



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH 2015 COUNCIL MEETING

A G E N D A

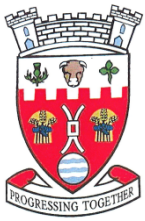
DATE: Wednesday, February 18, 2015
REGULAR MEETING: 7:00 P.M.

Denotes resolution prepared

1. Call the Meeting to Order
2. Disclosure of Pecuniary Interest & the General Nature Thereof.
- # 3.** Adoption and Receipt of Minutes of the Previous Meeting.
 - (a) Council Meeting –February 4, 2015
 - (b) Closed Council Meeting – February 4, 2015
4. Business Arising Out of the Minutes.
5. **PUBLIC MEETINGS**

None.
6. **COMMUNICATIONS**
 1. **CBM Puslinch Pit aka Mast Pit
Licence No. 17600
4313 Sideroad 25 S**
 - (a) Correspondence from Groundwater Science Corp. regarding December 2014 monitoring report update dated January 13, 2014.

Mr. Stan Denhoed, Harden Environmental Services Ltd. has advised that he has reviewed the monthly monitoring report and he does not have any concerns.
 2. **Dufferin Aggregates, Aberfoyle Pit #2
Lots 22 & 23, Concession 9 - Victoria Road**
 - (a) Conestoga-Rovers & Associates 2013 Annual Monitoring Report dated September 29, 2014.* note a full copy of the report is available in the Clerk's department for review.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH February 18, 2015 COUNCIL MEETING

- (b) Correspondence from Harden Environmental Services Ltd. regarding Aberfoyle Pit #2, 2013 Monitoring Report Review dated December 18, 2014.

≠ 3. **Request to Waive Rental Costs for Aberfoyle Public School**

- (a) Correspondence from Kevin Hayden dated January 30, 2015.

4. **Reconstruction of Wellington Rd. 46 (Brock Rd)**

- (a) Correspondence from Triton Engineering Services Limited regarding County of Wellington Open House – Reconstruction of Wellington Rd. 46 (Brock Road) dated February 3, 2015.

5. **Region of Waterloo – Water Supply Master Plan**

- a) Correspondence from Region of Waterloo regarding Water Supply Master Plan Update dated February 11, 2015.

≠ 6. **Intergovernmental Affairs**

- (a) Various correspondence for review.

7. **DELEGATIONS/PRESENTATIONS**

- ≠ 1. 7:05 p.m. – Mr. Dennis Lea regarding concerns regarding Report PD-2015-003 and Township of Puslinch By-Law 31/12.

- ≠ 2. 7:25 p.m. – Mr. David Hamilton concerns regarding proposed site alteration Application - 7827 Wellington Road 36, Puslinch

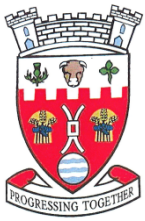
8. **REPORTS**

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

- (a) Puslinch Fire and Rescue Services Response Report for January, 2015.

≠ 2. **Finance Department**

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



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(b) Mayor Lever – Council Member Expense Review

3. **Administration Department**

(a) Report ADM-2015-02 - Sale of VQA Wine at Eligible Ontario Farmers' Markets.

4. **Planning and Building Department**

≠

(a) Chief Building Official Report –January 2015

≠

(b) Report PD-2015-004 – Holding Removal – Rezoning Application – Mini Lakes Residents Association – Site 380, 12 Lakeshore Drive PVT – File No. D14/MIN Part Lot 21 & 22, Concession 8, municipally known as 7541 Wellington Road 34

5. **Roads & Parks Department**

None.

6. **Recreation Department**

None.

9. **NOTICES OF MOTION**

None.

10. **COMMITTEE MINUTES**

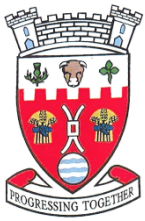
- a) Committee of Adjustment – November 10, 2014
- b) Planning Advisory Committee – November 24, 2014

11. **MUNICIPAL ANNOUNCEMENTS**

12. **CLOSED MEETING**

None.

13. **UNFINISHED BUSINESS**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH February 18, 2015 COUNCIL MEETING

≠ 14.

BY-LAWS

- (a) A by-law to constitute and appoint members to the Puslinch Heritage Committee (Resolution No. 2015-035)
- (b) A by-law to amend by-law number 19/85, to remove the Holding Symbol for part of the Mini Lakes property Site 380, 12 Lakeshore Drive PVT, Part Lot 21 & 22, Concession 8, Puslinch
- (c) A by-law to adopt the Budget for The Corporation of the Township of Puslinch for the year 2015. *** to be distributed under separate cover on February 17, 2015**

≠ 15.

CONFIRMING BY-LAW

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

≠ 16.

ADJOURNMENT

(6.1(a))



Groundwater
Science Corp.

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JAN 16 2015

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

Email Report

CLERK'S DEPARTMENT	
TO	S.D. - Comments
Copy	Jan 16/15
Please Handle	
For Your Information	
Council Agenda	Feb 18/15
	E10/KBM

To: Colin Evans, CBM

From: Andrew Pentney

Email: CREvans@vcsmc.com

Pages: 2

Phone: (416) 423-1300

Date: January 13, 2015

Re: Puslinch Pit – License No. 17600
Monitoring Report Update

CC: MNR, Township of Puslinch,
Harrington McAvan Ltd.

This Report summarizes the results of the groundwater monitoring program for the CBM Puslinch Pit as per the Hydrogeological Recommendations of the current Pit License.

Below Water Table Extraction

CBM reports no total below water extraction occurred at the site in December 2014.

Water Level Monitoring and Threshold Status

The reported water level measurements, compared to threshold values, are summarized as follows:

Location	Threshold (mAMSL)	Measured Water Level Elevation (mAMSL)			
		Nov 11	Nov 18	Nov 25	Dec 17
MP1	-	306.97	306.95	306.95	306.94
MP2	-	306.42	306.41	306.41	306.40
MP3	305.27	306.39	306.37	306.36	306.36
MP4	305.27	306.40	306.38	306.38	306.35
MP7	-	306.67	306.64	306.62	306.68
North Pond	305.64	307.05	307.03	307.03	307.01
South Pond	305.34	306.53	306.52	306.51	306.49

As indicated by the measurements, there were no threshold exceedances observed and no Action Response in December 2014.

There is no current "Declared Low Water Condition" reported for Mill Creek. Current detailed streamflow rate reporting for Mill Creek ends in August, however reported streamflow through 2014 has been relatively high due to precipitation.

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

January 13, 2015

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

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew Pentney". The signature is fluid and cursive, with the first name "Andrew" written in a larger, more prominent script than the last name "Pentney".

Andrew Pentney, P. Geo.
Hydrogeologist

6.21a7.

cc: Lynnette
① Armo/ moe
② Krish Sutherland mnr

RECEIVED

OCT 03 2014

Township of Puslinch



CONESTOGA-ROVERS
& ASSOCIATES

www.CRAworld.com

2013 Annual Monitoring Report

Dufferin Aggregates, A Division of Holcim (Canada) Inc.
Aberfoyle Pit No. 2
Township of Puslinch

CLERK'S DEPARTMENT	
TO	S.D - Nov 31/14 Comments
Copy	
Please Handle	Circulate
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Council Agenda	
File	

Conestoga-Rovers & Associates

651 Colby Drive
Waterloo, Ontario, Canada N2V 1C2



**CONESTOGA-ROVERS
& ASSOCIATES**

651 Colby Drive, Waterloo, Ontario, N2V 1C2
Telephone: (519) 884-0510 Fax: (519) 884-0525
www.CRAworld.com

September 29, 2014

Reference No. 001644

Mr. Ron Van Ooteghem
Dufferin Aggregates
125 Brock Road South
Aberfoyle, Ontario
N1H 6H9

Dear Mr. Van Ooteghem:

Re: 2013 Annual Monitoring Report
Dufferin Aggregates Aberfoyle Pit No. 2
Township of Puslinch

Enclosed please find the 2013 Annual Monitoring Report for Dufferin Aggregates, Aberfoyle Pit No. 2, Township of Puslinch. This report was prepared in accordance with the monitoring program outlined in our August 1991 Final Monitoring Report, and subsequent follow-up correspondence/approvals from the Ministry of the Environment and Ministry of Natural Resources.

If you should have any questions, please do not hesitate to contact us.

Yours truly,

CONESTOGA-ROVERS & ASSOCIATES

Greg M. Pucovsky, M.Sc., P. Geo.

GMP/jh/20
Encl.

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Figure 3.7	Surface Water Elevations (3)

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Appendix B	Stratigraphic and Instrumentation Logs
Appendix C	Laboratory Analyses

Section 1.0 Introduction

Conestoga-Rovers & Associates (CRA) was retained by Dufferin Aggregates [a division of Holcim (Canada) Inc.] to complete the 2013 Annual Monitoring Report for Aberfoyle Pit No. 2. The Site is located on part of the west half of Lots 22 and 23, Concession 9, Township of Puslinch, in the County of Wellington (Figure 1.1).

The area licenced for extraction is 78.1 hectares (ha) (193 acres), of which an area of 68.0 ha (168 acres) will be extracted above the water table, and 53.4 ha (132 acres) below the water table. Prior to May 2000, Dufferin only extracted aggregate above the water table as per the phasing of operations on the Site plans approved by the Ministry of Natural Resources (MNR). Removal of aggregate below the water table was initially conducted between May 1 and December 15, 2000, using a large backhoe, although the majority of mining in 2000 occurred above the water table. Extraction of aggregate during the period of 2001 to 2003, inclusive, occurred from May to December, with mining occurring both above and below the water table. Mining operations only occurred above the water table during 2004. Extraction of aggregate occurred above and below the water table from May to December 2005, April to October 2006, April to November 2007, and May 1 to October 28, 2008. Extraction of aggregate did not occur between 2009 and 2013 inclusive. A Permit to Take Water is not required for the aggregate operation since pumping of groundwater does not occur at the Site.

The initial monitoring program for the Site was originally developed by CRA, and provided in our November 1988 report entitled "Assessment of Mining Impact, Aberfoyle Pit No. 2, Puslinch Township, Wellington County". This program was subsequently approved by the Ministry of the Environment (MOE) and was initiated during the summer of 1990. A final monitoring program, as outlined in Section 9.0 of our August 1991 report entitled "Final Monitoring Report, Dufferin Aggregates Aberfoyle Pit No. 2, Township of Puslinch, County of Wellington" was subsequently prepared and approved, and was to be implemented prior to and during mining below the water table. The monitoring program outlined in the August 1991 Final Monitoring Report and subsequent amendments to the program (based on comments by the MOE and MNR) have been implemented by CRA and Dufferin. Appendix A contains the proposed monitoring program from Section 9.0 of the August 1991 Final Monitoring Report, and follow-up correspondence/approvals from MOE and MNR.

The primary purpose of the monitoring program is as follows:

- Collect water level and water quality information during mining of aggregate, to evaluate the effects of extraction on local shallow groundwater levels
- Provide recommendations regarding the monitoring program as necessary

The monitoring program in 2013 consisted of the following:

- Monthly hydraulic (water level) monitoring (on-Site monitoring wells, off-Site private domestic wells, and on and off-Site surface water locations) by Dufferin
- Groundwater quality monitoring at five on-Site monitoring wells and three off-Site private domestic wells by CRA

The following provides the results of historical and 2013 hydraulic monitoring, water quality, and an interpretation of the results.

Section 2.0 Geologic/Hydrogeologic Setting

The Site occurs within the Horseshoe Moraines physiographic region as defined by Chapman and Putnam, 1984. The Paris and Galt moraines are the two major features which constitute this region. The Site occurs between these two moraines within a spillway channel, which consists of sand, or sand and gravel deposits. These deposits comprise the surficial unconfined (water table) aquifer beneath the Site, which attains a thickness of about 12 metres (m) in the central portion of the Site. The aquifer decreases in thickness towards the southwest. Available information indicates that groundwater flow within the water table aquifer occurs in a general southwesterly direction. The surficial water table aquifer is underlain by fine-grained material consisting of clayey silt to silty clay.

Overburden at the Site is underlain by dolostone bedrock of the Middle Silurian Guelph Formation. The Site occurs near the contact with dolostone of the underlying Amabel Formation. Bedrock occurs at a depth of about 15 to 30 m (50 to 100 feet) below the original ground surface in the vicinity of the Site, and decreases in elevation in a general southwesterly direction. The bedrock aquifer is primarily utilized as a source of domestic water supply in the area.

Section 3.0 Hydraulic Monitoring Program

3.1 General

The hydraulic monitoring program consists of water level measurements in on-Site monitoring wells, off-Site private domestic wells, and at surface water locations, as presented on Figure 3.1. Well construction details for the monitoring wells are provided in Table 3.1, and stratigraphic and instrumentation logs are presented in Appendix B. Water level data collected since aggregate extraction below the water table began in May 2000 is compared with

historical water level trends and precipitation data in order to assess potential impacts. Precipitation data is provided in Section 3.2. The hydraulic monitoring activities and a description of trends are discussed in Section 3.3.

3.2 Precipitation Data

Annual precipitation data was originally obtained from the Ontario Climate Centre, Toronto, Ontario, but more recently from the Environment Canada National Climate Archive website. Precipitation data for the period of 1970 to 1989 was obtained from the Guelph OAC and Arboretum stations. Precipitation data from the Waterloo-Wellington Airport station was used for the period of 1990 to 2013, supplemented by Waterloo-Wellington 2, since the Guelph station was no longer classified as an official station after 1989. Historical total annual precipitation data for the period of 1970 to 2013 inclusive is presented in Table 3.2 and illustrated on Figure 3.2.

The results indicate that the 30-year average annual precipitation for the period of 1970 to 1999 is 895.8 millimetres (mm). During the period of background water level monitoring between 1990 and 1999, the average annual precipitation was 888.1 mm, which is only slightly lower (0.9 percent) than the 30-year mean. Therefore, the 10-year period of background water level monitoring is representative of long-term average precipitation levels. As illustrated on Figure 3.2, the maximum annual precipitation during the 1990 to 1999 period occurred in 1992 (1,056.9 mm) and the minimum, in 1998 (656.5 mm).

Since 2000, when aggregate extraction below the water table was initiated, total annual precipitation has ranged from 632.0 to 1,209.3 mm. The average precipitation over this period (2000 to 2013) was 911.6 mm and thus still slightly above the 10- and 30-year averages of 888.1 and 895.8 mm, respectively. There was a general increasing trend in precipitation between 2002 and 2006, followed by the lowest annual precipitation recorded in the past 40 years in 2007 (632.0 mm). The highest annual precipitation during the past 40 years was subsequently recorded in 2008 (1,209.3 mm). Precipitation subsequently declined in 2009 (944.2 mm) and 2010 (826.7 mm), increased in 2011 (1,043.7 mm) and then declined significantly in 2012 (753.8 mm). Total annual precipitation in 2013 increased significantly to 1,075.4 mm, and thus occurred well above the 10- and 30-year averages of 888.1 and 895.8 mm, respectively.

3.3 Hydraulic Monitoring

3.3.1 Groundwater Monitoring

Historical groundwater elevations for the monitoring wells and private wells are provided in Table 3.3. Water levels have been monitored since May 1990, with monthly levels generally

taken since May 1999. The program currently consists of water level measurements at the following locations:

- Monitoring wells OW1A/B-90, OW2-90, OW3R-05, OW4R-05, OW5-90, OW6-90, OW7-05, and PW1-90.
- Private wells Van Horsigh, Behmann, Hohenadel, and Cox (formerly Gauthier). The Gauthier well was reported as "sealed" during the period of August to November 2002.

All monitoring locations are installed in the sand and gravel (water table) aquifer with the exception of the Behmann, Hohenadel, and Cox (formerly Gauthier) wells. The Hohenadel well is installed in a confined sand and gravel unit. The Behmann well is also believed to be installed in a confined unit based on the measured depth (a well record is not available). The Cox (former Gauthier) well is installed in the Guelph Formation bedrock aquifer.

Wells OW3R-05 and OW4R-05 were completed in September 2005 as replacement wells for OW3-90 and OW4-90. OW3-90 and OW4-90 were installed in the buffer zone so that they would not have to be removed during aggregate operations. However, with the exception of four monitoring events, well OW3-90 had been dry since installation and monitoring well OW4-90 had been continuously dry. The surficial sands and gravels at these two locations were only about 2 m thick, and underlain by fine-grained material. The new wells were installed further east of the dry wells where the sands and gravels are thicker, thus allowing monitoring of water levels in this material. OW3-90 and OW4-90 were subsequently sealed and abandoned during 2007. In addition, new monitoring well OW7-05 was also installed in September 2005 to allow monitoring of groundwater levels within the eastern part of the Site.

Representative hydrographs for wells located in the upper sand and gravel are plotted against annual precipitation on Figure 3.3. The locations include OW1B-90 and OW7-05, located along the northeastern (upgradient) property boundary of the Site; OW2-90 and OW4R-05, located near the southwestern (downgradient) property boundary; and the Van Horsigh well located further cross-gradient of the Site. Water levels in the remaining private wells are plotted on Figure 3.4.

Review of Figure 3.3 indicates that water levels in the upper sand and gravel wells typically exhibit a similar trend each year. In general, groundwater levels increase each year during the spring, with surplus precipitation relative to potential evaporation. Levels typically decrease toward the latter part of the year which is attributed to a water deficit, and often increase near the end of the year in response to increased precipitation during the fall.

Prior to extraction of aggregate below the water table, water levels generally increased during the period of early 1995 to early 1997, with a subsequent overall decline in levels until about

October 1999. The overall trend in water levels generally follows the trend in total annual precipitation with some degree of lag time. For example, the decline in water levels between 1997 and 1999 can be attributed to the decline in precipitation from well above average in 1996 (1,043 mm) to average in 1997 (861.8 mm) and then to well below average in 1998 (656.5 mm).

During the 2000 to 2008 period (i.e., during extraction of aggregate below the water table), water level elevations upgradient of the extraction area (i.e., OW1B-90 and OW7-05) appear to have remained relatively stable, possibly moderated by the water levels in the adjacent active area pond. Water levels between 2009 and 2012 inclusive (no extraction period) generally exhibit an overall declining trend in response to declining annual precipitation between 2008 (1,209.3 mm) and 2010 (826.7 mm), and during 2012 (753.8 mm). Water levels subsequently increased in response to significantly higher precipitation (1,075.4 mm) in 2013 (no extraction also).

Water level elevations at locations downgradient of the extraction area (i.e., OW2-90 and OW4R-05) generally reflect trends in total annual precipitation. A somewhat greater degree of fluctuation in water levels at these locations is also observed, from 2005 onward, possibly because water levels at these locations are not moderated by water levels in the active area pond. Between 2000 and 2003, water levels were relatively stable, with fluctuations being similar to those in the upgradient wells. Between 2004 and 2006, water levels generally increased in response to an increasing trend in precipitation between 2004 and 2006. Water levels declined during 2007 in response to below average precipitation in 2007, and then water levels increased to 2008 in response to higher precipitation.

Water levels between 2009 and 2012 inclusive (no extraction period) generally exhibit an overall declining trend in response to declining annual precipitation between 2008 (1,209.3 mm) and 2010 (826.7 mm), and during 2012 (753.8 mm). The water levels in OW2-90 and OW4R-05 during late summer 2011 were the lowest since fall 2007 and thus approached historical lows. Water levels at these two locations subsequently increased in response to significantly higher precipitation in 2013 (1,075.4 mm). Extraction of aggregate has not occurred at the Site since October 2008, and therefore any changes in water levels since that time can be attributed to climate or other influences. No significant deviations in seasonal or overall long-term water level trends are evident since aggregate extraction below the water table was initiated in May 2000. This is corroborated by an overall increasing trend in water levels at OW2-90 and OW4R-05 during the extraction period.

Water levels in the Van Horsigh private well are less variable than those in the monitoring wells, however, they show the same seasonal trends and generally the same longer term trends

during the extraction period as the downgradient monitoring wells. An overall trend of increasing water levels is apparent in the Van Horsigh well from 1999 to 2013.

Figure 3.4 indicates that water levels in the lower (confined) sand and gravel wells (Behmann and Hohenadel) and the bedrock well Cox (formerly Gauthier) typically exhibit trends similar to those in the on-Site monitoring wells. Some of the apparent differences, particularly in the Behamnn and Hohenadel wells are due to the wells being in use and the absence of data during certain time periods. Water levels between 2009 and 2012 inclusive (no extraction period) generally exhibit an overall declining trend in response to declining annual precipitation between 2008 (1,209.3 mm) and 2010 (826.7 mm), and during 2012 (753.8 mm). However, water levels at these three locations subsequently increased in response to significantly higher precipitation in 2013 (1,075.4 mm).

It should be noted that aggregate is also extracted above and below the water table at the Tikal pit owned by CBM, located immediately north and adjacent to Dufferin Aggregates Aberfoyle Pit No. 2. A pond is now located at the Tikal pit near the northwestern boundary of the Dufferin site. Review of available water level elevations for the closest Tikal monitoring well to OW1B-90, indicates a similar water level trend. In addition, for the most recent available period from 2009 to 2011 inclusive (no extraction at Aberfoyle Pit No. 2), maximum and minimum water level elevations for these two locations are similar.

Based on the similarity of water level trends at the off-Site private domestic wells and the closest Tikal monitoring wells, trends in on-Site monitoring wells located near the Behmann and Hohenadel private wells, and since CBM is extracting aggregate closer to the Van Horsigh and Cox (formerly Gauthier) properties, monitoring of private domestic wells Van Horsigh, Behmann, Hohenadel, and Cox should be discontinued. As previously noted for these wells, only the Van Horsigh well is believed to be completed in the water table aquifer.

3.3.2 Surface Water Monitoring

Historical surface water elevation data are provided in Table 3.4. Water levels have been monitored since June 1990, with monthly levels generally taken since May 1999. The 2013 surface water monitoring program and historical locations no longer monitored are outlined below:

- The surface water monitoring program in 2013 consisted of monthly water level measurements at Pond 1, Pond 2, and SW6-03. Pond 1 receives water from an adjacent well. SW6-03 is located within the on-Site pond.
- Historical surface water monitoring locations have included SW1-90, SW2-91, SW3-91, SW4-91, and WP1-93. These locations were required to be monitored, however the

property owner denied access for monitoring beginning in June 2008. Monitoring was resumed in February 2012, however WP1-93 was determined to be blocked and therefore no longer suitable for monitoring.

- Historical location SW5-01, located at the headwaters of Aberfoyle Creek, was an additional location recommended by the MOE in January 1992. Permission to monitor was acquired in 2001 and monitoring was conducted between November 2001 and February 2006, after which the property owner denied access for monitoring.

Hydrographs for the surface water monitoring locations which are cross-gradient of the Site are presented on Figures 3.5 and 3.6. Review of these figures to May 2008 for all locations except Pond 2 (Figure 3.6) indicates that the locations generally exhibit similar water level trends. Monitoring could not be conducted between June 2008 and January 2012 at these locations as previously noted, but lower trending levels would be expected as lower total annual precipitation was recorded during two of the three years up to and including 2012. Surface water levels during the latter part of 2012 occurred within the lower end of the historical range of levels. It should be noted that limited data is available for SW2-91, SW3-91, and SW4-91 during 2012 and 2013, but a higher monthly minimum level was measured in 2013 in response to significantly more precipitation in 2013 (1,075.4 mm) in comparison to 2012 (753.8 mm). On an annual basis, maximum water elevations typically occur in the spring and minimum elevations in the fall or winter. The longer term water level trends correspond well with trends in annual precipitation.

Water levels in Pond 2 (Figure 3.6) also typically decline between spring and fall each year and subsequently recover. The range of water levels in Pond 2 is generally similar to those measured prior to below water table extraction. Surface water levels between 2009 and 2012 inclusive (no extraction period) generally exhibit an overall declining trend in response to declining annual precipitation between 2008 (1,209.3 mm) and 2010 (826.7 mm), and during 2012 (753.8 mm). However, surface water levels at Pond 2 increased in 2013 in response to increased precipitation during 2013 (1,075.4 mm), and minimum and maximum levels at this location during 2013 were higher in comparison to the period of 2010 to 2012.

As noted, access to WP1-93, SW2-91, SW3-91, and SW4-91 was not permitted by the property owner between June 2008 and January 2012. This is not considered to be limiting, as Pond 2 water levels are representative of water levels in this area.

The water levels at off-Site location SW5-01, at the headwaters of Aberfoyle Creek, are presented on Figure 3.7. Water levels measured between November 2001 and February 2006 generally increased over time. No evidence of deviation from seasonal or overall long-term surface water level trends has been observed since extraction below the water table began in May 2000. As noted, access to SW5-01 is no longer permitted by the property owner.

Section 4.0 Water Quality Monitoring Results

4.1 Background

The potential water quality influence of aggregate extraction below the water table is evaluated by comparing background water quality in the on-Site monitoring wells and off-Site private domestic wells, with water quality in these wells during aggregate operations. The groundwater quality is also compared to available MOE Ontario Drinking Water Standards, Objectives and Guidelines, revised June 2006. Section 4.2 presents the sampling program, and a summary of the results is provided in Section 4.3. Copies of all laboratory analyses for 2013 are provided in Appendix C.

4.2 Sampling Program

Prior to initial extraction of aggregate below the water table in May 2000, groundwater sampling was conducted to determine background water quality. In general, three sampling events were conducted for the monitoring wells (OW1A/B-90, OW2-90) and two or three events were conducted for the private domestic wells (Behmann, Hohenadel, Van Horsigh) between 1990 and 1999. Samples were subsequently collected twice per year during 2000 and 2001, and on an annual basis during the fall commencing in 2002.

Sampling was conducted on November 27, 2013. Groundwater samples were collected from on-Site monitoring wells OW1A-90, OW1B-90, OW2-90, OW3R-05, and OW4R-05 and the Behmann, Hohenadel, and Van Horsigh private domestic wells. All water samples were analyzed for general chemistry and metal parameters. A duplicate general chemistry/metals sample was collected from OW1B-90 for Quality Assurance/Quality Control. Total petroleum hydrocarbon (TPH) analysis was also performed on samples from OW1B-90, OW2-90, and OW3R-05. The water quality results for the monitoring wells and domestic wells are presented in Tables 3.5 and 3.6, respectively.

Samples collected from the monitoring wells and private domestic wells for analysis of metals parameters were filtered and preserved by the laboratory. Samples collected for general chemistry and TPH analysis were not filtered. All samples were stored in containers issued by the receiving laboratory, and placed in an ice-filled cooler for sample preservation. The samples were analyzed by ALS Laboratory Group, Waterloo, Ontario.

4.3 Water Quality Assessment

The following provides a summary of the water quality results for the on-Site monitoring wells and off-Site private domestic wells. Historical and 2013 water quality data is summarized in Table 3.5 (monitoring wells) and Table 3.6 (domestic wells).

Upgradient Groundwater Quality

Nested monitoring wells OW1A-90 (deeper water table) and OW1B-90 (shallower water table) are located in the northern part of the Site, and adjacent to the initial area of extraction below the water table. The water quality for these wells is considered to represent background conditions, based on groundwater flow in a general southwesterly direction beneath the Site.

Concentrations of conductivity, chloride, sodium, iron and calcium are typically higher at OW1B-90 than at OW1A-90. In November 2013, parameter concentrations for well OW1B-90 met ODWSs with the exception of iron (1.18/1.14 milligrams per litre [mg/L]), which is considered to be naturally occurring. Iron concentrations prior to extraction below the water table ranged from 0.24 to 2.51 mg/L. As such, the iron level in 2013 occurred within the range of background levels. With the exception of chloride and sodium, all other parameter concentrations are also within the range of background concentrations.

Levels of chloride and sodium at OW1B-90 exhibited a general increasing trend until about 2008, but subsequently declined and generally stabilized thereafter. The chloride concentration between 1990 and 1999 (prior to extraction below the water table) ranged from 14 to 19 mg/L and reached a maximum of 51 mg/L in 2008. The chloride level subsequently declined and stabilized between 36.4 and 41.1 mg/L from 2010 to 2013 inclusive. The sodium concentration between 1990 and 1999 (prior to extraction below the water table) ranged from 3.4 to 8.4 mg/L. Levels reached a maximum of 21.0 mg/L in 2011, but were relatively stable between 17.6 and 21.0 mg/L from 2006 to 2013 inclusive. It should be noted that use of calcium chloride for dust control was discontinued at the Site as of spring 2008.

All historical levels of TPH (gas/diesel) at OW1B-90 were non-detect prior to 2012. However, the concentration of TPH (gas/diesel) at this location was 440 µg/L in December 2012, but TPH (heavy oils) was non-detect. In light of the detected level of TPH (gas/diesel) in 2012, monitoring well OW1B-90 was resampled on April 12, 2013 for both TPH (gas/diesel) and TPH (heavy oils), and both levels were non-detect. Levels of TPH (gas/diesel) and TPH (heavy oils) at OW1B-90 were also non-detect in November 2013.

With the exception of iron (0.957 mg/L), concentrations of all other parameters at deeper well OW1A-90 met their respective ODWSs. Elevated total phosphorus concentrations have been measured in this well since December 2003, which are significantly higher than the

concentrations measured in shallower well OW1B-90. In November 2013, the total phosphorus concentrations in OW1A-90 and OW1B-90 were 0.565 and 0.048/0.054 mg/L, respectively. There is not an overall increasing trend in concentrations. It should be noted that there is no ODWS for phosphorus in groundwater.

The background chloride concentration at OW1A-90 ranged from 2.7 to 9 mg/L between 1990 and 1999. Between 2002 and 2008, chloride levels increased from 2.2 to 20 mg/L and were a maximum in 2008. The chloride level subsequently declined to 9.7 mg/L in 2010, and gradually increased to 13.4 mg/L in 2013. With the exception of chloride, phosphorus and iron, concentrations of all other parameters at OW1A-90, including sodium, occurred within the historical range of concentrations. TPH (gas/diesel) and TPH (heavy oils) are not analyzed at OW1A-90.

Cross-Gradient and Downgradient Groundwater Quality

Monitoring wells OW2-90, OW3R-05, OW4R-05 are located in the water table aquifer and close to the southwestern (downgradient) property boundary.

Concentrations of all parameters at OW2-90 met their respective ODWSs during November 2013. All parameter concentrations were also less than or within the range of background concentrations. There are no overall increasing trends in the concentrations of any parameters. Chloride levels have steadily declined since 2007, and were less than 5 mg/L since December 2010. Concentrations of TPH (gas/diesel) and TPH (heavy oils) were non-detect.

OW3R-05 and OW4R-05 were initially sampled in 2005 (i.e., no data is available prior to extraction below the water table). The concentration of all parameters at these locations met their respective ODWSs during the November 2013 monitoring event. All parameter concentrations were within the range of historical (2005 to 2012) concentrations. An overall trend of increasing levels is not apparent. The maximum chloride levels at both locations occurred in 2008, and subsequently decreased and stabilized between January 2010 and November 2013. The chloride level at OW3R-05 stabilized between 13.7 and 15.2 mg/L, and at OW4R-05 between 13.1 and 14.0 mg/L between January 2010 and November 2013. The concentrations of TPH (gas/diesel) and TPH (heavy oils) were non-detect at OW3R-05 in November 2013. These parameters are not analyzed at OW4R-05.

The Behmann and Hohenadel wells are deep overburden wells located downgradient of the Site. The Hohenadel well is installed in a confined sand and gravel unit underlying the till. The Behmann well is also believed to be installed in a confined unit based on the measured depth (a water well record is not available).

With the exception of iron (0.579 mg/L), parameter concentrations in the Behmann well met their respective ODWSs during the November 2013 monitoring event. However, the measured level of iron in 2013 occurs within the range of background concentrations (0.53 to 0.87 mg/L). All other parameter concentrations were also within or lower than the range of background concentrations, with the exception of sulphate (45.8 to 51 mg/L background; 56.2 mg/L in 2013), and magnesium (31.6 to 32.1 mg/L background; 33.3 mg/L in 2013). Levels of the above two parameters were only slightly above the background range. The sulphate level has been stable between 50 and 57 mg/L since 2001. There is no overall increasing trend in parameter concentrations.

parameter concentrations in the Hohenadel well met their respective ODWSs during the November 2013 monitoring event. Parameter concentrations were also less than or within the range of background concentrations, with the exception of chloride (1.54 to 5 mg/L background; 14.1 mg/L in 2013). The chloride level has stabilized between about 12 and 16 mg/L since 2005, including during the period of no extraction between 2009 and 2013. There appears to be a gradual increase in the concentrations until 2008, but a decrease and general stabilization thereafter. There is no overall increasing trend in parameter concentrations.

The Van Horsigh well is a shallow overburden well, likely installed in the surficial sand and gravel, and is located about 0.6 km west and cross-gradient of Aberfoyle Pit No. 2. Concentrations of all measured parameters at this location met their respective ODWSs during the November 2013 monitoring event, however, chloride, sodium, and nitrate concentrations are notably elevated relative to other monitoring locations. Chloride, nitrate and sodium levels occurred within background and historical ranges during November 2013. Based on the flow direction and location of the well near County Road 34, it is most likely that groundwater quality in this area has been and continues to be impacted by road salting activities. As such, mining of aggregate at the Site has not impacted groundwater quality in the shallow Van Horsigh overburden well.

Of the three private wells monitored for water quality, only the Van Horsigh well is a shallow overburden well, likely installed in the surficial sand and gravel. The water quality trends in the wells installed within deeper underlying units, and distant Van Horsigh well are not indicative of influences due to extraction of aggregate from the surficial unit. As such, monitoring of the above-noted private wells should be discontinued.

