox"/>
For Your Information	
Council Agenda	Jan 7/15
Date	

MUNICIPALITY COMMENTING FORM

FILE NO: B144/14

Is the Municipality’s Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?
YES [] NO []

Is there any further information that may assist the Planning and Land Division Committee?
[A letter may be attached if there is insufficient space to explain]

Is the Municipality in support of this application? YES() NO()

What Conditions, if any, are requested by the Municipality if the Consent is granted?

Does the Municipality request a Notice of the Decision? YES() NO()

SIGNATURE _____

TITLE: _____

ADDRESS: _____

DATE: _____

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph ON N1H 3T9

December 12, 2014

NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: December 8, 2014

FILE NO. B144/14

APPLICANT

Ferdinand & Elfriede Tagwerker
4422 Sideroad 20 North
Puslinch ON N0B 2J0

LOCATION OF SUBJECT LANDS:

TOWNSHIP OF PUSLINCH
Part Lot 20
Concession 2

Proposed 7 m wide easement is 465 square metres, in favour of No. 4422 for hydro wires and poles.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

January 21, 2015

Please note that if the Comments are not received by the requested date, the Planning and Land Division Committee may proceed to consider the application, and may assume that you have no objection to this APPLICATION for CONSENT.

Please also be advised that if a person or public body that files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

If you wish to be **NOTIFIED OF THE DATE AND TIME OF THE CONSIDERATION** of this application - **please make your request in writing** to the Planning and Land Division Committee before the "Comments Return Date" noted above.

If you wish to be **NOTIFIED OF THE DECISION** of the County of Wellington Planning and Land Division Committee in respect of this proposed consent, **you must make a request in writing** to the County of Wellington Planning and Land Division Committee. This will also entitle you to be advised of a possible Ontario Municipal Board Hearing. Even if you are the successful party, you should request a copy of the decision since the County of Wellington Planning and Land Division Committee's decision may be appealed to the Ontario Municipal Board by the applicant or another member of the Public.

INFORMATION REGARDING THE APPLICATION is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office- 74 Woolwich St. Guelph ON N1H 3T9. Phone: (519) 837-2600 x2170 Fax: (519) 837-3875

MAILED TO:

Local Municipality – Township of Puslinch County Planning
Conservation Authority - GRCA_ MTO – London MTO – Owen Sound
Bell Canada County Clerk Roads
Neighbour - as per list verified by local municipality and filed by applicant with this application

APPLICATION FOR CONSENT

Ontario Planning Act

1. Approval Authority:

County of Wellington Planning and Land Division Committee
County of Wellington Administration Centre
74 Woolwich Street, GUELPH, Ontario N1H 3T9

Phone: 519-837-2600, Ext. 2160 or 2170 Fax: 519-837-3875

Required Fee: \$ 975
Fee Received: Dec 8/14

File No. 3144/14

Accepted as Complete on: Dec 8/14

*** A COPY OF YOUR CURRENT DEED MUST BE SUBMITTED WITH THIS APPLICATION ***

2. Name of Registered Owner(s) Ferdinand and Elfriede TAGWERKER

Address 4422 Sideroad 20 North, Puslinch, ON, N0B 2J0

Phone No. Home: 519-763-4542 Business: _____

Name and Address of Applicant (as authorized by Owner) _____

Name and Address of Owner's Authorized Agent (or authorized solicitor):

Jeff Buisman of VanHarten Surveying Inc., 423 Woolwich Street, Guelph, ON, N1H 3X3
Jeff.Buisman@vanharten.com T: 519-821-2763 x225

Please specify the person who is to be contacted if more information is needed and who is responsible for posting the "Notice Cards"

REGISTERED OWNER ☐ APPLICANT ☐ AGENT ☒

3. (a) Type and Purpose of Proposed Transaction: (Check off appropriate box & provide short explanation)
☐ **Conveyance** (Specify type and use of new lot, e.g. residential, agricultural, commercial):

OR

☒ **Other** (Specify – e.g. mortgage, lease, easement, Right-of-way, correction of title):

7m wide easement in favour of No. 4422 for hydro wires/poles

(b) Name of person(s) (purchaser, lessee, mortgagee, etc.) to whom land or interest in land is intended to be conveyed, leased or mortgaged:

FUTURE OWNER IS EXPECTED TO BE THE OWNER'S DAUGHTER

4. (a) Location of Land in the County of Wellington:

Local Municipality: Township of Puslinch

Concession 2

Lot No. Part of Lot 20

Registered Plan No.

Lot No.

Reference Plan No.

Civic Address 4422 Sideroad 20 North

(b) When was property acquired: September 16, 1980 **Registered Instrument:** No. ROS233561

5.

Description of **Land** intended to be **SEVERED**:

Metric [X]

Imperial []

Frontage/Width

7m wide ±

AREA

465m² ±

Depth

90 ±

Existing Use(s)

Vacant, bush

Existing Buildings or structures: None

Proposed Uses (s): For existing hydro line servicing dwelling on retained property

Type of access (Check appropriate space)

Existing? []

Proposed? [X]

Provincial Highway

County Road

X

Municipal road, maintained year round

Municipal road, seasonally maintained

Easement

Right-of-way

Private road

Crown access road

Water access (specify what boat docking and parking facilities are available on the mainland):

Type of water supply - Existing [] Proposed [X]

(check appropriate space & specify where indicated):

Municipally owned and operated piped water system

X

Well (specify whether individual or communal): Individual Well

Lake

Other (Specify):

Type of sewage disposal - Existing [] Proposed [X]

(check appropriate space & specify where indicated):

Municipally owned and operated sanitary sewers

X

Septic Tank (specify whether individual or communal): Individual Septic System

Pit Privy

Other (Specify):

6.

Description of **Land** intended to be **RETAINED**:

Metric [X]

Imperial []

Frontage/Width

182± / 834 ±

AREA

22 ha ±

Depth

414 ±

Existing Use(s)

Rural Residential

Existing Buildings or structures: Dwelling, Shed

Proposed Uses (s): No Change

Type of access (Check appropriate space)

Existing? [X]

Proposed? []

Provincial Highway

County Road

X

Municipal road, maintained year round

Municipal road, seasonally maintained

Easement

Right-of-way

Private road

Crown access road

Water access (specify what boat docking and parking facilities are available on the mainland):

Type of water supply - Existing [X] Proposed []

(check appropriate space & specify where indicated):

Municipally owned and operated piped water system

X

Well (specify whether individual or communal): Individual Well

Lake

Other (Specify):

Type of sewage disposal - Existing [X] Proposed []

(check appropriate space & specify where indicated):

Municipally owned and operated sanitary sewers

X

Septic Tank (specify whether individual or communal): Individual Septic System

Pit Privy

Other (Specify):

Land Division Form.030 (Word Edition)
REVISED Sept 11, 2012

7. Is there an agricultural operation, (either a barn, manure storage, abattoir, livestock area or stockyard) within 500 metres of the Subject lands (severed and retained parcels)? YES [X] NO []
8. Is there a landfill within 500 metres [1640 feet]? YES [] NO [X]
9. a) Is there a sewage treatment plant or waste stabilization plant within 500 metres [1640']? YES [] NO [X]
- b) Is there an individual well or septic system within 45.7 metres [150 feet] of the boundaries of the proposed severed parcel? YES [] NO [X] If answer to 9 b) is YES, these must be shown on the severance sketch
10. Is there a Provincially Significant Wetland (e.g. swamp, bog) located on the lands to be retained or to be severed or within 120 metres [394 feet]? YES [X] NO []
11. Is there any portion of the land to be severed or to be retained located within a floodplain? YES [X] NO []
12. Is there a provincial park or are there Crown Lands within 500 metres [1640']? YES [] NO [X]
13. Is any portion of the land to be severed or retained within a rehabilitated mine/pit site? YES [] NO [X]
14. Is there an active or abandoned mine, quarry or gravel pit within 500 metres [1640']? YES [X] NO []
15. Is there a noxious industrial use within 500 metres [1640']? YES [] NO [X]
16. Is there an active or abandoned principal or secondary railway within 500 metres [1640']? YES [] NO [X]

Name of Rail Line Company: _____

17. Is there an airport or aircraft landing strip nearby? YES [] NO [X]
18. Is there a propane retail outlet, propane filling tank, cardlock/keylock or private propane outlet/container refill centre within 750 metres of the proposed subject lands? YES [] NO [X]

19. PREVIOUS USE INFORMATION:

Has there been an industrial use(s) on the site? YES [] NO [X] UNKNOWN []

If YES, what was the nature and type of industrial use(s)? _____

Has there been a commercial use(s) on the site? YES [] NO [X] UNKNOWN []

If YES, what was the nature and type of the commercial use(s)? _____

Has fill been brought to and used on the site (other than fill to accommodate septic systems or residential landscaping)? YES [] NO [X] UNKNOWN []

Has there been commercial petroleum or other fuel storage on the site, underground fuel storage, or has the site been used for a gas station at any time, or railway siding? YES [] NO [X] UNKNOWN []

If YES, specify the use and type of fuel(s) _____

20. Is this a **resubmission** of a previous application? YES [] NO [X]
- If YES, is it identical _____, or changed _____ Provide previous File Number _____

21. a) Has any Owner previously severed any land from the holding which existed as of June 25, 1970 and as registered in the Land Registry/Land Titles Office? YES [] NO [X]
- b) If the answer in (a) is YES, please indicate the previous severance(s) on the required sketch and supply the following information for each parcel severed: **Transferee's Name, Date of the Transfer and Use of Parcel Transferred; And attach the information to this application.**

22. Has the parcel intended to be severed ever been, or is it now, the subject of an application for a plan of subdivision or other Consent or approval under the Planning Act or its predecessors? YES [] NO [X] UNKNOWN []

23. Under a separate application, is the Owner, applicant, or agent applying for additional consents on this holding simultaneously with this application? YES [] NO [X]

24. Is the application consistent with the Provincial Policy Statement? YES [X] NO []
25. Is the subject land within an area of land designated under any provincial plan or plans?
- Greenbelt Plan [] Places to Grow [X] Other [] _____
- If YES, does the application conform to or not conflict with the applicable Provincial Plan(s) YES [X] NO []
26. Is the subject land a proposed surplus farm dwelling?* YES [] NO [X]
*If yes, an application to sever a surplus farm dwelling must be accompanied by a FARM INFORMATION FORM.
27. What is the existing Local Official Plan designation(s) of the subject land? (subject land means severed and retained)

b) What is the existing County Official Plan designation(s) of the subject land? [subject land means severed and retained]

SECONDARY AGRICULTURAL, GREENLANDS, AND CORE GREENLANDS

- c) If this consent relates directly to an Official Plan Amendment(s) currently under review by an approval authority, please indicate the Amendment Number and the applicable file number(s).
- Amendment Number(s): _____ File Number(s): _____
28. Is the land covered by a zoning by-law? YES [X] NO []
- If YES, what is the zoning of the subject lands? **AGRICULTURAL & NATURAL ENVIRONMENT ZONE**
29. Does the proposal for the subject lands conform to the existing zoning? YES [X] NO []
- If NO, a) has an application been made for re-zoning?
YES [] NO [] File Number _____
- b) has an application been made for a minor variance?
YES [] NO [] File Number _____
30. Are the lands subject to any mortgages, easements, right-of-ways or other charges? YES [] NO [X]
- If the answer is YES, please provide a copy of the relevant instrument.
For mortgages just provide complete name and address of Mortgagee.

Questions 29 – 34 must be answered for Applications for severance in the Rural/Agricultural Area -- Otherwise, if this is not applicable to your application, please state "not Applicable"

31. a) <u>PRESENT LAND USES-Severed & Retained Lands</u>			<u>PROPOSED LAND USES</u>		
<u>Answer in Acres/Hectares</u>	<u>Severed</u>	<u>Retained</u>	<u>Answer with X</u>	<u>Severed</u>	<u>Retained</u>
Under Cultivation	_____	_____	Agricultural	[]	[]
Idle Agricultural Land	_____	_____	Surplus Farm House	[]	[]
Woodlot/Bushland	0.5	16	Retirement Lot	[]	[]
Pasture	_____	_____	Farm-help Lot	[]	[]
Number of Buildings	0	2	Non-Farm Residence	[X]	[X]
Area of Residence	_____	2	Comm./Ind./Instit.	[]	[]
Other Uses (Ponds)	_____	4	Addition to a Lot	[]	[]

b) Existing Crops:

Severed	NONE	Retained	NONE
---------	------	----------	------

c) Proposed Crops:

Severed	NONE	Retained	NONE
---------	------	----------	------

32. Type of Farm Operation conducted on these subject lands: NONE

Type:	Dairy []	Beef Cattle []	Swine []	Poultry []	Other []
Units Number	_____	_____	_____	_____	_____



Van Harten
SURVEYING & ENGINEERING

December 4, 2014
Jeff.Buisman@vanharten.com
22367-14

County of Wellington Land Division Committee
74 Woolwich Street
GUELPH, Ontario
N1H 3T9

Attention: Ms. Deborah Turchet

Dear Ms. Turchet:

Re: **Severance Sketch and Application**
4422 Sideroad 20 North, N0B 2J0
Part of Lot 20, Concession 2
PIN 71201-0045
Township of Puslinch
County of Wellington

Please find enclosed two Severance Applications for the above-mentioned property. One Application is for a severance and a second is for an easement on the proposed severance. Included with this submission are copies of the severance sketch, completed application form, required deeds, ownership information, a cheque to Wellington County for \$1,950, and a cheque to the GRCA for \$380.

Proposal

The proposal is to sever a parcel just south of the driveway to the retained parcel and north of the wetlands. The parcel is somewhat trapezoidal in shape with a frontage of 70m and a width along the rear of 50m. The sidelines have been set on an angle to respect the existing topographic and wetland features. There are a number of properties in the area which have a similar non-rectangular configurations due to the features in the area.

We are also requesting a 7m wide easement for the existing hydro line that services the retained parcel (No. 4422)

The severed lands are designated Secondary Agricultural in the Official Plan which allows for a severance provided that certain criteria (section 10.4.4) are met. We reviewed these criteria and feel that the intentions of these criteria are met.

I have tried to obtain the Farm Data information for property 7 on the sketch. I had a phone call with the owner and he indicated that there are 3 horses. A farm data sheet was sent to the owner by email and mail, but we have not yet received a reply. We completed an MDS evaluation based on the information that was provided and found the MDS minimum requirement to be 84m. The proposed severance will be about 103m from the barn and therefore appears to meet the MDS requirement.

There is a gravel pit within 500 m to the southeast of the subject property on the other side of the 401 highway. Section 10.4.4(d) encourages no hindrance on aggregate operations. The proposed severance is well removed from the general operation and truck entrance of the existing pit.

In summary, we provide the opinion that the proposed severance meets the Official Plan criteria for a severance.

Please contact me if you or the Planning Staff have any questions.

Very truly yours,
Van Harten Surveying Inc.

Jeffrey E. Buisman B.E.S., B.Sc.
Ontario Land Surveyor

JEB:lb

c.c. Ferd Taawerker

33. **Dimensions of Barn(s)/Outbuildings/Sheds (that are to remain) Severed & Retained Lands**

Severed	Width	11	Length	20	Area	220m ²	Use	Shed
	Width		Length		Area		Use	
Retained	Width		Length		Area		Use	
	Width		Length		Area		Use	

34. **Manure Storage Facilities** on these lands: **NONE**

Type:	DRY	SEMI-SOLID	LIQUID
	Open Pile []	Open Pile []	Covered Tank []
	Covered Pile []	Storage with Buck Walls []	Aboveground Uncovered Tank []
			Belowground Uncovered Tank []
			Open Earth-sided Pit []

35. Are there any barns within 500 metres [1640'] of the severed lot? **YES [X] NO []**

If the answer is yes, these barns **must be shown on the application sketch with approximate measurements to proposed lot lines of the parcel to be severed and retained.**

36. Are there any drainage systems on the retained and severed lands? **YES [] NO [X]**

System Type:	Municipal Drain []	Name of Drain	
	Field Drain []	Area of land tiled	(Acres)
Drain Outlet Location:	Owner's Lands []	Neighbour's Lands []	River/Stream []

37. If a **new farm operation, or new crops, or new farm buildings** are being proposed for the severed and/or retained lands. Please provide some details:

38. **If you wish to provide some further information** that may assist the Planning and Land Division Committee in evaluating your application, please provide by a letter and attach it to this application.

Please see covering letter

NOTES:

- One original completed application and two original sketches must be filed with the County of Wellington Planning and Land Division office.** If original sketch is larger than 11" x 17", 8 additional copies are required plus one sketch reduced to a size of 11" x 17" (or smaller) for office photocopying and circulation to neighbours. Facsimile documents are not acceptable for reasons of the necessity of good photocopying.
- The location of the lands (severed & retained) which are the subject of the application must also be shown on the Surveyor's sketch or on an attached "Key Map" and included with the application.
- Since the filing fee for applications for consent change from time to time, please contact the Planning and Land Division office for current fee information. This fee may be paid in cash or by cheque payable to the County of Wellington.
- Additional information about the process, about any particular application or obtaining application forms may be obtained by attending at the County of Wellington Administration Centre, 74 Woolwich Street, Guelph Ontario N1H 3T9, by telephone at 519-837-2600, ext. 2160 or 2170; or by facsimile (fax) at 519-837-3875.
- Generally, regular severance application forms are also available at the local municipal office.
- Some municipalities also require the applicant to attend at a Planning Advisory Committee or Council meeting to discuss the application prior to the Municipality's submitting comments to the County of Wellington Planning and Land Division Committee. Please check with your local municipality.
- If the applicant is a Corporation, then the applicant's Declaration or if applicable, the Owner's authorization too, must be signed by an officer of the corporation who has authority to bind the corporation; or the corporation's seal must be affixed.

OWNER'S AUTHORIZATION IF THE OWNER IS NOT THE APPLICANT:

The Owner must complete the following to authorize applicant, agent or solicitor to act on their behalf.

NOTE: If more than one owner is listed in item #2 of this application, then all owners must sign this authorization section of the application form or by a letter of authorization duly signed.

If the Owner is a corporation, the authorization must be by an officer of the corporation who has authority to bind the corporation.

I, (we), Ferdinand and Elfriede TAGWERKER the Registered Owners of
Part of Lot 20, Concession 2 Of the Township of Puslinch in the

County/Region of Wellington severally and jointly, solemnly declare that

Jeff Buisman of VanHarten Surveying Inc.

Is authorized to submit an application for consent on my (our) behalf.

X E. Tagwerker Jeff Buisman
Signature(s) of Registered Owner(s) or Corporation's Officer

APPLICANT'S DECLARATION

This must be completed by the Applicant for the proposed consent

I, (we) Jeff Buisman of the

City of Guelph

In the County/Region of

Wellington

Solemnly declare that all

the statements contained in this application for consent for (property description)

Part of Lot 20, Concession 2 Of the Township of Puslinch

And all the supporting documents are true, and I, (we), make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, and virtue of the CANADA EVIDENCE ACT.

DECLARED before me at the

City Of

Guelph In the

County/Region of Wellington

This 4th day of Dec. 20 14

[Signature]
Commissioner of Oaths

[Signature]

(Owner or Applicant)

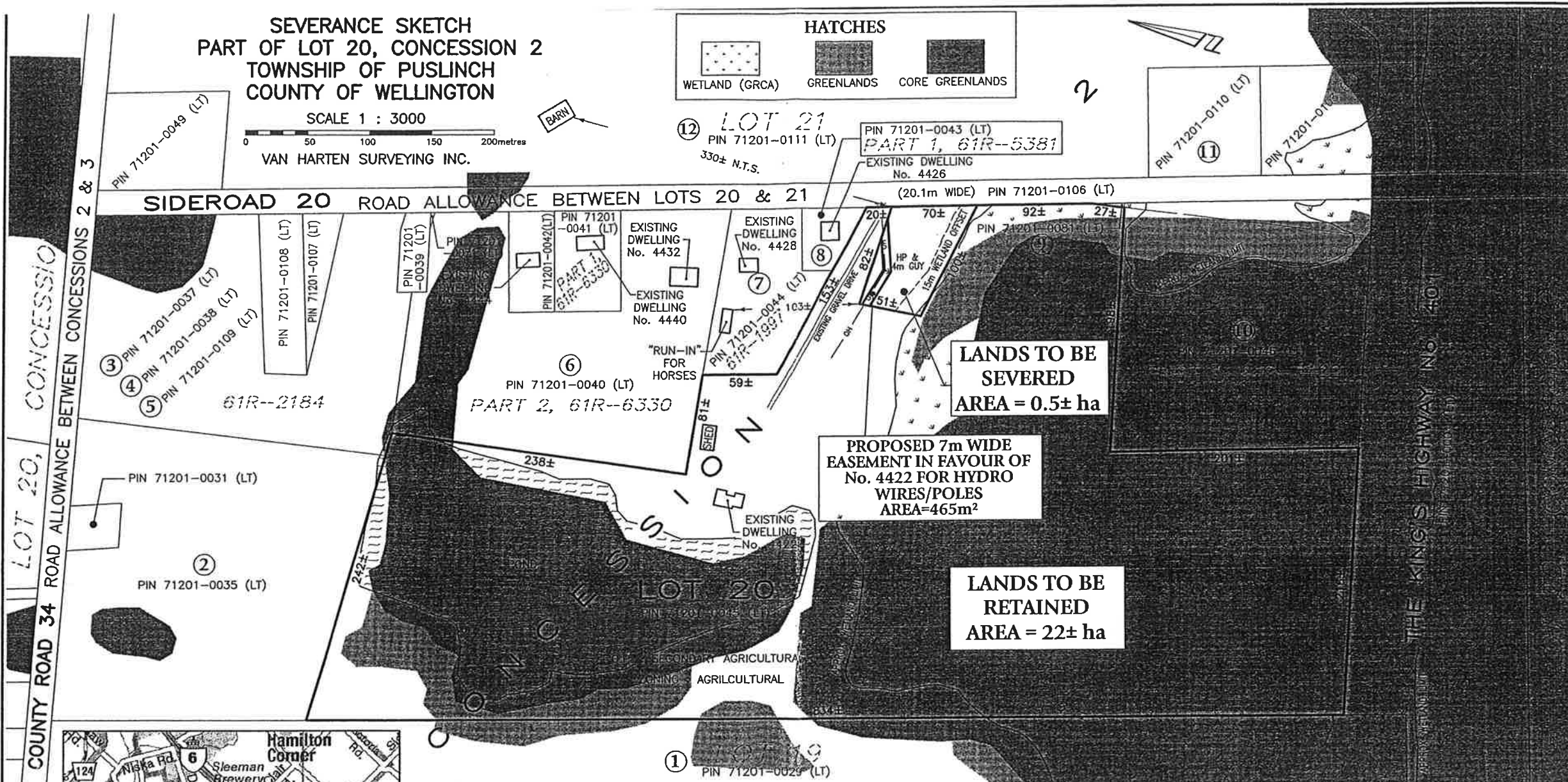
(Owner or Applicant)

Printed Commissioner's, etc. Name

James Michael Laws, a Commissioner,
etc., Province of Ontario, for Van Harten
Surveying Inc. Expires May 11, 2015.

SEVERANCE SKETCH
PART OF LOT 20, CONCESSION 2
TOWNSHIP OF PUSLINCH
COUNTY OF WELLINGTON

SCALE 1 : 3000
VAN HARTEN SURVEYING INC.



NOTES:

1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
2. SUBJECT LANDS ARE ZONED AGRICULTURAL (A) AND NATURAL ENVIRONMENT.
3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF SECONDARY AGRICULTURAL, GREENLANDS AND CORE GREENLANDS.
4. DISTANCES TO BARNS ARE TAKEN FROM COUNTY OF WELLINGTON GIS MAPPING WEBSITE.
5. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
6. N.T.S. DENOTES NOT TO SCALE.
7. SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS.

SURVEYOR'S CERTIFICATE
THIS SKETCH WAS PREPARED
ON THE 28th DAY OF OCTOBER, 2014

Jeffrey E. Buisman
JEFFREY E. BUISMAN
ONTARIO LAND SURVEYOR



Van Harten
SURVEYING INC.
LAND SURVEYORS and ENGINEERS

423 WOOLWICH STREET
GUELPH - ONTARIO, N1H 3X3
PHONE: 519-821-2763
FAX: 519-821-2770
www.vanharten.com

660 RIDDELL ROAD, UNIT 1
ORANGEVILLE - ONTARIO, L9W 5G5
PHONE: 519-940-4110
FAX: 519-940-4113
www.vanharten.com

DRAWN BY: SAP CHECKED BY: JEB PROJECT No. 22367-14

Dec 02, 2014-2:14pm
G:\PUSLINCH\Con2\Acad\SEV PTLOT 20 (TAGWERKER).dwg

21111 ALN 2145/14

SEVERANCE SKETCH PART OF LOT 20, CONCESSION 2 TOWNSHIP OF PUSLINCH COUNTY OF WELLINGTON

SCALE 1 : 3000
VAN HARTEN SURVEYING INC.