Summary of Groundwater Quality

Water quality monitoring was conducted at OW1A/B-90, OW2-90, OW3R-05, OW4R-05, and at the Behmann, Hohenadel, and Van Horsigh wells during November 2013. Parameter

concentrations generally met ODWSs and occur within the background (pre-extraction below the water table) range of concentrations. Exceptions include:

- Elevated chloride and sodium at shallow, upgradient well OW1B-90. The chloride and sodium concentrations are elevated relative to background concentrations, but occur within the range of historical levels. However, the sodium level has been relatively stable for the past eight years, and chloride for the past 4 years. These concentrations are believed to be related to the application of road salt upgradient of the Site. The iron concentration exceeds the ODWS, but occurs within the range of background and historical concentration. As such, the measured iron level is believed to be naturally occurring
- Elevated total phosphorus and iron concentrations at deeper upgradient well OW1A-90. The total phosphorus concentration has been elevated relative to background concentrations since December 2003. However, the November 2013 phosphorus level at OW1A-90 occurred within the historical range of levels. An overall increasing trend in total phosphorus concentrations is not observed. There is no ODWS for phosphorus. The source of the elevated total phosphorus is not known. The iron level exceeds the ODWS but occurred within the historical range of levels.
- Elevated chloride, nitrate and sodium levels at the shallow Van Horschigh well relative to other monitored locations. These parameters occur within respective ODWSs and also within background and historical ranges. Given the position of the well relative to the Site (cross-gradient) and the similarity of concentrations to historical values, the concentration of these parameters is not related to on-Site activities. It is believed that application of road salt is influencing the chloride and sodium concentrations.
- Levels of TPH (gas/diesel) and TPH (heavy oils) were non-detect during the November 2013 sampling event at all monitored locations.

Based on the available data, the water quality at the monitored locations does not appear to be impacted by mining of aggregate at the Site.

Section 5.0 Conclusions

Based on the results of the 2013 annual monitoring program, the following conclusions are provided:

- The period of background water level measurements (1990 to 1999) reflects long-term average precipitation levels. Precipitation between 2000 and 2006 has exhibited a general increasing trend, followed by the lowest (2007) and highest (2008) annual precipitation recorded during the past 40 years. Precipitation declined in 2009 and 2010, increased in

2011, and declined in 2012 to the lowest amount since 2007. However, the total annual precipitation recorded during 2013 was 1,075.4 mm, and thus well above the 10-year background period from 1990 to 1999 (888.1 mm), the average precipitation from 2000 to 2013 (911.6 mm), and the 30-year average of 895.8 mm (1970 to 1999).

- Water levels in the on-Site monitoring wells, off-Site private domestic wells, and surface water locations are influenced by seasonal fluctuations in precipitation. In general, water level trends correspond well with trends in total annual precipitation. The water level trends in the private domestic wells are similar to those at the downgradient property boundary of the Site. Groundwater levels have not been adversely affected by extraction of aggregate below the water table from 2000 to 2008.
- The groundwater quality results indicate that the measured parameter concentrations generally occur within the historical range of concentrations and met available ODWSs. All measured levels of TPH (gas/diesel and heavy oils) were non-detect during 2013. Water quality in the area has not been impacted since initiation of aggregate extraction below the water table in 2000.

Section 6.0 Recommendations

Based on the results of the 2013 annual monitoring program, the following recommendations are provided:

- The Van Horsigh, Behmann, Hohenadel, and Cox (formerly Gauthier) private wells be deleted from the monitoring program. The Van Horsigh private well is a shallow overburden well, and the Behmann and Hohenadel wells are deep overburden wells. Historical monitoring results indicate that water levels and water quality at these locations have not been affected by mining of aggregate at the Site. In addition, the existing overburden monitoring wells located near the southwestern property boundary (OW2-90, OW3R-05, and OW4R-05) are suitably located to enable evaluation of water levels and overburden groundwater quality between the mining operation and off-Site private wells. The Cox (formerly Gauthier) well is installed in Guelph Formation bedrock. Water level fluctuations at this location are also similar to those in on-Site monitoring wells, and water quality is not monitored at this location.
- Surface water monitoring location SW5-01 is formally deleted from the monitoring program since the property owner has refused permission to access the property since February 2006.
- The blockage in WP1-93 be removed and if not possible, the monitor be replaced.
- With the exception of the above-noted private wells and surface water locations, the 2013 hydraulic and water quality monitoring program be continued during 2014.

Section 7.0 References

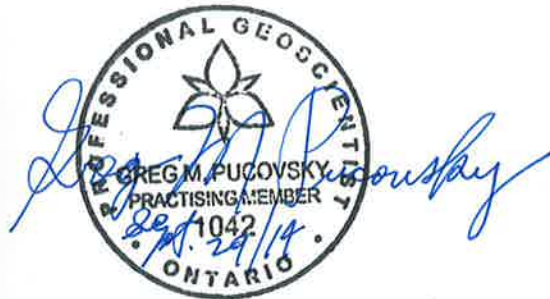
- Conestoga-Rovers & Associates, May 2013. 2012 Annual Monitoring Report - Dufferin Aggregates Aberfoyle Pit No. 2, Township of Puslinch.
- Conestoga-Rovers & Associates, August 2012. 2011 Annual Monitoring Report - Dufferin Aggregates Aberfoyle Pit No. 2, Township of Puslinch
- Conestoga-Rovers & Associates, October 2011. 2010 Annual Monitoring Report - Dufferin Aggregates Aberfoyle Pit No. 2, Township of Puslinch.
- Conestoga-Rovers & Associates, October 2010. 2009 Annual Monitoring Report - Dufferin Aggregates Aberfoyle Pit No. 2, Township of Puslinch.
- Conestoga-Rovers & Associates, May 2009. 2008 Annual Monitoring Report - Dufferin Aggregates Aberfoyle Pit No. 2, Township of Puslinch.
- Conestoga-Rovers & Associates, May 2008. 2007 Annual Monitoring Report - Dufferin Aggregates Aberfoyle Pit No. 2, Township of Puslinch.
- Conestoga-Rovers & Associates, August 1991. Final Monitoring Report, Dufferin Aggregates Aberfoyle Pit No. 2, Township of Puslinch, County of Wellington.
- Conestoga-Rovers & Associates, November 1988. Assessment of Mining Impact, Aberfoyle Pit No. 2, Puslinch Township, Wellington County.
- Ontario Ministry of the Environment, June 2003, revised June 2006. Technical Support Document for Ontario Drinking Water Standards, Objectives and Guidelines.



All of Which is Respectfully Submitted,
CONESTOGA-ROVERS & ASSOCIATES



Wendy Best, B.Sc., P. Geo.



Greg M. Pucovsky, M.Sc., P. Geo.



4622 Nassagaweya-Puslinch Townline R.R. 1 Moffat Ontario Canada L0P 1J0
Phone: 519.826.0099 fax: 519.826.9099 www.hardenv.com

Groundwater Studies
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Our File: 0132

December 18, 2014

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

Attention: Karen Landry,
CAO - Clerk

Dear Ms. Landry:

**Re: Aberfoyle Pit #2
2013 Monitoring Report Review**

We have reviewed the 2013 Aberfoyle Pit #2 report prepared by Conestoga Rovers and Associates prepared on behalf of Dufferin Aggregates. There has been no aggregate extraction at this site between 2009 and 2013. Based on the data presented we make the following comments.

The monitoring of stations SW1-90, SW2-91, SW3-91 and SW4-91 resumed in February 2012. These stations represent water levels in the wetland adjacent to Pit # 2. Water levels in the wetland measured at SW2-91 have shifted lower in comparison to pre-below-water-table extraction. The shift is in the range of twenty to thirty centimeters as observed from the seasonal low water elevations (see attached figure). When below-water-table extraction commences, there will likely be additional water level change in the wetland.

The 2013 Monitoring report again recommends the removal of the Van Horsigh, Behmann, Hohenadel and Cox private wells from the monitoring program. We concur that on-site monitoring wells can adequately address changes in the groundwater flow system. The removal of the each private well should, however, be agreed to by the individual resident.

The Tikal Pond is located between the Dufferin Pit No. 2 extraction area

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TO	RV GP LA (MNR)
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Council Agenda	Feb 15
File	

Feb 6/15
AM (MNR)

and the Cox well. It is our opinion that continued monitoring of this well is not necessary since it is unlikely that activities on the Dufferin Pit No. 2 site could impact either the quantity or quality of groundwater in the Cox well.

There are no significant changes in on-site water groundwater levels since the cessation of extraction in 2009.

There have been no significant changes in water quality from the extractive operations, based on a review of the water quality data obtained in 2013.

Sincerely
Harden Environmental Services Ltd.

A handwritten signature in blue ink that reads 'Stan Denhoed'.

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

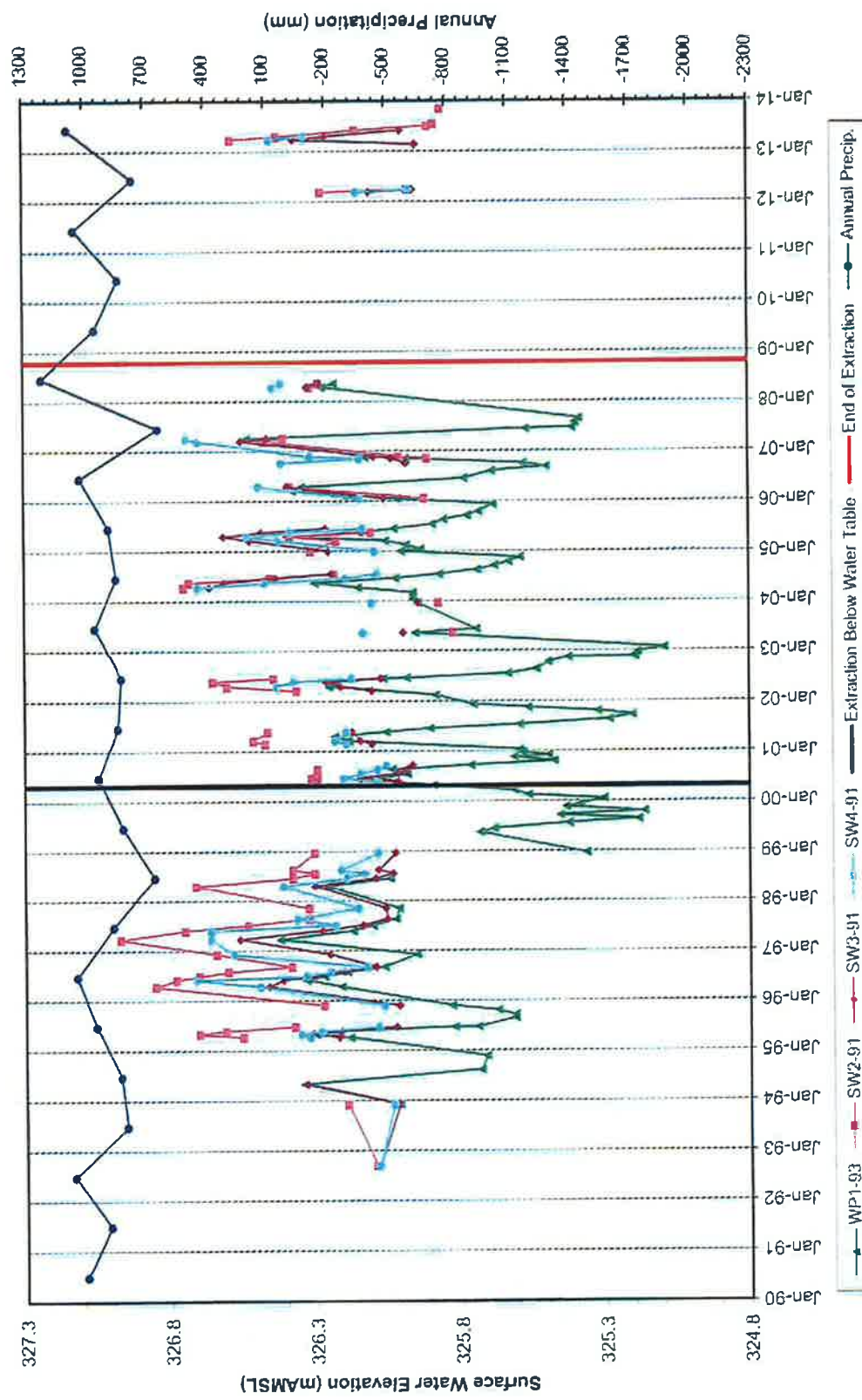


figure 3.5
SURFACE WATER ELEVATIONS (1)
ABERFOYLE PIT No. 2
Dufferin Aggregates

Note:
 Data gaps indicate frozen or "dry" (water level below bottom of 1-bar) conditions;
 SW2-91 1-bar was not in place between July to December 2002, therefore no water level taken.
 WP1-93 not monitored Jun. 2008 to Jan. 2012 at request of owner, blocked since Feb. 2012.
 SW2, SW3 and SW4 not monitored Jun. 2008 to Jan. 2012 at request of owner.

To whom it may concern;

Hi my name is Kevin Hayden, I live on Watson Road, Puslinch.

I just read in the Puslinch Pioneer that the township of Puslinch has waived a fee in the amount of \$6,091.83 to rent the community center for the family day weekend, which of course is great and i think a wonderful idea for the families of Puslinch to enjoy, and very generous, however i also read in the Puslinch Pioneer that Aberfoyle Public School ,has to pay \$40.00 each time they choose to take a class skating.

This year Aberfoyle Public School will be visiting your facilities 27 times which totals a cost of \$1220.40 after HST.

I feel this money could be put into use for books, art supplies or other desperately needed school items for this small public school, instead of spending it on ice time that tax payers already pay for.

The School has a very tight budget and would also love to use the gym but its just not in the school budget.

Do you think there is a possibility the township could wave all the fees for the children of Aberfoyle Public School to use any of the facilities at the community center any time its not being rented out? I understand you can not turn away revenue but if it's not being used at the time in need , would this be ok?

I understand the township donates the property for graduation and Track & Field and already gives a discounted rate and i think its great.

Every Child that goes to Aberfoyle Public School lives in the township and I think it would be great if the school could use these grounds to promote active living for our youth through the school for no charge any time the facilities are not in use.

Best Regards,
Kevin Hayden

RECEIVED

JAN 30 2015

Township of Puslinch



**TRITON
ENGINEERING
SERVICES
LIMITED**

Consulting Engineers

105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
Email: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • GRAVENHURST

6.4(a)

February 3, 2015

RE: COUNTY OF WELLINGTON
RECONSTRUCTION OF WELLINGTON ROAD 46
(BROCK ROAD)
OUR FILE: M6386A

Dear Resident:

On behalf of the County of Wellington, we wish to advise you of an Open House regarding the proposed reconstruction of Wellington Road 46 (Brock Road) from the Highway 401 interchange to approximately 400 m north of McLean Road. The time and location is shown on the attached notice.

Should you have any questions, please do not hesitate to contact the undersigned.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED

Howard W. Wray, P. Eng.
Tel: (519) 941-0330
Email: hwwray@tritoneng.on.ca

HWW/tah
Encl.

cc: Gord Ough, P. Eng., County Engineer, County of Wellington
Mark Eby, P. Eng., Construction Manager, County of Wellington



THE CORPORATION OF THE COUNTY OF WELLINGTON
Engineering Services Department
Roads Division

Is Hosting an Open House for the
Proposed Reconstruction of Wellington Road 46 (Brock Road)
Tuesday, February 17 from 6:00 pm to 8:00 pm,
Puslinch Community Centre

The County of Wellington will be reconstructing Wellington Road 46 (Brock Road) from the Highway 401 interchange to approximately 400 m north of McLean Road this summer. The reconstruction will include a south bound left turn lane to Nicholas Beaver Road and a two-way centre turn lane for the majority of the remainder of the area from Highway 401 to McLean Road. Drainage and road side shoulder improvements will also be included in the reconstruction project.

The addition of the left turn lane to Nicholas Beaver Road and the two-way centre left turn lane is intended to improve traffic flow and safety from McLean Road to the Highway 401 interchange.

All are welcome to attend to view the draft plans and make comment. The County encourages all **business owners** within this area to attend the open house and speak with the County or the County's engineering consultant to ensure that individual property requirements (ingress/egress and drainage) are accounted for in the design process.

A second meeting will be held later in the year to review plans for the completion of the reconstruction to Wellington Road 34 in the summer of 2016.

Should you require additional information or are unable to attend the open house, please contact one of the following:

Mark Eby
Construction Manager
County of Wellington
T 519.837.2601

Howard Wray
Project Manager
Triton Engineering Services Limited
T 519.941.0330

Visit our website at: www.wellington.ca



Region of Waterloo

Transportation and Environmental Services

Water Services

150 Frederick Street, 7th Floor
Kitchener ON N2G 4J3 Canada

Telephone: 519-575-4400

Fax: 519-575-4452

www.regionofwaterloo.ca

Date: February 11, 2015

File #: E02-40/04007-60

Karen M. Landry

CAO/Clerk
Township of Puslinch
7404 Wellington Rd 34
Guelph, ON N1H 6H9

CLERK'S DEPARTMENT	
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FEB 11 2015

Township of Puslinch

Dear Ms. Landry:

Re: Water Supply Master Plan Update

Thank you for your letter of January 15, 2015 and the letter submitted on your behalf from Harden Environmental dated December 15, 2014, regarding the notice of completion of the Water Supply Master Plan Update, which noted your comments. This letter provides the Regional Municipality of Waterloo's (Region) response to the two issues noted in your January 15 letter, namely the Cambridge East Environmental Assessment and the Tier 3 water budget.

The first comment expresses concern about increased water taking from the east side of Cambridge and potential impacts to private wells. The Region initiated an Environmental Assessment (EA) for Cambridge East in 2005 with the intent to restore existing, permitted capacity of three water treatment plants in the area: Pinebush, Clemens Mill, and Shades Mill. As part of this project, two long-term pumping tests were conducted in 2007/2008 to test the capacity of several test wells installed in Cambridge near Townline Road and one well near the village of Clyde. Prior to and after these tests, public information centres were held in Puslinch on July 6, 2006 and January 31, 2007, respectively. A public information centre was held in Clyde on September 11, 2008 prior to the pumping test for the well near that community. The Cambridge East EA project is on-going.

Since undertaking the initial pumping tests, the Region has gathered additional hydrogeologic data, installed additional test wells nearer to the existing supply wells,

and conducted additional pumping tests to assess the impact to the environment. The Region is nearing completion of the technical work for the EA and will be hosting a public meeting in the late spring of 2015 to present the preferred solution for the EA. The Region will also be pleased to present the results to Township of Puslinch Council and will arrange for this closer to the date of the public meeting. Any changes to existing well head protection areas, delineation of these areas for any new test wells, and the implications of policies in the proposed Grand River Source Protection Plan will be addressed as part of the Cambridge East EA project.

It is important to note that the Cambridge East EA is only dealing with the wells associated with the Pinebush, Clemens Mill and Shades Mill treatment plants, which are noted as PBTW1-05, PBTW1-06, CMPW1-06, CMPW2-06 in your letter. As noted above, the purpose of this EA is to establish the best solution for restoring the original permitted capacity of these treatment plants. The wells feeding these plants have lost capacity due to age, construction and historic maintenance. Although the WSMP update strategy included this capacity restoration, the decision-making on how best to implement the restoration will occur through the on-going EA rather than the WSMP.

The other wells noted in your letter (H3A, H4A and H5A) are not part of the Cambridge East EA. These wells are replacement wells for the original wells in Hespeler (H3, H4 and H5). These new wells were drilled adjacent to the existing permitted wells. The original wells will be abandoned or will be operated as backup to the new wells to facilitate maintenance and improve operational flexibility. Although this well replacement project is documented in the WSMP for completeness, this work was initiated previously and was not a new decision made as a result of the recently completed update of the WSMP.

The second comment requests additional information concerning the Tier 3 Water Budget. The Region of Waterloo was required by the Ministry of the Environment and Climate Change (MOECC) to undertake a Local Water Budget (Tier 3) and Risk Assessment as part of the Clean Water Act. The Tier 3 project involved developing two groundwater flow models, one for Cambridge and one for Waterloo Region to determine whether the Region could meet future water demands under drought conditions and changes in land use associated with development. The results of the Risk Assessment was that the Region was able to meet future demand without significant impacts on cold water streams and the area was classified as a low risk in accordance with the Clean Water Act regulations and technical rules. The Tier 3 project did not include the test wells that form part of the Cambridge East EA as these wells were not eligible to be considered in accordance with the Clean Water Act regulation and rules because the EA was not completed. New capture zones have also not been delineated as part of the Tier 3 project as this was not required in the Clean Water Act regulation and rules.

The Tier 3 project is now complete and the final reports will be issued imminently. As the Tier 3 process was coordinated with the Grand River Conservation Authority (GRCA) and the Lake Erie Source Protection Committee, the final reports will be posted on the GRCA website (<http://www.sourcewater.ca/>). It is important to note that the in

accordance with instructions from the MOECC, **the Region's Tier 3 model will not be** included in the current, proposed Grand River Source Protection Plan. The water budget component of several Tier 3 projects conducted in the Grand River watershed will be added to the Grand River Source Protection Plan in a future amendment to the Plan. Region staff recognize that new capture zones will need to be delineated using the Tier 3 model. This will be undertaken at a future time.

Finally, the letter requests that the Township of Puslinch be recognized and included as a stakeholder for both the Master Plan and the Cambridge East EA. This letter confirms that the Township has been added to the Master Plan contact list. The Township of **Puslinch is already on the Region's contact list** for the Cambridge East EA, and Region staff's commitment to future consultation as part of this project was discussed earlier in this letter.

In summary, contrary to your letter, the WSMP is not recommending an increase in groundwater-taking from the East Cambridge area relative to the historical rates, but rather to restore previously existing, permitted capacity that has been lost over time. The study and decision-making for how this capacity will be restored is still in progress under the EA. We recognize that the Township of Puslinch is a stakeholder in this process, and believe that your stated concerns can be best addressed through the EA process rather than the Master Plan process.

Region staff trust that the information provided in this letter addresses the Township's comments. We look forward to receiving any additional comments or questions you may have, at any time over the remainder of the project.

Yours truly,



Dave Arsenault, M.Sc., P.Eng.
Senior Project Engineer
Engineering & Planning
darsenault@regionofwaterloo.ca



Eric W. Hodgins, M.Sc., P.Geo.
Manager
Hydrogeology & Source Water
ehodgins@regionofwaterloo.ca

/ewh

c.c. Leigh McDermott, Stantec Consulting Ltd.
Stan Denhoed, Harden Environmental Services Ltd.

I.G.# /

From: WWCFDC [mailto:tina@wwcfdc.ccsend.com] **On Behalf Of** WWCFDC
Sent: February-06-15 4:17 PM
To: Susan Fielding
Subject: WWCFDC Customer Service Training Grant



NEW Customer Service Training Grant Applications Deadline February 27th 2015

The Wellington-Waterloo Community Futures Development Corporation (WWCFDC) and The Saugeen Economic Development Corporation (SEDC) would like to support our townships through enhancing the Customer Service Skills of their local businesses. We believe that improved customer service will increase sales for our businesses and enhance the general reputation of our communities and business culture. This Customer Service Training Project will provide grant money to companies and organizations that want to provide customer service training to their front line staff. The grant will pay 50% of the costs involved in setting up customer service training for your organization.

For more information and to begin the application process please review the details on our website. wwcfdc.com

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**Business Management Bureau
Bureau de la gestion opérationnelle**

777 Memorial Ave
Orillia, ON L3V 7V3

777, av. Memorial
Orillia, ON L3V 7V3

Telephone/Téléphone
Facsimile/Télécopieur

(705) 329-6852
(705) 329-6265

File Reference: GOV-CSC-6250-20

January 26, 2015

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

RECEIVED

FEB 06 2015

Township of Puslinch

The OPP has been working diligently over the past year to increase its accountability and reporting transparency to Police Services Boards and municipalities. The development of a reporting framework and supporting infrastructure will allow consistency and standardization in OPP public reporting. It also aligns to the methodology used in the OPP Annual Report and Detachment Action Plans.

It was the organization's intention to implement this reporting framework to coincide with the municipal elections in the fall of 2014. Changes to the reporting infrastructure between the OPP and the Ministry of Transportation are ongoing. This has, in turn, affected our traffic data source and the reporting framework. Other enhancements are being made concurrently in our reporting of the Integrated Court Offences Network (ICON) which track our Criminal Code, Provincial Statute 'charges laid' information.

Once these enhancements and changes are complete, the PSB Reporting tool will be available to Detachment Commanders. Initial rollout shall be no later than April 2015. We will be seeking input and feedback at this point. The tool will be fully operational by October of this year.

It is our hope that these reports will be a more effective and less complex way to provide information on public safety trends in the communities we police. This will better inform our respective community-level decisions and billing information.

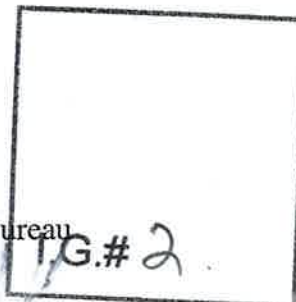
Through our Detachment Commanders, I look forward to hearing your feedback once this new report is available.

Sincerely,

Mr. Andrew EAMER
Commander - Business Management Bureau
OPP Corporate Services

AE/jb

c.c. Detachment Commanders



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GUELPH & WELLINGTON
Local Immigration Partnership

Creating a caring, equitable community where everyone thrives



THE IMMIGRATION CONNECTION

awareness • partnership • inclusion



March 13, 2015 • 9 am – 1:30 pm

Location in Guelph to be announced • *Hanlon Convention Centre*

Featuring **RATNA OMIDVAR**, Executive Director, Global Diversity Exchange, Ryerson University plus... ▶

- ▶ Learn and share ideas about emerging immigration issues in Guelph Wellington
- ▶ Hear about the local immigration experience
- ▶ Connect with other community members, organizations, businesses, and newcomers and work towards creating a more welcoming and inclusive community

All are welcome • No admission fee • Registration details to come

Funded by:

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Citizenship and
Immigration Canada

Citoyenneté et
Immigration Canada



Wellington County Municipal Economic Development Group

Minutes
WWCFDC Boardroom,
December 16, 2014
9:30 a.m.

I.G.# 4

Present:

George Bridge (Mayor, Town of Minto), John Brennan (Town of Erin), Bob Cheetham (Erin Economic Development Co-ordinator), Alex Goss (LIP), Gerry Horst (OMAF), Fred Lehmann (Senior Communications Officer, County of Wellington), Kirk McElwain (Township of Centre Wellington), Don McKay (Councillor, County of Wellington), Kelly Patzer (Township of Puslinch), Jana Reichert (County of Wellington), Jane Shaw (WWCFDC), Dale Small (Township of Wellington North), Belinda Wick-Graham (Town of Minto), Scott Wilson (County of Wellington), Kim Wingrove (CAO, Township of Guelph/Eramosa)

Regrets:

Rose Austin (Saugeen Economic Development), Mary Belfour (MEDTE/MRI), Brad Dixon (GRCA), Crystal Ellis (Mapleton Township), Kathryn Ironmonger (CAO, Town of Erin), Andy Lennox (WFA), April Marshall (Township of Wellington North), Stephen Morris (OMAF), Andrea Ravensdale (County of Wellington), Doug Reddick (MEDTE/MRI), Patricia Rutter (Township of Centre Wellington), Carol Simpson (WFPB), Chris White (Warden, County of Wellington), Scott Williams (GWBEC)

1. Approval of Agenda

Motion to approve agenda as written.

Moved by Jana Reichert, seconded by John Brennan

Carried

2. Declaration of Pecuniary Interest

None declared.

3. Approval of Minutes

Motion to approve the minutes from the meeting held October 7, 2014 as written.

Moved Dale Small, seconded by Kirk McElwain

Carried

4. BR&E Update:

Newcomer Tool Meetings – Gerry updated the Group on tools available through OMAFRA. Training for the newcomer tool will be finalized for January.

Business Resource Breakfast – The Resource Breakfast was held on November 19th at the Centre Wellington Sportsplex. The event provided a tradeshow, key note speaker, Ashley Chapman and a FREE breakfast for those looking to grow, connect and celebrate their business. Approximately 146 people attended the event, which included 55 businesses, to network and learn from the various resource businesses in the community. A discussion will be held in the new year on the plans for a 2nd Business Resource Breakfast.

Action: Kim will provide Jana with contacts from organizations and municipalities that continue to run a similar event as suggestions for future planning.

Municipal BR&E Implementation Project –

Each municipality provided an update to the Group regarding their status for the project.

Minto – The LaunchIt video is receiving great feedback and Minto is currently working with OMAFRA for the next 3 year plan for LaunchIt. The PitchIt contest winner, who was set up with a mentor, provided space at LaunchIt and received a loan from Saugeen, spoke at a public event to showcase the positive outcome and support within the community.

Erin – Updated Terms of Reference were presented to Council on December 16th. The Economic Development Committee will be revised in January.

Wellington North – The following 3 programs are being implemented, completed and in progress for the township.

- The Improvement plan has been implemented and completed
- Signage, which is the entry way into communities, is 90% complete.
- Renew Wellington North has empty spaces being filled and recruiting businesses. An application was submitted and approved by Trillium for the project. The County funds will be used to contract consulting services.

Guelph/Eramosa – The initial zoning and planning report was presented at Council on December 15th. The report included request to update maps, provide zoning online and GIS updates.

Puslinch – The initial CIP (Community Improvement Plan) is for the northern area of Aberfoyle to southern Morriston. The CIP report presented at council requested committees to include urban design and site plans.

Centre Wellington – Currently developing and working on an introduction video.

Action: Each municipality is to submit an overview of the successes, plans and feedback from the projects being worked on, completed and implemented before January 20th to Jana.

Centralized Job Portal –

Minto soft launched a portal created by OSIM in October, which included Real Estate Agents as well as an area for the public to advertise.

Action: Jana will work with Belinda to provide an update at the next meeting to the Group.

5. Roundtable/Other Business

Centre Wellington:

- Winter Rock Concert, Ice Jam, will be held at the Elora Mill property on March 7th.

County of Wellington:

- The new Economic Development Committee has been established and includes many new councillors. The Governor's Residence also has new staff, Heather Vacey started her position as the Office Administrator on December 15th and Mandy Jones will be starting in January as the Economic Development Coordinator. Sector profiles are almost complete and the Steering committee has met and reviewed the data for each sector. A new trail is being developed, Cottontail Road Trail which will go from Elora to the Kissing Bridge Trailway. The County is partnering with the Region of Waterloo for the Business 2 Business event this year, which will be held on February 9th. Jana sits on the WOCFDC Board who has recently submitted an application to FedDev requesting \$18.3M for loans and \$12.6M for Community Economic Development.

LIP:

- The Express Entry System where employers are able to access people, skills needed for employment within 6mths and assessments and credentials are tracked earlier will be available in January.
- LIP is currently working with the County and the City of Guelph to implement the new system and attract newcomers to the area.

Guelph/Eramosa:

- The Rockwood parade was held on December 11th and was another great success.

Minto:

- The deal has been closed with Tucker Industries. Tim Hortons will be opening a new location in Palmerston on December 22nd and there have been 3 industrial site meetings. The Harriston main street will be improved in the upcoming year and the data for the downtown is being updated.

OMAFRA:

- The Farm Smart conference will be held at the University of Guelph in January. News, announcements and updates for OMAFRA will be posted regularly on the website.
- A new representative from WFA will be selected in the new year.

Erin:

- Winter Wonderland was a great success.
- The ceremony for the new Council was held on December 2nd.
- Chamber of Commerce, BIA and the Town of Erin is announcing their collaboration in an upcoming press release.

Wellington North:

- New council and committee structure has been selected.
- Mayor, Andy Lennox, would like to implement a strategic planning process at the municipal level.
- Karen Wallace was appointed the new Clerk for the township and will start soon.

Next meeting is scheduled to be held **February 3rd, 2015** in the WWCFDC Boardroom at 9:30am.

Meeting adjourned at 10:50am

George Bridge, Chair

Jane Shaw, Recording Secretary

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

Wednesday, January 28, 2015

Premier Kathleen Wynne
Legislative Building
Queen's Park
Toronto, ON
K7A 1A1

I.G.# 5

Re: Resolution – Industrial Wind Turbines.

Dear Premier Wynne:

In reference to the above noted matter, please be advised that the Council of the Village of Merrickville-Wolford passed a resolution at its Regular Meeting on January 26, 2015 to support the Government's desire to limit Industrial Wind Turbine projects.

Should you have any questions, please feel free to contact our office

Yours truly,

A handwritten signature in cursive script that reads "Jill Armstrong".

Jill Armstrong
CAO/Clerk

Cc: Minister of Environment and Climate Change
Minister of Energy
Minister of Agriculture, Food and Rural Affairs
MP Gordon Brown
MPP Steve Clarke
Municipalities in Ontario

Encl.



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - 014 - 15

Date: January 26, 2015

Moved By:

V. Sutherland

Seconded By:

A. B.

Be it hereby resolved that:

Whereas the Premier of Ontario has conveyed the Government's desire to limit Industrial Wind Turbine (IWT) Projects to communities that are willing hosts

And whereas the Council of the Village of Merrickville-Wolford has received a clear message ^{is} ~~advise against hosting~~ from its Planning Advisory Committee that they are ~~not willing to host~~ IWTs in Merrickville-Wolford *dk*

And whereas the Council of the Village of Merrickville-Wolford has taken consistent position on the issue of IWTs

Now therefore the Council of the Village of Merrickville-Wolford applauds the position taken by the Premier and the Government.

And further, based on the consistent position of the Council of the Village of Merrickville-Wolford and the input received from its Planning Advisory Committee regarding IWTs, the Province of Ontario and specifically the Ministry of Environment, be now advised that the Village of Merrickville-Wolford is not a "willing host" for IWTs.

And further that this resolution be circulated to Premier Kathleen Wynne, and a copy of this resolution be forwarded to the Minister of Environment, Minister of Energy, Minister of Rural Affairs, MP Gordon Brown, MPP Steve Clarke, and to all Ontario municipalities for their support and endorsement.