SIDEROAD 20 ROAD ALLOWANCE BETWEEN LOTS 20 & 21

LANDS TO BE
SEVERED
AREA = 0.5± ha

PROPOSED 7m WIDE
EASEMENT IN FAVOUR OF
No. 4422 FOR HYDRO
WIRES/POLES
AREA=465m²

LANDS TO BE
RETAINED
AREA = 22± ha

NOTES:

1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
2. SUBJECT LANDS ARE ZONED AGRICULTURAL (A) AND NATURAL ENVIRONMENT.
3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF SECONDARY AGRICULTURAL, GREENLANDS AND CORE GREENLANDS.
4. DISTANCES TO BARNs ARE TAKEN FROM COUNTY OF WELLINGTON GIS MAPPING WEBSITE.
5. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
6. N.T.S. DENOTES NOT TO SCALE.
7. SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS.

SURVEYOR'S CERTIFICATE

THIS SKETCH WAS PREPARED
ON THE 28th DAY OF OCTOBER, 2014

Jeffrey E. Buisman
JEFFREY E. BUISMAN
ONTARIO LAND SURVEYOR



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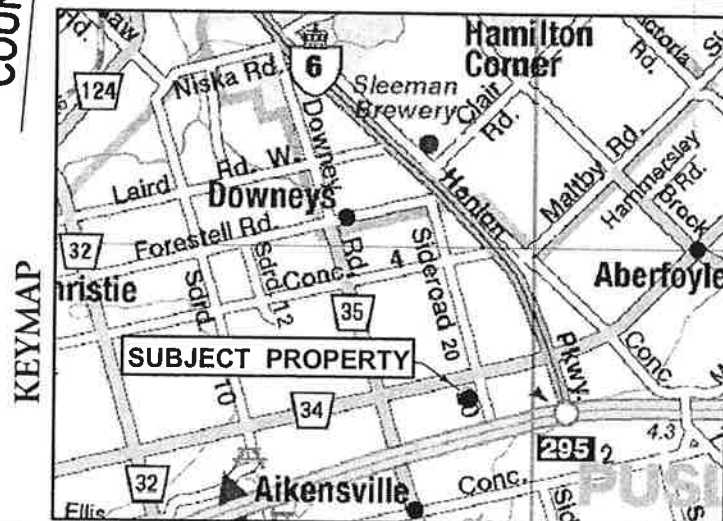
DRAWN BY: SAP

CHECKED BY: JEB

PROJECT No. 22367-14

Dec 02, 2014-2:14pm

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MUNICIPALITY COMMENTING FORM

RECEIVED

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

DEC 17 2014

FILE NO: B145/14

Township of Puslinch

APPLICANT

LOCATION OF SUBJECT LANDS

Ferdinand & Elfriede Tagwerker
4422 Sideroad 20 North
Puslinch ON N0B 2J0

I.G.# 19

TOWNSHIP OF PUSLINCH
Part Lot 20
Concession 2

Proposed severance is 0.5 hectares with 70m frontage, vacant land for proposed rural residential use. Together with a 465 square metre easement in favour of retained for hydro wires & poles.

Retained parcel is 22 hectares with 139m frontage on SR 20 and 216m frontage on Hwy 401, existing and proposed rural residential use with existing dwelling & shed.

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER:

Does this description reasonably describe the parcel holdings? YES() NO()

If answer is no, please provide new information: _____

Do you consider this proposal to conform to your Official Plan? YES() NO()

What Section(s) does it conform to or contravene? (Please specify)

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES [] NO []

(Please Specify) _____

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES [] NO []

(Please Specify) _____

If Necessary, would the Municipality be prepared to consider an **Amendment** to the Zoning By-Law to permit the proposal to conform? YES() NO() N/A() or **Minor Variance** YES() NO() N/A()

Is proposal on an opened maintained year-round public road YES() NO()

If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road ?

Please specify _____

Is the Proposed Lot(s) serviced now by Municipal Water YES() NO()

Is the Retained Lot serviced now by Municipal Water YES() NO()

Is the Proposed Lot(s) serviced now by Municipal Sewers YES() NO()

Is the Retained Lot serviced now by Municipal Sewers YES() NO()

Is there a **Capital Works Project** underway to service these lots in the near future YES() NO()

Approximate Time of Servicing Availability: _____

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

TO	KP
Copy	
Please Handle	4
For Your Information	
Council Agenda	Jan 7/15

MUNICIPALITY COMMENTING FORM
FILE NO: B145/14

Is the Municipality’s Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?
YES [] NO []

Is there any further information that may assist the Planning and Land Division Committee?
[A letter may be attached if there is insufficient space to explain]

Is the Municipality in support of this application? YES() NO()

What Conditions, if any, are requested by the Municipality if the Consent is granted?

Does the Municipality request a Notice of the Decision? YES() NO()

SIGNATURE _____

TITLE: _____

ADDRESS: _____

DATE: _____

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph ON N1H 3T9

December 12, 2014

NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: December 8, 2014

FILE NO. B145/14

APPLICANT

Ferdinand & Elfriede Tagwerker
4422 Sideroad 20 North
Puslinch ON N0B 2J0

LOCATION OF SUBJECT LANDS:

TOWNSHIP OF PUSLINCH
Part Lot 20
Concession 2

Proposed severance is 0.5 hectares with 70m frontage, vacant land for proposed rural residential use. Together with a 465 square metre easement in favour of retained for hydro wires & poles.

Retained parcel is 22 hectares with 139m frontage on SR 20 and 216m frontage on Hwy 401, existing and proposed rural residential use with existing dwelling & shed.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

January 21, 2015

Please note that if the Comments are not received by the requested date, the Planning and Land Division Committee may proceed to consider the application, and may assume that you have no objection to this APPLICATION for CONSENT.

Please also be advised that if a person or public body that files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

If you wish to be **NOTIFIED OF THE DATE AND TIME OF THE CONSIDERATION** of this application - **please make your request in writing** to the Planning and Land Division Committee before the "Comments Return Date" noted above.

If you wish to be **NOTIFIED OF THE DECISION** of the County of Wellington Planning and Land Division Committee in respect of this proposed consent, **you must make a request in writing** to the County of Wellington Planning and Land Division Committee. This will also entitle you to be advised of a possible Ontario Municipal Board Hearing. Even if you are the successful party, you should request a copy of the decision since the County of Wellington Planning and Land Division Committee's decision may be appealed to the Ontario Municipal Board by the applicant or another member of the Public

INFORMATION REGARDING THE APPLICATION is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office- 74 Woolwich St. Guelph ON N1H 3T9. Phone: (519) 837-2600 x2170 Fax: (519) 837-3875

MAILED TO:

Local Municipality – Township of Puslinch County Planning

Conservation Authority - GRCA_ MTO – London MTO – Owen Sound

Bell Canada County Clerk Roads

Neighbour - as per list verified by local municipality and filed by applicant with this application

APPLICATION FOR CONSENT

Ontario Planning Act

1. Approval Authority:

County of Wellington Planning and Land Division Committee
County of Wellington Administration Centre
74 Woolwich Street, GUELPH, Ontario N1H 3T9

Phone: 519-837-2600, Ext. 2160 or 2170 Fax: 519-837-3875

Required Fee: \$ 975
Fee Received: Dec 8/14File No. 3145/14Accepted as Complete on: Dec 8/14***** A COPY OF YOUR CURRENT DEED MUST BE SUBMITTED WITH THIS APPLICATION *******2. Name of Registered Owner(s) Ferdinand and Elfriede TAGWERKER**Address 4422 Sideroad 20 North, Puslinch, ON, N0B 2J0Phone No. Home: 519-763-4542

Business: _____

Name and Address of Applicant (as authorized by Owner) _____

Name and Address of Owner's Authorized Agent (or authorized solicitor):

Jeff Buisman of VanHarten Surveying Inc., 423 Woolwich Street, Guelph, ON, N1H 3X3Jeff.Buisman@vanharten.com T: 519-821-2763 x225

Please specify the person who is to be contacted if more information is needed and who is responsible for posting the "Notice Cards"

REGISTERED OWNER []

APPLICANT []

AGENT [X]

3. (a) Type and Purpose of Proposed Transaction: (Check off appropriate box & provide short explanation)[X] **Conveyance** (Specify type and use of new lot, e.g. residential, agricultural, commercial):**New lot for residential purposes.****OR**[X] **Other** (Specify – e.g. mortgage, lease, easement, Right-of-way, correction of title):**AND a 7m wide easement in favour of No. 4422 for hydro wires/poles****(b) Name of person(s) (purchaser, lessee, mortgagee, etc.) to whom land or interest in land is intended to be conveyed, leased or mortgaged:****FUTURE OWNER IS EXPECTED TO BE THE OWNER'S DAUGHTER****4. (a) Location of Land in the County of Wellington:**Local Municipality: **Township of Puslinch**Concession **2**Lot No. **Part of Lot 20**

Registered Plan No.

Lot No.

Reference Plan No.

Civic Address **4422 Sideroad 20 North****(b) When was property acquired:** **September 16, 1980** **Registered Instrument:** **No. ROS233561**

5. Description of Land intended to be SEVERED: Metric [X] Imperial []

Frontage/Width 70± / 51 ± AREA 0.5 ha ±
Depth 82 to 100 ± Existing Use(s) Vacant, bush

Existing Buildings or structures: None

Proposed Uses (s): A new rural residential dwelling

Type of access (Check appropriate space) Existing? [] Proposed? [X]

- ☐ Provincial Highway
☐ County Road
☒ Municipal road, maintained year round
☐ Municipal road, seasonally maintained
☐ Easement
☐ Right-of-way
☐ Private road
☐ Crown access road
☐ Water access (specify what boat docking and parking facilities are available on the mainland):

Type of water supply - Existing [] Proposed [X] (check appropriate space & specify where indicated):

- ☐ Municipally owned and operated piped water system
☒ Well (specify whether individual or communal): Individual Well
☐ Lake
☐ Other (Specify):

Type of sewage disposal - Existing [] Proposed [X] (check appropriate space & specify where indicated):

- ☐ Municipally owned and operated sanitary sewers
☒ Septic Tank (specify whether individual or communal): Individual Septic System
☐ Pit Privy
☐ Other (Specify):

6. Description of Land intended to be RETAINED: Metric [X] Imperial []

Frontage/Width 182± / 834 ± AREA 22 ha ±
Depth 414 ± Existing Use(s) Rural Residential

Existing Buildings or structures: Dwelling, Shed

Proposed Uses (s): No Change

Type of access (Check appropriate space) Existing? [X] Proposed? []

- ☐ Provincial Highway
☐ County Road
☒ Municipal road, maintained year round
☐ Municipal road, seasonally maintained
☐ Easement
☐ Right-of-way
☐ Private road
☐ Crown access road
☐ Water access (specify what boat docking and parking facilities are available on the mainland):

Type of water supply - Existing [X] Proposed [] (check appropriate space & specify where indicated):

- ☐ Municipally owned and operated piped water system
☒ Well (specify whether individual or communal): Individual Well
☐ Lake
☐ Other (Specify):

Type of sewage disposal - Existing [X] Proposed [] (check appropriate space & specify where indicated):

- ☐ Municipally owned and operated sanitary sewers
☒ Septic Tank (specify whether individual or communal): Individual Septic System
☐ Pit Privy
☐ Other (Specify):

7. Is there an agricultural operation, (either a barn, manure storage, abattoir, livestock area or stockyard) within 500 metres of the Subject lands (severed and retained parcels)? YES ☒ NO ☐
8. Is there a landfill within 500 metres [1640 feet]? YES ☐ NO ☒
9. a) Is there a sewage treatment plant or waste stabilization plant within 500 metres [1640']? YES ☐ NO ☒
- b) Is there an individual well or septic system within 45.7 metres [150 feet] of the boundaries of the proposed severed parcel?
YES ☐ NO ☒ If answer to 9 b) is YES, these must be shown on the severance sketch
10. Is there a Provincially Significant Wetland (e.g. swamp, bog) located on the lands to be retained or to be severed or within 120 metres [394 feet]? YES ☒ NO ☐
11. Is there any portion of the land to be severed or to be retained located within a floodplain? YES ☒ NO ☐
12. Is there a provincial park or are there Crown Lands within 500 metres [1640']? YES ☐ NO ☒
13. Is any portion of the land to be severed or retained within a rehabilitated mine/pit site? YES ☐ NO ☒
14. Is there an active or abandoned mine, quarry or gravel pit within 500 metres [1640']? YES ☒ NO ☐
15. Is there a noxious industrial use within 500 metres [1640']? YES ☐ NO ☒
16. Is there an active or abandoned principal or secondary railway within 500 metres [1640']? YES ☐ NO ☒

Name of Rail Line Company: _____

17. Is there an airport or aircraft landing strip nearby? YES ☐ NO ☒
18. Is there a propane retail outlet, propane filling tank, cardlock/keylock or private propane outlet/container refill centre within 750 metres of the proposed subject lands? YES ☐ NO ☒

19. PREVIOUS USE INFORMATION:

Has there been an industrial use(s) on the site? YES ☐ NO ☒ UNKNOWN ☐

If YES, what was the nature and type of industrial use(s)? _____

Has there been a commercial use(s) on the site? YES ☐ NO ☒ UNKNOWN ☐

If YES, what was the nature and type of the commercial use(s)? _____

Has fill been brought to and used on the site (other than fill to accommodate septic systems or residential landscaping)?

YES ☐ NO ☒ UNKNOWN ☐

Has there been commercial petroleum or other fuel storage on the site, underground fuel storage, or has the site been used for a gas station at any time, or railway siding? YES ☐ NO ☒ UNKNOWN ☐

If YES, specify the use and type of fuel(s) _____

20. Is this a **resubmission** of a previous application? YES ☐ NO ☒

If YES, is it identical _____, or changed _____ Provide previous File Number _____

21. a) Has any Owner previously severed any land from the holding which existed as of June 25, 1970 and as registered in the Land Registry/Land Titles Office? YES ☐ NO ☒
- b) If the answer in (a) is YES, please indicate the previous severance(s) on the required sketch and supply the following information for each parcel severed: **Transferee's Name, Date of the Transfer and Use of Parcel Transferred; And attach the information to this application.**

22. Has the parcel intended to be severed ever been, or is it now, the subject of an application for a plan of subdivision or other Consent or approval under the Planning Act or its predecessors?

YES ☐ NO ☒ UNKNOWN ☐

23. Under a separate application, is the Owner, applicant, or agent applying for additional consents on this holding simultaneously with this application?

YES ☐ NO ☒

24. Is the application consistent with the Provincial Policy Statement? YES [X] NO []

25. Is the subject land within an area of land designated under any provincial plan or plans?

Greenbelt Plan [] Places to Grow [X] Other [] _____

If YES, does the application conform to or not conflict with the applicable Provincial Plan(s) YES [X] NO []

26. Is the subject land a proposed surplus farm dwelling?* YES [] NO [X]

*If yes, an application to sever a surplus farm dwelling must be accompanied by a FARM INFORMATION FORM.

27. What is the existing Local Official Plan designation(s) of the subject land? (subject land means severed and retained)

b) What is the existing County Official Plan designation(s) of the subject land? [subject land means severed and retained]

SECONDARY AGRICULTURAL, GREENLANDS, AND CORE GREENLANDS

c) If this consent relates directly to an Official Plan Amendment(s) currently under review by an approval authority, please indicate the Amendment Number and the applicable file number(s).

Amendment Number(s): _____ File Number(s): _____

28. Is the land covered by a zoning by-law? YES [X] NO []

If YES, what is the zoning of the subject lands? AGRICULTURAL & NATURAL ENVIRONMENT ZONE

29. Does the proposal for the subject lands conform to the existing zoning? YES [X] NO []

If NO, a) has an application been made for re-zoning?
YES [] NO [] File Number _____

b) has an application been made for a minor variance?
YES [] NO [] File Number _____

30. Are the lands subject to any mortgages, easements, right-of-ways or other charges? YES [] NO [X]

If the answer is YES, please provide a copy of the relevant instrument.

For mortgages just provide complete name and address of Mortgagee.

Questions 29 – 34 must be answered for Applications for severance in the Rural/Agricultural Area -- Otherwise, if this is not applicable to your application, please state "not Applicable"

31. a) **PRESENT LAND USES-Severed & Retained Lands**

PROPOSED LAND USES

<u>Answer in Acres/Hectares</u>	<u>Severed</u>	<u>Retained</u>	<u>Answer with X</u>	<u>Severed</u>	<u>Retained</u>
Under Cultivation	_____	_____	Agricultural	[]	[]
Idle Agricultural Land	_____	_____	Surplus Farm House	[]	[]
Woodlot/Bushland	<u>0.5</u>	<u>16</u>	Retirement Lot	[]	[]
Pasture	_____	_____	Farm-help Lot	[]	[]
Number of Buildings	<u>0</u>	<u>2</u>	Non-Farm Residence	[X]	[X]
Area of Residence	_____	<u>2</u>	Comm./Ind./Instit.	[]	[]
Other Uses (Ponds)	_____	<u>4</u>	Addition to a Lot	[]	[]

b) Existing Crops:

Severed NONE Retained NONE

c) Proposed Crops:

Severed NONE Retained NONE

32. **Type of Farm Operation** conducted on these subject lands: **NONE**

Type: Dairy [] Beef Cattle [] Swine [] Poultry [] Other []
Units Number _____



December 4, 2014
Jeff.Buisman@vanharten.com
22367-14

County of Wellington Land Division Committee
74 Woolwich Street
GUELPH, Ontario
N1H 3T9

Attention: Ms. Deborah Turchet

Dear Ms. Turchet:

Re: **Severance Sketch and Application**
4422 Sideroad 20 North, N0B 2J0
Part of Lot 20, Concession 2
PIN 71201-0045
Township of Puslinch
County of Wellington

Please find enclosed two Severance Applications for the above-mentioned property. One Application is for a severance and a second is for an easement on the proposed severance. Included with this submission are copies of the severance sketch, completed application form, required deeds, ownership information, a cheque to Wellington County for \$1,950, and a cheque to the GRCA for \$380.

Proposal

The proposal is to sever a parcel just south of the driveway to the retained parcel and north of the wetlands. The parcel is somewhat trapezoidal in shape with a frontage of 70m and a width along the rear of 50m. The sidelines have been set on an angle to respect the existing topographic and wetland features. There are a number of properties in the area which have a similar non-rectangular configurations due to the features in the area.

We are also requesting a 7m wide easement for the existing hydro line that services the retained parcel (No. 4422)

The severed lands are designated Secondary Agricultural in the Official Plan which allows for a severance provided that certain criteria (section 10.4.4) are met. We reviewed these criteria and feel that the intentions of these criteria are met.

I have tried to obtain the Farm Data information for property 7 on the sketch. I had a phone call with the owner and he indicated that there are 3 horses. A farm data sheet was sent to the owner by email and mail, but we have not yet received a reply. We completed an MDS evaluation based on the information that was provided and found the MDS minimum requirement to be 84m. The proposed severance will be about 103m from the barn and therefore appears to meet the MDS requirement.

There is a gravel pit within 500 m to the southeast of the subject property on the other side of the 401 highway. Section 10.4.4(d) encourages no hindrance on aggregate operations. The proposed severance is well removed from the general operation and truck entrance of the existing pit.

In summary, we provide the opinion that the proposed severance meets the Official Plan criteria for a severance.

Please contact me if you or the Planning Staff have any questions.

Very truly yours,
Van Harten Surveying Inc.

Jeffrey E. Buisman B.E.S, B.Sc.
Ontario Land Surveyor

JEB:lb

c.c. Ferd Tagwerker

33. Dimensions of Barn(s)/Outbuildings/Sheds (that are to remain) Severed & Retained Lands

<u>Severed</u>	Width	<u>11</u>	Length	<u>20</u>	Area	<u>220m²</u>	Use	<u>Shed</u>
	Width		Length		Area		Use	
<u>Retained</u>	Width		Length		Area		Use	
	Width		Length		Area		Use	

34. Manure Storage Facilities on these lands: **NONE**

Type:	DRY	SEMI-SOLID	LIQUID
	Open Pile []	Open Pile []	Covered Tank []
	Covered Pile []	Storage with Buck Walls []	Aboveground Uncovered Tank []
			Belowground Uncovered Tank []
			Open Earth-sided Pit []

35. Are there any barns within 500 metres [1640'] of the severed lot? **YES [X] NO []**

If the answer is yes, these barns **must be shown on the application sketch with approximate measurements to proposed lot lines of the parcel to be severed and retained.**

36. Are there any drainage systems on the retained and severed lands? **YES [] NO [X]**

System Type:	Municipal Drain []	Name of Drain	
	Field Drain []	Area of land tiled	(Acres)
Drain Outlet Location:	Owner's Lands []	Neighbour's Lands []	River/Stream []

37. If a **new farm operation**, or **new crops**, or **new farm buildings** are being proposed for the severed and/or retained lands. Please provide some details:

38. If you wish to provide some further information that may assist the Planning and Land Division Committee in evaluating your application, please provide by a letter and attach it to this application.

Please see covering letter

NOTES:

- One original completed application and two original sketches must be filed with the County of Wellington Planning and Land Division office. If original sketch is larger than 11" x 17", 8 additional copies are required plus one sketch reduced to a size of 11" x 17" (or smaller) for office photocopying and circulation to neighbours. Facsimile documents are not acceptable for reasons of the necessity of good photocopying.
- The location of the lands (severed & retained) which are the subject of the application must also be shown on the Surveyor's sketch or on an attached "Key Map" and included with the application.
- Since the filing fee for applications for consent change from time to time, please contact the Planning and Land Division office for current fee information. This fee may be paid in cash or by cheque payable to the County of Wellington.
- Additional information about the process, about any particular application or obtaining application forms may be obtained by attending at the County of Wellington Administration Centre, 74 Woolwich Street, Guelph Ontario N1H 3T9, by telephone at 519-837-2600, ext. 2160 or 2170; or by facsimile (fax) at 519-837-3875.
- Generally, regular severance application forms are also available at the local municipal office.
- Some municipalities also require the applicant to attend at a Planning Advisory Committee or Council meeting to discuss the application prior to the Municipality's submitting comments to the County of Wellington Planning and Land Division Committee. Please check with your local municipality.
- If the applicant is a Corporation, then the applicant's Declaration or if applicable, the Owner's authorization too, must be signed by an officer of the corporation who has authority to bind the corporation; or the corporation's seal must be affixed.

OWNER'S AUTHORIZATION IF THE OWNER IS NOT THE APPLICANT:

The Owner must complete the following to authorize applicant, agent or solicitor to act on their behalf.

NOTE: If more than one owner is listed in item #2 of this application, then all owners must sign this authorization section of the application form or by a letter of authorization duly signed.

If the Owner is a corporation, the authorization must be by an officer of the corporation who has authority to bind the corporation.

I, (we), Ferdinand and Elfriede TAGWERKER the Registered Owners of

Part of Lot 20, Concession 2 Of the Township of Puslinch in the

County/Region of Wellington severally and jointly, solemnly declare that

Jeff Buisman of VanHarten Surveying Inc.

Is authorized to submit an application for consent on my (our) behalf.

X E. Tagwerker Jeff Buisman
Signature(s) of Registered Owner(s) or Corporation's Officer

APPLICANT'S DECLARATION

This must be completed by the Applicant for the proposed consent

I, (we) Jeff Buisman of the

City of Guelph In the County/Region of

Wellington Solemnly declare that all

the statements contained in this application for consent for (property description) _____

Part of Lot 20, Concession 2 Of the Township of Puslinch

And all the supporting documents are true, and I, (we), make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, and virtue of the CANADA EVIDENCE ACT.

DECLARED before me at the

City Of
Guelph In the

County/Region of Wellington

This 4th day of Dec 20 14

[Signature]
(Owner or Applicant)

(Owner or Applicant)

[Signature]
Printed Commissioner's, etc. Name

Commissioner of Oaths

James Michael Laws, a Commissioner,
etc., Province of Ontario, for Van Harten
Surveying Inc. Expires May 11, 2015.

Minimum Distance Separation I (MDS I) Report

Application Date: 30-Oct-2014
File Number: 22367-14

Preparer Information
Jeff Buisman
Vanharten Surveying Inc.
423 Woolwich Street
Guelph, ON, Canada N1H 3X3
Phone #1: 519-821-2763 x225
Email: jeff.buisman@vanharten.com

Applicant Information
Ferd Tagwerker

County of Wellington
Township of Puslinch
Geotownship: PUSLINCH
Concession: 2
Lot: 20

Calculation #1
4428 sideroad 20

Adjacent Farm Contact Information
Hambly

Farm Location
County of Wellington
Township of Puslinch
Geotownship: PUSLINCH
Concession: 2
Lot: 20

Manure Form	Type of Livestock/Material	Existing Capacity	Existing NU	Estimated Barn Area
Solid	Horses; Medium-framed, mature; 227 - 680 kg (including unweaned offspring)	3	3.0	70 m²

Encroaching Land Use Factor: Type A Land Use
Tillable area of land on this lot: 0.9 ha
Manure/Material Storage Type: V3. Solid, outside, no cover, >= 30% DM
Factor A (Odour Potential): 0.7
Factor B (Nutrient Units): 156
Factor D (Manure/Material Type): 0.7
Factor E (Encroaching Land Use): 1.1
Total Nutrient Units: 3

Distance from nearest livestock building 'F' (A x B x D x E):	Required Setback 84 m (276 ft)	Actual Setback
Distance from nearest permanent manure/material storage 'S':	84 m (276 ft)	

Signature of Preparer: _____ Date: _____
Jeff Buisman, Vanharten Surveying Inc.