Carried / Defeated

Mayor: B. Nod



400 Clyde Road, P.O. Box 729, Cambridge, ON N1R 5W6

Phone: 519-621-2761 Toll free: 866-900-4722 www.grandriver.ca

RECEIVED

JAN 26 2015

January 23, 2015.

Ms. Karen Landry, CAO/Clerk,
Township of Puslinch,
7404 Wellington Road 34, R.R. #3,
Guelph, ON N1H 6H9

Dear Ms. Landry:

Re: 2015 Budget and Levy Meeting

Please be advised that the Annual General Meeting of the Grand River Conservation Authority will be held on Friday, February 27, 2015, at 9:30 a.m. at the Administration Centre in Cambridge, to consider the 2015 Budget and General Municipal Levy.

A Draft Budget was reviewed by the General Members on January 23, 2015, and staff were directed to send a Preliminary Budget (copy enclosed) to all Member Municipalities in advance of the Annual General Meeting. The Preliminary Budget includes a General Levy of 10,548,000 which represents a 2.5% increase over 2014. The Levy, if approved, will be apportioned to watershed municipalities on the basis of "Modified Current Value Assessment" as outlined in Ontario Regulation 670/00. The Preliminary Budget outlines the programs and services of the Grand River Conservation Authority and how those programs are expected to be funded in 2015. Also enclosed is a calculation of the apportionment of the General Levy to participating municipalities.

Each year, the Grand River Conservation Authority budget process begins with a five year forecast that includes programs to address the current and future needs of its municipal partners. During recent months, the General Members carefully reviewed the five year forecast and one draft of the 2015 budget. The Levy requirement that is included in this Preliminary 2015 Budget will allow the "base" programs that were in place in 2014 to continue, as well as provide for water-related capital expenditures to take place, with matching grants from the Province of Ontario.

Should you have any questions concerning the Preliminary Budget or the process for establishing Levy, please contact the undersigned.

Yours truly,

Keith Murch,
Assistant Chief Administrative Officer
and Secretary-Treasurer,
Grand River Conservation Authority.

Township of Puslinch

BY COURIER

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	Feb 18/15
File	A0019RC



**Grand River Conservation Authority
Summary of Municipal Levy - 2015 Budget**

DRAFT

	% CVA in Watershed	2014 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2015 Budget Operating Levy	2015 Budget Capital Levy	2015 Budget Total Levy	Actual 2014 Levy	% Change
Brant County	84.0%	5,191,477,357	4,360,840,980	3.1%	299,997	31,420	331,417	322,593	2.7%
Brantford C	100.0%	11,510,309,897	11,510,309,897	8.3%	791,833	82,932	874,765	855,399	2.3%
Amaranth Twp	82.0%	594,676,910	487,635,066	0.4%	33,546	3,513	37,059	36,159	2.5%
East Garafraxa Twp	80.0%	455,738,235	364,590,588	0.3%	25,081	2,627	27,708	27,222	1.8%
Town of Grand Valley	100.0%	323,319,521	323,319,521	0.2%	22,242	2,330	24,572	23,283	5.5%
Melancthon Twp	56.0%	434,354,020	243,238,251	0.2%	16,733	1,753	18,486	18,144	1.9%
Southgate Twp	6.0%	748,776,654	44,926,599	0.0%	3,091	324	3,415	3,369	1.4%
Haldimand County	41.0%	5,772,883,876	2,366,882,389	1.7%	162,826	17,053	179,879	177,155	1.5%
Norfolk County	5.0%	7,763,139,368	388,156,968	0.3%	26,703	2,797	29,500	28,947	1.9%
Halton Region	10.2%	32,374,084,654	3,299,802,669	2.4%	227,005	23,775	250,780	241,159	4.0%
Hamilton City (estimated)	4.7%	70,321,727,277	3,305,121,182	2.4%	227,371	23,813	251,184	246,875	1.7%
Oxford County	38.0%	3,280,399,853	1,247,794,718	0.9%	85,840	8,990	94,830	93,264	1.7%
North Perth T	2.0%	1,574,264,932	31,485,299	0.0%	2,166	227	2,393	2,354	1.7%
Perth East Twp	40.0%	1,440,152,628	576,061,051	0.4%	39,629	4,151	43,780	43,121	1.5%
Waterloo Region	100.0%	79,008,716,405	79,008,716,405	56.9%	5,435,278	569,258	6,004,535	5,866,931	2.3%
Centre Wellington Twp	100.0%	3,902,277,684	3,902,277,684	2.8%	268,451	28,116	296,567	287,256	3.2%
Erin T	49.0%	2,101,147,533	1,029,562,291	0.7%	70,827	7,418	78,245	76,805	1.9%
Guelph C	100.0%	20,630,146,045	20,630,146,045	14.9%	1,419,218	148,640	1,567,858	1,523,954	2.9%
Guelph Eramosa Twp	100.0%	2,226,730,120	2,226,730,120	1.6%	153,184	16,044	169,228	165,640	2.2%
Mapleton Twp	95.0%	1,243,286,242	1,181,121,930	0.9%	81,253	8,510	89,763	87,610	2.5%
Wellington North Twp	51.0%	1,316,528,857	671,429,717	0.5%	46,190	4,838	51,028	50,443	1.2%
Puslinch Twp	75.0%	2,122,996,673	1,592,247,505	1.1%	109,536	11,472	121,008	114,318	5.9%
Total		254,337,134,741	138,792,396,875	100.00%	9,548,000	1,000,000	10,548,000	10,292,000	2.5%



Preliminary 2015 Budget

January 23rd, 2015

Grand River Conservation Authority

2015 Budget

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GRCA 2015 Budget Highlights

The Grand River Conservation Authority has a successful partnership of municipalities, working together to promote and undertake wise management of the resources of the Grand River watershed.

The Grand River stretches 300 kilometres from Dundalk in Dufferin County to Port Maitland on Lake Erie. It takes in one of the fastest growing regions in the province, with a population of more than 1,000,000. The Grand River watershed is also home to some of the most intensively farmed land in the nation.

The prospect of high growth and the impact on natural resources and the quality of life present an enormous challenge to the GRCA, municipalities and all watershed residents. It creates an urgent need to work co-operatively to care wisely for the Grand River and its resources.

The work of the GRCA is divided into seven business areas:

- Reducing flood damages
- Improving water quality
- Maintaining reliable water supply
- Protecting natural areas and biodiversity
- Watershed planning
- Environmental education
- Outdoor recreation

In order to carry out these functions, the GRCA draws revenues from a variety of sources:

- User fees, such as park admissions, nature centre programs, planning fees and others which are set to offset most, if not all, the cost of these services
- Revenues from property rentals and hydro generation at our dams
- Municipal levies, which are applied primarily to watershed management programs
- Municipal grants dedicated to specific programs, such as the Rural Water Quality Program and Water Quality Monitoring
- Provincial transfer payments for water management operating expenses
- Provincial grants for specific purposes, such as studies on Source Water Protection and Capital Projects related to water management
- Donations from the Grand River Conservation Foundation for programs such as outdoor education, tree nursery operations and various special projects
- Federal grants and other miscellaneous sources of revenue

In 2015, the GRCA will continue to work on the development and implementation of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region, including the Grand River watershed under the *Clean Water Act, 2006*. The plans for Kettle Creek and Catfish Creek are approved and came into effect on January 1, 2015. The plans for the Long Point Region and Grand River watersheds are awaiting approval by the Ministry of the Environment and Climate Change. Besides supporting the Ministry in the review of the plans, the focus of the Source Protection Program is now on supporting municipalities and other agencies in their preparation for implementing the plans.

Also, complementary to Source Protection Planning, is the update of the Grand River Basin Water Management Plan. The original study was completed in 1982 and addressed the preferred methods to tackle the watershed-wide issues of flood damages, water quality and water supply. The update is looking at the needs of watershed communities for the next 25 years and take into account the pressing issues raised by rapid population growth, farm intensification and climate change. The Plan was completed in 2014 with all 15 partners endorsing the Plan. There is a commitment from the partners to continue to work together in 2015 to implement the actions in the Plan. Quarterly meetings will be held to facilitate the reporting on the progress of implementing the actions in the Plan. A series of technical workshops will be held in 2015.

During 2015 the redesign of the GRCA website will be undertaken. The current GRCA website is busy, with more than one million unique visits a year. However it is more than a decade old in design and technology. The GRCA is working with a consulting company to design a new website that will be easier to use and provide more and better tools for our customers. The new website is expected to launch later in 2015.

At the end of 2014 GRCA received approval for four years of funding for a volunteer coordination program. This program will be fully operational during 2015.

In September 2015 GRCA and the Long Point Region Conservation Authority are jointly sponsoring the Conservation Authorities Biennial Tour. We will be showcasing our projects and programs to about 100 people from across the province, primarily Conservation Authority and Conservation Foundation staff and board members. Registration fees offset the cost of the tour.

Major water control capital projects planned for 2015 include gain heaters at Shand Dam, gate inspections at Guelph Dam, dam safety study at Laurel Dam, Conestogo Dam pavement/concrete repairs and emergency generator upgrade, stop log replacements at Baden, Caledonia and Dunnville, concrete and embankment repair at Wellesley Dam, an asset management plan for water control structures, and continued dyke safety studies for Brantford, Bridgeport and Cambridge dykes.

1. Watershed Management and Monitoring

Watershed management and monitoring programs protect watershed residents from flooding and provide the information required to develop appropriate resource management strategies and to identify priority actions to maintain a healthy watershed. Activities include operation of flood and erosion control structures such as dykes and dams; flood forecasting and warning; water quality monitoring; restoration and rehabilitation projects; water quantity assessment; watershed and subwatershed studies.

Operating Expenditures:

Watershed Studies	\$ 156,000 (Table 1)
Water Resources Planning and Environment	\$1,404,500 (Table 2)
Flood Forecasting and Warning	\$ 741,900 (Table 3)
Water Control Structures	\$1,691,200 (Table 4)
Division Support	\$ 350,500 (Table 6)

Capital Expenditures: **\$1,800,000** (Section B)

Total Expenditures: **\$6,144,100**

Revenue sources: Municipal levies and provincial grants.

2. Planning

Program areas:

- a) Floodplain Regulations
The administration of conservation authority regulations related to development in the floodplain and other natural hazards, wetland, slopes, shorelines and watercourses.
- b) Plan Input and Review
Planning and technical review of municipal planning documents and recommending environmental policies for floodplains, wetlands and other environmentally significant areas; providing advice and information to municipal councils on development proposals and severances; review of environmental assessments; and providing outside consulting services on a fee-for-service basis to other conservation authorities and agencies.

Operating Expenditures: \$1,870,600 (Table 5)

Capital Expenditures: NIL

Revenue sources: Permit fees, enquiry fees, plan review fees, provincial grants and municipal levy

3. Watershed stewardship

The watershed stewardship program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound water and environmental practices that will enhance, restore or protect their properties. Some activities are reforestation through the Burford Tree Nursery and tree planting programs; the Rural Water Quality Program; implementing projects under the Grand River Fisheries Management Plan; restoration and rehabilitation projects, providing conservation information through brochures, publications, the web site and media contacts.

Operating Expenditures:

Forestry	\$ 1,259,100 (Table 7)
Conservation Services	\$ 708,000 (Table 8)
Stream Management	\$ 129,100 (Table 9)
Communications and Foundation	\$ 710,600 (Table 10)

Capital Expenditures: NIL

Total Expenditures: \$2,806,800

Revenue sources:

Municipal levies and grants, provincial grants, tree sales, landowner contributions, donations from the Grand River Conservation Foundation and other donations.

4. Conservation Land Management

This includes expenses and revenues associated with the acquisition and management of land owned or managed by the GRCA including woodlots, provincially significant wetlands (e.g. Luther Marsh, Dunnville Marsh), passive conservation areas, rail-trails and a number of rental properties. Activities include forest management, woodlot thinning, hydro production at our dams, and restoration of GRCA property where gravel has been extracted.

Operating Expenditures:

Conservation Lands Property Taxes	\$ 162,700 (Table 11)
Conservation Lands, Rentals, Misc	\$3,472,350 (Table 14-Conservation Lands)
Hydro Production	\$ 226,200 (Table 14-Hydro Production)

Capital Expenditures: NIL

Total Expenditures: \$3,861,250

Revenue sources:

Property rentals, hydro production, timber sales, conservation land income, donations from the Grand River Conservation Foundation.

5. Education

The GRCA operates six nature centres, which provide curriculum-based programs to about 50,000 students from six school boards and independent schools throughout the watershed. In addition, about 16,000 members of the public attend day camps and weekend family and community events.

Operating Expenditures: \$1,050,300 (Table 12)

Capital Expenditures: NIL

Revenue sources: School boards, nature centre user fees, community event fees, donations from the Grand River Conservation Foundation and municipal general levy.

6. Recreation

This includes the costs and revenues associated with operating the GRCA's 11 active conservation areas. The GRCA offers camping, hiking, fishing, swimming, skiing and other activities at its parks. It provides 2,500 campsites, making it the second-largest provider of camping accommodation in Ontario. About 1 million people visit GRCA parks each year. The parks are financially self-sufficient.

Operating Expenditures: \$6,317,000 (Table 14)

Capital Expenditures: \$ 600,000 (Section B)

Total Expenditures: \$6,917,000

Revenue sources:

Conservation Area user fees and provincial grants.

7. Corporate services

This includes the cost of head office functions such as accounting and human resources, as well as the cost of facilities, insurance, consulting and legal fees and expenses relating to the General Membership.

Operating Expenditures: \$3,231,723 (Table 13)

Capital Expenditures: \$ 149,000 (Section B)

Total Expenditures: \$3,380,723

Revenue sources: Municipal levies and provincial grants.

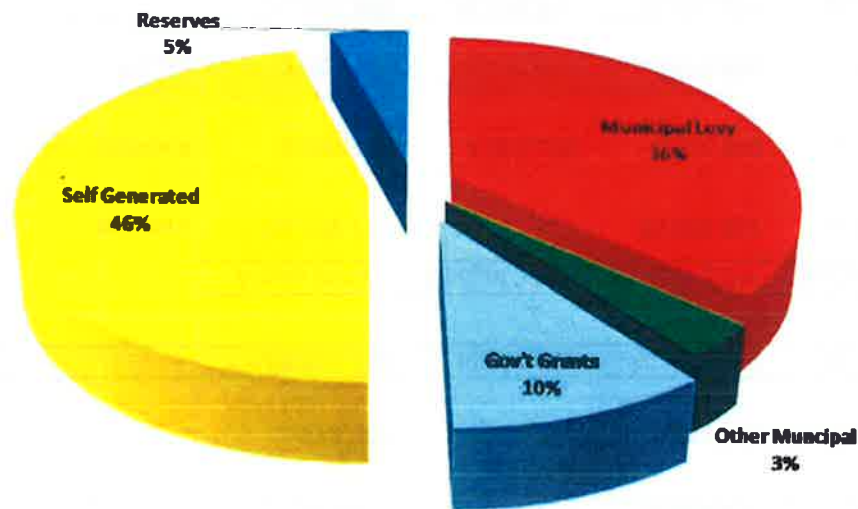
GRAND RIVER CONSERVATION AUTHORITY

BUDGET 2015 - Summary of Revenue and Expenditures

FUNDING		Actual 2013	Budget 2013	Budget 2014	Budget 2015	Budget Incr/(decr)
Municipal General Levy Funding		10,044,000	10,044,000	10,292,000	10,548,000	256,000 2.5%
Other Government Grants		5,218,036	4,710,173	3,605,573	3,882,573	277,000 7.7%
Self-Generated Revenue		13,615,517	14,176,749	13,935,984	13,397,200	(538,784) -3.9%
Funding from Reserves		972,881	1,794,365	1,961,400	1,248,000	(713,400) -36.4%
TOTAL FUNDING		29,850,434	30,725,287	29,794,957	29,075,773	(719,184) -2.3%
EXPENDITURES		Actual 2013	Budget 2013	Budget 2014	Budget 2015	Budget Incr/(decr)
Base Programs - Operating includes funding to reserves	SECTION A	22,109,720	22,917,322	23,358,557	23,481,773	123,216 0.53%
Base Programs - Capital	SECTION B	3,566,193	4,267,365	2,962,400	2,549,000	(413,400) -13.95%
Special Projects	SECTION C	3,821,537	3,540,600	3,474,000	3,045,000	(429,000) -12.3%
TOTAL EXPENDITURES		29,497,450	30,725,287	29,794,957	29,075,773	(719,184) -2.4%
NET RESULT		352,984	-	-	-	

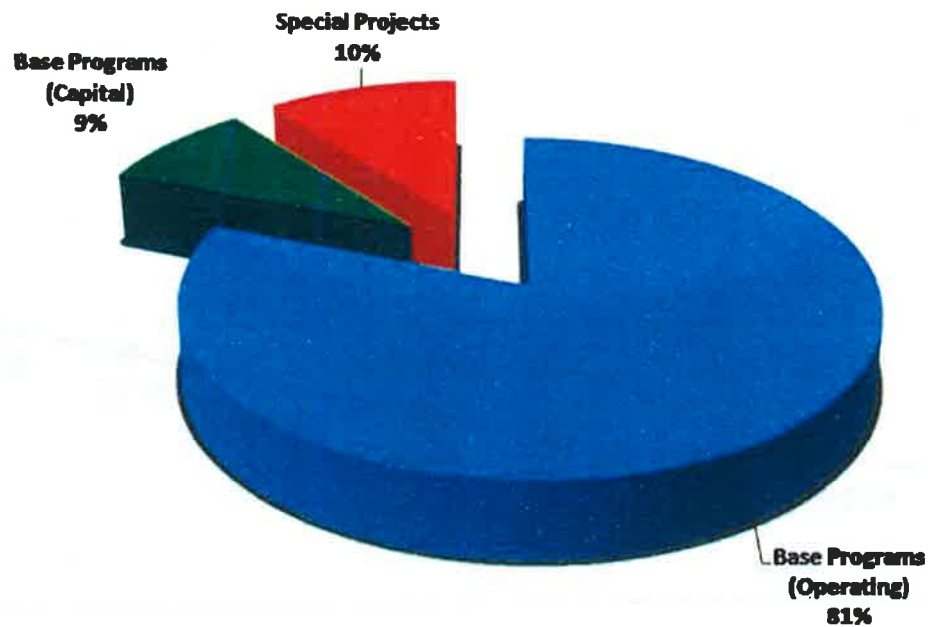
2015 Budget – Revenue by Source

Total 2015 Budget Revenue = \$29.1 Million (\$ 29.8 Million in 2014)

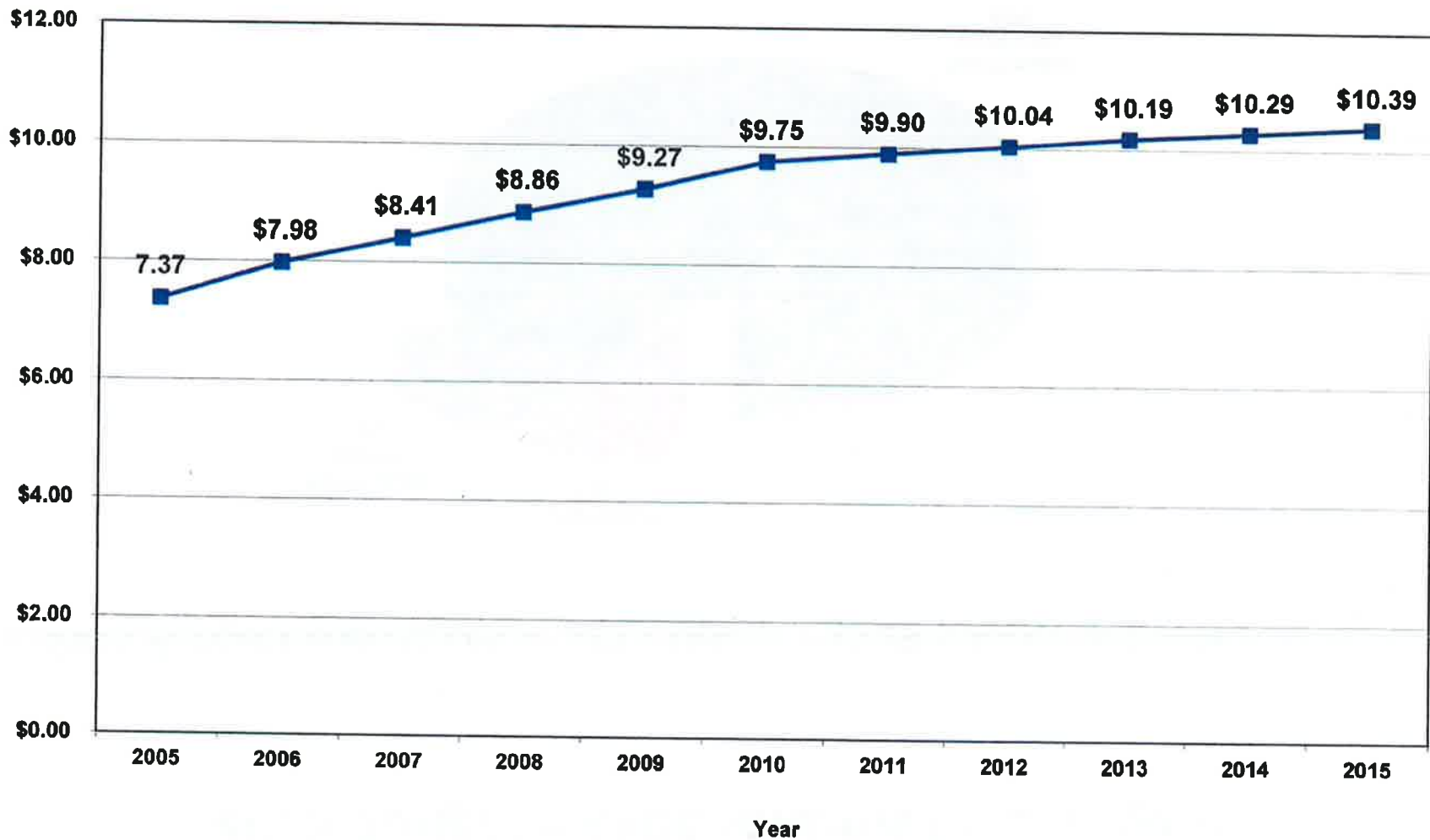


2015 Budget – Expenditures by Category

2015 Budget Expenditures = \$29.1 Million (\$ 29.8 Million in 2014)



GRCA Per Capita Levy 2005 to 2015



GRAND RIVER CONSERVATION AUTHORITY

Budget 2015 - Summary of Expenditures, Funding and Change in Municipal Levy

		TABLE 1	TABLE 2	TABLE 3	TABLE 4	TABLE 5	TABLE 6	TABLE 7	TABLE 8	TABLE 9	TABLE 10	TABLE 11	TABLE 12	TABLE 13	TABLE 13	TABLE 14	TABLE 14	TABLE 14	
		Watershed Studies	Water Resources Planning & Environment	FPW	Water Control Structures	Resource Planning	Division Support	Forestry	Conservation Services	Stream Mgmt	Communications & Foundation	Conservation Lands	Environmental Education	Corporate Services	Surplus available to offset Municipal Levy Increase	Conservation Land and Rental Management and Misc	Hydro Production	Conservation Areas	TOTAL
2015 OPERATING																			
TOTAL EXPENSES	A	156,000	1,404,500	741,900	1,091,200	1,870,800	350,500	1,259,100	708,000	129,100	710,600	162,700	1,050,900	3,231,723		3,472,350	228,200	6,317,000	23,481,773
TOTAL OTHER FUNDING	B	113,200	2,500	252,955	400,350	653,568	0	630,000	61,000	35,000	100,000	0	759,000	242,000		3,417,200	450,000	6,317,000	13,833,773
"Other Programs" Surplus/(Loss)	B less A																		168,000
Surplus used to reduce Levy	C														(168,650)	(55,150)	223,800		168,000
Surplus 2013 carried forward to 2014															(100,000)				100,000
2015 Levy	A less B less C	42,800	1,402,000	488,945	1,290,850	1,017,032	350,500	429,100	647,000	94,100	610,600	162,700	291,300	2,989,723	(268,650)	0	0	0	9,548,000
Levy Increase:																			
2015 Levy		42,800	1,402,000	488,945	1,290,850	1,017,032	350,500	429,100	647,000	94,100	610,600	162,700	291,300	2,989,723	(268,650)				9,548,000
2014 Levy		42,800	1,505,900	473,445	1,253,450	991,232	342,000	403,400	528,000	91,300	646,600	158,000	249,500	3,073,357	(466,984)				9,292,000
Levy Increase over prior year		-	(103,900)	15,500	37,400	25,800	8,500	25,700	119,000	2,800	(36,000)	4,700	41,800	(83,634)	198,334	n/a	n/a	n/a	256,000
2015 CAPITAL																			
TOTAL EXPENSES	A		110,000	190,000	1,500,000									149,000				600,000	2,549,000
TOTAL OTHER FUNDING	B		100,000		700,000									149,000				600,000	1,549,000
2015 Levy	A less B	-	10,000	190,000	800,000									-				-	1,000,000
Levy Increase:																			
2015 Levy			10,000	190,000	800,000									-				-	1,000,000
2014 Levy			10,000	190,000	800,000									-				-	1,000,000
Levy Increase over prior year		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2015 SPECIAL																			
TOTAL EXPENSES	A	100,000	125,000	194,000	835,000				891,000		75,000	440,000				385,000			3,045,000
TOTAL OTHER FUNDING	B	100,000	125,000	194,000	835,000				891,000		75,000	440,000				385,000			3,045,000
2015 Levy	A less B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
																			TOTAL EXPENSES
																			29,075,773
																			TOTAL FUNDING
																			29,075,773
																			NET RESULT
																			-

Grand River Conservation Authority Summary of Municipal General Levy - 2015 Budget

DRAFT January 23, 2015

	% CVA in Watershed	2014 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2015 Budget Operating Levy	2015 Budget Capital Levy	2015 Budget Total Levy	Actual 2014 Levy	% Change
Brant County	84.0%	5,191,477,357	4,360,840,980	3.1%	299,997	31,420	331,417	322,593	2.7%
Brantford C	100.0%	11,510,309,897	11,510,309,897	8.3%	791,833	82,932	874,765	855,399	2.3%
Amaranth Twp	82.0%	594,676,910	487,635,066	0.4%	33,546	3,513	37,059	36,159	2.5%
East Garafraxa Twp	80.0%	455,738,235	364,590,588	0.3%	25,081	2,627	27,708	27,222	1.8%
Town of Grand Valley	100.0%	323,319,521	323,319,521	0.2%	22,242	2,330	24,572	23,283	5.5%
Melancthon Twp	56.0%	434,354,020	243,238,251	0.2%	16,733	1,753	18,486	18,144	1.9%
Southgate Twp	6.0%	748,776,654	44,926,599	0.0%	3,091	324	3,415	3,369	1.4%
Haldimand County	41.0%	5,772,883,876	2,366,882,389	1.7%	162,826	17,053	179,879	177,155	1.5%
Norfolk County	5.0%	7,763,139,368	388,156,968	0.3%	26,703	2,797	29,500	28,947	1.9%
Halton Region	10.2%	32,374,084,654	3,299,802,669	2.4%	227,005	23,775	250,780	241,159	4.0%
Hamilton City (estimated)	4.7%	70,321,727,277	3,305,121,182	2.4%	227,371	23,813	251,184	246,875	1.7%
Oxford County	38.0%	3,280,399,853	1,247,794,718	0.9%	85,840	8,990	94,830	93,264	1.7%
North Perth T	2.0%	1,574,264,932	31,485,299	0.0%	2,166	227	2,393	2,354	1.7%
Perth East Twp	40.0%	1,440,152,628	576,061,051	0.4%	39,629	4,151	43,780	43,121	1.5%
Waterloo Region	100.0%	79,008,716,405	79,008,716,405	56.9%	5,435,278	569,258	6,004,535	5,866,931	2.3%
Centre Wellington Twp	100.0%	3,902,277,684	3,902,277,684	2.8%	268,451	28,116	296,567	287,256	3.2%
Erin T	49.0%	2,101,147,533	1,029,562,291	0.7%	70,827	7,418	78,245	76,805	1.9%
Guelph C	100.0%	20,630,146,045	20,630,146,045	14.9%	1,419,218	148,640	1,567,858	1,523,954	2.9%
Guelph Eramosa Twp	100.0%	2,226,730,120	2,226,730,120	1.6%	153,184	16,044	169,228	165,640	2.2%
Mapleton Twp	95.0%	1,243,286,242	1,181,121,930	0.9%	81,253	8,510	89,763	87,610	2.5%
Wellington North Twp	51.0%	1,316,528,857	671,429,717	0.5%	46,190	4,838	51,028	50,443	1.2%
Puslinch Twp	75.0%	2,122,996,673	1,592,247,505	1.1%	109,536	11,472	121,008	114,318	5.9%
Total		254,337,134,741	138,792,396,875	100.00%	9,548,000	1,000,000	10,548,000	10,292,000	2.5%

SECTION A

BASE PROGRAMS – OPERATING

SECTION A - Operating Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2015 vs Budget 2014

	Actual 2013	Budget 2014	Budget 2015	Incr/(Decr)	%age change
EXPENDITURES					
OPERATING EXPENSES	22,109,720	23,358,557	23,481,773	123,216	0.53%
Total Expenses	22,109,720	23,358,557	23,481,773	123,216	0.53%
SOURCES OF FUNDING					
MUNICIPAL GENERAL LEVY (NOTE)	8,537,315	9,292,000	9,548,000	256,000	2.76%
MUNICIPAL SPECIAL LEVY	33,167	50,000	50,000	-	0.00%
OTHER GOVT FUNDING	975,112	978,573	978,573	-	0.00%
SELF-GENERATED	12,157,377	12,561,000	12,481,200	(79,800)	-0.64%
RESERVES	52,120	124,000	324,000	200,000	161.29%
SURPLUS CARRYFORWARD	354,629	352,984	100,000	(252,984)	-71.67%
Total BASE Funding	22,109,720	23,358,557	23,481,773	123,216	0.53%

NOTE: See "Summary of Revenue, Expenditures and Changes in Municipal Levy" for details of \$256,000 levy increase.

TABLE 1**Watershed Studies**

This category includes watershed and subwatershed studies. These studies provide the strategic framework for understanding water resources and ecosystem form, functions and linkages. These allow for assessment of the impacts of changes in watershed resources and land use. Watershed studies also identify activities and actions that are needed to minimize the adverse impacts of change. This program supports other plans and programs that promote healthy watersheds.

Specific Activities:

- Carry out or partner with municipalities and other stakeholders on integrated subwatershed plans for streams and tributaries. Subwatershed Plans are technical reports which provide comprehensive background on how surface water, groundwater, terrestrial and aquatic ecosystems function in a subwatershed. The plans recommend how planned changes such as urbanization can take place in a sustainable manner.
- Newsletter published.

TABLE 1
GRAND RIVER CONSERVATION AUTHORITY
WATERSHED STUDIES

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget Change
Expenses:				incr/(decr)
Grand River Watershed Management Plan-Communications	21,357	30,000	30,000	0
Water Quality	16,854	26,000	26,000	0
Ground Water Modelling	909	-	-	0
Chilligo-Hopewell Creek	66,334	100,000	100,000	0
TOTAL EXPENSE	105,454	156,000	156,000	0
Funding				(incr)/decr
Municipal Other	33,167	50,000	50,000	0
MNR Grant	33,200	33,200	33,200	0
Prov & Federal Govt	416	-	-	0
Donations	-	3,000	3,000	0
Miscellaneous	1,102	-	-	0
Funds taken from Reserves	-	27,000	27,000	0
TOTAL FUNDING	67,885	113,200	113,200	0
Net Funded by General Municipal Levy	37,569	42,800	42,800	
Net incr/(decr) to Municipal Levy				0

TABLE 2**Water Resources Planning and Environment**

This category includes the collection and analysis of environmental data and the development of management plans for protection and management of water resources and natural heritage systems. These programs assist with implementation of or monitor declines in watershed health and priority management areas.

Specific Activities:

- operate 8 continuous river water quality monitoring stations, 73 stream flow monitoring stations, 27 groundwater monitoring stations, and 37 water quality monitoring stations in conjunction with MOE, apply state-of-the-art water quality assimilation model to determine optimum sewage treatment options in the central Grand, and provide technical input to municipal water quality issues
- maintain and implement the Forest Management Plans for the Grand River watershed and develop and implement components of the watershed Emerald Ash Borer strategy
- analyze and report on water quality conditions in the Grand River watershed
- carry out restoration and rehabilitation projects for aquatic and terrestrial ecosystems and community events such as tree planting and stream restoration (see also table 8)
- provide technical input and review services for applications that may affect the watershed ecosystem
- maintain a water budget to support sustainable water use in the watershed, and maintain a drought response program
- analyze water use data for the watershed and provide recommendations for water conservation approaches
- provide advice to Provincial Ministries regarding water use permits to ensure that significant environmental concerns are identified so that potential impacts can be addressed.

TABLE 2
GRAND RIVER CONSERVATION AUTHORITY
Water Resources Planning & Environment

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				incr/(decr)
Salary and Benefits	1,193,133	1,194,900	1,088,800	(106,100)
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	240,259	257,800	258,900	1,100
Other Operating Expenses	42,069	55,700	56,800	1,100
Amount set aside to Reserves	-	-	-	-
TOTAL EXPENSE	1,475,461	1,508,400	1,404,500	(103,900)
Funding				(incr)/decr
Prov & Federal Govt	52,950	2,500	2,500	-
Donations	-	-	-	-
TOTAL FUNDING	52,950	2,500	2,500	-
Net Funded by General Municipal Levy	1,422,511	1,505,900	1,402,000	
Net incr/(decr) to Municipal Levy				(103,900)

TABLE 3**Flood Forecasting and Warning**

The flood warning system includes the direct costs associated with monitoring the streams, and rivers in order to effectively provide warnings and guidance to municipalities and watershed residents during flood emergencies.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- maintain a 'state of the art' computerized flood forecasting and warning system.
- operate a 24 hour, year-round, on-call duty officer system to respond to flooding matters.
- collect and manage data on rainfall, water quantity, reservoir conditions, water levels from 56 stream flow gauges, 22 rainfall gauges, and 12 snow courses.
- use data radio and Voice Alert system continuously, monitor river conditions and detect warning levels, assist municipalities with emergency planning, and respond to thousands of inquiries each year.