NOTE TO THE USER:
The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) has developed this software program for distribution and use with the Minimum Distance Separation (MDS) Formulae as a public service to assist farmers, consultants, and the general public. This version of the software distributed by OMAFRA will be considered to be the official version for purposes of calculating MDS. OMAFRA is not responsible for errors due to inaccurate or incorrect data or information; mistakes in calculation; errors arising out of modification of the software, or errors arising out of incorrect inputting of data. All data and calculations should be verified before acting on them.



2

WETLAND (GRCA) GREENLANDS CORE GREENLANDS


VAN HARTEN SURVEYING INC.

(20.1m WIDE) PIN 71201-0106 (LT)

PIN 71201-0107 (LT)

PIN 71201
-0039 (LT)

LAZARUS



71201-0042(LT)

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PIN 2

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(17)



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TO THE

10

1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 26

KEYMAP

**LANDS TO BE
RETAINED
AREA = 22± ha**

423 WOOLWICH STREET GUELPH - ONTARIO, N1H 3X3 PHONE: 519-821-2763 FAX: 519-821-2770 www.vanharten.com	660 RIDDELL ROAD, UNIT 1 ORANGEVILLE - ONTARIO, L9W 5G5 PHONE: 519-940-4110 FAX: 519-940-4113 www.vanharten.com	
DRAWN BY: SAP	CHECKED BY: JEB	PROJECT No. 22367-14
Dec 02, 2014-2:14pm G:\PUSLINCH\Con2\Acad\SEV PTLOT 20 (TAGWERKER).dwg		

MUNICIPALITY COMMENTING FORM

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

CLERK'S DEPARTMENT	
TO <i>HP</i>	
Copy	
Please Handle	<input checked="" type="checkbox"/>
For your information	
Council Agenda	<i>Jan 7/15</i>
File	

FILE NO: B137/14

APPLICANT

Kenneth & Donna Chute
31 Eagle Drive
Cambridge ON N3C 2V4

LOCATION OF SUBJECT LANDS

TOWNSHIP OF PUSLINCH
Part Lot 6
Concession 1

Proposed lot line adjustment is 295 square metres with no frontage, existing residential use with shed to be added to abutting residential lot – Cameron & Trudy Koebel.

Retained parcel is 13 hectares with 168m frontage, existing and proposed rural residential use with existing dwelling & drive shed.

RECEIVED
DEC 17 2014
Township of Puslinch

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER:

Does this description reasonably describe the parcel holdings? YES() NO()

If answer is no, please provide new information: _____

Do you consider this proposal to conform to your Official Plan? YES() NO()

What Section(s) does it conform to or contravene? (Please specify)

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES [] NO []

(Please Specify) _____

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES [] NO []

(Please Specify) _____

If Necessary, would the Municipality be prepared to consider an **Amendment** to the Zoning By-Law to permit the proposal to conform? YES() NO() N/A() or **Minor Variance** YES() NO() N/A()

Is proposal on an opened maintained year-round public road YES() NO()

If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road ?

Please specify _____

Is the Proposed Lot(s) serviced now by Municipal Water YES() NO()

Is the Retained Lot serviced now by Municipal Water YES() NO()

Is the Proposed Lot(s) serviced now by Municipal Sewers YES() NO()

Is the Retained Lot serviced now by Municipal Sewers YES() NO()

Is there a **Capital Works Project** underway to service these lots in the near future YES() NO()

Approximate Time of Servicing Availability: _____

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

MUNICIPALITY COMMENTING FORM

FILE NO: B137/14

Is the Municipality’s Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?
YES [] NO []

Is there any further information that may assist the Planning and Land Division Committee?
[A letter may be attached if there is insufficient space to explain]

Is the Municipality in support of this application? YES() NO()

What Conditions, if any, are requested by the Municipality if the Consent is granted?

Does the Municipality request a Notice of the Decision? YES() NO()

SIGNATURE _____

TITLE: _____

ADDRESS: _____

DATE: _____

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph ON N1H 3T9

December 12, 2014

NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: December 8, 2014

FILE NO. B137/14

APPLICANT

Kenneth & Donna Chute
31 Eagle Drive
Cambridge ON N3C 2V4

LOCATION OF SUBJECT LANDS:

TOWNSHIP OF PUSLINCH
Part Lot 6
Concession 1

Proposed lot line adjustment is 295 square metres with no frontage, existing residential use with shed to be added to abutting residential lot – Cameron & Trudy Koebel.

Retained parcel is 13 hectares with 168m frontage, existing and proposed rural residential use with existing dwelling & drive shed.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

January 21, 2015

Please note that if the Comments are not received by the requested date, the Planning and Land Division Committee may proceed to consider the application, and may assume that you have no objection to this APPLICATION for CONSENT.

Please also be advised that if a person or public body that files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

If you wish to be **NOTIFIED OF THE DATE AND TIME OF THE CONSIDERATION** of this application - **please make your request in writing** to the Planning and Land Division Committee before the "Comments Return Date" noted above.

If you wish to be **NOTIFIED OF THE DECISION** of the County of Wellington Planning and Land Division Committee in respect of this proposed consent, **you must make a request in writing** to the County of Wellington Planning and Land Division Committee. This will also entitle you to be advised of a possible Ontario Municipal Board Hearing. Even if you are the successful party, you should request a copy of the decision since the County of Wellington Planning and Land Division Committee's decision may be appealed to the Ontario Municipal Board by the applicant or another member of the Public

INFORMATION REGARDING THE APPLICATION is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office- 74 Woolwich St. Guelph ON N1H 3T9. Phone: (519) 837-2600 x2170 Fax: (519) 837-3875

MAILED TO:

Local Municipality – Township of Puslinch County Planning

Conservation Authority - GRCA County Engineering

Bell Canada County Clerk Roads

Neighbour - as per list verified by local municipality and filed by applicant with this application

APPLICATION FOR CONSENT

Ontario Planning Act

1. Approval Authority:

County of Wellington Planning and Land Division Committee
County of Wellington Administration Centre
74 Woolwich Street, GUELPH, Ontario N1H 3T9

SECTION B

Required Fee: \$ 975
Fee Received: Dec 8/14

SECTION B File No. B37/14

Phone: 519-837-2600, Ext. 2160 or 2170 Fax: 519-837-3875 Accepted as Complete on: Dec 11/14

***** A COPY OF YOUR CURRENT DEED MUST BE SUBMITTED WITH THIS APPLICATION *****

SECTION B: Parcel from which land is being transferred

2. Name of Registered Owner(s) Kenneth Cecil and Donna Jean CHUTE

Address 31 Eagle Drive, Cambridge, ON

Phone No. Home: _____ Business: _____

Name and Address of Applicant (as authorized by Owner) _____

Name and Address of Owner's Authorized Agent (or authorized solicitor):

Jeff Buisman of VanHarten Surveying Inc., 423 Woolwich Street, Guelph, ON, N1H 3X3

Jeff.Buisman@vanharten.com T: 519-821-2763 x225

Please specify the person who is to be contacted if more information is needed and who is responsible for posting the "Notice Cards"

REGISTERED OWNER []

APPLICANT []

AGENT [X]

3. (a) Type and Purpose of Proposed Transaction: (Check off appropriate box & provide short explanation)

☒ **Conveyance to effect an addition to a lot**

☐ **Other** (Specify – e.g. mortgage, lease, easement, Right-of-way, correction of title): _____

(b) Name of person(s) (purchaser, lessee, mortgagee, etc.) to whom land or interest in land is intended to be conveyed, leased or mortgaged: Cameron and Trudy Koebel

(c) Provide legal description of the lands to which the parcel will be added:

Part of Lot 6, Concession 1, Township of Puslinch as in Instrument ROS203396

4. (a) Location of Land in the County of Wellington:

Local Municipality: Township of Puslinch

Concession 1

Lot No. Part of Lot 6

Registered Plan No. _____

Lot No. _____

Reference Plan No. _____

Part No. _____

Civic Address 31 Eagle Drive

(b) When was property acquired: June 15, 1978 Registered Instrument No. ROS203396

5. Description of Land intended to be **SEVERED**: Metric [X] Imperial []

Frontage/Width 90 ± AREA 295 m² ±
Depth 0 to 6 ± Existing Use(s) Vacant and Bush

Existing Buildings or structures: Shed

Proposed Uses (s): To be added to abutting residential property

Type of access (Check appropriate space) Existing? [X] Proposed? []

- ☐ Provincial Highway
☐ County Road
☐ Municipal road, maintained year round
☐ Municipal road, seasonally maintained
☐ Easement
☐ Right-of-way
☒ Private road
☐ Crown access road
☐ Water access (specify what boat docking and parking facilities are available on the mainland):

Lands to be added to have access to private road

Type of water supply - Existing [X] Proposed [] (check appropriate space & specify where indicated):

- ☐ Municipally owned and operated piped water system
☒ Well (specify whether individual or communal): Individual Well on Lands to be added to
☐ Lake
☐ Other (Specify):

Type of sewage disposal - Existing [X] Proposed [] (check appropriate space & specify where indicated):

- ☐ Municipally owned and operated sanitary sewers
☒ Septic Tank (specify whether individual or communal): Septic System on Lands to be added to
☐ Pit Privy
☐ Other (Specify):

6. Description of Land intended to be **RETAINED**: Metric [X] Imperial []

Frontage/Width 168 / 220 ± AREA 13 ha ±
Depth 690 ± Existing Use(s) Rural Residential

Existing Buildings or structures: Dwelling, Drive Shed

Proposed Uses (s): No Change

Type of access (Check appropriate space) Existing? [X] Proposed? []

- ☐ Provincial Highway
☐ County Road
☐ Municipal road, maintained year round
☐ Municipal road, seasonally maintained
☐ Easement
☐ Right-of-way
☒ Private road
☐ Crown access road
☐ Water access (specify what boat docking and parking facilities are available on the mainland):

Type of water supply - Existing [X] Proposed [] (check appropriate space & specify where indicated):

- ☐ Municipally owned and operated piped water system
☒ Well (specify whether individual or communal): Individual Well
☐ Lake
☐ Other (Specify):

Type of sewage disposal - Existing [X] Proposed [] (check appropriate space & specify where indicated):

- ☐ Municipally owned and operated sanitary sewers
☒ Septic Tank (specify whether individual or communal): Individual Septic System
☐ Pit Privy
☐ Other (Specify):

7. Is there an agricultural operation, (either a barn, manure storage, abattoir, livestock area or stockyard) within 500 metres of the Subject lands (severed and retained parcels)? YES [] NO [X]
8. Is there a landfill within 500 metres [1640 feet]? YES [] NO [X]
9. a) Is there a sewage treatment plant or waste stabilization plant within 500 metres [1640']? YES [] NO [X]
- b) Is there an individual well or septic system within 45.7 metres [150 feet] of the boundaries of the proposed severed parcel?

YES [X] NO [] If answer to 9 b) is YES, these must be shown on the severance sketch

10. Is there a Provincially Significant Wetland (e.g. swamp, bog) located on the lands to be retained or to be severed or within 120 metres [394 feet]? YES [X] NO []
11. Is there any portion of the land to be severed or to be retained, located within a floodplain? YES [X] NO []
12. Is there a provincial park or are there Crown Lands within 500 metres [1640']? YES [X] NO []
13. Is any portion of the land to be severed or retained within a rehabilitated mine/pit site? YES [] NO [X]
14. Is there an active or abandoned mine, quarry or gravel pit within 500 metres [1640']? YES [] NO [X]
15. Is there a noxious industrial use within 500 metres [1640']? YES [] NO [X]
16. Is there an active or abandoned principal or secondary railway within 500 metres [1640']? YES [] NO [X]

Name of Rail Line Company: _____

17. Is there an airport or aircraft landing strip nearby? YES [] NO [X]
18. Is there a propane retail outlet, propane filling tank, cardlock/keylock or private propane outlet/container refill centre within 750 metres of the proposed subject lands? YES [] NO [X]

19. PREVIOUS USE INFORMATION:

Has there been an industrial use(s) on the site? YES [] NO [X] UNKNOWN []

If YES, what was the nature and type of industrial use(s)?

Has there been a commercial use(s) on the site? YES [] NO [X] UNKNOWN []

If YES, what was the nature and type of the commercial use(s)?

Has fill been brought to and used on the site (other than fill to accommodate septic systems or residential landscaping)?