TABLE 3
GRAND RIVER CONSERVATION AUTHORITY
Flood Forecasting & Warning

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				Incr/(decr)
Salary and Benefits	364,956	390,800	399,600	8,800
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	256,343	279,400	285,000	5,600
Other Operating Expenses	62,053	56,200	57,300	1,100
TOTAL EXPENSE	683,352	726,400	741,900	15,500
Funding				(Incr)/decr
MNR Grant	252,955	252,955	252,955	-
Prov & Federal Govt	630			
TOTAL FUNDING	253,585	252,955	252,955	-
Net Funded by General Municipal Levy	429,767	473,445	488,945	
Net incr/(decr) to Municipal Levy				15,500

TABLE 4**Water Control Structures**

This category includes costs associated with the capital and maintenance of structures, the primary purpose of which is to provide protection to life and property. These structures include dams, dykes, berms and channels etc. Also included in this category are non-flood control dams and weirs, which maintain upstream water levels.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- operate and maintain 7 major multi-purpose reservoirs, which provide flood protection and flow augmentation, and 25 kilometres of dykes in 4 major dyke systems
- ensure structural integrity of flood protection infrastructure through dam safety reviews, inspections and monitoring, reconstruction of deteriorating sections of floodwalls and refurbishing of major components of dams
- carry out capital upgrades to the flood control structures in order to meet Provincial standards
- operate and maintain 22 non-flood control dams, which are primarily for aesthetic, recreational, or municipal water supply intake purposes
- develop and implement plans to decommission failing or obsolete dams
- ice management activities to prevent or respond to flooding resulting from ice jams
- develop and implement public safety plans for structures

TABLE 4
GRAND RIVER CONSERVATION AUTHORITY
Water Control Structures

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
<u>Expenses:</u>				<u>incr/(decr)</u>
Salary and Benefits	1,012,757	1,047,200	1,070,800	23,600
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	18,845	31,200	31,800	600
Property Taxes	148,115	168,000	173,000	5,000
Other Operating Expenses	283,103	407,400	415,600	8,200
Amount set aside to Reserves	20,000	-	-	-
TOTAL EXPENSE	1,482,820	1,653,800	1,691,200	37,400
<u>Funding</u>				<u>(incr)/decr</u>
MNR Grant	400,350	400,350	400,350	-
TOTAL FUNDING	400,350	400,350	400,350	-
Net Funded by General Municipal Levy	1,082,470	1,253,450	1,290,850	
Net incr/(decr) to Municipal Levy				37,400

TABLE 5**A. PLANNING - Regulations**

This category includes costs and revenues associated with administering the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation* made under the *Conservation Authorities Act*. This includes permit review, inspections, permit issuance, enforcement and follow-up, which may include defending appeals.

Specific Activities:

- Process over 600 permits each year related to development, alteration or activities that may interfere with the following types of lands:
 - ravines, valleys, steep slopes
 - wetlands including swamps, marshes, bogs, and fens
 - any river, creek, floodplain or valley land
 - the Lake Erie shoreline
- The regulation applies to the development activities listed below in the areas listed above:
 - the construction, reconstruction, erection or placing of a building or structure of any kind,
 - any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure
 - site grading
 - the temporary or permanent placing, dumping or removal of any material originating on the site or elsewhere.
- maintain policies and guidelines to assist in the protection of sensitive environmental lands (i.e. Policies for the Administration of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation)
- enforcement of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation and maintain compliance policies and procedures
- update and maintain flood line mapping; develop natural hazards mapping in digital format to be integrated into municipal planning documents and Geographic Information Systems

TABLE 5**B. PLANNING - Municipal Plan Input and Review**

This program includes costs and revenues associated with reviewing Official Plans, Secondary and Community Plans, Zoning Bylaws, Environmental Assessments, development applications and other proposals, in accordance with Conservation Authority and provincial or municipal agreements. It also includes watershed management consulting outside of the Grand River watershed, which is done from time-to-time on a fee-for-service basis.

Specific Activities:

- review municipal planning and master plan documents and recommend environmental policies and designations for floodplains, wetlands, natural heritage areas, fisheries habitat, hazard lands and shorelines, which support GRCA regulations and complement provincial policies and federal regulations
- provide advice to municipalities regarding environmental assessments, and other proposals such as aggregate and municipal drain applications to ensure that all environmental concerns are adequately identified and that any adverse impacts are minimized or mitigated
- provide information and technical advice to Municipal Councils and Land Division Committees regarding development applications to assist in making wise land use decisions regarding protection of people and property from natural hazard areas such as flood plains and erosion areas and protection and enhancement of wetlands, fish and wildlife habitat and natural heritage systems

TABLE 5
GRAND RIVER CONSERVATION AUTHORITY
Planning

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
<u>Expenses:</u>				<u>incr/(decr)</u>
Salary and Benefits	1,531,874	1,617,300	1,653,700	36,400
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	188,018	211,100	215,300	4,200
Other Operating Expenses	6,951	9,600	1,600	(8,000)
TOTAL EXPENSE	1,726,843	1,838,000	1,870,600	32,600
<u>Funding</u>				<u>(incr)/decr</u>
MNR Grant	114,568	114,568	114,568	-
Donations	-	4,000	-	4,000
Self Generated	707,002	728,200	739,000	(10,800)
TOTAL FUNDING	821,570	846,768	853,568	(6,800)
Net Funded by General Municipal Levy	905,273	991,232	1,017,032	
Net incr/(decr) to Municipal Levy				25,800

TABLE 6**Resource Management Division Support**

Provides support services to the Engineering and Resource Management Divisions (i.e. all activities outlined in Table 1 to 4 above).

Specific Spending:

- administrative services
- travel, communication; staff development and computer
- legal
- insurance

TABLE 6
GRAND RIVER CONSERVATION AUTHORITY
Resource Management Division Support

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				incr/(decr)
Salary and Benefits	114,675	136,700	139,800	3,100
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	15,360	19,400	19,800	400
Insurance	127,145	129,400	133,300	3,900
Other Operating Expenses	72,175	56,500	57,600	1,100
TOTAL EXPENSE	329,355	342,000	350,500	8,500
Funding				(Incr)/decr
Provincial	-	-	-	-
TOTAL FUNDING	-	-	-	-
Net Funded by General Municipal Levy	329,355	342,000	350,500	
Net incr/(decr) to Municipal Levy				8,500

TABLE 7**Forestry**

The forestry program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes direct delivery of remediation programs including tree planting/reforestation.

Specific Activities:

- plant trees on private lands (cost recovery from landowner)
- operate Burford Tree Nursery to grow and supply native and threatened species
- carry out tree planting and other forest management programs and other restoration initiatives e.g. species at risk and ecological monitoring on GRCA lands, and prescribed burn activities on over 7,000 hectares of managed forests on GRCA owned lands
- manage Emerald Ash Borer infestation

TABLE 7
GRAND RIVER CONSERVATION AUTHORITY
Forestry

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				incr/(decr)
Salary and Benefits	452,345	426,200	435,800	9,600
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	42,550	54,200	55,300	1,100
Other Operating Expenses	571,992	753,000	768,000	15,000
TOTAL EXPENSE	1,066,887	1,233,400	1,259,100	25,700
Funding				(incr)/decr
Donations	5,999	30,000	30,000	0
Self Generated	733,236	800,000	800,000	0
TOTAL FUNDING	739,235	830,000	830,000	0
Net Funded by General Municipal Levy	327,652	403,400	429,100	
Net incr/(decr) to Municipal Levy				25,700

TABLE 8**Conservation Services**

The conservation service program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes the Rural Quality program and Forestry extension services.

Specific Activities:

- Co-ordinate the Rural Water Quality Program. This involves landowner contact, promotion/education and providing grants to assist farmers with capital improvements to address manure containment, livestock fencing, soil conservation, and other rural non-point sources of river water pollution. Funding for this important initiative comes from watershed municipalities and other government grants.
- Carry out tree planting, restoration and rehabilitation projects and community events to promote water and environmental initiatives (see also Table 2)

TABLE 8
GRAND RIVER CONSERVATION AUTHORITY
Conservation Services

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				incr/(decr)
Salary and Benefits	428,998	448,500	556,600	108,100
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	82,170	87,000	96,800	9,800
Other Operating Expenses	3,000	53,500	54,600	1,100
Amount set aside to Reserves	-	-	-	-
TOTAL EXPENSE	514,168	589,000	708,000	119,000
Funding				(incr)/decr
Provincial Grants	13,029	30,000	30,000	-
Donations	3,250	-	-	-
Funds taken from Reserves	1,320	31,000	31,000	-
TOTAL FUNDING	17,599	61,000	61,000	-
Net Funded by General Municipal Levy	496,569	528,000	647,000	
Net incr/(decr) to Municipal Levy				119,000

TABLE 9**Stream Management**

The stream management program includes those activities associated with providing service and/or assistance to municipalities, private and public landowners and community groups on sound environmental practices that will enhance, restore or protect the aquatic ecosystem on their properties.

This category provides fisheries management services.

Specific Activities:

- maintain and promote the 'Grand River Fisheries Management Plan'.
- implement "best bets" for protection and enhancement of fisheries, work with outside agencies, non-government organizations and the public to improve fish habitat through stream rehabilitation projects including the implementation of the recommendations of the watershed studies.
- provide technical input and review services for applications that may affect the watershed aquatic ecosystem.

TABLE 9
GRAND RIVER CONSERVATION AUTHORITY
Stream Management

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
<u>Expenses:</u>				<u>incr/(decr)</u>
Salary and Benefits	31,524	96,100	98,300	2,200
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	23,807	28,200	28,800	600
+ Other Operating Expenses	161	2,000	2,000	-
TOTAL EXPENSE	55,492	126,300	129,100	2,800
<u>Funding</u>				<u>(incr)/decr</u>
Provincial Grants		35,000	35,000	-
TOTAL FUNDING	-	35,000	35,000	-
<u>Net Funded by General Municipal Levy</u>	55,492	91,300	94,100	
Net incr/(decr) to Municipal Levy				2,800

TABLE 10**Communications & Foundation**

The communications program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes watershed-wide communication and promotion of conservation issues to watershed residents, municipalities and other agencies.

The Grand River Conservation Foundation provides private sector funding for GRCA projects with limited or no other sources of revenue. This category includes operational costs related to fundraising.

Specific Activities:

- prepare and distribute brochures and publications; maintain displays and the website.
- respond to media inquiries and prepare media releases.
- make presentations to municipal councils, private and public landowners, community groups, service clubs, and the general public.
- approach potential donors for financial support.
- orient and train volunteers to assist with fund raising
- provide site tours and other events to stakeholders

TABLE 10
GRAND RIVER CONSERVATION AUTHORITY
Communications & Foundation

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				incr/(decr)
Salary and Benefits	428,744	442,800	452,700	9,900
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	62,484	74,600	76,100	1,500
Other Operating Expenses	31,303	129,200	181,800	52,600
TOTAL EXPENSE	522,531	646,600	710,600	64,000
Funding				(incr)/decr
Donations	2,500		50,000	
Funds taken from Reserves			50,000	
TOTAL FUNDING	2,500	-	100,000	-
Net Funded by General Municipal Levy	520,031	646,600	610,600	
Net incr/(decr) to Municipal Levy				(36,000)

TABLE 11**Conservation Lands Property Taxes**

General Municipal Levy funds the property tax for GRCA owned natural areas/passive lands.

Specific Spending:

- Property Taxes

TABLE 11
GRAND RIVER CONSERVATION AUTHORITY
Conservation Lands-Property Taxes

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
<u>Expenses:</u>				<u>incr/(decr)</u>
Property Taxes	145,972	158,000	162,700	4,700
TOTAL EXPENSE	145,972	158,000	162,700	4,700
<u>Funding</u>				
TOTAL FUNDING	-	-	-	-
Net Funded by General Municipal Levy	145,972	158,000	162,700	
Net incr/(decr) to Municipal Levy				4,700

TABLE 12**Environmental Education**

This category includes costs and revenues associated with outdoor education facilities, which provide education and information about conservation, the environment and the Conservation Authority's programs to 50,000 students in 6 school boards and 16,000 members of the general public annually. The majority of funding for this program comes from school boards, the Grand River Conservation Foundation and public program fees.

Specific Activities:

- operate 6 outdoor education centres under contract with watershed school boards, providing hands-on, curriculum-based, outdoor education (App's Mills near Brantford, Taquanyah near Cayuga, Guelph Lake, Laurel Creek in Waterloo, Shade's Mills in Cambridge and Rockwood)
- offer curriculum support materials and workshops to watershed school boards
- offer conservation day camps to watershed children and interpretive community programs to the public (user fees apply)

TABLE 12
GRAND RIVER CONSERVATION AUTHORITY
Environmental Education

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				incr/(decr)
Salary and Benefits	729,916	693,700	744,300	50,600
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	47,345	68,700	70,000	1,300
Insurance	12,927	11,900	12,300	400
Property Taxes	14,198	17,300	17,800	500
Other Operating Expenses	208,198	197,400	201,400	4,000
Amount set aside to Reserves	4,500	4,500	4,500	0
TOTAL EXPENSE	1,017,084	993,500	1,050,300	56,800
Funding				(incr)/decr
Provincial & Federal Grants	6,068	0	0	0
Donations	58,183	50,000	50,000	0
Self Generated	727,130	694,000	709,000	(15,000)
TOTAL FUNDING	791,381	744,000	759,000	(15,000)
Net Result 'not' funded by Levy		0	0	incr/(decr) 0
Net Funded by General Municipal Levy	225,703	249,500	291,300	
Net incr/(decr) to Municipal Levy				41,800

TABLE 13

CORPORATE SERVICES

This category includes the costs for goods and services, as listed below, that are provided corporately. A small portion of these costs is recovered from provincial grants, namely from source protection program funding and from the MNR operating grant.

Specific Activities:

This category includes the following departments:

- Office of the Chief Administrative Officer and the Assistant Chief Administrative Officer/Secretary-Treasurer
- Finance
- Human Resources
- Payroll
- Health & Safety
- Office Services

In addition, this category includes expenses relating to:

- The General Membership
- Head Office Building
- Office Supplies, Postage, Bank fees
- Head Office Communication systems
- Insurance
- Audit fees
- Consulting, Legal, Labour Relations fees
- Health and Safety Equipment, Inspections, Training
- Conservation Ontario fees
- Corporate Professional Development
- General expenses

TABLE 13
GRAND RIVER CONSERVATION AUTHORITY
Corporate Services

Budget 2015		Surplus available to offset Municipal Levy Increase
<u>Expenses:</u>		
Salary and Benefits	1,807,300	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	344,300	
Insurance	61,600	
Property Taxes	-	
Other Operating Expenses	1,018,523	
Amount set aside to Reserves		
TOTAL EXPENSE	3,231,723	
<u>Funding</u>		
Municipal Other		
MNR Grant	70,000	
Provincial Grants		
Donations	87,000	
Self Generated		
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	15,000	
Surplus 2013 carried forward to 2014		
TOTAL FUNDING	242,000	
Net Result before surplus adjustments	2,989,723	
Surplus from Other Programs used to reduce Levy		168,650
2014 Surplus Carried Forward to 2016 used to reduce Levy		100,000
Net Funded by General Municipal Levy	2,989,723	268,650

Budget 2014		Surplus available to offset Municipal Levy Increase
Expenses:		
Salary and Benefits	1,757,800	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	365,000	
Insurance	59,800	
Property Taxes	-	
Other Operating Expenses	1,045,757	
Amount set aside to Reserves	-	
TOTAL EXPENSE	3,228,357	
Funding		
Municipal Other		
MNR Grant	70,000	
Provincial Grants		
Donations		
Self Generated		
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	15,000	
Surplus 2013 carried forward to 2014		
TOTAL FUNDING	155,000	
Net Result before surplus adjustments	3,073,357	
Surplus from Other Programs used to reduce Levy		114,000
2013 Surplus Carried Forward to 2014 used to reduce Levy		352,984
Net Funded by General Municipal Levy	3,073,357	466,984

ACTUAL 2013		Surplus available to offset Municipal Levy Increase
Expenses:		
Salary and Benefits	1,737,152	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	329,138	
Insurance	57,717	
Other Operating Expenses	845,136	
Amount set aside to Reserves	17,000	
TOTAL EXPENSE	2,986,143	
Funding		
Municipal Other	-	
MNR Grant	70,000	
Provincial Grants		
Donations		
Recoverable Corporate Services Expenses	69,885	
Funds taken from Reserves		
Surplus 2009 carried forward to 2010		
TOTAL FUNDING	139,885	
Net Result before surplus adjustments	2,846,258	
Surplus from Other Programs used to reduce Levy		67,322
2012 Surplus Carried Forward to 2013 used to reduce Levy		354,629
Net Funded by General Municipal Levy	2,846,258	421,951

TABLE 14 (a)**Conservation Lands, Rental Properties, Forestry & Misc**

The Conservation Land Management Program includes all expenses and revenues associated with acquisition and management of land owned/managed by the Authority. This includes protection of *Provincially Significant Conservation Lands*, woodlot management, rental/lease agreements and other revenues generated from managing lands and facilities. These expenses do not include those associated with recreation and education programs on GRCA lands.

Specific Activities:

- acquire and manage significant wetlands and floodplain lands, e.g. the Luther Marsh Wildlife Management Area, the Keldon Source Area, the Bannister-Wrigley Complex, and the Dunnville Marsh
- operate “passive” conservation areas in order to conserve forests and wildlife habitat. Some are managed by municipalities or private organizations (Chicopee Ski Club in Kitchener, Scott Park in New Hamburg, etc.)
- develop and maintain extensive trail network on former rail lines owned by GRCA and municipalities (much of this is part of the Trans-Canada Trail network). Necessary funding is raised by The Grand River Conservation Foundation
- rent 733 cottage lots at Belwood Lake and Conestogo Lake; hold leases on over 1200 hectares of agricultural land and 60 residential units, and over 50 other agreements for use of GRCA lands. Income from these rentals aids in the financing of other GRCA programs
- host controlled hunts at various locations including Luther Marsh Wildlife Management Area and Conestogo Lake
- carry out forestry disease control, woodlot thinning and selective harvesting on GRCA lands in accordance with the Forest Management Plan while generating income from sale of timber. Income generated helps pay for future forest management activities
- where appropriate, dispose of lands that have been declared surplus and continue to identify and plan for disposition of other surplus lands. Proceeds from future dispositions will be used for acquisition of “Environmentally Significant Conservation Lands” and for other core programs
- Summer Experience Program and other provincial or federal programs

- payment of non-insured losses and deductibles for vandalism, loss or theft; miscellaneous amounts recovered from insurance settlements
- amounts received by us for distribution to other agencies, where expenditures and revenues are equal (e.g. receipts from provincial ministries to pay for contracts on their behalf)
- special projects funded by donations or government funding
- investment income arising from reserves and funds received in advance of program expenses

TABLE 14 (b)

HYDRO PRODUCTION

This program generates revenue from 'hydro production'.

Specific Activities:

- generate hydro from turbines in 3 large dams, Shand, Conestogo and Guelph; the income is used to fund GRCA programs and repay reserves accordingly for the cost of building/repairing turbines.

TABLE 14 (c)

CONSERVATION AREAS

These programs include costs and revenues associated with delivering recreational programs on GRCA lands and include the costs and revenues associated with day-use, camping, concessions and other activities at GRCA active Conservation Areas.

Specific Activities:

- operate 11 "active" Conservation Areas (8 camping and 3 exclusively day-use) that are enjoyed by over 1 million visitors annually. It is estimated that these visitors also help generate significant revenues for the local tourism industry
- offer camping, hiking, fishing, swimming, boating, picnicking, skiing and related facilities
- provide 2,500 campsites – second only to the provincial park system as a provider of camping accommodation in Ontario

OTHER INFORMATION

1. INFORMATION SYSTEMS - COMPUTER CHARGES

A computer charge is allocated to the individual sections based on the number of users and the nature of system usage. Effectively, computer costs are included with administrative costs on Tables 1 to 14.

Computer charges include costs associated with implementing and operating corporate information technology.

Specific Activities:

- Develop and implement the GRCA's long-term information technology and telecommunications plan. Create and maintain standards for the development and use of corporate data
- Manage and support the GRCA's server, network and personal computer infrastructure for geographic information systems (GIS); flood forecasting and warning, including real-time data collection and dissemination of water quantity and quality monitoring station information; database and applications development; website hosting; electronic mail; internet access; personal computing applications; and administration systems, including finance and human resources
- Operate on-line campsite reservation and day-use systems with computers in 10 Conservation Areas. Provide computers for use at outdoor education centres
- Develop and operate a wide area network connecting 14 sites and campus style wireless point-to-multipoint networks at Head Office and Conservation Areas
- Develop and operate an integrated Voice over IP Telephone network covering nine sites and 220 handsets
- Support and manage mobile phones, blackberry devices, and pagers

2. VEHICLE, EQUIPMENT – MOTOR POOL CHARGES

Motor Pool charges are allocated to the individual sections based on usage of motor pool equipment. Effectively, motor pool charges are included with administrative costs or other operating expenses, as applicable, on Tables 1 to 14.

Specific Activities:

- Maintain a fleet of vehicles and equipment to support all GRCA programs.
- Purchases of new vehicles and/or equipment.
- Disposal of used equipment.
- Lease certain equipment.

TABLE 14
GRAND RIVER CONSERVATION AUTHORITY
OTHER PROGRAMS - OPERATING - SUMMARY of Results

	Conservation Lands	Property Rentals	MISC	(a) Cons Lands, Rental, Misc	(b) Hydro Production	(c) Conservation Areas	TOTAL Other Programs
Budget 2015 - OPERATING							
Expenses:							
Salary and Benefits	948,300	525,500		1,473,800	57,500	3,507,000	
Travel, Motor Pool, Expenses Telephone, Training and Development, IT	161,300	60,700		222,000		166,000	
Insurance	158,000	20,200		178,200			
Property Taxes		134,800		134,800		65,500	
Other Operating Expenses (consulting etc)	522,000	867,700	70,000	1,459,700	33,700	2,426,500	
Amount set aside to Reserves	3,750			3,750	135,000	150,000	
TOTAL EXPENSE	1,793,350	1,409,000	70,000	3,472,350	226,200	6,317,000	10,015,550
Funding							
Provincial Funding							
Donations	65,000			65,000		40,000	
Self Generated	86,000	3,117,200	98,000	3,301,200	450,000	27,000	
Funds taken from Reserves	1,000	50,000		51,000		6,100,000	
Municipal General Levy Funding						150,000	
TOTAL FUNDING	162,000	3,167,200	98,000	3,417,200	450,000	6,317,000	10,164,200
NET Surplus/(Deficit) for programs not funded by general levy	(1,641,350)	1,558,200	28,000	(55,150)	223,800		168,650
Budget 2014 - OPERATING							
Expenses:							
Salary and Benefits	947,000	514,000		1,461,000	56,300	3,430,000	
Travel, Motor Pool, Expenses Telephone, Training and Development, IT	158,150	59,500		217,650		164,800	
Insurance	172,900	19,600		192,500	11,700		
Property Taxes		150,400		150,400		63,600	
Other Operating Expenses (consulting etc)	609,800	850,700	70,000	1,530,500	33,000	2,558,600	
Amount set aside to Reserves	3,750			3,750	135,000	150,000	
TOTAL EXPENSE	1,891,800	1,594,200	70,000	3,466,800	236,000	6,367,000	10,168,800
Funding							
Provincial Funding							
Donations	65,000			65,000		40,000	
Self Generated	86,000	3,155,800	98,000	3,339,800	450,000	27,000	
Funds taken from Reserves	1,000	50,000		51,000		6,300,000	
Municipal General Levy Funding							
TOTAL FUNDING	162,000	3,205,800	98,000	3,466,800	450,000	6,367,000	10,272,800
NET Surplus/(Deficit) for programs not funded by general levy	(1,739,600)	1,611,600	28,000	(100,600)	214,000		114,000
Actual 2013 - OPERATING							
Expenses:							
Salary and Benefits	1,001,427	458,727		1,460,154	47,824	3,277,053	
Travel, Motor Pool, Expenses Telephone, Training and Development, IT	112,666	88,851		181,517		152,265	
Insurance	166,228	19,308		187,536	11,585		
Property Taxes		123,269		123,269		51,071	
Other Expenses	436,198	813,653	98,148	1,347,999	46,335	2,267,530	
Amount set aside to Reserves	151,000	123,000		274,000	420,000	150,000	
TOTAL EXPENSE	1,869,519	1,606,808	98,148	3,674,475	525,744	5,887,836	9,995,168
Funding							
Provincial							
Donations						30,946	
Self Generated	138,884			138,884		43,967	
Funds taken from Reserves	72,409	3,033,511	38,914	3,144,834	738,957	5,782,448	
Municipal General Levy Funding	800	50,000		50,800			
TOTAL FUNDING	212,093	3,083,511	38,914	3,334,618	738,957	5,867,361	9,930,836
NET Surplus/(Deficit) for programs not funded by general levy	(1,657,426)	1,476,703	(59,234)	(239,857)	213,213	(40,578)	(67,322)

SECTION B

BASE PROGRAMS – CAPITAL

SECTION B – CAPITAL BUDGET

Capital Spending in 2015 includes spending in the following program areas:

- Water Resources Planning
- Flood Forecasting and Warning
- Water Control Structures
- Conservation Areas
- Corporate Services

Water Resources Planning expenditures will be for water quality monitoring equipment.

Flood forecasting and warning expenditures will be for software systems and gauge equipment

Water Control Structures expenditures will include the following major maintenance projects

- Shand Dam - installation of gain heaters
- Conestogo Dam - dam emergency spillway investigation, emergency generator upgrade, pavement rehabilitation over top of dam and concrete repairs.
- Guelph Dam - gate inspections
- Luther Dam - complete design and implement solution to manage toe drain seepage. Install new access stairway to gate house
- Laurel Dam - dam safety study
- Baden Dam & Caledonia Dam & Dunnville Dam – replace stop logs
- Wellesley Dam - concrete and embankment repair
- Dyke Safety Studies - Brantford, Bridgeport and Cambridge dykes
- Asset Management Plan – Major Water Control Structures

Corporate Services capital spending represents the portion of overall Information Services and Motor Pool expenses that are funded by the Information Technology (IT) and Motor Pool (MP) reserve. See “Other Information” above for spending descriptions for IT and MP.

SECTION B - Capital Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2015

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET 2014 TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			1,500,000				1,500,000
Conservation Areas Capital Projects					600,000		600,000
PSAB Project							-
Building Major Maintenance							-
Net IT/MP Capital Spending not allocated to Departments						149,000	149,000
TOTAL EXPENSE	110,000	190,000	1,500,000	-	600,000	149,000	2,549,000
Funding							
Municipal Special Levy							-
Prov & Federal Govt			700,000			75,000	775,000
Self Generated					600,000		600,000
Funding from Reserves	100,000					74,000	174,000
TOTAL FUNDING	100,000	-	700,000	-	600,000	149,000	1,549,000
Net Funded by General CAPITAL Levy	10,000	190,000	800,000	-	-	-	1,000,000

BUDGET 2014 - CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET 2014 TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			1,850,000				1,850,000
Conservation Areas Capital Projects					655,000		655,000
PSAB Project							-
Building Major Maintenance							-
Net IT/MP Capital Spending not allocated to Departments						157,400	157,400
TOTAL EXPENSE	110,000	190,000	1,850,000	-	655,000	157,400	2,962,400
Funding							
Municipal Special Levy							-
Prov & Federal Govt			875,000				875,000
Self Generated					600,000		600,000
Funding from Reserves	100,000		175,000		55,000	157,400	487,400
TOTAL FUNDING	100,000	-	1,050,000	-	655,000	157,400	1,962,400
Net Funded by General CAPITAL Levy	10,000	190,000	800,000	-	-	-	1,000,000

ACTUAL 2013 - CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	ACTUAL 2013 TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	34,545						34,545
Flood Forecasting Warning Hardware and Gauges		121,602					121,602
Flood Control Structures-Major Maintenance			2,083,995				2,083,995
Conservation Areas Capital Projects					1,250,051		1,250,051
PSAB Project							-
Building Major Maintenance							-
Funding to Reserves		70,000				83,336	153,336
Net IT/MP Capital spending from/(to) Reserve						(77,336)	(77,336)
TOTAL EXPENSE	34,545	191,602	2,083,995	-	1,250,051	6,000	3,566,193
Funding							
Municipal-Other			200,000				200,000
Prov & Federal Govt			956,441				956,441
Donations							-
Self Generated					590,051	6,000	596,051
Funding from Reserves					680,000		680,000
TOTAL FUNDING	-	-	1,156,441	-	1,250,051	6,000	2,412,492
Net Funded by General Municipal Levy - CAPITAL	34,545	191,602	927,554	-	-	-	1,153,701

SECTION C

SPECIAL PROJECTS

SECTION C – SPECIAL PROJECTS

This category of activity represents projects that the GRCA undertakes where special one time and/or multi-year funding is applicable. The duration of these projects is typically one year although in some instances projects may extend over a number years, such as Source Projection Planning. External funding is received to undertake these projects.

The main project in this category is the Source Protection Planning project which commenced in 2004 and the planning phase is expected to transition into the implementation phase in 2015/2016. Work includes research and studies related to the development of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region. The plans for the Kettle Creek and Catfish Creek watersheds are approved and came into effect on January 1, 2015. The plans for the Long Point Region and Grand River watersheds are currently under review by the Ministry of the Environment and Climate Change.

Other special projects in the area of watershed stewardship include the “Rural Water Quality Program” grants, floodplain mapping projects, Upper Blair subwatershed study, the 2015 Biennial Tour, the Mill Creek Ranger stream restoration project and numerous ecological restoration projects on both GRCA lands and private lands in the watershed.

GRCA Land purchases are treated as special projects and funding comes from the GRCA ‘land sales’ reserve fund (created from previous dispositions of surplus lands), funding from agencies, and/or donations.

SECTION C - Special Projects Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2015

EXPENDITURES	ACTUAL 2013	BUDGET 2014	BUDGET 2015
Dundas Valley Groundwater Study	2,882	-	-
Grand River Management Plan	527,910	200,000	20,000
Subwatershed Plans - City of Kitchener	70,142	87,000	80,000
Climate Change Monitoring	37,660	-	-
Ecological Decision Framework	5,091	-	-
Waste Water Optimization Program	-	-	125,000
Floodplain Mapping	5,218	-	194,000
RWQP - Capital Grants	731,476	700,000	800,000
Brant/Brantford Children's Water Festival	29,180	26,000	26,000
Haldimand Children's Water Festival	-	-	15,000
Species at Risk	16,516	25,000	25,000
Trees for Mapleton	46,085	65,000	25,000
2015 Biennial Tour	-	-	75,000
Ecological Restoration	413,416	236,000	-
Trees for Guelph	40,354	40,000	40,000
Emerald Ash Borer	7,119	900,000	400,000
Taquanyah	32,393	20,000	-
Lands Mgmt - Land Purchases	47,047	300,000	300,000
Lands Mgmt - Development Costs	41,525	50,000	50,000
Mill Creek Rangers	29,766	35,000	35,000
Grand River Country	3,358	-	-
Total SPECIAL Projects 'Other'	2,087,138	2,684,000	2,210,000
Source Protection Program	1,734,399	790,000	835,000
Total SPECIAL Projects Expenditures	3,821,537	3,474,000	3,045,000
SOURCES OF FUNDING			
Provincial Grants for Source Protection Program	1,734,399	790,000	835,000
OTHER GOVT FUNDING	1,306,257	912,000	1,244,000
SELF-GENERATED	543,858	422,000	216,000
FUNDING FROM RESERVES	237,023	1,350,000	750,000
Total SPECIAL Funding	3,821,537	3,474,000	3,045,000



Re: Annual Report on Investigations of Closed Municipal Meetings and Sunshine Law Handbook

To the Clerk and Council,

I am enclosing two copies of my Annual Report on my Office's investigations of closed municipal meetings for the period from September 1, 2013 to August 31, 2014. As you are aware, in accordance with the *Municipal Act, 2001* and the *Ombudsman Act*, the Ontario Ombudsman investigates these complaints in all municipalities except those that have appointed another investigator.

Since 2008, my Open Meeting Law Enforcement Team (OMLET) has acted as a dedicated resource for reviewing and investigating closed meeting complaints, as well as educating the public and municipalities about open meeting requirements. In the period covered by this report, OMLET handled 149 cases in the 196 municipalities where we are the investigator.

We are providing two copies of our report to all municipal councils across Ontario in the interest of raising awareness of the open meeting requirements and best practices. We have also enclosed copies of the latest edition of our *Sunshine Law Handbook* for each council member and the clerk, for information and reference. It includes frequently asked questions, excerpts from relevant legislation, tips and legal references.

The report, Handbook and other information about our municipal meeting investigations can also be found on our website – www.ombudsman.on.ca. As well, our staff can provide general information on the open meeting requirements and complaint process – we can be reached at 1-800-263-1830 or via email at info@ombudsman.on.ca.

If you have any questions about the OMLET Annual Report or Handbook, please contact our Director of Communications, Linda Williamson, at lwilliamson@ombudsman.on.ca, or 416-586-3426.

Yours truly,



André Marin
Ombudsman

Encl.

RECEIVED

FEB 04 2015

Township of Puslinch

RECEIVED

JAN 30 2015

**Certificate with respect to approval of
a draft plan of condominium subdivision
by The Corporation of the City of Guelph**

I, Tina Agnello, Deputy City Clerk of The Corporation of the City of Guelph, hereby certify that the Notice of Decision of a Draft Plan of Condominium Subdivision, (23CDM14504) for Lot 194 and Part of Lot 178 Registered Plan 8 (Also known as parts 1 to 5, Plan 61R20178), municipally known as 5 Gordon Street, in the City of Guelph, County of Wellington, was sent to the persons and public bodies prescribed under subsection 51 (37) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended. I also certify that the 20 day objection period expired on the 23rd day of October, 2014, and to that date, no notice of objection or request for a change in the provisions of the decision of the draft plan of condominium subdivision has been filed by any person with the City Clerk's Department. A declaration to this effect is on file.

In accordance with subsection 51 (41) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, this Draft Plan of Condominium Subdivision is deemed to have been approved on the 24th day of October, 2014.

Dated this 26th day of January, 2015.

CLERK'S DEPARTMENT	
TO	RP
Copy	
Please Handle	
For Your Information	✓
Council Agenda	Feb 11/15
File	

[Signature]
Deputy City Clerk



Certified copy to:

Michael Witmer, Planner, City of Guelph
Assessment Commissioner, Municipal Property Assessment Corporation
John Farley, Creating Homes Inc. , Applicant
Gordon Street Co-Operative Development, Owner

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

Copies to:

List attached hereto

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

**Distribution list with respect to the approval of draft plan of
condominium subdivision by The Corporation of the City of Guelph for
23CDM14504**

Brad Boulton, Bell Canada
Theresa Yu, Canada Post
Development Review Co-ordinator, Canadian Nation Railway Properties
Clerk, Township of Guelph-Eramosa
Clerk, Township of Puslinch
CAO, County of Wellington
Guelph Hydro Electric Systems Inc.
Planning & Design Section, Corridor Control Office, Ministry of Transportation
Sarah Liuba, Rogers Cable TV Ltd.
Gwen Keep, Union Gas Limited
Jennifer Passy, Upper Grand District School Board
Dan Duszczyszyn, Wellington Catholic District School Board
Tim Brown, Municipal Property Assessment Corporation
Chief Building Official, City of Guelph
City Solicitor, City of Guelph
Director of Finance, City of Guelph
General Manager of Planning Services, City of Guelph
Paul Harding, Guelph Police Services
City Engineer, City of Guelph
Karen Sabzali, Manager of Parks and Open Spaces, City of Guelph
Fire Chief, City of Guelph
Economic Development, City of Guelph
Randy Harris, City of Guelph
Sylvia Kirkwood, City of Guelph
Development Planning

152/21

CLERK'S DEPARTMENT	
TO	KP
Copy	
Please Handle	
For Your Information	
Council Agenda	26/15
File	

Notice of the Decision

RECEIVED

of a Draft Plan of Condominium Subdivision

JAN 30 2015

by The Corporation of the City of Guelph

Shipp of Puslinch

IN THE MATTER of a decision for approval of a Draft Plan of Condominium Subdivision for Block 4, Plan 61M-156, (23CDM14509), municipally known as 106 Bard Boulevard, in the City of Guelph, County of Wellington.

TAKE NOTICE that the General Manager of Planning Services of The Corporation of the City of Guelph gave approval for a Draft Plan of Condominium Subdivision on the January 15, 2015, under subsection 51 (31) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, in respect to Block 4, Plan 61M-156, (23CDM14509), municipally known as 106 Bard Boulevard, in the City of Guelph, County of Wellington.

AND TAKE NOTICE that the applicant, or any person or public body that made a written submission before the Decision may, at anytime before the approval of the final plan of condominium subdivision, appeal any of the conditions imposed by the General Manager of Planning Services of the Corporation of the City of Guelph to the Ontario Municipal Board by filing a notice of appeal with the Clerk of The Corporation of the City of Guelph.

I.G.# 9

AND THAT any appeal to the Ontario Municipal Board in respect of the decision to approve the draft plan of condominium subdivision, or any of the conditions of the draft plan of condominium subdivision may be made by filing with the Clerk of The Corporation of the City of Guelph, not later than the 17th day of February, 2015, at 4:30 p.m., a notice of appeal setting out the objection and reasons in support of the objection. The applicable fee of \$125, **paid by cheque or money order**, made payable to the "Minister of Finance", must also be submitted with the appeal.

A copy of the Decision, including the conditions, is included. All of the related information for the draft plan of condominium subdivision is available for inspection at Planning & Building, Engineering and Environment office, City Hall, 3rd Floor, 1 Carden Street, Guelph, Ontario, during business hours (8:30 a.m. to 4:30 p.m., Monday to Friday).

You will be entitled to receive notice of any changes to the conditions of approval of the draft plan of condominium subdivision if you have made a written request to be notified of changes to the conditions.

No person or public body shall be added as a party to the hearing of the appeal regarding any changes to the conditions of approval unless the person or public body, before the decision, made written submissions or a written request to be notified of changes to the conditions.

Only individuals, corporations or public bodies may appeal decisions in respect of a proposed plan of condominium subdivision to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf. If you wish to appeal to the Ontario Municipal Board, the requisite appeal forms are available from the Ontario Municipal Board on their website at www.omb.gov.on.ca, or you may obtain the appeal forms from the

City Clerk's Department, c/o ServiceGuelph, 1st Floor, City Hall, 1 Carden Street,
Guelph, Ontario.

DATED at the City of Guelph this 28th day of January, 2015.

Stephen O'Brien
City Clerk
Guelph City Hall
1 Carden Street
Guelph, Ontario N1H 3A1

January 15, 2015

James Laws
Van Harten Surveying Inc.
423 Woolwich Street
Guelph, ON N1H 3X3

**RE: 106 Bard Boulevard Plan of Condominium,
23CDM14509**

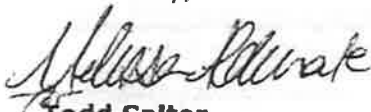
As City Council's delegated approval authority for most condominium applications in the City of Guelph, I would like to confirm that your condominium application for draft plan approval has been reviewed by the City of Guelph Planning Services and as of the date of this letter, I have decided to approve the condominium plan for 106 Bard Boulevard under Section 51 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, subject to the conditions attached.


By copy of this letter, I am requesting the City Clerk to initiate the Notice of Decision circulation which will be mailed in accordance with Section 51(37) of the *Planning Act*. This Notice of Decision of the approval of the plan including conditions will be circulated for a 20 day time period during which any person or public body may file a notice of appeal of the decision. Should no appeals be filed, the approval of the condominium plan of subdivision shall be deemed to have been made on the day after the last day for appealing the decision.

Once your condominium plan has received draft plan approval, when you wish to register your plan, please contact the Planning Services Staff and advise in writing how you have satisfied all of the conditions of draft plan approval.

If you have any questions on this file, please contact Michael Witmer, Development and Urban Design Planner, Planning Services at (519) 837-5616, extension 2790.

Yours truly,




**Todd Salter
General Manager,
Planning Services**

MW/ts

c: Stephen O'Brien, City Clerk
Kealy Dedman, City Engineer, Engineering Services
Donna Jaques, City Solicitor
Sylvia Kirkwood, Manager of Development Planning

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

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

guelph.ca

23CDM14509 – 106 Bard Boulevard

Conditions

PREAMBLE: Draft Plan Approval will lapse and expire after five years (5) from date of issuance of approval from the General Manager of Planning Services.

- 1) That this approval applies to the draft Plan of Condominium prepared by Van Harten Surveying Inc., Project No. 21149-12 dated October 15, 2014, illustrating a total of seventy-two (72) residential units and common elements consisting of a rooftop amenity area, and eleven (11) visitor parking spaces.
- 2) The owner shall develop the site in strict accordance with the Ontario Building Code as set out in Section 6 of Ontario Regulation 48/01, as amended from time to time, and the approved plans, including but not limited to, the fully detailed site plan, servicing plan, grading and drainage plan, landscape plan, photometrics plan, traffic geometrics plan, building elevations and building drawings and mechanical drawings approved by the City in accordance with Section 41 of the Planning Act, to the satisfaction of the City, prior to the registration of the Plan of Condominium or any part thereof.
- 3) The owner acknowledges and agrees that the City can and shall make a detailed site inspection at 106 Bard Boulevard to ensure the site is completed according to the plans approved by the City, prior to the registration of the Plan of Condominium or any part thereof.
- 4) That the owner agrees to register the plan of condominium in one (1) single phase.
- 5) The owner shall pay any outstanding debts owed to the City, prior to the registration of the Plan of Condominium.
- 6) That prior to the registration of the plan of condominium, the owner shall provide the City with a drainage certificate from an Ontario Land Surveyor or a Professional Engineer stating that the buildings constructed and the grading of the site is in conformity with the drainage plan and that any variance from the plan has received the prior approval of the City Engineer.
- 7) That prior to the registration of the plan of condominium, the owner shall provide the City with a certificate from a Professional Engineer certifying that the sanitary sewers, building drains, building sewers, building storm drains, building storm sewers, watermains, water distribution system, hydrants, catchbasins, roadways, driveways, parking areas and sidewalks that are to become part of the common facilities and areas, are in good

repair, free from defects and functioning properly.

- 8) That a Professional Engineer and/or Ontario Land Surveyor identifies all the sanitary sewers, building drains, building sewers, building storm drains, storm sewers, stormwater management system, watermain and water distribution system, serving the site and also identifies the locations where easements are required prior to registration of the plan of condominium.
- 9) That prior to the registration of the plan of condominium, an independent lawyer shall certify that the proposed condominium phase has easements for all the sanitary sewers, building drains, building sewers, building storm drains, storm sewers, stormwater management system, watermain and water distribution system serving the condominium phase, which are located on private lands other than the lands included in the phase being registered.
- 10) That prior to the registration of the plan of condominium, an independent lawyer shall certify that the following advisory clause has been incorporated into the Condominium Declaration and Purchase and Sale Agreements: *"Residents are hereby advised that Victoria Road South may be used as a truck route."*
- 11) That prior to the registration of the plan of condominium, an independent lawyer shall certify that the following advisory clause has been incorporated into the Condominium Declaration and Purchase and Sale Agreements: *"Residents are hereby advised that due to the building's proximity to Victoria Road South, projected noise levels on this property may exceed the Ministry of Environment (MOE) guidelines and may cause concern to some individuals. Dwelling units on the north, east and south facades have been fitted with a forced air heating system and ducting was sized to accommodate air conditioning. Installation of central air conditioning will allow windows and exterior doors to remain closed thereby ensuring that indoor sound levels are within MOE's guidelines."*
- 12) That prior to the registration of the plan of condominium, an independent lawyer shall certify that the following advisory clause has been incorporated into the Condominium Declaration and Purchase and Sale Agreements: *"The lands adjacent to the subdivision are being utilized for normal agricultural operations that may result in noise, dust, odour and other potential nuisances associated with livestock or agricultural uses. These normal agricultural practices may occasionally affect the living environment of residents in close proximity to agricultural operations."*
- 13) Prior to the registration of the plan of condominium or any part thereof, the owner shall pay to the City, the City's total cost of reproduction and distribution of the Guelph Residents' Environmental Handbook, to all future homeowners or households within the plan, with such payment based on a

cost of one handbook per residential dwelling unit, as determined by the City.

- 14) Further to requirements outlined in Condition 3, any works not completed as per the approved site plans shall be completed prior to registration of the plan of condominium, and/or the Owner shall pay to the City a security amount representing the outstanding items therein as agreed to by the Manager of Development Planning.
- 15) The owner agrees to provide the City's Planning Services staff with a digital file of the plan of condominium in an AutoCAD (*.dwg) format prior to the registration of the Plan of Condominium or any part thereof.
- 16) Prior to the City's final approval of the plan of condominium, the City shall be advised in writing by the owner how conditions 1 through 15 have been satisfied or acknowledged, whatever the case shall be.

NOTES:

1. The Developer is responsible for contacting Canada Post and arranging mailbox locations and mail delivery methods for the development.
2. Draft Plan of Condominium approval will expire five (5) years from the date draft plan approval is issued.

REPORT

TO General Manager of Planning Services

SERVICE AREA Infrastructure, Development and Enterprise

DATE January 15, 2015

SUBJECT **Proposed Draft Plan of Residential Condominium Subdivision
106 Bard Boulevard (23CDM14509)** – Vanmar Developments Ontario Inc.

REPORT NUMBER 15-13

RECOMMENDATION

Draft Plan of Condominium Approval, subject to the conditions outlined in **Schedule 2**.

BACKGROUND

The City of Guelph is in receipt of an application for Draft Plan of Condominium from Van Harten Surveying Inc. on behalf of Vanmar Developments Ontario Inc. The application pertains to lands municipally known as 106 Bard Boulevard. The subject property has an area of approximately 0.64 hectares.

The applicant is requesting draft plan approval for a seventy-two (72) unit residential condominium. The application is for a standard plan of condominium, and is proposed to be registered in one (1) single phase. The condominium is also proposed to have ninety-five (95) off-street parking spaces and thirty-seven (37) storage lockers as unit areas in addition to the seventy-two (72) dwelling units. The applicant has indicated that a roof-top amenity space, interior common amenity space and exterior landscaping are proposed to form part of the condominium's Common Areas. While the applicant indicated there will be no Exclusive Use (E.U.) areas on the application form, the draft plan of condominium identifies the terrace areas (balconies) of each dwelling unit as E.U. The applicant has since clarified that the E.U. terrace areas shown on the plan are correct. The land and building would be subdivided in accordance with the attached proposed Draft Plan of Condominium (**Schedule 3**).

The property is designated 'High Density Residential' in the current Official Plan and is zoned R.4B-11 (Specialized Residential – High Density Apartment) in the City of Guelph's Zoning By-law. This application for Draft Plan of Condominium approval does not affect the site's present Official Plan designation or zoning.

Site plan approval (Site Plan File #: SP12A046) was issued by the City for this development on April 14, 2014 (**Schedule 4**). Building permits have been issued and construction is currently on-going.

Infrastructure, Development and Enterprise Comments

Planning Services recommends approval of this application for draft plan of condominium, subject to the conditions outlined in **Schedule 2**. The development has received the necessary site plan approval and building permits have been issued. The draft plan approval conditions recommended in **Schedule 2** will ensure that site development is completed to the satisfaction of the City, prior to the registration of the plan of condominium.

Location

106 Bard Boulevard (**Schedule 1**); legally described as BLOCK 4, PLAN 61M-156, CITY OF GUELPH, COUNTY OF WELLINGTON.

Summary of Proposal


Request for draft plan approval of a seventy-two (72) unit standard residential condominium complex, with common elements comprising of a roof-top amenity area, and eleven (11) visitor parking spaces. The condominium is proposed to be registered in one (1) single phase.

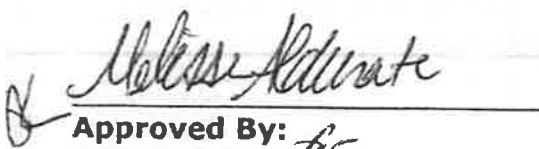
DEPARTMENTAL & AGENCY CONSULTATION

The summary of comments received in the review of the application is included in **Schedule 5**.

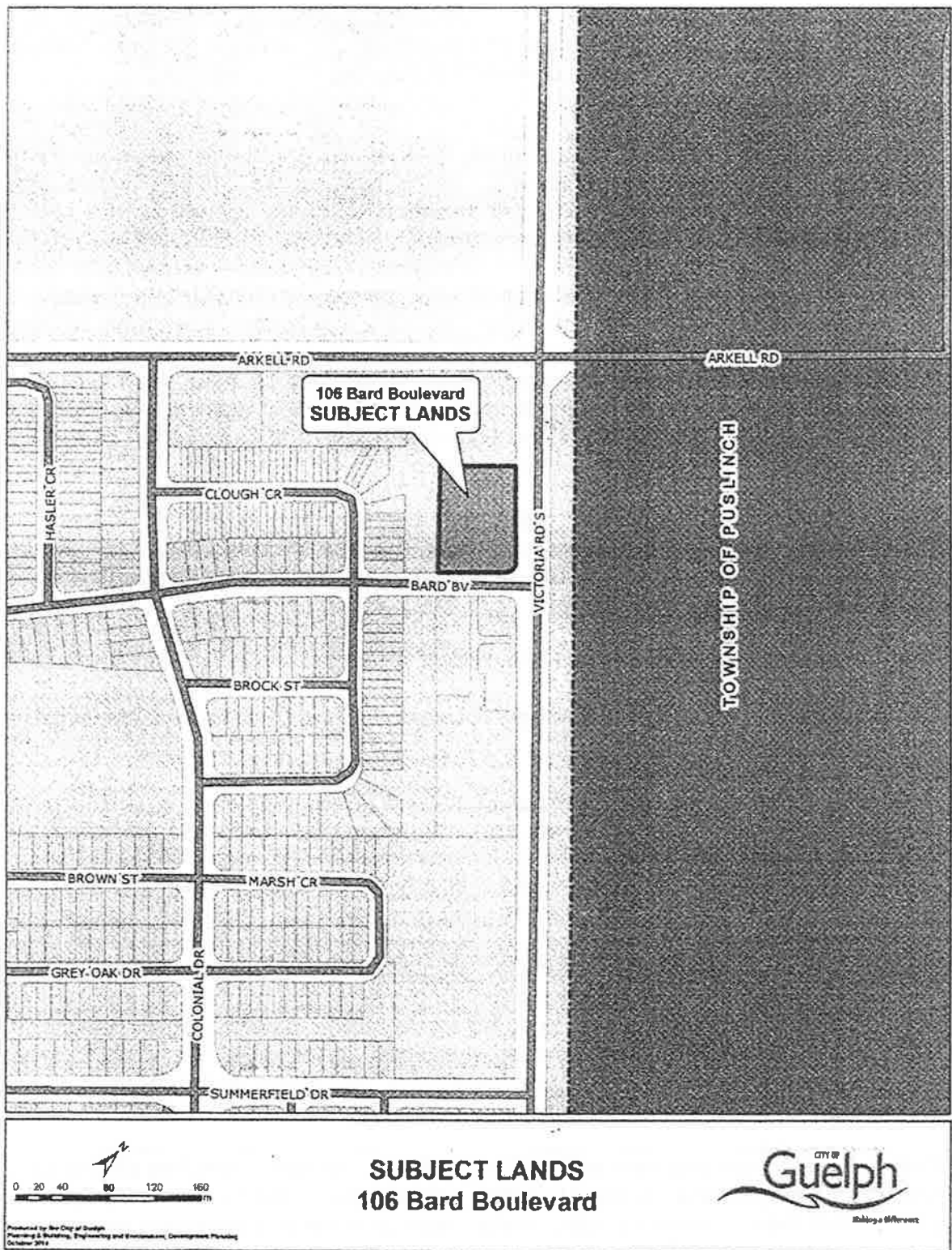
ATTACHMENTS

- Schedule 1** – Location Map
- Schedule 2** – Conditions
- Schedule 3** – Proposed Condominium Plan
- Schedule 4** – Approved Site Plan
- Schedule 5** – Department/Agency Comment Checklist


Prepared By:
Michael Witmer
Development and Urban Design Planner


Approved By: *for*
Todd Salter
General Manager of Planning Services

SCHEDULE 1 Location Map



SCHEDULE 2

Conditions

PREAMBLE: Draft Plan Approval will lapse and expire after five years (5) from date of issuance of approval from the General Manager of Planning Services.

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- 8) That a Professional Engineer and/or Ontario Land Surveyor identifies all the sanitary sewers, building drains, building sewers, building storm drains, storm sewers, stormwater management system, watermains and water distribution system, serving the site and also identifies the locations where easements are required prior to

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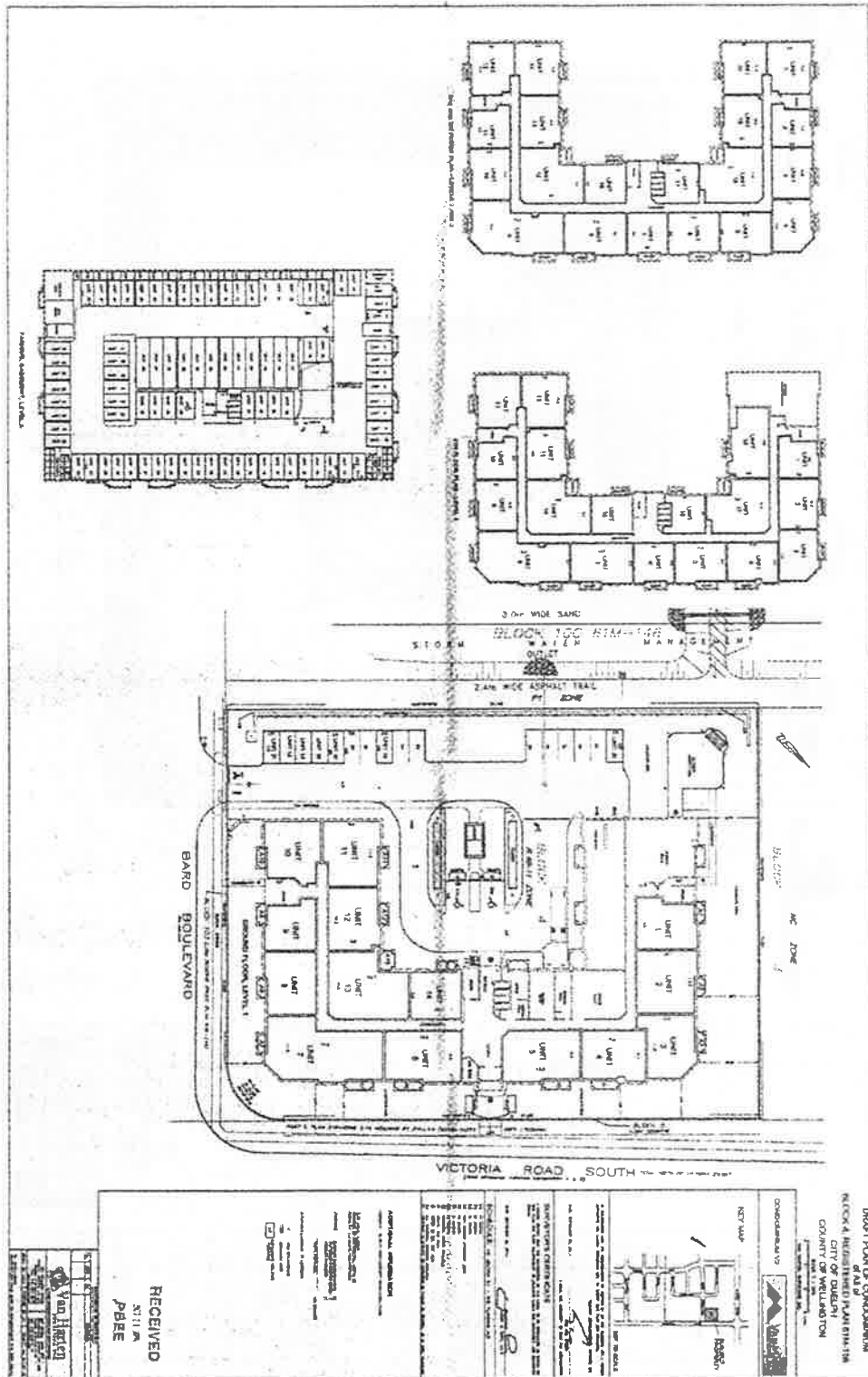
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-
- 16) Prior to the City's final approval of the plan of condominium, the City shall be advised in writing by the owner how conditions 1 through 15 have been satisfied or acknowledged, whatever the case shall be.

NOTES:

1. The Developer is responsible for contacting Canada Post and arranging mailbox locations and mail delivery methods for the development.
2. Draft Plan of Condominium approval will expire five (5) years from the date draft plan approval is issued.

SCHEDULE 3 Proposed Condominium Plan



KEY MAP

SITE DATA

NO.	DESCRIPTION	UNIT	AMOUNT
1	GRAVEL DRIVE	SQ. YD.	1,000
2	GRAVEL DRIVE	SQ. YD.	1,000
3	GRAVEL DRIVE	SQ. YD.	1,000
4	GRAVEL DRIVE	SQ. YD.	1,000
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84	GRAVEL DRIVE	SQ. YD.	1,000
85			

SCHEDULE 5
Department/Agency Comment Checklist

<u>RESPONDENT</u>	<u>NO OBJECTION OR COMMENT</u>	<u>CONDITIONAL SUPPORT</u>	<u>ISSUES/CONCERNS</u>
Upper Grand District School Board	✓		
Engineering Services		✓	<ul style="list-style-type: none"> • Development to be registered in one phase • Owner pays any outstanding debts to the city prior to registration
Township of Puslinch	✓		
Economic Development	✓		
Fire Department	✓		<ul style="list-style-type: none"> • Requirements for access and hydrant location.
Guelph Hydro	✓		
Building Services	✓		
Development Planning		✓	<ul style="list-style-type: none"> • Standard condominium conditions
Wellington Catholic District School Board	✓		
Union Gas	✓		
Canada Post	✓		
Guelph Police Services	✓		

RECEIVED
FEB 03 2015
Township of Guelph/Eramosa

TAKE NOTICE that the Council of the Corporation of the Township of Guelph/Eramosa passed By-law No. 5/2015, on the 19th day of January, 2015, under Section 34 of the *Planning Act*, R.S.O. Chapter P. 13, as amended.

AND TAKE NOTICE that the last date for filing a notice of appeal to the Ontario Municipal Board in respect of the by-law is the **19th day of February, 2015**. A Notice of Appeal setting out the reasons for the appeal must be filed with the Clerk of the Township of Guelph/Eramosa and accompanied by the appropriate fee as required by the Ontario Municipal Board.

NOTE: Only individuals, corporations and public bodies may appeal a zoning by-law to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Ontario Municipal Board, there are reasonable grounds to add the person or public body as a party.

TOWNSHIP INITIATED HOUSEKEEPING AMENDMENT – The Township of Guelph/Eramosa housekeeping amendment or minor revisions to the existing Zoning By-law 57/1999 is 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 amendment applies to all lands within the Township currently subject to Zoning By-law 57/1999, therefore, a key map has not been provided. Generally the amendment includes:

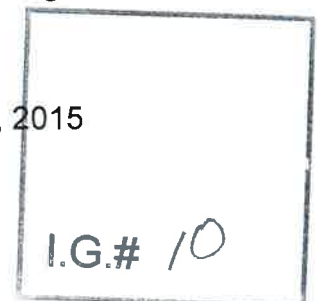
TERMS TO BE DEFINED: Composting Yard, Parking Lot, Recycling Plant, Scientific Research Establishment, Taxi or Bus Depot, Courier Service, Waste Disposal Area, and Waste Transfer Station

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

The complete by-law passed as By-law No. 5/2015 is available for inspection in the Clerk's Office located at 8348 Wellington Road 124 (at Brucedale), during regular business hours (8:30 a.m. to 4:30 p.m.).

Dated at the Township of Guelph/Eramosa, this 30th day of January, 2015

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



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.

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	Feb 1/15
Title	



REPORT PD-2015-003

TO: Mayor and Members of Council

FROM: Chief Building Official

DATE: February 4, 2015

SUBJECT: Site Alteration Agreement
Marc & Andrea Reid – 7827 Wellington Road 36
L04/REI

RECOMMENDATIONS

That Report PD-2015-03 regarding Site Alteration Agreement – Marc & Andrea Reid – 7827 Wellington Road 36 be received; and

That Council enact a By-law to authorize the entering into of an agreement as outlined in Report PD-2015-03 with Marc & Andrea Reid – 7827 Wellington Road 36 upon submission of required securities and the Halton Conservation Authority permit.

DISCUSSION

Purpose

The subject property 7827 Wellington Rd 36 as shown on Schedule “A” and “B” attached to this Report is an agricultural property that is an active farm. The owners of the property wish to import fill to allow for more efficient farming of the existing uneven land on the western portion of the property. The property has a horse operation and the owners must find farming efficiencies to increase the productivity of these fields. The site is located on the south side of Wellington Rd 36 and west side of Concession Rd 11; with a legal description of Part lot 31 Concession 10. It has a lot area of approximately 39.2 Hectares.

The applicants are requesting Council to enter into a Site Alteration Agreement attached as Schedule “C” to authorize the Chief Building Official to proceed with issuing a Site Alteration Permit.

Background

The applicants sought to obtain a site alteration permit for the levelling of a farm field in order to improve the efficiency of farming the land. In order to make this necessity fiscally possible the applicant is seeking to import approximately 69,500 m³ of soils.

The amount of proposed imported fill requires in addition to a site alteration permit, that the applicant enter into a Site Alteration Agreement with the Township, where securities are provided to the Township and the agreement is registered on title of the subject property.

In accordance with the provisions of By-law 31/12, all requirements have been met and reviews completed by the Township's consultants and outside agencies including GM BluePlan, Harden Environmental, GWS, Halton Conservation, County of Wellington Roads and Planning.

Prior to bringing forward a By-law to Council authorizing the entering into of an agreement the applicant(s) is required to submit securities in a form satisfactory to the Township in the amount of \$100,000.00 and the Halton Conservation Authority Permit.

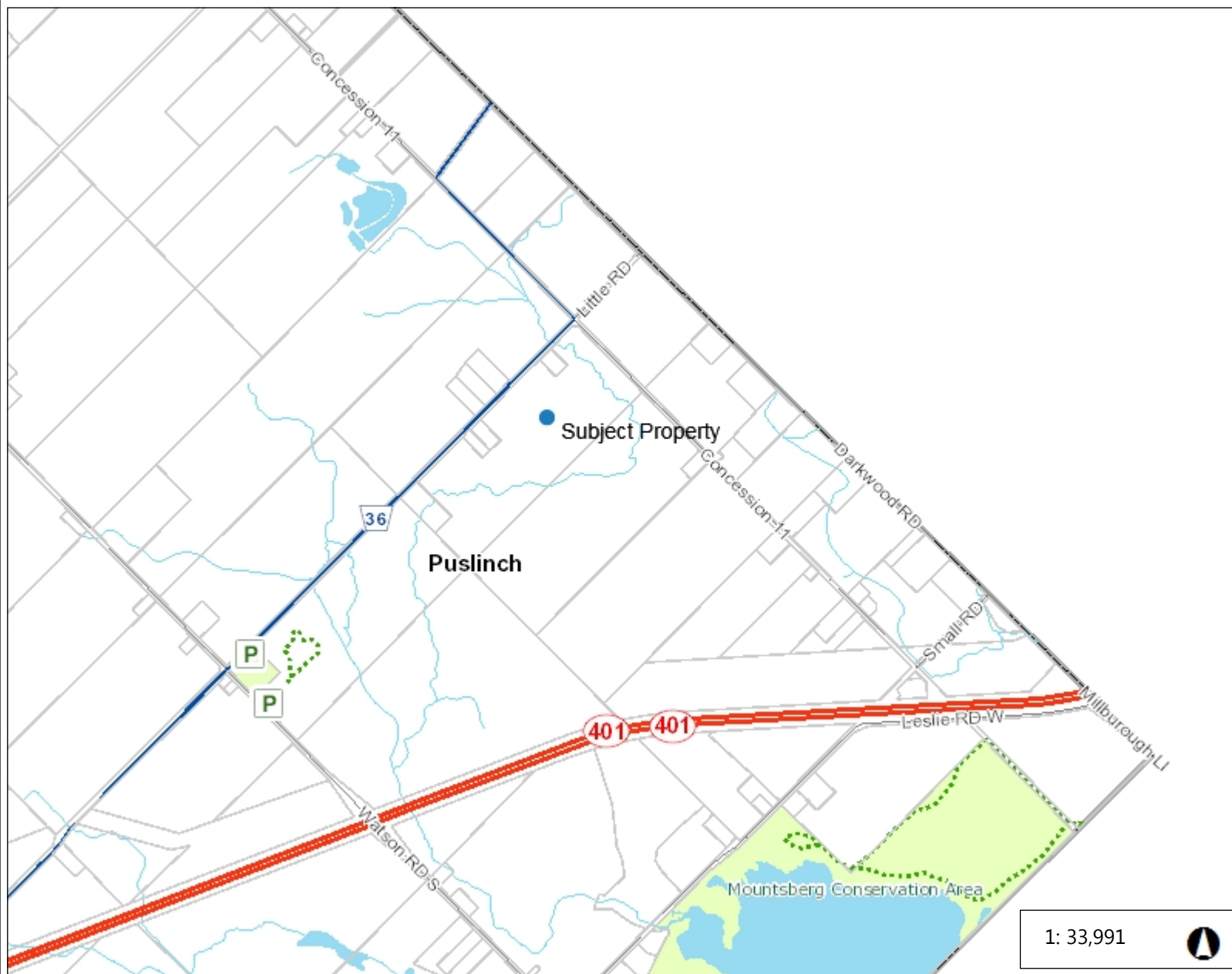
Applicable Legislation and Requirements

Municipal Act, S. O. 2001, Section 142, as amended
Township of Puslinch Zoning By-law 19/85

Site Alteration By-law 31/12 – Excerpts of By-law 31/12 are attached as Schedule "D" to this Report to outline the application and document submission requirements.