YES [] NO [X] UNKNOWN []

Has there been commercial petroleum or other fuel storage on the site, underground fuel storage, or has the site been used for a gas station at any time, or railway siding? YES [] NO [X] UNKNOWN []

If YES, specify the use and type of fuel(s) _____

20. Is this a **resubmission** of a previous application? YES [] NO [X]

If YES, is it identical _____, or changed _____ Provide previous File Number _____

21. a) Has any Owner previously severed any land from the holding which existed as of June 25, 1970 and as registered in the Land Registry/Land Titles Office? YES [] NO [X]
- b) If the answer in (a) is YES, please indicate the previous severance(s) on the required sketch and supply the following information for each parcel severed: **Transferee's Name, Date of the Transfer and Use of Parcel Transferred; And attach the information to this application.**

22. Has the parcel intended to be severed ever been, or is it now, the subject of an application for a plan of subdivision or other Consent or approval under the Planning Act or its predecessors?

YES [] NO [X] UNKNOWN []

23. Under separate application, is the Owner, applicant, or agent applying for additional consents on this holding simultaneously with this application?

YES [] NO [X]

24. Is the application consistent with the Provincial Policy Statement?

YES [X]NO []
25. Is the subject land within an area of land designated under any provincial plan or plans?

Greenbelt Plan []Places to Grow [X]Other []

If YES, does the application conform to or not conflict with the applicable Provincial Plan(s)

YES [X]NO []
26. Is the subject land a proposed surplus farm dwelling?*

YES []NO [X]

*If yes, an application to sever a surplus farm dwelling must be accompanied by a FARM INFORMATION FORM.
27. What is the existing Local Official Plan designation(s) of the subject land? (subject land means severed and retained)

b) What is the existing County Official Plan designation(s) of the subject land? [subject land means severed and retained]

Recreational

c) If this consent relates directly to an Official Plan Amendment(s) currently under review by an approval authority, please indicate the Amendment Number and the applicable file number(s).

Amendment Number(s):File Number(s):
28. Is the land covered by a zoning by-law?

YES [X]NO []

If YES, what is the zoning of the subject lands?

Resort Residential
29. Does the proposal for the subject lands conform to the existing zoning?

YES [X]NO []

If NO,

a) has an application been made for re-zoning?

YES []NO []File Number

b) has an application been made for a minor variance?

YES []NO []File Number
30. Are the lands subject to any mortgages, easements, right-of-ways or other charges?

YES [X]NO []

If the answer is YES, please provide a copy of the relevant instrument.

For mortgages just provide complete name and address of Mortgagee.

Easement of 9.1m wide along the easterly limit of the retained lands as in Instrument ROS203396

Questions 31 – 37 must be answered for Applications for severance in the Rural/Agricultural Area -- Otherwise, if this is not applicable to your application, please state “not Applicable”

NOT APPLICABLE

31. a) PRESENT LAND USES-Severed & Retained Lands

PROPOSED LAND USES

Answer in Acres/Hectares	Severed	Retained	Answer with X	Severed	Retained
Under Cultivation			Agricultural	[]	[]
Idle Agricultural Land			Surplus Farm House	[]	[]
Woodlot/Bushland			Retirement Lot	[]	[]
Pasture			Farm-help Lot	[]	[]
Number of Buildings			Non-Farm Residence	[]	[]
Area of Residence			Comm./Ind./Instit.	[]	[]
Other Uses (e.g. business)			Addition to a Lot	[]	[]

b) Existing Crops:

Severed	NONE	Retained	NONE

c) Proposed Crops:

Severed	NONE	Retained	NONE

32. Type of Farm Operation

conducted on these subject lands:

NONE

Type: Dairy []Beef Cattle []Swine []Poultry []Other []

Units Number



December 5, 2014
Jeff.Buisman@vanharten.com
22476-14

County of Wellington Land Division Committee
74 Woolwich Street
GUELPH, Ontario
N1H 3T9

Attention: Ms. Deborah Turchet

Dear Ms. Turchet:

**Re: Severance Sketch and Application
Part of Lot 6, Concession 1
PIN 71207-0105 (Koebel; 2 Lake Ave)
PIN 71207-0135 (Chute; 31 Eagle Drive)
Township of Puslinch**

Please find enclosed an application for a severance on the above-mentioned property. Included with this submission are copies of the severance sketch, completed application form, required deeds, a cheque to Wellington County for \$ 975 and a cheque to GRCA for \$380.

Proposal

The proposal is for a Lot Line Adjustment to reflect the current occupation of a property along Puslinch Lake. The adjustment is relatively small and has a number of bends and jogs reflecting the existing division between wetlands and residential usage. The subject area is far removed from the dwelling and useable area of the retained parcel.

The proposed new limit was reviewed by GRCA staff on November 26 and considered to be acceptable. This application will provide the opportunity to establish the property line in its appropriate location.

Please call me if you or the Planning Staff have any questions.

Very truly yours,
Van Harten Surveying Inc.

A handwritten signature in black ink, appearing to read 'Jeff Buisman', is written over a horizontal line.

Jeffrey E. Buisman B.E.S, B.Sc.
Ontario Land Surveyor

JEB:lb

c.c. Cam Koebel
c.c. Ken & Donna Chute

33. Dimensions of Barn(s)/Outbuildings/Sheds (that are to remain) Severed & Retained Lands

<u>Severed</u>	Width _____	Length _____	Area _____	Use _____
	Width _____	Length _____	Area _____	Use _____
<u>Retained</u>	Width _____	Length _____	Area _____	Use _____
	Width _____	Length _____	Area _____	Use _____

34. Manure Storage Facilities on these lands: **NONE**

Type:	DRY	SEMI-SOLID	LIQUID
	Open Pile []	Open Pile []	Covered Tank []
	Covered Pile []	Storage with Buck Walls []	Aboveground Uncovered Tank []
			Belowground Uncovered Tank []
			Open Earth-sided Pit []

35. Are there any barns within 500 metres [1640'] of the severed lot? **YES [] NO []**

If the answer is yes, these barns **must be shown on the application sketch with approximate measurements to proposed lot lines of the parcel to be severed and retained.**

36. Are there any drainage systems on the retained and severed lands? **YES [] NO []**

System Type:	Municipal Drain []	Name of Drain _____
	Field Drain []	Area of land tiled _____ (Acres)
Drain Outlet Location:	Owner's Lands []	Neighbour's Lands [] River/Stream []

37. If a **new farm operation**, or **new crops**, or **new farm buildings** are being proposed for the severed and/or retained lands. Please provide some details:

38. If you wish to provide some further information that may assist the Planning and Land Division Committee in evaluating your application, please provide by a letter and attach it to this application.

Please see covering letter

NOTES:

1. **One original completed application and two original sketches must be filed with the County of Wellington Planning and Land Division office. If original sketch is larger than 11" x 17", 8 additional copies are required plus one sketch reduced to a size of 11" x 17" (or smaller) for office photocopying and circulation to neighbours. Facsimile documents are not acceptable for reasons of the necessity of good photocopying.**
2. The location of the lands (severed & retained) which are the subject of the application must also be shown on the Surveyor's sketch or on an attached "Key Map" of the local municipality and included with the application.
3. Since the filing fee for applications for consent change from time to time, please contact the Planning and Land Division office for current fee information. This fee may be paid in cash or by cheque payable to the County of Wellington.
4. Additional information about the process, about any particular application or obtaining application forms may be obtained by attending at the County of Wellington Administration Centre, 74 Woolwich Street, Guelph Ontario N1H 3T9, by telephone at 519-837-2600, ext. 2160 or 2170; or by facsimile (fax) at 519-837-3875.
5. Some municipalities also require the applicant to attend at a Planning Advisory Committee or Council meeting to discuss the application prior to the Municipality's submitting comments to the County of Wellington Planning and Land Division Committee. Please check with your local municipality on this matter.
6. If the applicant is a Corporation, then the applicant's Declaration or if applicable, the Owner's authorization too, must be signed by an officer of the corporation who has authority to bind the corporation; or the corporation's seal must be affixed.
7. **ONE CONSOLIDATED SKETCH WITH APPROPRIATE NOTES AND MARKINGS MAY SUFFICE FOR SECTIONS A AND B OF THIS CONSOLIDATED APPLICATION FORM for LOT LINE ADJUSTMENTS ONLY.**

OWNER'S AUTHORIZATION IF THE OWNER IS NOT THE APPLICANT:

The Owner must complete the following to authorize applicant, agent or solicitor to act on their behalf.

NOTE: If more than one owner is listed in item #2 of this application, then all owners must sign this authorization section of the application form or by a letter of authorization duly signed.

If the Owner is a corporation, the authorization must be by an officer of the corporation who has authority to bind the corporation.


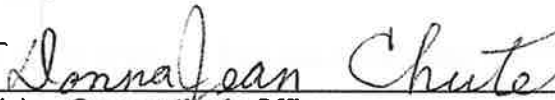
I, (we), Kenneth Cecil & Donna Jean CHUTE the Registered Owners of

Part of Lot 6, Concession 1 Of the TOWNSHIP OF PUSLINCH in the

County/Region of WELLINGTON severally and jointly, solemnly declare that

Jeff Buisman of VanHarten Surveying Inc.

Is authorized to submit an application for consent on my (our) behalf.

X  + 
Signature(s) of Registered Owner(s) or Corporation's Officer

APPLICANT'S DECLARATION

This must be completed by the Applicant for the proposed consent

I, (we) Jeff Buisman of the

City of Guelph In the County/Region of

Wellington Solemnly declare that all

the statements contained in this application for consent for (property description) _____

Part of Lot 6, Concession 1, TOWNSHIP OF PUSLINCH

And all the supporting documents are true, and I, (we), make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, and virtue of the CANADA EVIDENCE ACT.

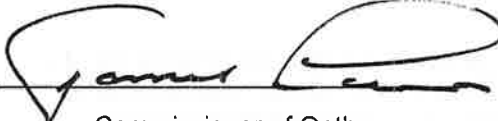
DECLARED before me at the

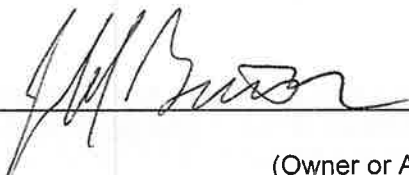
City Of

Guelph In the

County/Region of Wellington

This 5th day of Dec 20 15


Commissioner of Oaths


(Owner or Applicant)

(Owner or Applicant)
James Michael Laws, a Commissioner,
etc., Province of Ontario, for Van Harten
Surveying Inc. Expires May 11, 2015.

Printed Commissioner's, etc. Name

APPLICATION FOR CONSENT

Ontario Planning Act

1. Approval Authority:

County of Wellington Planning and Land Division Committee
County of Wellington Administration Centre
74 Woolwich Street, GUELPH, Ontario N1H 3T9

Phone: 519-837-2600, Ext. 2160 or 2170 Fax: 519-837-3875

SECTION A

File No.

B137/14

Received:

Dec 8/14

Accepted as Complete on: _____

***** A COPY OF YOUR CURRENT DEED MUST BE SUBMITTED WITH THIS APPLICATION *****

SECTION A: Parcel to which land is being added.

2. Name of Registered Owner(s) Cameron James and Trudy Margarete KOEBEL

Address

2 Lake Avenue, Cambridge, ON, N3C 2V4

Phone No.

Home: 519-658-5705

Business: _____

Name and Address of Applicant (as authorized by Owner) _____

Phone No. _____

Name and Address of Owner's Authorized Agent (or authorized solicitor):

Jeff Buisman of VanHarten Surveying Inc., 423 Woolwich Street, Guelph, ON, N1H 3X3

Jeff.Buisman@vanharten.com T: 519-821-2763 x225

Please specify the person who is to be contacted if more information is needed

REGISTERED OWNER []

APPLICANT []

AGENT [X]

3. (a) Location of Land in the County of Wellington:

Local Municipality: Township of Puslinch

Concession

1

Lot No.

Part of Lot 6

Registered Plan No.

Lot No.

Reference Plan No.

Part No.

Civic Address

2 Lake Avenue, Cambridge, ON, N3C 2V4

(b) When was property acquired: Nov 29, 1985

Registered Instrument No. ROS518616

(c) How was this parcel to which land is to be added created? [By Deed prior to consent, By consent of plan of subdivision, Court order, etc.]

Created by deed

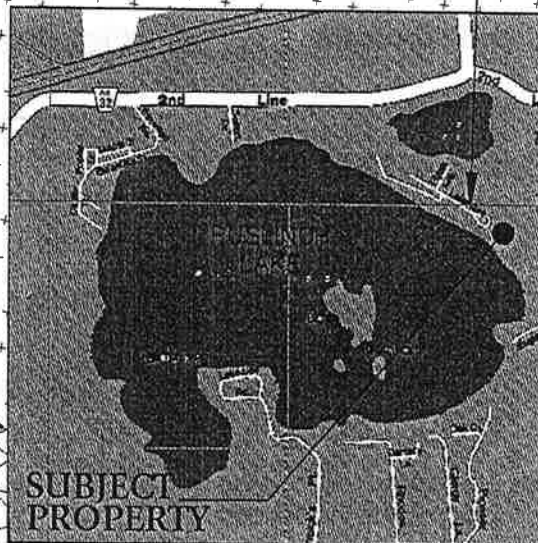
Date Created: _____

(d) How was the parcel from which land is being conveyed created?