Attachments

Key Map – Schedule A
Aerial photograph – Schedule B
Agreement – Schedule C
Excerpts of By-law 31/12 – Schedule D



Legend

- Propane Tank
- Propane Hazard Area
- Municipal Offices
- OPP Stations
- Hospitals
- Fire Stations
- Information Centres
- Schools
- Post Offices
- Arenas
- Community Centres
- Curling Rinks
- Libraries
- Museums
- Park Parking Lots
- County Garages
- Parcels
- Roads - Small Scale**
 - Local Road
 - County Road
 - Highway
- Railways
- Trails
- Waterbodies
- Watercourses
- Parks

1: 33,991



1.7 0 0.86 1.7 Kilometers

Notes

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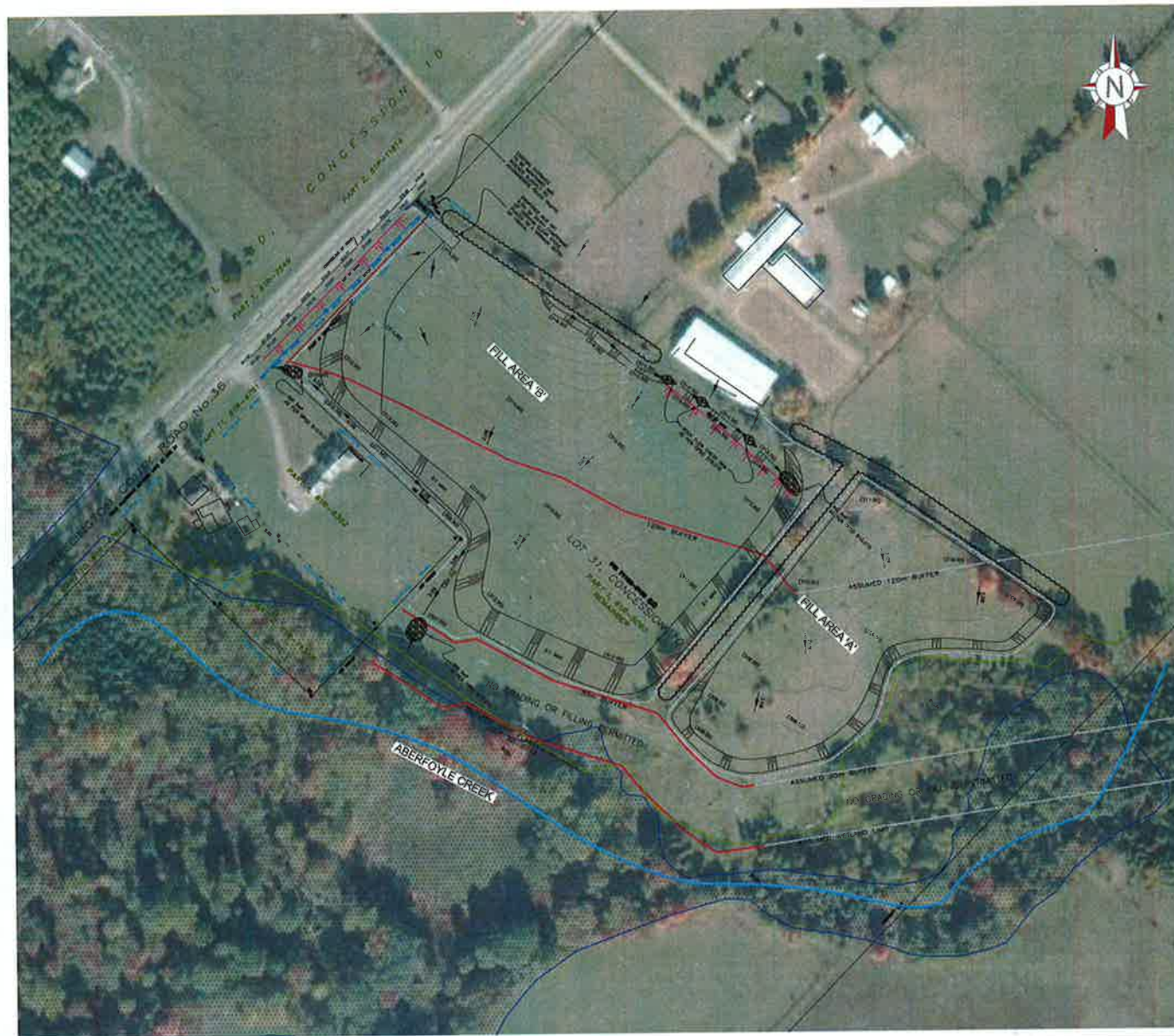
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LEGEND

--- APPROXIMATE SITE BOUNDARY



WETLANDS (NRVIS)



SCALE 1:2000

NOTES:

- 1-REFERENCES: VAN HARTEN SURVEYING INC., Grading Plan, Project No: 21549-13, 2013-11-28,
- 2-REFERENCES: GRAND RIVER CONSERVATION AUTHORITY, Natural Resources and Values Information System (NRVIS) Delineated Wetlands, Retrieved 2013-11-28,
- 3-REFERENCES: GOOGLE EARTH, Aerial Photograph, Retrieved 2013-11-28,
- 4-Drawing scale may be distorted due to file conversion and/or copying. Measurements taken from the drawing must be verified in the field.

Project

Hydrological Assessment

7627 Wellington Road No. 26, Stratford, Ontario

Title

SITE PLAN

LVM

LVM inc.

 333, Bridge Street East
 Kitchener (Downtown) ON N2C 2Y3
 Telephone : 519-241-1313
 Fax : 519-241-3422

 Prepared A.Higgins
 Drawn A.Higgins
 Checked C.Helmer

 Discipline HYDROGEOLOGY
 Scale 1 : 2000
 Date 2013-11-29

 Project manager
C.Helmer

 Sequence no. **02 of 02**

 M. dept. Project
160
B-0007961-1
 Doc. Draw no. Rev.
HD00200

10 cm

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NOTES :
1-REFERENCES : Google Map (2013).

0 100 200 300 400 500 m
SCALE 1:12500

G:\160\0007961\25_CAD\B-0007961-1_DWG01.DWG

Project

Hydrological Assessment

7827 Wellington Road 36, Moffat, Ontario

Title

LOCATION PLAN

LVM

LVM inc.

353, Bridge Street East
Kitchener (Ontario) N2K 2Y5
Telephone : 519.741.1313
Fax : 519.741.5422

Prepared **A.Higgins**
Drawn **A.Higgins**
Checked **C.Helmer**

Discipline **HYDROGEOLOGY**
Scale **1 : 12500**
Date **2013-11-28**

Project manager
C.Helmer
Sequence no.
01 of 02

M. dept. Project
160

B-0007961-1

Disc. Dwg no. Rev.
HD 001 00

(complete and insert Document General Page as Page 1)

**TOWNSHIP OF PUSLINCH
SITE ALTERATION AGREEMENT**

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

- and -

MARC REID AND ANDREA REID**I N D E X**

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**TOWNSHIP OF PUSLINCH
SITE ALTERATION AGREEMENT**

THIS AGREEMENT made this _____ day of _____, 2015, pursuant to Section 41 of the Planning Act, R.S.O. 1990, as amended.

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
(hereinafter called the "Township")

PARTY OF THE FIRST PART

- and -

MARC REID AND ANDREA REID
(hereinafter called the "Owner")

PARTY OF THE SECOND PART

W H E R E A S:

- A. The Owner of the property described in Schedule "A" to this Agreement which is the subject matter of an application for Site Alteration Approval pursuant to section 5.2 of the Township by-Law Number 31/12;
- B. The Township requires that the Owner enter into a written agreement to identify approved plans, drawings and specifications and to require that the property be graded and maintained in accordance with the approved documents.

NOW THEREFORE this Agreement witnesseth that in consideration of the premises, other good and valuable consideration and the sum of Two Dollars (\$2.00) of lawful money of Canada, now paid by each of the parties hereto to each of the other parties hereto (the receipt whereof is hereby acknowledged), the parties agree as follows:

ARTICLE 1 - IDENTIFICATION OF LANDS APPROVED FOR DEVELOPMENT

1.1 Legal description

The Owner's property which is the subject matter of this agreement is described in Schedule "A" attached (herein called "the Lands").

ARTICLE 2 - IDENTIFICATION OF PLAN(S)

2.1 Approved plan(s)

The Owner in making application for site alteration approval has agreed to provide to the satisfaction of the Township, plan or plans showing the location of all buildings, structures, facilities, works and site elevations and services existing and proposed and, where required, technical reports, studies monitoring programs and final site restoration. The plan(s) and drawings and reports described in Schedule "B" [hereinafter called the "Approved Plan(s)"] shall be deemed to have been approved by the Township upon execution of this Agreement.

2.2 Filing of plan(s)

Five (or such greater number as shall be requested by the Township) copies of the Approved Plan(s) shall be filed with the Township's Clerk.

ARTICLE 3 - SPECIAL REQUIREMENTS

3.1 Additional requirements and provisions

Notwithstanding the approval by the Township of the plans and drawings described in Schedule "B" the parties agree that the additional requirements referred to in Schedule "C" (if any) shall apply to the alteration of the Lands in addition to the information shown on the Approved Plan(s) and in the event of a conflict between the provisions of the Approved Plans and Schedule "C" then the provisions of the latter shall prevail.

ARTICLE 4 - IMPLEMENTATION OF PLAN(S)**4.1 Owner's covenant to implement plan(s)**

The Owner covenants and agrees that all works and features illustrated on the Approved Plan(s) and the additional requirements set out in Schedule "C", if any, shall be constructed, installed, performed or provided as the case may be at the Owner's sole risk and expense and to the satisfaction of the Township.

4.2 Township's right of entry

The Township shall have a right of entry upon the Lands, through employees, agents or contractors to ensure that the provisions of this agreement are complied with at all times.

4.3 Stop work orders

The Township's Chief Building Official shall treat a breach of the terms of this Agreement or covenants contained herein in a manner similar to a breach of the Township's Site Alteration By-Law and shall issue a stop work order until such breach is rectified. The Owner acknowledges that the requirements of this Agreement constitute applicable law for purposes of the Building Code Act.

4.4 Notice to comply

In the event that the Township gives written notice to the registered Owner of the Lands that it has failed to construct, provide or maintain any matter or thing illustrated on the Approved Plan(s) or required by this Agreement, and if the Owner fails to construct, provide or maintain such required matter or thing within thirty (30) days of the date that such notice is mailed by prepaid registered mail to such person at the address for such person set out in Article 11.1 or as shown on the most-recently revised assessment roll then the Township may enter upon the Lands, through employees, agents or contractors and construct, provide or maintain such matter or thing which had been specified in the notice at the expense of the registered Owner of the Land.

ARTICLE 5 - FINANCIAL ASSURANCES**5.1 Security requirement - public lands**

In the event any works are to be performed on municipally or publicly-owned property of any kind which may service the subject lands, the Owner shall, at the time of signing this Agreement and prior to the commencement of work, supply the Township with an unconditional irrevocable Letter of Credit from a chartered Canadian bank, in a form and an amount satisfactory to the Township sufficient to guarantee the satisfactory completion of the works to be constructed or performed by the Owner on municipally or publicly-owned lands and further guaranteeing the workmanship and materials of all such works and matters. The Letter of Credit shall further guarantee payment to the Township of all inspection or other costs that the Township may incur in connection with such works or the preparation and implementation of this Agreement.

5.2 Security requirement - subject lands

In addition to the security to be provided to the Township pursuant to Article 5.1, the Owner shall at the time of signing this Agreement and prior to the commencement of work, unless such requirement is specifically waived in writing by the Township, supply the Township with an unconditional irrevocable Letter of Credit from a chartered Canadian bank, in a form and an amount satisfactory to the Township sufficient to guarantee the satisfactory completion of the work and facilities to be provided on the Lands pursuant to the Approved Plan(s) and this Agreement and further guaranteeing the workmanship and materials of all such works and matters. The Letter of Credit shall further guarantee payment to the Township of all inspection or other costs that the Township may incur in connection with such works or the preparation and implementation of this Agreement.

5.3 Township's right to draw upon security

In the event that the Owner fails to comply with a notice given to him pursuant to Article 4.4 hereof the Township shall be at liberty to draw upon the security provided to it pursuant to this Article to pay for the cost of any work undertaken by it or on its behalf pursuant to such notice and to pay the costs incurred by the Township in the administration and implementation of this Agreement.

5.4 Release of Security

The security provided under this Article, or the amount thereof remaining after draws referred to in Article 5.3, shall be delivered or repaid to the Owner after all of the works have been completed in each stage to the satisfaction of the Township's authorized personnel.

5.5 Township's Expenses

The Owner agrees to pay to the Township all reasonable costs incurred by the Township in connection with the undertaking to alter this site which, without limiting the generality of the foregoing, shall include all expenses of the Township heretofore and hereinafter incurred for legal, engineering, surveying, planning and inspection services, extra Council meetings, if any, and employees' extra time, if any, and shall pay such costs from time to time forthwith upon demand, provided, if such costs be not paid forthwith same shall bear interest from the date which is 10 days following the date of demand to the date of payment at two (2) percentage points in excess of prime rate of interest charged by the Canadian Imperial Bank of Commerce during such period.

ARTICLE 6 - INDEMNIFICATION

6.1 Owner's agreement to indemnify

The Owner agrees on behalf of himself, its heirs, executors, administrators and assigns to save harmless and indemnify the Township, and, if applicable, the County of Wellington, and their respective officials employees and agents, from all losses, damages, costs, charges and expenses which may be claimed or recovered against the Township or the County of Wellington, as the case may be, by any person or persons arising either directly or indirectly as a result of any action taken by the Owner pursuant to or implementing the terms of this Agreement.

ARTICLE 7 - LIABILITY INSURANCE

7.1 When liability insurance required

In the event that work is to be performed by the Owner, its servants, agents or contractors on lands owned by the Township, or the County of Wellington, the Owner shall supply the Township or the County of Wellington with written evidence of a current comprehensive liability insurance policy in form satisfactory to the Township, holding the Township (and if applicable the County of Wellington) harmless for any and all claims for damages, injuries or losses in connection with the work done by or on behalf of the Owner, its servants, agents or contractors on or adjacent to the Lands in an amount of not less than Two Million (\$2,000,000.00) Dollars inclusive. The Township (and if applicable the County of Wellington) are to be named as insured parties in the said policy.

ARTICLE 8 - TIME LIMITS FOR COMPLETION

8.1 Consequences of delay

In the event that a site alteration permit is not issued and re-grading has not commenced within one year from the date of this Agreement, or if the works and facilities contemplated in the Approved Plan(s) are not fully completed within two (2) years from the date of this Agreement, the conditions of approval and provisions of this Agreement will be reviewed and may be subject to revision by the Township by notice in writing to the Owner which revisions shall be accepted and implemented by the Owner.

8.2 Phasing of Site Alteration Works

The Owner agrees that all works and features illustrated on the Approved Plan(s) shall represent the total alterations on the property. The Owner also agrees that any future development beyond the approved plans will be subject to any additional plans, agreements and provisions as required by the Township.

ARTICLE 9 - MAINTENANCE OBLIGATIONS

9.1 General covenant to maintain and repair

The Owner agrees that all of the facilities, works and features illustrated on the Approved Plan(s) shall be maintained and kept in good repair at the Owner's sole risk and expense and to the satisfaction of the Township. In the event that the Township gives written notice to the Owner or the of the Lands that maintenance or repair of any matter required to be provided by this Agreement is to be undertaken, and if the Owner fails to undertake such required maintenance or repair within thirty (30) days of the date that such notice is mailed by prepaid registered mail to such person at the address for such person set out in Article 11.1 or as shown on the most-recently revised assessment roll then the Township may enter upon the Lands, through employees, agents or contractors and perform such maintenance or repairs which had been specified in the notice at the expense of the registered Owner of the Land.

9.2 Specific maintenance obligations

The Owner covenants with the Township as follows:

- (a) that it shall at all times maintain the installations, structures and facilities illustrated on the Approved Plan(s) and described in Schedule "B", if applicable, in good condition and repair;
- (b) that it shall ensure that all required environmental control and or monitoring devices identified on the Approved Plan(s) are properly maintained and protected from damages at all times.

In the event that the Owner of the Lands, is in breach of any of the covenants in this Article then the provisions of Article 11.2 hereof shall apply.

ARTICLE 10 - REGISTRATION OF AGREEMENT**10.1 Registration prior to permit issuance**

This Agreement will be registered against the title to the Lands and the Owner will pay for the cost of registration.

ARTICLE 11 - GENERAL PROVISIONS**11.1 Notices**

Any notice, invoice or other writing required or permitted to be given pursuant to this agreement (including notice of a change of address) shall be deemed to have been given if delivered personally to the party or to an officer of the applicable corporation or if delivered by prepaid first class mail, on the third (3rd) day after mailing. The address for service of each of the parties is as follows:

Owner: Marc Reid and Andrea Reid
7827 Wellington Road 36
Moffat, ON L0P 1J0

Township: The Corporation of the Township of Puslinch
7404 Wellington Road 34
RR 3
Guelph, ON N1H 6H9

To any other person: at the address shown for such person in the last revised assessment roll or the latest address for such person as shown in the Township's records.

11.2 Township costs recoverable like taxes

Notwithstanding any other remedy available to the Township, the Owner acknowledges and agrees that any expense incurred by the Township in connection with the approval of the Approved Plans or the preparation, registration, administration, implementation and enforcement of this Agreement, and specifically the maintenance obligations in Article 9, may be recovered by the Township in like manner as municipal taxes pursuant to the provisions of Section 326 of the Municipal Act.

11.3 Waiver

It is expressly understood and agreed that the remedies of the Township under this Agreement are cumulative and the exercise by the Township of any right or remedy for the default or breach of any term, covenant, condition or agreement herein contained shall not be deemed to be a waiver or alter, affect or prejudice any other right or remedy or other rights or remedies, to which the Township may be lawfully entitled for the same default or breach; and any waiver by the Township of the strict observance, performance or compliance by the Owner or with any term, covenant, condition or agreement herein contained, or any indulgence granted by the Township to the Owner shall not be deemed to be a waiver of any subsequent default or breach by the Owner, nor entitle the Owner to any similar indulgence heretofore granted.

11.4 Covenants as restrictive covenants

So far as may be, the covenants of the Owner herein shall be restrictive covenants running with the land for the benefit of the adjoining lands of the Township or such of them as may be benefited thereby and shall be binding on the Owner, its heirs, executors, administrators, successors and assigns as Owner and occupier of the said land from time to time.

11.5 No permit if money owed to Township

The Owner hereby agrees to pay all municipal taxes on the Lands which may be in arrears at the time of signing this Agreement and shall ensure that all taxes are paid up to date with respect to the Lands. Additionally, the Owner shall ensure that all taxes owing by him to the municipality on all other properties owned by the Owner elsewhere in the Township and any other accounts owing by him to the Township are also paid up to date. No site alteration permit will be issued with respect to the Lands until this Article has been complied with.

11.6 Number and Gender

It is agreed between the parties hereto that the appropriate changes in the number and gender shall be implied where the context of this Agreement and any schedules hereto so require in order that the Agreement and any part thereof shall be construed to have its proper and reasonable meaning.

11.7 Headings and Index

All headings and sub-headings and the Index within this agreement are incorporated for ease of reference purposes only and do not form an integral part of the Agreement.

11.8 No assignment without consent

The Owner shall not assign this Agreement until all works and facilities required by this Agreement have been

completed without the prior written consent of the Township, which consent will not be unreasonably withheld.

11.9 Ultra vires terms

If any term of this Agreement shall be found to be Ultra Vires of the Township, or otherwise unlawful, such term shall conclusively be deemed severable and the remainder of this Agreement mutatis mutandis shall be and remain in full force and effect.

11.10 Owner's acceptance of agreement

The Owner shall not call into question, directly or indirectly, in any proceedings whatsoever in law or in equity or before any administrative tribunal the right of the Township to enter into this Agreement and to enforce each and every term of this Agreement and this Agreement may be pleaded as an estoppel against the Owner in any such proceedings.

11.11 Enurement

This Agreement shall enure to the benefit of and be binding upon the parties hereto, and their respective successors and assigns.

IN WITNESS WHEREOF the Parties hereto have hereunto set their hands and seals or where applicable have caused to be affixed their corporate seals under the hands of their duly authorized officers in that behalf.

**THE CORPORATION OF THE TOWNSHIP OF
PUSLINCH**

per:

Dennis Lever, Mayor

per:

Karen Landry, CAO/Clerk

I/We have authority to bind the Corporation

SIGNED, SEALED AND DELIVERED

in the presence of:

per:

Marc Reid

per:

Andrea Reid

SCHEDULE "A"

DESCRIPTION OF LANDS

Part of Lot 31, Concession 10 Township of Puslinch, County of Wellington,

SCHEDULE "B"

DESCRIPTION OF APPROVED PLANS

[illegible]

SCHEDULE "C"

ADDITIONAL REQUIREMENTS (in addition to matters shown on Approved Plan(s))

INSPECTIONS

Every Permit Holder shall ensure that a request is made to the Chief Building Official by the Permit Holder or his/her authorized agent to make inspections at the commencement and completion of the work that is the subject of the Permit, and to make any such further inspection(s) as may be required by the Chief Building Official.

TERM OF PERMIT AND PERMIT RENEWAL

Any Permit issued pursuant to this agreement shall be valid for a period of one year from the date of issuance unless revoked in accordance with this agreement.

A Permit which has expired may be renewed by the Chief Building Official within a six month period from the date of expiry upon the making of a written request to the Chief Building Official accompanied by a payment of one-half of the original Permit fee, provided that the proposed work which was the subject of the Permit, has not been revised. A permit that has been renewed in accordance with this section shall not be renewed again.

TRANSFER OF SITE

If registered ownership of the Site for which a Permit has been issued is transferred while the Permit remains in effect and outstanding, the new Owner shall, prior to the closing of the transfer;

1. provide the Township with its written undertaking to comply with all of the conditions under which the Permit was issued; and
2. provide security in a form and amount acceptable to the Chief Building Official, at which time any security previously provided by the original Permit Holder shall be released;
3. and failing which the Permit shall be deemed to be cancelled as of the date of the transfer.

REGULATIONS

In addition to the other requirements of this agreement, no Person shall Place or Dump, or cause or permit the Placing or Dumping of Fill on, or alter or cause or permit the Alteration of the Grade of, or remove or cause or permit the removing of any Topsoil from any land in the Township of Puslinch, including any lands which are submerged under any watercourse or other body of water unless:

1. it is done with the consent of the Owner of the Site where the Fill is to be Placed or Dumped, the Grade altered or the Topsoil removed;
2. all Fill to be used includes only Soil, stone, sod or other material acceptable to the Chief Building Official and that such material is clean and free of any glass, plastics, rubber, metals, liquid, garbage and/or contaminants;
3. the Drainage system for the Site is provided in accordance any Permit issued hereunder and as otherwise required by law, and in accordance with proper engineering standards and practices and will not result Erosion, blockage, siltation or contamination of a water course, flooding or Ponding;
4. the Fill is Placed or Dumped, any Retaining Wall containing such Fill is erected, the Grade is altered, or the Topsoil is removed, in such a manner that no flooding, Ponding, or other adverse effects are caused on other lands.

Every Person to whom a Permit is issued pursuant to this by-law shall, in addition to any conditions of the Permit;

1. provide a Retaining Wall where required by the Chief Building Official which does not encroach upon abutting lands, either above or below Existing Grade, and such Retaining Wall shall be constructed to the satisfaction of the Chief Building Official and comply with

- the requirements of the Ontario Building Code.
2. ensure that the Finished Grade surface is protected by sod, turf, seeding for grass, Vegetation, asphalt, concrete or other similar means, or combination thereof;
 3. ensure that Fill shall not be Placed or Dumped around the perimeter of any existing building in contravention of the requirements of the Ontario Building Code;
 4. ensure that no trench in which piping is laid forming part of the Drainage system shall be covered and backfilled until the work has been inspected and approved by the Chief Building Official.
 5. provide such protection for trees as may be required by the Chief Building Official;
 6. provide siltation control measures as may be required by the Chief Building Official;
 7. ensure that the work that is the subject of the Permit does not soil or otherwise foul any municipal roads. In the event that this occurs, the Person to whom the Permit was issued shall, in accordance with the Township's by-law to prohibit the obstructing, encumbering, injuring or fouling of highways and bridges, as amended from time to time, ensure that the road(s) affected are cleaned to the satisfaction of the Township Road Superintendent.
 8. ensure that all conditions of the Permit issued pursuant to this by-law and any requirements of this by-law are fulfilled to the satisfaction of the Chief Building Official;
 9. ensure the work that is the subject of the Permit does not occur in areas regulated by a Conservation Authority or approval agency without written approval of the respective regulatory agency, and in the event this occurs, ensure that the affected areas are restored to the satisfaction of the Chief Building Official.

EXEMPTIONS

The provisions of this agreement do not apply to;

1. activities or matters undertaken by a municipality or a local board of a municipality;
2. the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land imposed as a condition to the approval of a site plan, a plan of subdivision or a consent under section 41, 51, or 53, respectively, of the Planning Act or as a requirement of a site plan agreement or subdivision agreement entered into under those sections;
3. the Placing or Dumping of Fills, removal of Topsoil or Alteration of the Grade of land imposed as a condition to a development permit authorized by regulation made under section 70.2 of the Planning Act or as a requirement of an agreement entered into under that regulation;
4. the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land undertaken by a transmitter or distributor, as those terms are defined in section 2 of the Electricity Act, 1998, for the purpose of constructing and maintaining a transmission system or a distribution system, as those terms are defined in that section;
5. the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land undertaken on land described in a licence for a pit or quarry or a permit for a wayside pit or wayside quarry issued under the Aggregate Resources Act;
6. the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land undertaken on land in order to lawfully establish and operate or enlarge any pit or quarry on land,
 - a. that has not been designated under the Aggregate Resources Act or a predecessor of that Act, and
 - b. on which a pit or quarry is a permitted land use under a by-law passed under section 34 of the Planning Act;
7. the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land undertaken as an incidental part of drain construction under the Drainage Act or the Tile Drainage Act, 2001;
8. topdressing of lawns with Topsoil provided the ground elevation of the lands is not increased by more than two hundred (200) millimeters;
9. cultivation or tilling of garden beds so long as such work does not have an adverse effect on existing Drainage patterns on neighbouring properties;
10. excavation of Soil involving an area of less than nine square metres and a depth of less than 0.5 meters having no significant impact on trees, ground cover, Vegetation, watercourses, or storm water swales and not altering or creating a slope at greater than 8%;
11. minor landscaping works which are at least 0.3 metres from any property line and do not impact Drainage patterns on neighbouring properties; and

12. the removal of Topsoil as an incidental part of a normal agricultural practice, including such removal as an incidental part of sod-farming, greenhouse operations and nurseries for horticultural products, provided however that this provision shall not exempt from the by-law the removal of Topsoil for sale, exchange or other disposition.

If a regulation is made under section 28 of the Conservation Authorities Act respecting the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land in any area of the Township, this by-law is of no effect in respect of that area.

CEASE AND DESIST ORDER

Where an Owner or any other Person is in contravention of the agreement, the Chief Building Official or an Officer may make an Order directing that the Owner or such Person cease any or all of the work immediately.

WORK ORDER

Where a Permit has been issued and an Owner or Permit Holder is in contravention of this agreement, the Chief Building Official or an Officer may issue a Work Order directing the Owner or Permit Holder, within the time set out in the Order, to take such steps as are necessary so that the work which was the subject of the Permit is completed in accordance with the approved Permit, plans, documents and other information upon which the Permit was issued.

ORDER FOR REMOVAL

Where a Permit has not been issued and any Person is in contravention of this agreement, the Chief Building Official or an Officer may issue an Order for Removal requiring the Person to restore the property to a condition it was prior to commencement of such work, to the satisfaction of the Chief Building Official, within the time set out in the Order.

COMPLIANCE WITH ORDERS

Any Person to whom a Cease and Desist Order, a Work Order or an Order for Removal is issued pursuant to this agreement shall comply with the terms of such Order, within the time set out therein.

Where an Owner of land to whom a Work Order is issued fails to perform the work required by the Order, the Township, in addition to any other remedy, may perform such work at the Owner's expense and may recover the cost incurred by adding the costs to the tax roll and collecting them in the same manner as property taxes.

ENFORCEMENT

The administration and enforcement of this agreement, shall be performed by the Chief Building Official and by those Persons designated as By-Law Officers of the Township, as may be amended from time to time.

1. The Chief Building Official and Officers may, at any reasonable time, enter and inspect any land to determine whether this agreement, a Cease and Desist Order, a Work Order or an Order for Removal, a condition to a Permit issued pursuant to this agreement, or a Court Order relating to this agreement is being complied with.
2. For purposes of an inspection under (1), the Chief Building Official and Officer may;
 - a. require the production for inspection of documents or things relevant to the inspection;
 - b. inspection and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - c. require information from any Person concerning a matter related to the inspection; and
 - d. alone or in conjunction with a Person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purpose of the inspection.
3. No Person shall obstruct the Chief Building Official or an Officer in carrying out an

inspection or exercising his or her powers or duties under this by-law.

4. No Person shall fail to produce any information required by the Chief Building Official or an Officer pursuant to clause 29(2) of this by-law.

SERVICE

Any service required to be given under this agreement is sufficiently given if delivered personally or sent by registered mail to the Owner at the last known address of the Owner of the land.

Where service is effected by registered mail, it shall be deemed to be made on the fifth (5) day after the date of mailing.

PERMIT CONDITIONS

All Permit Holders shall:

1. Notify the Chief Building Official in writing within 48 hours of commencing any Land Disturbance;
2. Notify the Chief Building Official in writing of the completion of any control measures within fourteen (14) days after their installations;
3. Obtain permission in writing from the Chief Building Official prior to modifying the Control Plan;
4. Install all control measures as identified in the approved Control Plan;
5. Maintain all road Drainage systems, stormwater Drainage systems, control measures and other facilities identified in the Control Plan;
6. Repair any siltation or Erosion damage to adjoining surfaces and Drainage ways resulting from land developing or disturbing activities;
7. Inspect the construction control measures at least once per week and after each rainfall of at least 1 centimetre and make needed repairs;
8. Allow employees of the Township to enter the Site for the purpose of inspecting for compliance with the Control Plan or for performing any work necessary to bring the Site into compliance with the Control Plan; and
9. Maintain a copy of the Control Plan and Operational Procedures Manual on the Site.

The Township shall:

1. Upon the failure by the Permit Holder to complete all or part of the works in the time stipulated in the Control Plan, may draw the appropriate amount from the securities posted and use the funds to arrange for the completion of the said works, or any part thereof;
2. Upon the failure by the permit Holder to repair or maintain a specific part of the works as required by the Township, and in the time requested, the Township may at any time authorize the use of all or part of the securities to pay the cost of any part of the works it may in its absolute discretion deem necessary; or
3. In the case of emergency repairs or clean-up, the Township may undertake the necessary works at the expense of the Permit Holder and reimburse itself out of securities posted by the applicant or to add to the cost of the works to the real property tax roll to be collected in like manner as taxes.

TRUCK HAUL ROUTE

The truck haul route shall at all times be restricted as illustrated on the 'Truck Route Map' as described in Schedule "B". The truck haul route shall not be modified without prior approval from the Township. Additional security for the protection of Township roads may apply if changes from the route presented herein are requested.

ENVIRONMENTAL CONTROL PROGRAM

The Owner is responsible to verify the type and quality of fill material to be imported to the site. All fill material must comply with the parameters as set out in Ontario Regulation 153/04, as amended, and Table 1 of the "Soil, Groundwater and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act". Where the concentration of elements or compounds naturally exceed Table 1 standards, the applicant must obtain a certificate from a qualified professional attesting that

the fill material is not or will not likely to be a source of contamination. The intent of this quality control is to prevent the importation of material that is of lower chemical quality standard than on-site material.

Laboratory analysis of soil samples should include metals and inorganics (including Sodium Absorption Ratio (SAR), Electrical Conductivity (EC)), Petroleum Hydrocarbons (PHCs -F1-F4 and BTEX) and Polycyclic Aromatic Hydrocarbons (PAHs).