Created by deed

Date Created: _____

PROJECT No. 22476-14



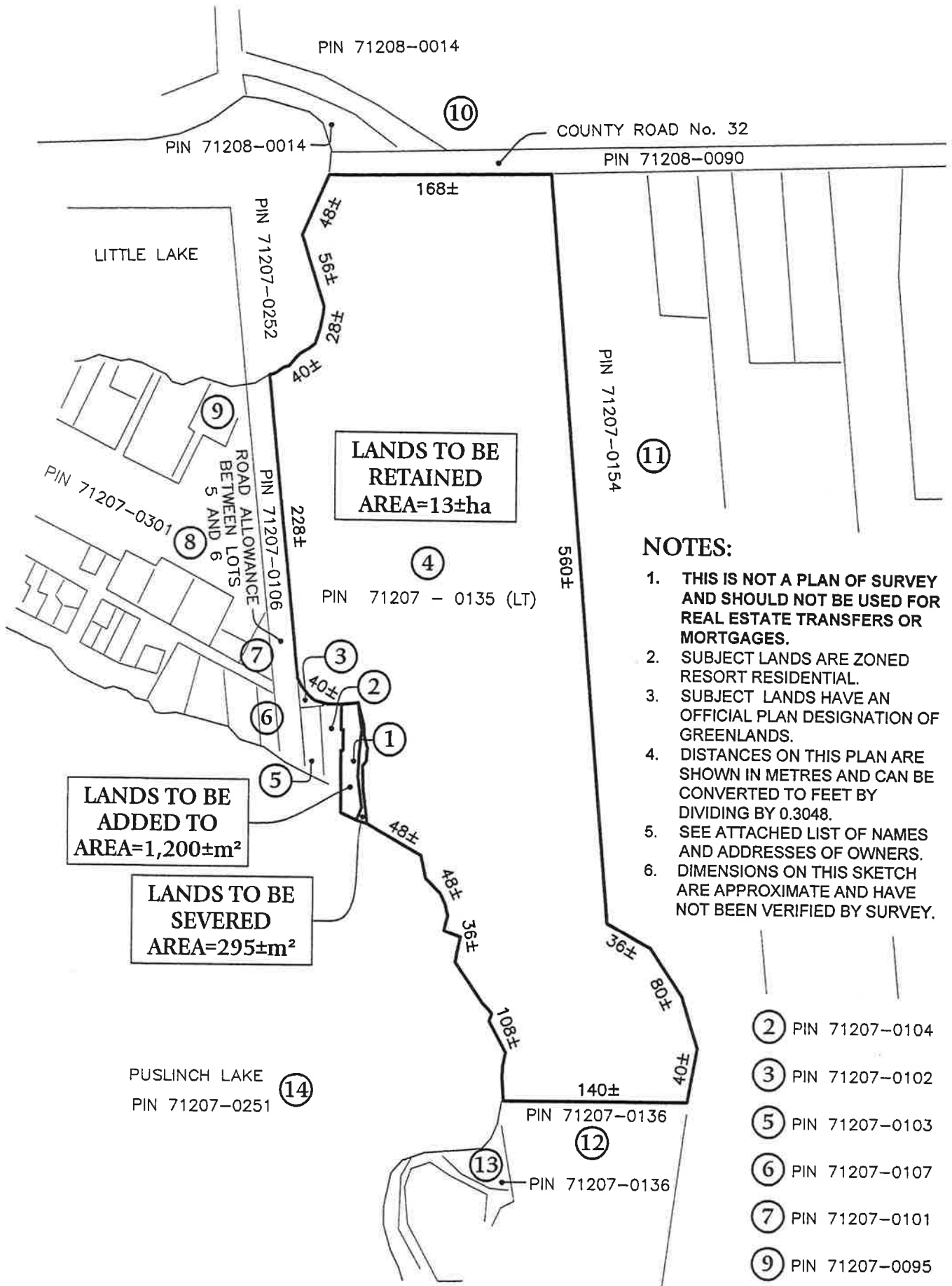
SEVERANCE SKETCH

PART OF LOT 6, CONCESSION 1
TOWNSHIP OF PUSLINCH
COUNTY OF WELLINGTON

SCALE 1 : 4000



VAN HARTEN SURVEYING INC.



NOTES:

1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
2. SUBJECT LANDS ARE ZONED RESORT RESIDENTIAL.
3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF GREENLANDS.
4. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
5. SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS.
6. DIMENSIONS ON THIS SKETCH ARE APPROXIMATE AND HAVE NOT BEEN VERIFIED BY SURVEY.

- ② PIN 71207-0104
- ③ PIN 71207-0102
- ⑤ PIN 71207-0103
- ⑥ PIN 71207-0107
- ⑦ PIN 71207-0101
- ⑨ PIN 71207-0095

SURVEYOR'S CERTIFICATE

THIS SKETCH WAS PREPARED
ON THE 4th DAY OF DECEMBER, 2014.

Jeffrey E. Buisman
JEFFREY E. BUISMAN
ONTARIO LAND SURVEYOR



Van Harten
SURVEYING INC.

LAND SURVEYORS and ENGINEERS

423 WOOLWICH STREET
GUELPH, ONTARIO N1H 3X3
PHONE: 519-821-2763
FAX: 519-821-2770
www.vanharten.com

660 RIDDELL ROAD, UNIT 1
ORANGEVILLE, ONTARIO L9W 5G5
PHONE: 519-940-4110
FAX: 519-940-4113
www.vanharten.com

DRAWN BY: N.C.H.

CHECKED BY: J.E.B.

PROJECT No. 22476-14

RECEIVED
DEC 16 2014
Township of Puslinch

319

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G.#

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On Application No. B18/13

TOWNSHIP OF PUSLINCH
Part Lot 13
Concession 5

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County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street
Guelph, Ontario N1H 3T9

RECEIVED

DEC 16 2014

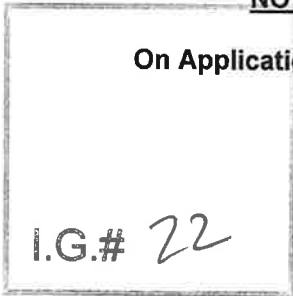
Township of Puslinch
December 10, 2014

NOTICE

On Application No. B93/14

APPLICANT

Con-Cast Pipe Inc.
30 Floral Parkway
Concord ON L4K 4R1



LOCATION OF SUBJECT LANDS

TOWNSHIP OF PUSLINCH
Part Lots 27 & 28
Concession 7

Please be advised that no appeal under Section 53, subsections (14) or (16), subject to subsection (23) of the Ontario Planning Act has been lodged on this Application.

THE DECISION OF THE PLANNING AND LAND DIVISION COMMITTEE and the CONDITIONS FOR APPROVAL, SUBJECT TO SECTION 53, SUBSECTION (23), ARE NOW FINAL.

The CERTIFICATE/STAMP of OFFICIAL FOR CONSENT will be issued when the Secretary-Treasurer of the Planning and Land Division Committee has been furnished with written proof that all the conditions of approval for consent have been fulfilled; and has received the following:

A LEGAL DESCRIPTION OF THE LAND OR INTEREST IN LAND TO BE CONVEYED OR OTHERWISE DEALT WITH; AND THE FULL NAMES OF THE PARTIES TO THE TRANSACTION.

A DEPOSITED REFERENCE PLAN WHICH INDICATES THE BOUNDARIES OF THE LAND OR INTEREST IN LAND WHICH IS THE SUBJECT OF CONSENT [or where the Planning and Land Division Committee in its decision has stated, the legal description of the land or interest in land]

A MINIMUM OF TWO DAYS IS REQUIRED FOR THE REVIEW OF THE DOCUMENTS AND THE ISSUANCE OF THE CERTIFICATE OF CONSENT. INCOMPLETE DOCUMENTS/INFORMATION WILL BE RETURNED FOR CORRECTION AND COMPLETION BY THE PREPARER OF THE DOCUMENTS/INFORMATION.

REMINDER!!! - ALL CONDITIONS MUST BE FULFILLED BEFORE THE FINAL CONSENT IS GIVEN and THE CONSENT CERTIFICATE IS ISSUED.

Yours truly,

Deborah Turchet
Secretary-Treasurer
Planning and Land Division Committee

cc: Swift River Holdings Inc.
Nancy Shoemaker

CLERK'S DEPARTMENT	
TO	KP
Copy	
Please Handle	<input checked="" type="checkbox"/>
For Your Information	
Council Agenda	Jan 7/15

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street
Guelph, Ontario N1H 3T9

RECEIVED

DEC 16 2014

Township of Puslinch

December 10, 2014

NOTICE

On Application No. B111/14

APPLICANT

St. Mary's Cement Inc. (Canada)
55 Industrial St.
Toronto ON M4G 3W9

I.G.# 23

LOCATION OF SUBJECT LANDS

TOWNSHIP OF PUSLINCH
Part Lots 23, 24 & 25
Concession 7

Please be advised that **no appeal under Section 53, subsections (14) or (16), subject to subsection (23) of the Ontario Planning Act** has been lodged on this Application.

THE DECISION OF THE PLANNING AND LAND DIVISION COMMITTEE and the CONDITIONS FOR APPROVAL, SUBJECT TO SECTION 53, SUBSECTION (23), ARE NOW FINAL.

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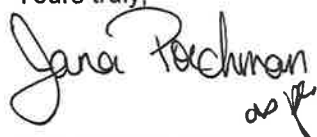
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REMINDER!!! - ALL CONDITIONS MUST BE FULFILLED BEFORE THE FINAL CONSENT IS GIVEN and THE CONSENT CERTIFICATE IS ISSUED.

Yours truly,



Deborah Turchet
Secretary-Treasurer
Planning and Land Division Committee

cc: Jeff Buisman

CLERK'S DEPARTMENT

10	AP
Copy	
Please Handle	✓
For Your Information	
Council Agenda	Jan 7
File	



**RESOLUTION
MUNICIPAL COUNCIL
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

2015-

Date: January 7, 2015

Moved by: _____ Seconded by: _____

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

Year	Application #	Roll #	Write Off Amount
2014	09/14	4-02775	\$ 1,876.66
2013	21/13	6-06300	\$ 16.76
2014	02/14	6-06300	\$ 38.80
2014	05/14	6-06300	\$ 46.35
2014	08/14	6-06300	\$ 18.17
2013	22/13	8-18580	\$ 649.01
2014	23/13	8-18580	\$ 2,228.81

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Bulmer				
Councillor Roth				
Mayor Lever				
Councillor Stokley				
Councillor Fielding				
TOTAL				

MAYOR: _____

CARRIED

LOST



REPORT FIN-2015-01

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: January 7, 2015

SUBJECT: 2015 Interim Property Tax Levy and Due Dates

RECOMMENDATIONS

That Report FIN-2015-01 regarding the 2015 Interim Property Tax Levy and Due Dates be received; and

That Council enact a by-law to provide for the levy and collection of the 2015 Interim Tax Levy.

DISCUSSION

Purpose

Section 317 of the Municipal Act provides that the Council of a municipality, before the adoption of estimates for the year, has the ability to enact a by-law to provide for the levying and collection of interim taxes. The purpose of this report is to recommend that Council enact a by-law to provide for the levy and collection of the 2015 interim tax levy.

Background

The levying of an interim tax bill allows for a municipality to raise funds to meet its obligations until the final tax rates are set, including mandated payments to the County of Wellington and the local school boards.

Section 317 of the Municipal Act provides that municipalities have the ability to pass a by-law to levy interim taxes in an amount not exceeding 50% of the previous year's total taxes. The total taxes for the previous years include the Township, County and Education portions.

Consistent with the Township's practice in previous years, the 2015 interim tax levy will be payable in two installments. Interim property taxes are billed at 50% of the previous year's levy and are due in two installments: Friday February 27, 2015 and Thursday

April 30, 2015. The amount of the interim tax bill will be deducted from each property's final tax bill in the calculation of the final amount due for 2015.

In accordance with Section 317(3) of the Municipal Act, if any taxes levied on a property were for only part of 2014 due to an addition to the tax collector's roll in 2014, the 2014 taxes will be annualized and the 2015 interim levy amount will be based on the annualized taxes rather than the prorated taxes. The additions made in 2014 will be treated in the calculation of the 2015 interim taxes as if they had been levied for the entire year.