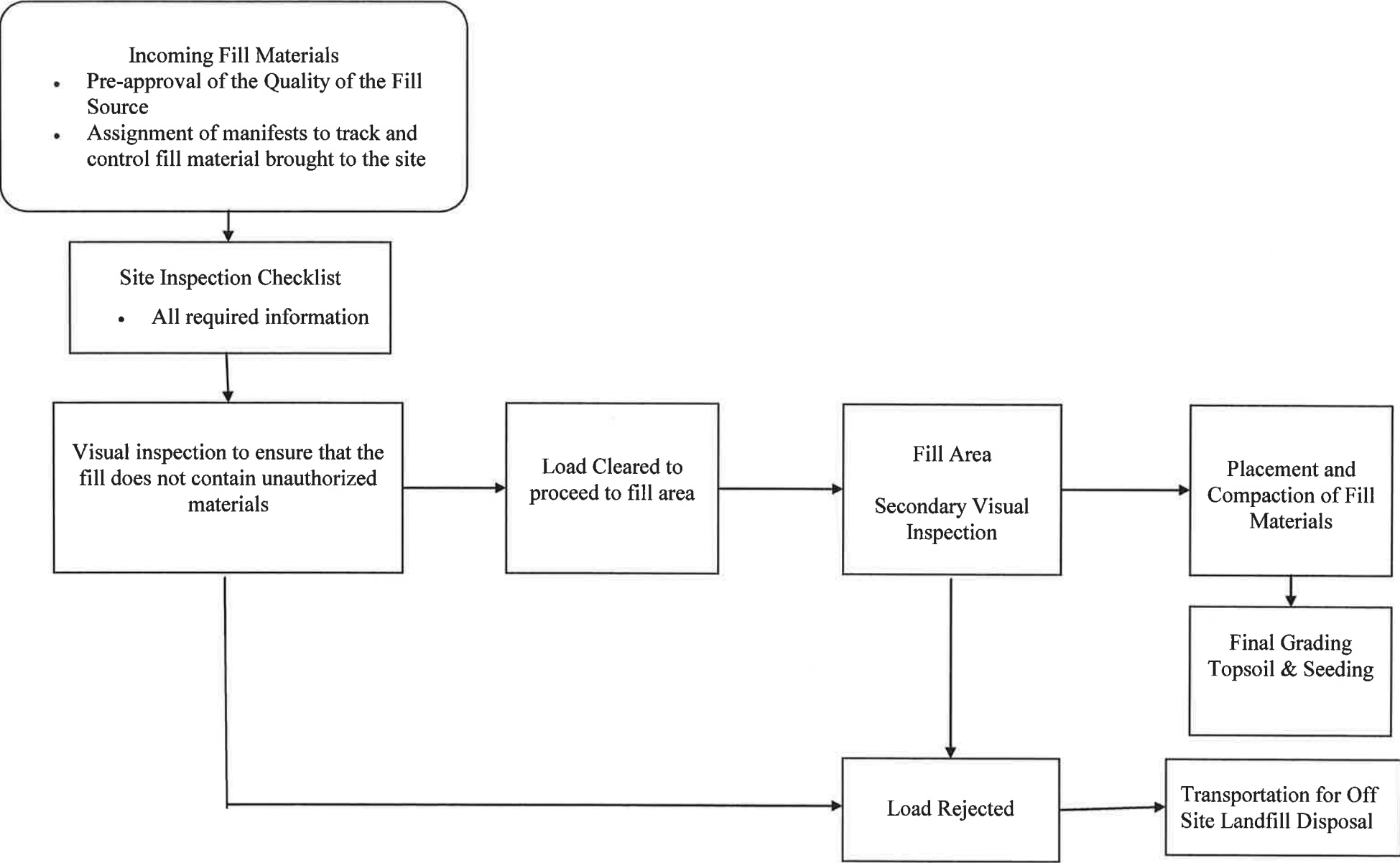
Operational Standards

The following criteria are standards for the maintenance and operation of the fill area:

1. Site personnel will receive specialized training for their specific work tasks.
2. The placement of clean fill material at the site will be adequately and continually supervised.
3. Clean material will be placed in an orderly manner at the fill area.
4. Procedures will be established, signs posted, and safeguards maintained for the prevention of on-site accidents.
5. Vehicular access to the property will be by roadway closed by a gate capable of being locked.
6. Access roads and on-site roads will be provided so that vehicles hauling clean material to and on the site may travel readily under all normal weather conditions.
7. Access to the site will be limited to times when an attendant is on duty and accessible only to persons authorized to deposit clean material at the fill area.
8. Drainage passing over or through the site will not adversely affect adjoining property. Natural drainage will not be obstructed.
9. Clean fill material will be placed in such manner that groundwater aquifers will not be impaired.
10. If groundwater contamination not consistent with the Reasonable Use Criteria as described in Ontario Ministry of the Environment Policy 19-08 is encountered, action will be taken to isolate the source of contamination and effectively prevent the egress of contaminants from the Site.
11. Where there is a possibility of groundwater pollution resulting from the operation of the fill area, samples will be taken and tests made by the owner of the site to measure the extent of contamination and, if necessary, measures will be taken for the collection and treatment of contaminants and for the prevention of groundwater pollution.
12. When the fill area has reached its limit of fill, a final cover of soil will be designed and constructed to a grade capable of supporting vegetation and that minimizes erosion. All slopes will be designed to drain runoff away from the cover and to prevent water from ponding. No standing water will be allowed anywhere in or on the completed fill area. The fill area will then be seeded with vegetation to minimize wind and water erosion. The vegetation used will be compatible with (i.e., grow and survive under) the local climatic conditions and may include a diverse mix of native and introduced species consistent with the post closure land use. However, highly invasive alien plants are not acceptable for planting on fill sites. Temporary erosion control measures will be undertaken while vegetation is being established.

ENVIRONMENTAL CONTROL PROGRAM

OPERATIONAL FLOWCHART



ENVIRONMENTAL CONTROL PROGRAM

Fill Screening Procedures

The initial inspection of the truck and its load of clean fill will include a review of the chain of custody provided by the transporter and a visual inspection of the fill for signs of contamination. If, at any point during the visual inspection there is evidence that the fill may be contaminated it will be rejected.

The attached Fill Inspection Checklist will be used to record and document the chain of custody and all initial and secondary inspections.

The first procedure for the site inspector will be to record the load number, truck number, the name of the company hauling the fill, the driver's name and ensure that the transporter provides a chain of custody (refer to check list). The chain of custody will include a record for the fill being delivered, from its place of origin to the site.

The chain of custody will include information concerning the clean fill, the transport of the clean fill, and the truck itself. Information pertaining to the clean fill should include: place of origin; soil constituents; proof that the fill is clean; and copies of analyses to provide evidence that the soil is not contaminated. Records pertaining to the transport should include: a list of all drivers involved in the haulage of the clean fill from its place of origin to the Site; documentation of all stops made from the place of origin to the Site; documentation that ensures the truck is at the proper location. Records of transport cleaning and sanitation procedures for the truck and loading equipment should also be provided upon request to ensure that the fill has not been contaminated by previously transported materials.

An initial visual inspection of the clean fill will occur while the fill is still in the truck and, if the fill is deemed satisfactory, a secondary visual inspection will be performed when the fill is being dumped in the designated fill area. Both initial and secondary inspections will include a first-hand observation of the following:

- odours
- usual clumping
- hazardous materials (biomedical, flammable etc.)
- food, household waste
- discoloration
- viscosity (liquids and sludge)
- putrescible wastes
- any other unauthorized materials

Initial and secondary inspections will include the raking and probing of the fill in order to agitate the soil and bring underlying soil to the surface so that an accurate representation of the soil may be inspected.

If there is evidence that the soil may be contaminated the site inspector will reject the load.

When either the initial or secondary inspections provide evidence that the soil is not clean the truckload will be refused and directed to the appropriate licensed waste disposal facility. The site supervisor will document what was found, why the load was refused and to which facility the load was directed.

ENVIRONMENTAL CONTROL PROGRAM

Fill Inspection Checklist

<u>Fill Site:</u>		<u>Date:</u>	<u>Ticket No:</u>	
		<u>Time:</u>	<u>Inspected by:</u>	
<u>Driver Information:</u> Company: _____ Truck No: _____ Driver's Name: _____		<u>No. of Loads:</u>	<u>Quantity:</u> m ³	
		ACCEPTED	REJECTED	
<u>Source Information:</u> Address: _____ _____ _____		Report Provided at Source: YES NO	Type of Fill: (Check appropriate box)	
			RESIDENTIAL	
			INDUSTRIAL	
			AGRICULTURAL	
<u>Visual Inspection Report:</u>		Load(s) Contains Clean Fill		
Primary Inspection		YES	NO	
If "NO" complete the following:		YES	NO	
1	Odours			
2	Unusual Discoloration			
3	Hazardous Materials (Biomedical, Flammable)			
4	Food/Domestic Waste			
5	Liquid or Sludge			
6	Construction Materials (Wood, Drywall etc.)			
7	Scrap Metals			
8	Vegetation (Stumps/Sod)			
9	Asphalt			
10	Other (Describe)			
<u>Comments:</u>				

ENVIRONMENTAL CONTROL PROGRAM

Groundwater Monitoring

Procedures for the Groundwater Monitoring Program

To monitor the quality of groundwater migrating off-site a minimum of three monitor wells will be installed down gradient from the fill area as shown on the Site Grading Plan. Periodic analytical testing of the groundwater will be conducted to ensure that groundwater quality is not degraded as a result of the site alteration. Initial groundwater samples must be taken to establish the base line parameters of the existing groundwater quality before the filling operation.

The following is an outline of the items related to the groundwater monitoring program that are addressed in the Environmental Control Program:

The impacts of the seepage of leachate from the fill area will be assessed in a systematic fashion using the techniques described below.

Procedures for performing the groundwater assessment:

1. The concentration of constituents in the groundwater will be determined from laboratory analyses of groundwater samples collected down gradient from the fill area.
2. Acceptable groundwater assessment. The groundwater quality will be considered acceptable if the post site alteration groundwater quality is within 5% of the existing groundwater quality and there are no statistically increasing trends in chemical concentrations indicative of degrading water quality conditions.

Design, Construction and Operation of Groundwater Monitoring Systems

All fill areas, will be identified and studied through a network of monitoring wells operated during the active life of the fill area and for two years after closure. Monitoring wells designed and constructed as part of the monitoring network will be maintained along with records that include, but are not limited to, well location, well size, type of well, the design and construction practice used in its installation and well and screen depths.

a. Standards for the location of monitoring points:

1. Monitoring points will be established at sufficient locations down gradient with respect to groundwater flow to detect discharge of potential contaminants from within the fill area.
2. Monitoring wells will be located in stratigraphic horizons that could serve as contaminant migration pathways.
3. Monitoring wells will be established as close to the potential source of discharge as possible without interfering with the fill operations, and within half the distance from the edge of the potential source of discharge to property line down gradient, with respect to groundwater flow, from the source.
4. A minimum of at least three monitoring wells will be established at the property line and will be located down gradient from the fill area with respect to groundwater flow. Such well or wells will be used to monitor any statistically significant increase in the concentration of any constituent and will be used for determining compliance with applicable groundwater quality parameters.

b. Standards for monitoring well design and construction:

1. All monitoring wells will be cased in a manner that maintains the integrity of the borehole. The casing material will be inert so as not to affect the water sample. Well casings requiring a solvent-cement type coupling will not be used.

2. Wells will be screened to allow sampling only at the desired interval. Annular space between the borehole wall and well screen section will be packed with gravel or sand sized to avoid clogging by the material in the zone being monitored. The slot size of the screen will be designed to minimize clogging. Screens will be fabricated from material expected to be inert with respect to the constituents of the groundwater to be sampled.
3. Annular space above the well screen section will be sealed with a relatively impermeable, expandable material such as a cement/bentonite grout, which does not react with or in any way affect the sample, in order to prevent contamination of samples and groundwater and avoid interconnections. The seal will extend to the highest known seasonal groundwater level.
4. The annular space will be back-filled from an elevation below the frost line and mounded above the surface and sloped away from the casing so as to divert surface water away.
5. The annular space between the upper and lower seals and in the unsaturated zone may be back-filled with uncontaminated cuttings.
6. All wells will be covered with caps and equipped with devices to protect against tampering and damage.
7. All wells will be developed to allow free entry of water to minimize turbidity of the sample and minimize clogging.
8. Other sampling methods and well construction techniques may be utilized if they meet Provincial water well construction standards.

c. Standards for Sample Collection and Analysis

1. The groundwater monitoring program will include consistent sampling and analysis procedures to assure that monitoring results can be relied upon to provide data representative of groundwater quality in the zone being monitored.
2. The operator will utilize procedures and techniques to insure that collected samples are representative of the zone being monitored and that prevent cross contamination of samples from other monitoring wells or from other samples.
3. The operator will establish a quality assurance quality control program for groundwater sample collection.
4. The operator will institute a chain of custody procedure to prevent tampering and contamination of the collected samples prior to completion of analysis.

Groundwater Monitoring Program

- a. The operator will implement a monitoring program in accordance with the following requirements:
 1. Monitoring schedule and frequency:
 - A. The monitoring period will begin as soon as a fill permit is issued. Monitoring will continue for a minimum period of two years after closure. The operator will sample all monitoring points on a quarterly basis.
 - B. The monitoring frequency may change on a well by well basis to an annual schedule if all constituents monitored within the zone of attenuation are less than or equal to Standards criteria for three consecutive quarters. However, monitoring will return to a quarterly schedule at any well where a statistically significant increase is determined to have occurred in the concentration of any constituent with respect to the previous sample.
 - C. Monitoring will be continued for a minimum period of two years after closure. Monitoring beyond the minimum period may be discontinued if no statistically significant increase is detected in the concentration of any constituent above that measured and recorded during the immediately preceding schedule sampling for three consecutive quarters.

2. Criteria for choosing constituents to be monitored:
 - A. The operator will monitor each well for constituents that will provide a means for detecting groundwater contamination. Constituents will be chosen for monitoring if the constituent appears in, or is expected to be in, the leachate.
 - B. One or more indicator constituents, representative of the transport processes of constituents in the leachate, may be chosen for monitoring in place of the constituents it represents.
- b. If the analysis of the monitoring data shows that the concentration of one or more constituents is attributable to the fill operations and exceeds pre-approval concentrations, then the operator will conduct a groundwater impact assessment. The assessment monitoring program will be conducted in accordance with the following requirements:
 1. The impact assessment will be conducted to collect additional information to assess the nature and extent of groundwater contamination, which will consist of, but not be limited to, the following steps:
 - A. More frequent sampling of the wells in which the observation occurred;
 - B. More frequent sampling of any surrounding wells;
 - C. The placement of additional monitoring wells to determine the source and extent of the contamination; and
 - D. Monitoring of additional constituents to determine the source and extent of contamination.
 2. If the analysis of the assessment monitoring data shows that the concentration of one or more constituents monitored is above the applicable groundwater quality standards and is attributable to the fill operations, the operator will determine the nature and extent of the groundwater contamination, including an assessment of the continued impact on the groundwater should additional fill continue to be accepted at the facility, and will implement remedial action.

Plugging and Sealing of Drill Holes

- a. All drill holes, including exploration borings that are not converted into monitoring wells, monitoring wells that are no longer necessary to the operation of the site, and other holes that may cause or facilitate contamination of groundwater shall be sealed in accordance with the Ontario Regulation 903.

SCHEDULE "D" FINANCIAL SECURITIES

1.0 SECURITY FOR SITE ALTERATION MEASURES

Pursuant to Article 5 of this Agreement the Owner is to provide security in the form of an unconditional irrevocable Letter of Credit, for the applicant's obligations under the By-law and any Permit issued, and such requirements as the Chief Building Official considers necessary to ensure that the work which is the subject of the Permit is completed in accordance with proper engineering standards and practice, this By-law, and the terms and conditions of the Permit. Said agreement may be registered on title. The Mayor and the Township Clerk are hereby authorized to execute any such agreement on behalf of the Township.

- 1.1 The Letter of Credit or agreement must remain in effect for the full duration of the Permit. Any Letter of Credit or agreement and its subsequent renewal forms shall contain a clause stating that thirty (30) days written notice must be given to the Township prior to its expiry or cancellation.
- 1.2 The Letter of Credit shall contain a clause stating that in the event that the Township receives notice that a Letter of Credit is expiring and will not be renewed and further or additional securities are not provided forthwith, the Township may draw on the current Letter of Credit at the discretion of the Chief Building Official. The Permit Holder agrees that any interest accruing on the realized security shall belong to the Township and not to the Permit Holder.

2.0 GUARANTEE OF SITE WORKS

- 2.1 The applicant shall provide the Township with a letter of credit in the amount of \$100,000.00 to guarantee that the works will be completed in accordance with the approved plans and documents.

3.0 PROTECTION OF TOWNSHIP HIGHWAYS

- 3.1 This requirement shall come into effect between the Township of Puslinch and the owner (or its authorized agent) of private lands adjacent to a Township Highway when the owner has initiated an undertaking that may cause injurious effects to Township Highways.
- 3.2 When it is determined by the Township Road Superintendent or designate, that the scope of a private undertaking will foul, damage, obstruct, injure or encumber the Township's highways; the owner shall provide financial securities to the Township to compensate for all such manners of maintenance and restitution that may result from the owner's actions on the thoroughfare.
- 3.3 With regards to the security deposit:
 - 3.3.1 The Township Road Superintendent shall determine the value of the financial securities required by the Township.
 - 3.3.2 The valuation of the security deposit will be an estimate based upon the scope of the owner's undertaking and potential costs to maintain and restore the Township highways to their existing conditions prior to the initiation of the undertaking.
 - 3.3.3 The minimum security deposit shall be \$1,000.00.
 - 3.3.4 At any time during the course of the owner's undertaking, the Township Road Superintendent may draw upon the securities posted by the owner to clean, maintain, repair or control the effects of the owner's undertaking on the Township highways.

- 3.3.5 Should the Township Road Superintendent determine that highway maintenance or restitution costs resulting for the owner's undertaking will exceed the estimated security deposit; the owner shall forthwith provide the additional securities as deemed necessary by the Roads Superintendent.
- 3.3.6 Upon the completion of the owner's undertaking, the Township will inspect the adjacent Township highways and refund the balance of the unused security deposit. Similarly, the owner will immediately reimburse the Township upon its demand for any and all additional funds expended to maintain, repair or correct any deficiencies to the Township's highways as a result of the owner's undertaking.
- 3.4 The security deposit to be posted with the Township shall be in the form of an unconditional irrevocable Letter of Credit.
 - 3.4.1 The deposit must remain in effect for the full duration of the owner's undertaking or until such additional time as the Township Roads Superintendent deems necessary due to the season of the activities.
 - 3.4.2 Any letter of credit and its subsequent renewal forms shall contain a clause stipulating that thirty (30) days written notice must be given to the Township prior to its expiry or cancellation.
 - 3.4.3 The Letter of Credit shall contain a clause stating that in the event that the Township receives notice that the Letter of Credit is expiring and will not be renewed and further or additional securities are not provided forthwith, the Township may draw upon the current Letter of Credit at the discretion of the Township Treasurer.
- 3.5 In the case of emergency repairs or clean-up the Township Road Superintendent may undertake the necessary works at the expense of the owner and draw upon the securities posted by the owner.
- 3.6 All decisions of the Township's Road Superintendent shall be final with respect to any maintenance, cleaning, restoration or repairs to the Township highways resulting from the owner's undertaking.
- 3.7 Nothing within these requirements shall preclude the authority of the Township Roads Superintendent to maintain the standard duty of care on the Township highways, nor limit the abilities of the Superintendent to control or cease the proponent's activities upon the Township highways.

4.0 MUNICIPAL SERVICE FEES

- 4.1 The applicant shall pay to the Township of Puslinch a Municipal Service Fee of \$0.06/Tonne or \$0.10/c.m. of material imported to the fill site.
- 4.2 Payment is to be made to the Township at six (6) month intervals or at the completion of the project whichever occurs first.

5.0 IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER:

- 5.1 To obtain the approval of the Chief Building Official that the Site has been adequately reinstated and stabilized in accordance with this by-law, the plans accompanying the Permit and the terms and conditions of the Permit; and,
 - 5.2 To request that the Township carry out a final inspection of the Site and to obtain the approval of the Chief Building Official that this by-law and the terms and conditions of the Permit have been complied with the Permit Holder.
- 6.0 When the provisions of sections 4.0 and 5.0 above have fully complied with to the satisfaction of the Chief Building Official, he or she shall release the Permit Holder's security.

SUMMARY OF FINANCIAL SECURITIES

A.	Site Works		\$100,000.00
B.	Township Roadways (Min.)		<u>\$ 1,000.00</u>
		TOTAL DEPOSIT	\$101,000.00
C.	Municipal Service Fees		
	• Fee based upon quantity of fill material imported.		

evaluation procedures established by the Ministry of Natural Resources, as amended from time to time.

- 30) "Work Order" means an Order issued under section 24 of this by-law.

PLACING/DUMPING FILL, ALTERING GRADE, REMOVAL OR TOPSOIL

2. Other than in an approved landfill Site, no Person shall Place or Dump, or cause or permit the Placing or Dumping of Fill on, nor alter or cause or permit the Alteration of the Grade of any land in the Township of Puslinch, nor remove or cause or permit the removal of any Topsoil from any land in the Township of Puslinch, including any land which are submerged under any watercourse or other body of water, without having first obtained a site alteration Permit issued by the Chief Building Official.

All imported fill and soils regraded or distributed on any lands shall not have any chemical qualities or compounds that are greater than the native material on the site. There shall be no degradation of existing soil quality and groundwater quality as a result of the site alteration.

APPLICATION REQUIREMENTS

3. An application for a site alteration Permit is not considered to be complete until all of the following are submitted to the satisfaction of the Chief Building Official;
- 1) a complete application in the form attached hereto as Schedule "A" which form may be amended from time to time by the Chief Building Official;
 - 2) the prescribed fee for a site alteration Permit as established from time to time by Council and detailed in Schedule "C" to this by-law;
 - 3) a control plan, the requirements of which are set out in section 5 of this by-law;
 - 4) a plan showing the design details to proper scale of any Retaining Wall that the applicant proposes or that may be required by the Chief Building Official and/or is a requirement of the Ontario Building Code including the dimensions thereof and any materials to be used in construction of any such Retaining Wall;
 - 5) security in a form and amount to be determined in accordance with Schedule "C" to this by-law, to secure performance of the applicant's obligations under this by-law and any Permit that is issued;
 - 6) any required Permit or approval by any external agency e.g. Grand River Conservation, Ministry of Transportation, Ministry of Natural Resources, etc.
 - 7) any required report by the Township of Puslinch or external agency including but not limited to archaeological report, vegetation analysis, chemical soil analysis, chemical groundwater analysis, hydrogeological reports, traffic report, noise study, environmental impact assessment, final rehabilitation plan, or geotechnical report; and
 - 8) proof of permission, in writing, from all property owners that will be receiving Fill generated in accordance with the Permit.
 - 9) Proof from an accredited laboratory that any fill being imported to the site complies with the clean fill parameters as set out in Table 1 of the Ontario Regulation 153/04 as amended.

Should the fill material contain elements or compounds that naturally exceed the parameters within Table 1 of Ontario Reg. 153/04, as amended, the applicant shall also obtain a certificate from a qualified professional attesting that the fill material is not considered to be a detrimental source of contamination to the environment in its new location.
4. An applicant shall not submit or cause or permit an application for a Permit to be submitted to the Township that is misleading or contains false information. Where it is revealed that the applicant for a Permit contained misleading or false information, the said Permit may be revoked by the Chief Building Official and the Permit Holder shall forthwith cease all work which was the subject of the revoked Permit.

CONTROL PLANS AND DOCUMENTS

5.1 A control plan(s) required to be submitted as part of any application for a Permit pursuant to this by-law shall include, among other things, the following:

- 1) a key map showing the location of the Site;
- 2) the Site boundaries and number of hectares of the Site;
- 3) the use of the Site and the location and use of the buildings and other structures adjacent to the Site;
- 4) the location, dimensions and use of existing and proposed buildings and other structures existing or proposed to be erected on the Site;
- 5) the location of lakes, streams, wetlands, channels, ditches, other watercourses and other bodies of water on the Site and within thirty (30) metres beyond the Site boundary;
- 6) the location of the predominant Soil types;
- 7) the location size, species and condition of all trees 100 mm in diameter or greater, including their dripline, and the composite dripline of all other Vegetation;
- 8) the location of driveways on the lands and all easements and rights-of-way over, under, across or through the Site;
- 9) the location and dimensions of any existing and proposed storm water Drainage systems and natural Drainage patterns on the Site and within thirty (30) metres of the Site boundaries;
- 10) the location and dimensions of utilities, structures, roads, highways and paving;
- 11) the existing Site topography at a contour interval not to exceed 0.5 metres and to extend a minimum of thirty (30) metres beyond the Site boundaries;
- 12) the Proposed Grade(s) and Drainage system(s) to be used upon completion of the work which is the subject of the Permit;
- 13) the location and dimensions of all proposed work which is the subject of the application for a Permit;
- 14) the location and dimensions of all proposed temporary Topsoil or Fill stockpiles;
- 15) the location, dimensions, design details and specifications of all work which is the subject of the application including all Site siltation control measures or Retaining Walls necessary to meet the requirements of this by-law and the estimated cost of the same;
- 16) a schedule of the anticipated starting and completion dates of all proposed work which is the subject of the application for a Permit, including the installation of construction Site control measures needed to meet the requirements of this by-law;
- 17) a list of the type of equipment and machinery that will be used during the site alteration process including the expected days and times of operation;
- 18) provisions for the maintenance of construction Site Erosion and Dust Control measures during construction and after as required;
- 19) typical notes on the final rehabilitation plan to indicate the final ground cover materials, type and size of plantings, depth of topsoil, tree removals or tree protection measures;
- 20) proposed site access location(s) and haul route(s) to and within the property;
- 21) a description of the proposed Fill;
- 22) the scale of drawing, either 1:500 or 1:1000;
- 23) operational procedures manual; and
- 24) any other information as deemed necessary by the Chief Building Official

5.2 Where greater than 1000 m³ of *fill* is being *dumped* or where the resulting proposed grade will be greater than 3 metres above or below adjacent *existing grade* or where *site alteration* occurs on an area greater than 0.5 hectares, the *owner* shall complete in addition to all the information set out in Section 5.1, the execution of an agreement with the Township approved by the Council whereby the *owner* has agreed to the following:

- 1) to retain a qualified engineer or environmental consultant approved by the *Chief Building Official* who is responsible for ensuring that the *site alteration* is in accordance with reasonable engineering and environmental practices; is in accordance with the protocol attached as Schedule "B" to this by-law; and is in accordance with the plans submitted for the permit;
 - 2) to undertake the *site alteration* in accordance with subsection 5.2.(1).
 - 3) to require the environmental consultant to report in writing on a regular basis that the *placing and dumping of fill* is in accordance with clause 5.2.(1);
 - 4) to require that the *site alteration* be completed by a specified date;
 - 5) not to contaminate the natural environment and to abide by all applicable environmental laws and regulations;
 - 6) to provide a report from the qualified Engineer or Environmental Consultant referred to in clause 5.2.(1) that he/she is satisfied that the *placing or dumping* will not result in:
 - (i) *Soil erosion*;
 - (ii) *Blockage of a watercourse*;
 - (iii) *Siltation in a watercourse*;
 - (iv) *Pollution of a watercourse*;
 - (v) *Flooding or ponding on abutting lands*;
 - (vi) *Flooding or ponding caused by a watercourse overflowing its banks*;
 - (vii) A detrimental effect on any trees of a caliper of one hundred (100) millimetres or more located on the lands;
 - (viii) Detrimental effect on matters of inherent biological sensitivity such as aquifer recharge, water quality, unusual plants or wildlife and overwintering habitats;
 - (ix) Unauthorized injury or destruction of trees protected under by-laws of the *Township* or *County of Wellington*;
 - 7) to provide security in accordance with Schedule "C" to be used to remedy any breach of the by-law or agreement and to indemnify the *Township* for any liability, costs, damages or losses incurred directly or indirectly caused by the issuing of a permit;
6. Every control plan accompanying an application for a Permit under this by-law must be stamped by a Professional Engineer who is licensed to practice in the Province of Ontario or any other qualified Person approved by the Chief Building Official.
7. Notwithstanding any other provisions of this by-law, the Chief Building Official may waive the requirement for a Control Plan or any part thereof, and/or may reduce the fee for a Permit under this by-law, after taking into consideration the proposed works, the anticipated impact on the Site and the surrounding environment.

ISSUANCE OF PERMIT

8. The Chief Building Official may issue a site alteration Permit where;
- 1) the Chief Building Official is satisfied that the Applicant has complied or will comply with all requirements of this by-law;
 - 2) the Chief Building Official is satisfied that the Proposed Grade and resulting Drainage pattern, the proposed design of any Retaining Wall, the type of Fill proposed to be used, if any, and the proposed method of the Placing and Dumping of Fill, altering of the Grade, or removing of Topsoil, are all in accordance with proper engineering standards and practice, and compliant with the Ontario Building Code.
 - 3) the Chief Building Official is satisfied with any Fill to be used as defined in this by-law and that such material is clean and free of any glass, plastics, rubber, metals, liquid, garbage and/or contaminants;
 - 4) the Chief Building Official is satisfied that the proposed Placing or Dumping of Fill, altering of the Grade or removing of Topsoil, will not result in;
 - i. Erosion;
 - ii. blockage of watercourse;

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 31/12

A by-law for prohibiting or regulating the alteration of property within the Township of Puslinch.
(Site Alteration By-law)

WHEREAS Section 142 of the *Municipal Act, 2001*, S.O.2001, c.25, as amended, provides that, without limiting Sections 9, 10, and 11 of the *Municipal Act*, a local municipality may pass a by-law prohibiting or regulating the placing or dumping of fill, the removal of topsoil and/or the alteration of the grade of land;

AND WHEREAS Section 142 (2) (d) and (e) of the *Municipal Act* further provide that a local municipality may require that a permit be obtained for the placing or dumping of fill, the removal of topsoil or the alteration of the grade of land, and may impose conditions to a permit, including requiring the preparation of plans acceptable to the municipality relating to grading, filling or dumping, the removal of topsoil and the rehabilitation of the site;

AND WHEREAS the Council of The Corporation of the Township of Puslinch is desirous of enacting such a by-law,

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

DEFINITIONS

1. In this by-law:

- 1) "Alteration" means changes in elevation of 100 mm or more from Existing Grade or finished Grade resulting from the Placing or Dumping of Fill, the removal of Topsoil or any other action that alters the Grade of land;
- 2) "Body of Water" includes any body of flowing or standing water whether naturally or artificially;
- 3) "Cease and Desist Order" means an Order issued under section 23 of this By-Law;
- 4) "Township" means the Corporation of the Township of Puslinch;
- 5) "Chief Building Official" means the Chief Building Official appointed by the Corporation of the Township of Puslinch or his/her designate;
- 6) "Council" means the Council of the Township;
- 7) "Drainage" means the movement of water to a place of disposal, whether by way of the natural characteristics of the ground surface or by artificial means;
- 8) "Dump" means the depositing of Fill in a location other than where the Fill was obtained or the movement and depositing of Fill from one location on a property to another location on the same property or on a separate property, and "Dumping" has the corresponding meaning;
- 9) "Erosion" means the detachment and movement of Soil, sediment, rock fragments or the like by forces such as but not limited to water, wind, ice, or gravity;
- 10) "Erosion and Dust Control" means measures to control Erosion and dust generated as part of the Alteration of the site;
- 11) "Fill" includes any type of material capable of being removed from or deposited on lands, such as but not limited to Soil, stone, sod, turf, concrete, and asphalt either singly or in combination;
 - i) Clean fill material that complies with the parameters as set out in Ontario Regulation 153/04, as amended, and Table 1 of the "Soil, Groundwater and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act."

- 12) "Grade" means the elevation of the ground surface and shall be more particularly defined as follows:
- i) "Existing Grade" means the elevation of the existing ground surface of the lands upon which Dumping and/or Placing of Fill, altering of the Grade, or removing the Topsoil is proposed and of abutting ground surface up to three metres wide surrounding such lands, except that where such activity has occurred in contravention of this by-law, Existing Grade shall mean the ground surface of such lands as it existed prior to the said activity;
 - ii) "Finished Grade" means the approved elevation of ground surface of lands upon which Fill has been Placed or Dumped, the Grade altered or Topsoil removed, in accordance with this by-law;
 - iii) "Proposed Grade" means the proposed elevation of ground surface of land upon which Fill is proposed to be Placed or Dumped, the Grade altered or Topsoil removed.
- 13) "Officer" means any Person designated by by-law of the Corporation of the Township of Puslinch to issue permits and impose conditions under this by-law or to enforce this by-law;
- 14) "Order for Removal" means an Order under section 25 of this by-law;
- 15) "Owner" includes any Person who or which is the registered owner of or controls, maintains or occupies land;
- 16) "Permit" means a permit that can be issued pursuant to this by-law;
- 17) "Permit Holder" means a Person to whom a Permit has been issued under this by-law;
- 18) "Person" includes a corporation;
- 19) "Place" means the distribution of Fill on lands which has the effect of establishing a Finished Grade higher than the Existing Grade, and includes Soil stripping, and "Place" has the corresponding meaning;
- 20) "Ponding" means the accumulation of surface water in an area not having Drainage therefrom where the lack of Drainage is caused by the Placing or Dumping of Fill, altering of Grade or removing of Topsoil;
- 21) "Retaining Wall" means a wall designed to contain and support Fill, which has a Finished Grade higher than that of adjacent lands;
- 22) "Roads Superintendent" means the person or designate as appointed by the Corporation of the Township of Puslinch;
- 23) "Site" means the lands which are the subject of an application for a Permit pursuant to this by-law;
- 24) "Soil" includes material commonly known as earth, Topsoil, loam, subsoil, clay, sand or gravel;
- 25) "Swale" means a shallow depression in the ground sloping to a place of disposal of surface water or providing a method of Drainage;
- 26) "Topsoil" means those horizons in a Soil profile containing organic material and includes deposits of partially decomposed organic matter such as peat (technically known as the "O" and "A" horizons);
- 27) "Vegetation" includes any woody plant or contiguous cluster of plants, including trees and shrubs, hedgerows, and trees;
- 28) "watercourse" means a natural or man-made channel or *swale* in which water flows, either continuously or intermittently with some degree of regularity;
- 29) "wetland" means land such as a swamp, marsh, bog or fen not including land that is being used for agricultural purposes and no longer exhibits wetland characteristics that:
- i) Is seasonally or permanently covered by shallow water or has the water table close to or at the surface;
 - ii) Has hydro-soils and vegetation dominated by hydrophytic or water-tolerant plants;
 - iii) Has been further identified by the Ministry of Natural Resources local Conservation Authorities, or by any other person, as such according to

evaluation procedures established by the Ministry of Natural Resources, as amended from time to time.

- 30) "Work Order" means an Order issued under section 24 of this by-law.

PLACING/DUMPING FILL, ALTERING GRADE, REMOVAL OR TOPSOIL

2. Other than in an approved landfill Site, no Person shall Place or Dump, or cause or permit the Placing or Dumping of Fill on, nor alter or cause or permit the Alteration of the Grade of any land in the Township of Puslinch, nor remove or cause or permit the removal of any Topsoil from any land in the Township of Puslinch, including any land which are submerged under any watercourse or other body of water, without having first obtained a site alteration Permit issued by the Chief Building Official.

All imported fill and soils regraded or distributed on any lands shall not have any chemical qualities or compounds that are greater than the native material on the site. There shall be no degradation of existing soil quality and groundwater quality as a result of the site alteration.