Section 342(b) of the Municipal Act allows for alternative instalment due dates to spread the payment of taxes more evenly over the year. Therefore, the interim tax levy for those on a ten (10) month pre-authorized automatic withdrawal plan shall be paid in five (5) equal installments due and payable on the fifteenth (15th) (or next business day) of each month, February to June, inclusive. The pre-authorized payment plans shall be penalty free as long as the taxpayer is in good standing with the terms of the plan.

The final tax rates for 2015 will be calculated after the Township, County of Wellington and Education finalize the 2015 budget. The Final 2015 property tax bill will include the total taxes levied for the Township, County and Education portions less the 2015 interim billing.

FINANCIAL IMPLICATIONS

The Township remits payments to the County of Wellington and the School Boards on the last business day of March, June and September. The final tax levy remittance to the County and the School Boards occurs on December 15th.

The amounts due to the County and School Boards must be paid according to the predetermined schedule, regardless of when the actual property taxes are collected by the Township.

APPLICABLE LEGISLATION AND REQUIREMENTS

Section 317 of the Municipal Act, S.O. 2001, c. 25, as amended, provides that the Council of a local municipality, before the adoption of estimates for the year may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes;

Section 342 of the Municipal Act, S.O. 2001, c. 25, as amended, provides that Council is authorized to pass by-laws providing for the payment of taxes by installments and the date or dates in the year for which the taxes are imposed on which the taxes or installments are due; and

Section 345 of the Municipal Act, S.O. 2001, c. 25, as amended, authorizes a local municipality to pass by-laws to impose late payment charges for the non-payment of taxes or any installment by the due date.

ATTACHMENTS

Schedule A: 2015 Interim Property Tax Levy By-law

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NO XX/15

A by-law to provide for an interim tax levy for 2015 and the collection thereof

WHEREAS pursuant to Section 317 of the Municipal Act, S.O. 2001, c. 25, as amended, the Council of a local municipality, before the adoption of estimates for the year, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes; and

WHEREAS the County of Wellington has not adopted estimates of all sums required by the County of Wellington for the 2015 year, and the 2015 tax rates for school purposes for all property classes have not been finalized; and

WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides for an interim levy on the assessment of real property in the municipality rateable for local municipality purposes, of a sum not exceeding fifty (50) percent of the total amount of taxes for municipal and school purposes levied on a property for the previous year; and

WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides for the adjustment in the calculation of the taxes for the previous year for the purposes of calculating an interim levy; and

WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides for an interim levy on the assessment for real property added to the tax roll for the current year that was not on the assessment roll in the previous year; and

WHEREAS The Council of the Corporation of the Township of Puslinch deems it appropriate to provide for such interim levy on the assessment of property in this municipality; and

WHEREAS pursuant to section 342 of the Municipal Act, S.O. 2001, c. 25, as amended, Council is authorized to pass by-laws providing for the payment of taxes by installments and the date or dates in the year for which the taxes are imposed on which the taxes or installments are due; and

WHEREAS pursuant to section 345 of the Municipal Act, S.O. 2001, c. 25, as amended, a local municipality is authorized to pass by-laws to impose late payment charges for the non-payment of taxes or any installment by the due date.

NOW THEREFORE the Council of the Corporation of the Township of Puslinch HEREBY ENACTS AS FOLLOWS:

1. For the Residential, Pipeline, Farmland and Managed Forest property classes there shall be imposed and collected an interim levy of 50% of the total taxes for municipal and school purposes levied on a property in the year 2014.
2. For the Multi-Residential, Commercial and Industrial property classes there shall be imposed and collected an interim levy of 50% of the total taxes for municipal and school purposes levied on a property in the year 2014.
3. For the purposes of calculating the amount of total taxes for the year 2014 under Sections 1 and 2 of this by-law, if any taxes for municipal and school purposes were levied on a property for only part of 2014 because assessment was added to the tax roll during 2014, an amount shall be added equal to the 2014 taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.
4. All taxes levied under this by-law shall be payable into the hands of the Treasurer in accordance with the provisions of this by-law.

5.
 - (1) The Treasurer shall add a percentage as a penalty for default of payment of the installments in accordance with By-law No. 001/14, as amended;
 - (2) The Treasurer shall also add a percentage charge as interest for default of payment of the installments in accordance with By-law No. 001/14, as amended.
6. The levies imposed under Sections 1 and 2 of this by-law shall be due and payable in two installments as follows:
 - (1) The 27th day of February, 2015; and
 - (2) The 30th day of April, 2015
7. The Treasurer is hereby authorized to mail every tax notice or cause the same to be mailed to the address of the residence or place of business of each person taxed unless directed otherwise by the taxpayer or agent of the taxpayer, as provided by the Municipal Act, 2001, as amended.
8. The subsequent levy for the year 2015 made under the Municipal Act, 2001, as amended, shall be reduced by the amount raised by the interim levy imposed pursuant to this by-law.
9. The Treasurer is hereby authorized to accept part payment from time to time on account of any taxes due and to give a receipt for such a part payment, provided that acceptance of any such part payment does not affect the collection of any percentage charge imposed and collectable under the provision of By-law No. 001/14, as amended, in respect of non-payment of any taxes or any class of taxes or of any installment thereof.
10. There may be added to the tax roll all or any arrears of charges, fees, costs or other expenses as may be permitted by Provincial legislation and such arrears of charges, fees, costs or other expenses shall be deemed to be taxes, collected as taxes, or collected in the same manner as municipal taxes, or dealt with in such fashion as may be specifically authorized by applicable statute.
11. Where current realty taxes being levied are paid pursuant to the Township's pre-authorized tax payment plan, such taxes shall be payable in accordance with the pre-authorized tax payment plan and shall, under the terms of that payment plan, be exempt from any penalty incurred pursuant to Section 5 of this by-law, provided that payment is being made pursuant to the terms of the payment plan.
12. Nothing in this by-law shall prevent the Treasurer from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the applicable statutes and by-laws governing the collection of taxes.
13. If any section or portion of this by-law is found by a court of competent jurisdiction to be invalid, it is the intent of Council for the Township that all remaining sections and portions of this by-law continue in force and effect.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7th DAY OF JANUARY, 2015.

Dennis Lever, Mayor

Karen Landry, CAO/Clerk



REPORT PD-2015-001

TO: Mayor and Members of Council

FROM: Kelly Patzer, on behalf of the Planning Advisory Committee

DATE: January 7, 2015

SUBJECT: Public Meeting – Rezoning Application – Bill & Lisa Hamilton
7652 Wellington Road 34, Concession 9, Part Lot 20 - File No. D14/HAM

RECOMMENDATIONS

That Report PD-2015-001 regarding the Public Meeting – Rezoning Application File D14/HAM – Bill & Lisa Hamilton – Concession 9, Part Lot 20, municipally known as 7652 Wellington Road 34 be received; and

That Council authorize the holding of a Statutory Public Meeting on February 11, 2015, at 7:00 pm in the Council Chambers, Municipal Complex.

DISCUSSION

Purpose

The purpose of this report is to obtain direction from Council to schedule the Statutory Public Meeting for Bill & Lisa Hamilton – Rezoning Application.

Planning Advisory Committee

The Planning Advisory Committee at its meeting held on November 24, 2014 reviewed the Zoning By-law Amendment Application as filed by Black, Shoemaker, Robinson & Donaldson Ltd. on behalf of Bill & Lisa Hamilton and recommended this matter be forwarded to Council for the purpose of setting a date for a public meeting.

Notice

Notice regarding the Public Meeting will be given in accordance with the Planning Act.

Financial Implications

None

Applicable Legislation and Requirements

Planning Act



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Notice

Notice regarding the Public Meeting will be given in accordance with the Planning Act.

Financial Implications

None

Applicable Legislation and Requirements

Planning Act

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NO 01/15

A by-law to provide for an interim tax levy for 2015 and the collection thereof

WHEREAS pursuant to Section 317 of the Municipal Act, S.O. 2001, c. 25, as amended, the Council of a local municipality, before the adoption of estimates for the year, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes; and

WHEREAS the County of Wellington has not adopted estimates of all sums required by the County of Wellington for the 2015 year, and the 2015 tax rates for school purposes for all property classes have not been finalized; and

WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides for an interim levy on the assessment of real property in the municipality rateable for local municipality purposes, of a sum not exceeding fifty (50) percent of the total amount of taxes for municipal and school purposes levied on a property for the previous year; and

WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides for the adjustment in the calculation of the taxes for the previous year for the purposes of calculating an interim levy; and

WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides for an interim levy on the assessment for real property added to the tax roll for the current year that was not on the assessment roll in the previous year; and

WHEREAS The Council of the Corporation of the Township of Puslinch deems it appropriate to provide for such interim levy on the assessment of property in this municipality; and

WHEREAS pursuant to section 342 of the Municipal Act, S.O. 2001, c. 25, as amended, Council is authorized to pass by-laws providing for the payment of taxes by installments and the date or dates in the year for which the taxes are imposed on which the taxes or installments are due; and

WHEREAS pursuant to section 345 of the Municipal Act, S.O. 2001, c. 25, as amended, a local municipality is authorized to pass by-laws to impose late payment charges for the non-payment of taxes or any installment by the due date.

NOW THEREFORE the Council of the Corporation of the Township of Puslinch HEREBY ENACTS AS FOLLOWS:

1. For the Residential, Pipeline, Farmland and Managed Forest property classes there shall be imposed and collected an interim levy of 50% of the total taxes for municipal and school purposes levied on a property in the year 2014.
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3. For the purposes of calculating the amount of total taxes for the year 2014 under Sections 1 and 2 of this by-law, if any taxes for municipal and school purposes were levied on a property for only part of 2014 because assessment was added to the tax roll during 2014, an amount shall be added equal to the 2014 taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.
4. All taxes levied under this by-law shall be payable into the hands of the Treasurer in accordance with the provisions of this by-law.

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- (1) The Treasurer shall add a percentage as a penalty for default of payment of the installments in accordance with By-law No. 001/14, as amended;
 - (2) The Treasurer shall also add a percentage charge as interest for default of payment of the installments in accordance with By-law No. 001/14, as amended.
6. The levies imposed under Sections 1 and 2 of this by-law shall be due and payable in two installments as follows:
- (1) The 27th day of February, 2015; and
 - (2) The 30th day of April, 2015
7. The Treasurer is hereby authorized to mail every tax notice or cause the same to be mailed to the address of the residence or place of business of each person taxed unless directed otherwise by the taxpayer or agent of the taxpayer, as provided by the Municipal Act, 2001, as amended.
8. The subsequent levy for the year 2015 made under the Municipal Act, 2001, as amended, shall be reduced by the amount raised by the interim levy imposed pursuant to this by-law.
9. The Treasurer is hereby authorized to accept part payment from time to time on account of any taxes due and to give a receipt for such a part payment, provided that acceptance of any such part payment does not affect the collection of any percentage charge imposed and collectable under the provision of By-law No. 001/14, as amended, in respect of non-payment of any taxes or any class of taxes or of any installment thereof.
10. There may be added to the tax roll all or any arrears of charges, fees, costs or other expenses as may be permitted by Provincial legislation and such arrears of charges, fees, costs or other expenses shall be deemed to be taxes, collected as taxes, or collected in the same manner as municipal taxes, or dealt with in such fashion as may be specifically authorized by applicable statute.
11. Where current realty taxes being levied are paid pursuant to the Township's pre-authorized tax payment plan, such taxes shall be payable in accordance with the pre-authorized tax payment plan and shall, under the terms of that payment plan, be exempt from any penalty incurred pursuant to Section 5 of this by-law, provided that payment is being made pursuant to the terms of the payment plan.
12. Nothing in this by-law shall prevent the Treasurer from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the applicable statutes and by-laws governing the collection of taxes.
13. If any section or portion of this by-law is found by a court of competent jurisdiction to be invalid, it is the intent of Council for the Township that all remaining sections and portions of this by-law continue in force and effect.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7th DAY OF JANUARY, 2015.

Dennis Lever, Mayor

Karen Landry, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 02/15

Being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Puslinch at its meeting held on January 7, 2015.

WHEREAS by Section 5 of the *Municipal Act, 2001, S.O. 2001, c.25* the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS by Section 5, Subsection (3) of the *Municipal Act*, a municipal power including a municipality's capacity, rights, powers and privileges under section 8, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Puslinch at its meeting held January 7, 2015 be confirmed and adopted by By-law;

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

- 1) The action of the Council of the Corporation of the Township of Puslinch, in respect of each recommendation contained in the reports of the Committees and each motion and resolution passed and other action taken by the Council at said meeting are hereby adopted and confirmed.
- 2) The Head of Council and proper official of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.
- 3) The Head of Council and the Clerk are hereby authorized and directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and the Clerk authorized and directed to affix the seal of the said Corporation to all such documents.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7th DAY OF January, 2015.

Dennis Lever, Mayor

Karen Landry, C.A.O./Clerk