APPLICATION REQUIREMENTS

3. An application for a site alteration Permit is not considered to be complete until all of the following are submitted to the satisfaction of the Chief Building Official;
- 1) a complete application in the form attached hereto as Schedule "A" which form may be amended from time to time by the Chief Building Official;
 - 2) the prescribed fee for a site alteration Permit as established from time to time by Council and detailed in Schedule "C" to this by-law;
 - 3) a control plan, the requirements of which are set out in section 5 of this by-law;
 - 4) a plan showing the design details to proper scale of any Retaining Wall that the applicant proposes or that may be required by the Chief Building Official and/or is a requirement of the Ontario Building Code including the dimensions thereof and any materials to be used in construction of any such Retaining Wall;
 - 5) security in a form and amount to be determined in accordance with Schedule "C" to this by-law, to secure performance of the applicant's obligations under this by-law and any Permit that is issued;
 - 6) any required Permit or approval by any external agency e.g. Grand River Conservation, Ministry of Transportation, Ministry of Natural Resources, etc.
 - 7) any required report by the Township of Puslinch or external agency including but not limited to archaeological report, vegetation analysis, chemical soil analysis, chemical groundwater analysis, hydrogeological reports, traffic report, noise study, environmental impact assessment, final rehabilitation plan, or geotechnical report; and
 - 8) proof of permission, in writing, from all property owners that will be receiving Fill generated in accordance with the Permit.
 - 9) Proof from an accredited laboratory that any fill being imported to the site complies with the clean fill parameters as set out in Table 1 of the Ontario Regulation 153/04 as amended.

Should the fill material contain elements or compounds that naturally exceed the parameters within Table 1 of Ontario Reg. 153/04, as amended, the applicant shall also obtain a certificate from a qualified professional attesting that the fill material is not considered to be a detrimental source of contamination to the environment in its new location.
4. An applicant shall not submit or cause or permit an application for a Permit to be submitted to the Township that is misleading or contains false information. Where it is revealed that the applicant for a Permit contained misleading or false information, the said Permit may be revoked by the Chief Building Official and the Permit Holder shall forthwith cease all work which was the subject of the revoked Permit.

CONTROL PLANS AND DOCUMENTS

5.1 A control plan(s) required to be submitted as part of any application for a Permit pursuant to this by-law shall include, among other things, the following:

- 1) a key map showing the location of the Site;
- 2) the Site boundaries and number of hectares of the Site;
- 3) the use of the Site and the location and use of the buildings and other structures adjacent to the Site;
- 4) the location, dimensions and use of existing and proposed buildings and other structures existing or proposed to be erected on the Site;
- 5) the location of lakes, streams, wetlands, channels, ditches, other watercourses and other bodies of water on the Site and within thirty (30) metres beyond the Site boundary;
- 6) the location of the predominant Soil types;
- 7) the location size, species and condition of all trees 100 mm in diameter or greater, including their dripline, and the composite dripline of all other Vegetation;
- 8) the location of driveways on the lands and all easements and rights-of-way over, under, across or through the Site;
- 9) the location and dimensions of any existing and proposed storm water Drainage systems and natural Drainage patterns on the Site and within thirty (30) metres of the Site boundaries;
- 10) the location and dimensions of utilities, structures, roads, highways and paving;
- 11) the existing Site topography at a contour interval not to exceed 0.5 metres and to extend a minimum of thirty (30) metres beyond the Site boundaries;
- 12) the Proposed Grade(s) and Drainage system(s) to be used upon completion of the work which is the subject of the Permit;
- 13) the location and dimensions of all proposed work which is the subject of the application for a Permit;
- 14) the location and dimensions of all proposed temporary Topsoil or Fill stockpiles;
- 15) the location, dimensions, design details and specifications of all work which is the subject of the application including all Site siltation control measures or Retaining Walls necessary to meet the requirements of this by-law and the estimated cost of the same;
- 16) a schedule of the anticipated starting and completion dates of all proposed work which is the subject of the application for a Permit, including the installation of construction Site control measures needed to meet the requirements of this by-law;
- 17) a list of the type of equipment and machinery that will be used during the site alteration process including the expected days and times of operation;
- 18) provisions for the maintenance of construction Site Erosion and Dust Control measures during construction and after as required;
- 19) typical notes on the final rehabilitation plan to indicate the final ground cover materials, type and size of plantings, depth of topsoil, tree removals or tree protection measures;
- 20) proposed site access location(s) and haul route(s) to and within the property;
- 21) a description of the proposed Fill;
- 22) the scale of drawing, either 1:500 or 1:1000;
- 23) operational procedures manual; and
- 24) any other information as deemed necessary by the Chief Building Official

5.2 Where greater than 1000 m³ of *fill* is being *dumped* or where the resulting proposed grade will be greater than 3 metres above or below adjacent *existing grade* or where *site alteration* occurs on an area greater than 0.5 hectares, the *owner* shall complete in addition to all the information set out in Section 5.1, the execution of an agreement with the *Township* approved by the Council whereby the *owner* has agreed to the following:

- 1) to retain a qualified engineer or environmental consultant approved by the *Chief Building Official* who is responsible for ensuring that the *site alteration* is in accordance with reasonable engineering and environmental practices; is in accordance with the protocol attached as Schedule "B" to this by-law; and is in accordance with the plans submitted for the permit;
 - 2) to undertake the *site alteration* in accordance with subsection 5.2.(1).
 - 3) to require the environmental consultant to report in writing on a regular basis that the *placing* and *dumping* of *fill* is in accordance with clause 5.2.(1);
 - 4) to require that the *site alteration* be completed by a specified date;
 - 5) not to contaminate the natural environment and to abide by all applicable environmental laws and regulations;
 - 6) to provide a report from the qualified Engineer or Environmental Consultant referred to in clause 5.2.(1) that he/she is satisfied that the *placing* or *dumping* will not result in:
 - (i) *Soil erosion*;
 - (ii) *Blockage of a watercourse*;
 - (iii) *Siltation in a watercourse*;
 - (iv) *Pollution of a watercourse*;
 - (v) *Flooding or ponding* on abutting lands;
 - (vi) *Flooding or ponding* caused by a *watercourse* overflowing its banks;
 - (vii) A detrimental effect on any trees of a caliper of one hundred (100) millimetres or more located on the lands;
 - (viii) Detrimental effect on matters of inherent biological sensitivity such as aquifer recharge, water quality, unusual plants or wildlife and overwintering habitats;
 - (ix) Unauthorized injury or destruction of trees protected under by-laws of the *Township* or County of Wellington;
 - 7) to provide security in accordance with Schedule "C" to be used to remedy any breach of the by-law or agreement and to indemnify the *Township* for any liability, costs, damages or losses incurred directly or indirectly caused by the issuing of a permit;
6. Every control plan accompanying an application for a Permit under this by-law must be stamped by a Professional Engineer who is licensed to practice in the Province of Ontario or any other qualified Person approved by the Chief Building Official.
7. Notwithstanding any other provisions of this by-law, the Chief Building Official may waive the requirement for a Control Plan or any part thereof, and/or may reduce the fee for a Permit under this by-law, after taking into consideration the proposed works, the anticipated impact on the Site and the surrounding environment.

ISSUANCE OF PERMIT

8. The Chief Building Official may issue a site alteration Permit where;
- 1) the Chief Building Official is satisfied that the Applicant has complied or will comply with all requirements of this by-law;
 - 2) the Chief Building Official is satisfied that the Proposed Grade and resulting Drainage pattern, the proposed design of any Retaining Wall, the type of Fill proposed to be used, if any, and the proposed method of the Placing and Dumping of Fill, altering of the Grade, or removing of Topsoil, are all in accordance with proper engineering standards and practice, and compliant with the Ontario Building Code.
 - 3) the Chief Building Official is satisfied with any Fill to be used as defined in this by-law and that such material is clean and free of any glass, plastics, rubber, metals, liquid, garbage and/or contaminants;
 - 4) the Chief Building Official is satisfied that the proposed Placing or Dumping of Fill, altering of the Grade or removing of Topsoil, will not result in:
 - i. Erosion;
 - ii. blockage of watercourse;

- iii. siltation in a watercourse;
 - iv. contamination of a watercourse;
 - v. flooding or Ponding;
 - vi. a detrimental effect on any Vegetation that has been designated for preservation; or
 - vii. a detrimental effect on the natural environment of the area
- 5) the Chief Building Official is satisfied the Site will be rehabilitated to a condition which is substantially similar to or improved from the condition of the Site prior to the undertaking of the work which is the subject of the Permit;
 - 6) the Chief Building Official is satisfied that all required external permits have been granted to the Owner;
 - 7) the Chief Building Official is satisfied that the design and installation of a Retaining Wall has been certified by a structural engineer who is licensed to practice in the Province of Ontario; and
 - 8) the Chief Building Official is satisfied that any and all conditions of a planning approval have been cleared by the appropriate authorities.

TERMS AND CONDITIONS

9. The Chief Building Official may impose terms and conditions upon the issuance of any Permit. In addition to any other terms or conditions that may be imposed by the Chief Building Official, Permits shall be issued subject to the terms and conditions set out in Schedule "D" to this by-law unless exempted in writing by the Chief Building Official.
10. In addition, the Chief Building Official may require, as a condition of any Permit issued pursuant to this by-law, that a Retaining Wall be constructed where;
 - 1) Erosion on to abutting lands may occur as a result of the work which is the subject of the Permit; or
 - 2) the Finished Grade of the Site is of a higher elevation at a property line than that of the Existing Grade at the same property line of abutting lands;

The Retaining Wall design and construction shall meet the requirements of the Ontario Building Code.
11. Where a Permit has been issued pursuant to this by-law, no Person shall undertake the work which is the subject of the Permit except in accordance with the Permit application, plans, documents, agreement and other information submitted to the Township upon which the Permit was issued and in accordance with the terms and conditions of the Permit.
12. Notwithstanding the issuance of a Permit pursuant to this by-law, the Permit Holder and Owner shall comply with all other applicable legislation, including but not limited to Township of Puslinch by-laws.

ZONING BY-LAW

13. Notwithstanding any other provisions of this by-law or any Permit issued, no person shall Place or Dump, or cause or permit the Placing or Dumping of Fill on, nor alter or cause or permit the Alteration of the Grade of any land in the Township of Puslinch, nor remove or cause or permit the removal of any Topsoil from any land in the Township of Puslinch, including any lands which are submerged under any watercourse or other body of water, unless such use or activity is permitted by the Township Zoning By-Law 19/85, as amended.

REFUSAL TO ISSUE PERMIT

14. The Chief Building Official may refuse to issue a Permit when the requirements of this By-law have not been met. Where the Chief Building Official refuses to issue a site alteration Permit, the Applicant shall be informed in writing of the refusal by the Chief Building Official. The Chief Building Official may reconsider the Application if additional information or documentation required by the Chief Building Official is submitted by the applicant.

INSPECTIONS

15. Every Permit Holder shall ensure that a request is made to the Chief Building Official by the Permit Holder or his/her authorized agent to make inspections at the commencement and completion of the work that is the subject of the Permit, and to make any such further inspection(s) as may be required by the Chief Building Official.

TERM OF PERMIT AND PERMIT RENEWAL

16. Any Permit issued pursuant to this by-law shall be valid for a period of one year from the date of issuance unless revoked in accordance with this by-law.
17. A Permit which has expired may be renewed by the Chief Building Official within a six month period from the date of expiry upon the making of a written request to the Chief Building Official accompanied by a payment of one-half of the original Permit fee, provided that the proposed work which was the subject of the Permit, has not been revised. A permit that has been renewed in accordance with this section shall not be renewed again.

TRANSFER OF SITE

18. If registered ownership of the Site for which a Permit has been issued is transferred while the Permit remains in effect and outstanding, the new Owner shall, prior to the closing of the transfer;
 - 1) provide the Township with its written undertaking to comply with all of the conditions under which the Permit was issued; and
 - 2) provide security in a form and amount acceptable to the Chief Building Official, at which time any security previously provided by the original Permit Holder pursuant to this by-law shall be released;and failing which the Permit shall be deemed to be cancelled as of the date of the transfer.

REGULATIONS

19. In addition to the other requirements of this by-law, and notwithstanding any Permit issued under this By-law, no Person shall Place or Dump, or cause or permit the Placing or Dumping of Fill on, or alter or cause or permit the Alteration of the Grade of, or remove or cause or permit the removing of any Topsoil from any land in the Township of Puslinch, including any lands which are submerged under any watercourse or other body of water unless:
 - 1) it is done with the consent of the Owner of the Site where the Fill is to be Placed or Dumped, the Grade altered or the Topsoil removed;
 - 2) all Fill to be used includes only Soil, stone, sod or other material acceptable to the Chief Building Official and that such material is clean and free of any glass, plastics, rubber, metals, liquid, garbage and/or contaminants;
 - 3) the Drainage system for the Site is provided in accordance with this by-law and any Permit issued hereunder and as otherwise required by law, and in accordance with proper engineering standards and practices and will not result Erosion, blockage, siltation or contamination of a water course, flooding or Ponding;
 - 4) the Fill is Placed or Dumped, any Retaining Wall containing such Fill is erected, the Grade is altered, or the Topsoil is removed, in such a manner that no flooding, Ponding, or other adverse effects are caused on other lands.
20. Every Person to whom a Permit is issued pursuant to this by-law shall, in addition to any conditions of the Permit;
 - 1) provide a Retaining Wall where required by the Chief Building Official which does not encroach upon abutting lands, either above or below Existing Grade, and such Retaining Wall shall be constructed to the satisfaction of the Chief Building Official and comply with the requirements of the Ontario Building Code.
 - 2) ensure that the Finished Grade surface is protected by sod, turf, seeding for grass, Vegetation, asphalt, concrete or other similar means, or combination thereof;

- 3) ensure that Fill shall not be Placed or Dumped around the perimeter of any existing building in contravention of the requirements of the Ontario Building Code;
- 4) ensure that no trench in which piping is laid forming part of the Drainage system shall be covered and backfilled until the work has been inspected and approved by the Chief Building Official.
- 5) provide such protection for trees as may be required by the Chief Building Official;
- 6) provide siltation control measures as may be required by the Chief Building Official;
- 7) ensure that the work that is the subject of the Permit does not soil or otherwise foul any municipal roads. In the event that this occurs, the Person to whom the Permit was issued shall, in accordance with the Township's by-law to prohibit the obstructing, encumbering, injuring or fouling of highways and bridges, as amended from time to time, ensure that the road(s) affected are cleaned to the satisfaction of the Township Road Superintendent.
- 8) ensure that all conditions of the Permit issued pursuant to this by-law and any requirements of this by-law are fulfilled to the satisfaction of the Chief Building Official;
- 9) ensure the work that is the subject of the Permit does not occur in areas regulated by a Conservation Authority or approval agency without written approval of the respective regulatory agency, and in the event this occurs, ensure that the affected areas are restored to the satisfaction of the Chief Building Official.

EXEMPTIONS

21. The provisions of this by-law do not apply to;

- 1) activities or matters undertaken by a municipality or a local board of a municipality;
- 2) the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land imposed as a condition to the approval of a site plan, a plan of subdivision or a consent under section 41, 51, or 53, respectively, of the *Planning Act* or as a requirement of a site plan agreement or subdivision agreement entered into under those sections;
- 3) the Placing or Dumping of Fills, removal of Topsoil or Alteration of the Grade of land imposed as a condition to a development permit authorized by regulation made under section 70.2 of the *Planning Act* or as a requirement of an agreement entered into under that regulation;
- 4) the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land undertaken by a transmitter or distributor, as those terms are defined in section 2 of the *Electricity Act, 1998*, for the purpose of constructing and maintaining a transmission system or a distribution system, as those terms are defined in that section;
- 5) the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land undertaken on land described in a licence for a pit or quarry or a permit for a wayside pit or wayside quarry issued under the *Aggregate Resources Act*;
- 6) the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land undertaken on land in order to lawfully establish and operate or enlarge any pit or quarry on land,
 - i. that has not been designated under the *Aggregate Resources Act* or a predecessor of that Act, and
 - ii. on which a pit or quarry is a permitted land use under a by-law passed under section 34 of the *Planning Act*;
- 7) the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land undertaken as an incidental part of drain construction under the *Drainage Act* or the *Tile Drainage Act, 2001*;
- 8) topdressing of lawns with Topsoil provided the ground elevation of the lands is not increased by more than two hundred (200) millimeters;

- 9) cultivation or tilling of garden beds so long as such work does not have an adverse effect on existing Drainage patterns on neighbouring properties;
 - 10) excavation of Soil involving an area of less than nine square metres and a depth of less than 0.5 meters having no significant impact on trees, ground cover, Vegetation, watercourses, or storm water swales and not altering or creating a slope at greater than 8%;
 - 11) minor landscaping works which are at least 0.3 metres from any property line and do not impact Drainage patterns on neighbouring properties; and
 - 12) the removal of Topsoil as an incidental part of a normal agricultural practice, including such removal as an incidental part of sod-farming, greenhouse operations and nurseries for horticultural products, provided however that this provision shall not exempt from the by-law the removal of Topsoil for sale, exchange or other disposition.
22. If a regulation is made under section 28 of the Conservation Authorities Act respecting the Placing or Dumping of Fill, removal of Topsoil or Alteration of the Grade of land in any area of the Township, this by-law is of no effect in respect of that area.

CEASE AND DESIST ORDER

23. Where an Owner or any other Person is in contravention of the by-law, or any term or condition of a Permit issued under this by-law, or any agreement pursuant to this By-Law, the Chief Building Official or an Officer may make an Order directing that the Owner or such Person cease any or all of the work immediately.

WORK ORDER

24. Where a Permit has been issued and an Owner or Permit Holder is in contravention of this by-law, or any term or condition of a Permit issued under this by-law, the Chief Building Official or an Officer may issue a Work Order directing the Owner or Permit Holder, within the time set out in the Order, to take such steps as are necessary so that the work which was the subject of the Permit is completed in accordance with the approved Permit, plans, documents and other information upon which the Permit was issued under this by-law and in accordance with the terms and conditions of the Permit.

ORDER FOR REMOVAL

25. Where a Permit has not been issued and any Person is in contravention of this by-law, the Chief Building Official or an Officer may issue an Order for Removal requiring the Person to restore the property to a condition it was prior to commencement of such work, to the satisfaction of the Chief Building Official, within the time set out in the Order.

COMPLIANCE WITH ORDERS

26. Any Person to whom a Cease and Desist Order, a Work Order or an Order for Removal is issued pursuant to this by-law shall comply with the terms of such Order, within the time set out therein.
27. Where an Owner of land to whom a Work Order is issued fails to perform the work required by the Order, the Township, in addition to any other remedy, may perform such work at the Owner's expense and may recover the cost incurred by adding the costs to the tax roll and collecting them in the same manner as property taxes.

ENFORCEMENT

28. The administration and enforcement of this by-law, including all permits issued hereunder, shall be performed by the Chief Building Official and by those Persons designated as Officers by by-law of the Township, as may be amended from time to time.
29. 1) The Chief Building Official and Officers may, at any reasonable time, enter and inspect any land to determine whether this by-law, a Cease and Desist Order, a Work Order or an Order for Removal, a condition to a Permit issued pursuant to this by-law, or a Court Order relating to this by-law is being complied with.

- 2) For purposes of an inspection under (1), the Chief Building Official and Officer may;
- i. require the production for inspection of documents or things relevant to the inspection;
 - ii. inspection and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - iii. require information from any Person concerning a matter related to the inspection; and
 - iv. alone or in conjunction with a Person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purpose of the inspection.
- 3) No Person shall obstruct the Chief Building Official or an Officer in carrying out an inspection or exercising his or her powers or duties under this by-law.
- 4) No Person shall fail to produce any information required by the Chief Building Official or an Officer pursuant to clause 29(2) of this by-law.

SERVICE

30. Any service required to be given under this by-law is sufficiently given if delivered personally or sent by registered mail to the Owner at the last known address of the Owner of the land.
31. Where service is effected by registered mail, it shall be deemed to be made on the fifth (5) day after the date of mailing.

PENALTY

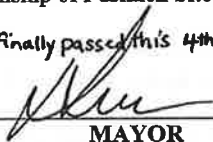
32. Every Person who contravenes this By-law is guilty of an offence.
33. Every contravention of this By-law is hereby designated as a continuing offence.
34. Every Person who is convicted of an offence under this By-law is liable to a fine of not less than \$500 for each day or part of a day that the offences continues, and not more than \$10,000 for each day or part of a day that the offences continues.

SEVERABILITY

35. In the event a court of competent jurisdiction declares any section or part of this by-law invalid, the remainder of this by-law shall continue in force and effect.

SHORT TITLE

36. This by-law may be cited as the Township of Puslinch Site Alteration By-law.
Bylaw 19/08 is hereby repealed.
Read a first, second and third time and finally passed this 4th day of April, 2012.


MAYOR


CLERK

**SCHEDULE "A" TO BY-LAW NUMBER 31/12
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
APPLICATION FOR A SITE ALTERATION PERMIT**

**THIS APPLICATION IS AUTHORIZED BY BY-LAW NUMBER 31/12
AND THE PERSONAL INFORMATION ON THIS FORM IS COLLECTED
UNDER THE AUTHORITY OF THE MUNICIPAL FREEDOM OF INFORMATION
AND PROTECTION OF PRIVACY ACT R.S.O. 1990, c.M.56**

1.0 PERMIT NO. _____ 2.0 APPLICATION FOR: _____ SITE ALTERATION PERMIT

3.0 ATTACHMENTS -- THIS APPLICATION MUST BE ACCOMPANIED BY:

- Copies of a Control Plan certified by a Professional Engineer or other qualified person as deemed by the Chief Building Official.
- The application fee.
- Security in a form and amount acceptable to the Chief Building Official.
- Owner's authorization if Applicant is not the Owner.
- Any required external agency permit.
- Any required report.

4.0 PROPERTY LOCATION: _____

PROPERTY SIZE: _____ ac. USE/PROPOSED USE OF PROPERTY: _____

NAME OF PROPERTY OWNER: _____

ADDRESS: _____ CITY: _____

POSTAL CODE: _____

PHONE: _____ FAX: _____

5.0 NAME OF AGENT: _____

ADDRESS: _____ CITY: _____

POSTAL CODE: _____

PHONE: _____ FAX: _____

6.0 WORK SCHEDULE: START DATE: _____ END DATE: _____

7.0 CONSULTING ENGINEERS: _____

ADDRESS: _____ CITY: _____

POSTAL CODE: _____

PHONE: _____ FAX: _____

8.0 CONTRACTOR'S NAME: _____

ADDRESS: _____ CITY: _____

POSTAL CODE: _____

PHONE: _____ FAX: _____

9.0 DESCRIBE THE COMPOSITION OF FILL BEING DUMPED/PLACED;

10.0 DOES ANY PART OF THE SITE CONTAIN A WATERCOURSE?

_____ YES _____ NO

11.0 IS THIS WATERCOURSE REGULATED BY A CONSERVATION AUTHORITY OR OTHER AUTHORITY?

_____ YES _____ NO

I HEREBY GRANT EMPLOYEES AND AGENTS OF THE TOWNSHIP OF PUSLINCH PERMISSION TO ENTER THE SUBJECT LAND TO INSPECT THE SITE ON WHICH THE PROPOSED WORK RELATED TO THIS APPLICATION APPLIES. I HEREBY GRANT THE AUTHORITY TO SHARE THE INFORMATION CONTAINED IN THIS APPLICATION, AS NECESSARY. TO THE BEST OF MY KNOWLEDGE, THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT.

SIGNATURE OF OWNER

DATE

OFFICE ADMINISTRATION PURPOSES ONLY

Letter of Credit/Cash Amount: _____ Permit Fee: _____

Receipt No.: _____

Chief Building Official's Approval: _____ Date issued: _____

Expiry: _____

SCHEDULE "B" TO BY-LAW NUMBER 31/12

ENVIRONMENTAL CONTROL PROGRAM

The Owner is responsible to verify the type and quality of fill material to be imported to the site. All fill material must comply with the parameters as set out in Ontario Regulation 153/04, as amended, and Table 1 of the "Soil, Groundwater and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act." Where the concentration of elements or compounds naturally exceed Table 1 standards, the applicant must obtain a certificate from a qualified professional attesting that the fill material is not or will not likely to be a source of contamination. The intent of this quality control is to prevent the importation of material that is of lower chemical quality standard than on-site material.

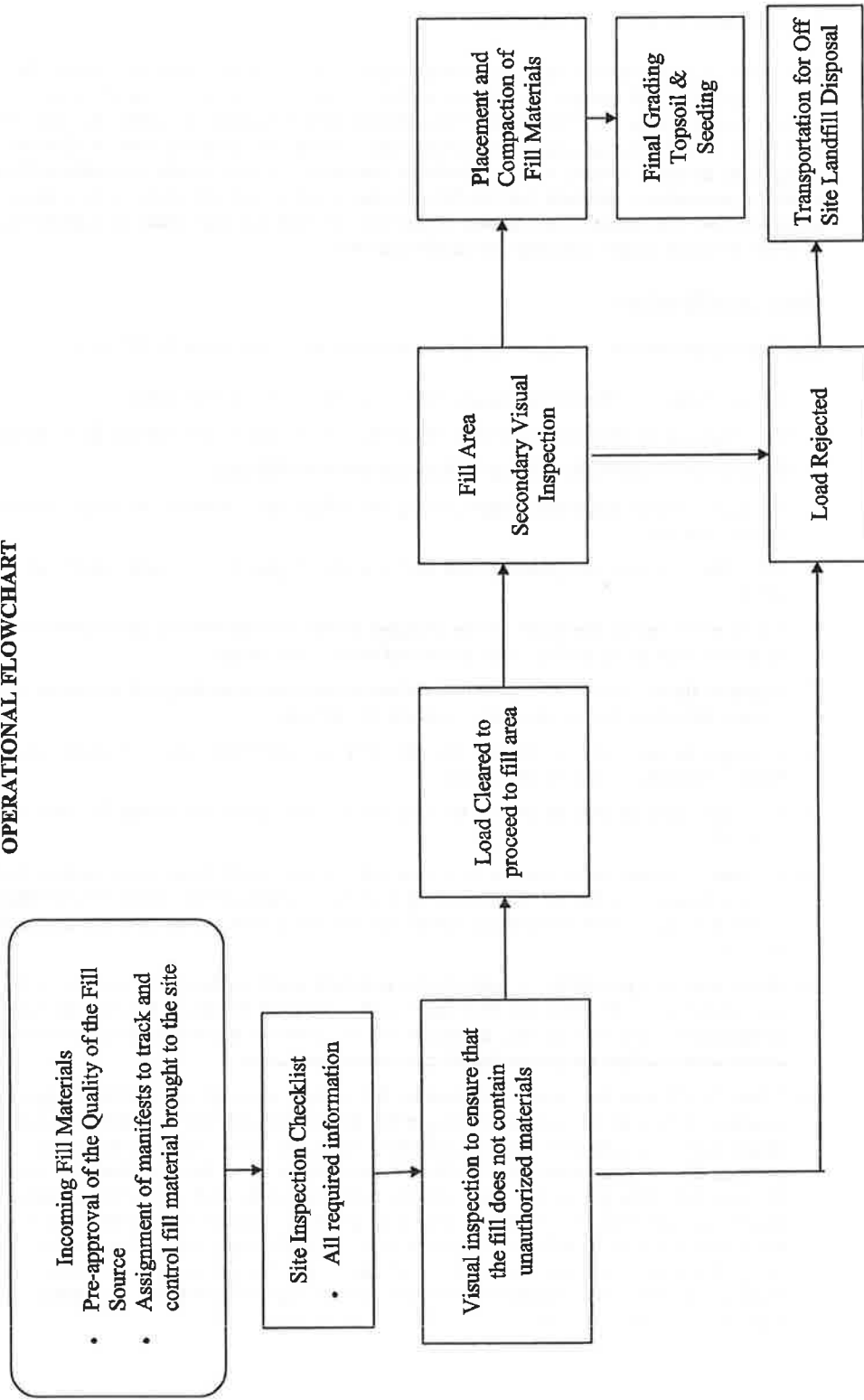
Operational Standards

The following criteria are standards for the maintenance and operation of the fill area:

1. Site personnel will receive specialized training for their specific work tasks.
2. The placement of clean fill material at the site will be adequately and continually supervised.
3. Clean material will be placed in an orderly manner at the fill area.
4. Procedures will be established, signs posted, and safeguards maintained for the prevention of on-site accidents.
5. Vehicular access to the property will be by roadway closed by a gate capable of being locked.
6. Access roads and on-site roads will be provided so that vehicles hauling clean material to and on the site may travel readily under all normal weather conditions.
7. Access to the site will be limited to times when an attendant is on duty and accessible only to persons authorized to deposit clean material at the fill area.
8. Drainage passing over or through the site will not adversely affect adjoining property. Natural drainage will not be obstructed.
9. Clean fill material will be placed in such manner that groundwater aquifers will not be impaired.
10. If groundwater contamination not consistent with the Reasonable Use Criteria as described in Ontario Ministry of the Environment Policy 19-08 is encountered, action will be taken to isolate the source of contamination and effectively prevent the egress of contaminants from the Site.
11. Where there is a possibility of groundwater pollution resulting from the operation of the fill area, samples will be taken and tests made by the owner of the site to measure the extent of contamination and, if necessary, measures will be taken for the collection and treatment of contaminants and for the prevention of groundwater pollution.
12. When the fill area has reached its limit of fill, a final cover of soil will be designed and constructed to a grade capable of supporting vegetation and that minimizes erosion. All slopes will be designed to drain runoff away from the cover and to prevent water from ponding. No standing water will be allowed anywhere in or on the completed fill area. The fill area will then be seeded with vegetation to minimize wind and water erosion. The vegetation used will be compatible with (i.e., grow and survive under) the local climatic conditions and may include a diverse mix of native and introduced species consistent with the post closure land use. However, highly invasive alien plants are not acceptable for planting on fill sites. Temporary erosion control measures will be undertaken while vegetation is being established.

ENVIRONMENTAL CONTROL PROGRAM

OPERATIONAL FLOWCHART



ENVIRONMENTAL CONTROL PROGRAM

Fill Screening Procedures

The initial inspection of the truck and its load of clean fill will include a review of the chain of custody provided by the transporter and a visual inspection of the fill for signs of contamination. If, at any point during the visual inspection there is evidence that the fill may be contaminated it will be rejected.

The attached Fill Inspection Checklist will be used to record and document the chain of custody and all initial and secondary inspections.

The first procedure for the Owner's site inspector will be to record the load number, truck number, the name of the company hauling the fill, the driver's name and ensure that the transporter provides a chain of custody (refer to check list). The chain of custody will include a record for the fill being delivered, from its place of origin to the site.

The chain of custody will include information concerning the clean fill, the transport of the clean fill, and the truck itself. Information pertaining to the clean fill should include: place of origin; soil constituents; proof that the fill is clean; and copies of analyses to provide evidence that the soil is not contaminated. Records pertaining to the transport should include: a list of all drivers involved in the haulage of the clean fill from its place of origin to the Site; documentation of all stops made from the place of origin to the Site; documentation that ensures the truck is at the proper location. Records of transport cleaning and sanitation procedures for the truck and loading equipment should also be provided upon request to ensure that the fill has not been contaminated by previously transported materials.

An initial visual inspection of the clean fill will occur while the fill is still in the truck and, if the fill is deemed satisfactory, a secondary visual inspection will be performed when the fill is being dumped in the designated fill area. Both initial and secondary inspections will include a first-hand observation of the following:

- odors
- usual clumping
- hazardous materials (biomedical, flammable etc.
- food, household waste
- discoloration
- viscosity (liquids and sludge)
- putrescible wastes
- any other unauthorized materials

Initial and secondary inspections will include the raking and probing of the fill in order to agitate the soil and bring underlying soil to the surface so that an accurate representation of the soil may be inspected.

If there is evidence that the soil may be contaminated the site inspector will reject the load.

When either the initial or secondary inspections provide evidence that the soil is not clean the truckload will be refused and directed to the appropriate licenced waste disposal facility. The site supervisor will document what was found, why the load was refused and to which facility the load was directed.

ENVIRONMENTAL CONTROL PROGRAM

Fill Inspection Checklist

<u>Fill Site:</u>		<u>Date:</u>	<u>Ticket No:</u>	
		<u>Time:</u>	<u>Inspected by:</u>	
<u>Driver Information:</u> Company: _____ Truck No: _____ Driver's Name: _____		<u>No. of Loads:</u>	<u>Quantity:</u> m ³	
		ACCEPTED	REJECTED	
<u>Source Information:</u> Address: _____ _____ _____		<u>Report Provided at Source:</u> YES NO	<u>Type of Fill:</u> (Check appropriate box)	
			RESIDENTIAL	
			INDUSTRIAL	
			AGRICULTURAL	
<u>Visual Inspection Report:</u>		Load(s) Contains Clean Fill		
Primary Inspection		YES	NO	
If "NO" complete the following: Secondary Inspection		YES	NO	
1	Odours			
2	Unusual Discoloration			
3	Hazardous Materials (Biomedical, Flammable)			
4	Food/Domestic Waste			
5	Liquid or Sludge			
6	Construction Materials (Wood, Drywall etc.)			
7	Scrap Metals			
8	Vegetation (Stumps/Sod)			
9	Asphalt			
10	Other (Describe)			
<u>Comments:</u> 				

ENVIRONMENTAL CONTROL PROGRAM

Groundwater Monitoring

Procedures for the Groundwater Monitoring Program

To monitor the quality of groundwater migrating off-site a minimum of three monitor wells will be installed down gradient from the fill area as shown on the Site Grading Plan. Periodic analytical testing of the groundwater will be conducted to ensure that groundwater quality is not degraded as a result of the site alteration. Initial groundwater samples must be taken to establish the base line parameters of the existing groundwater quality before the filling operation.

The following is an outline of the items related to the groundwater monitoring program that are addressed in the Environmental Control Program:

The impacts of the seepage of leachate from the fill area will be assessed in a systematic fashion using the techniques described below.

Procedures for performing the groundwater assessment:

1. The concentration of constituents in the groundwater will be determined from laboratory analyses of groundwater samples collected down gradient from the fill area.
2. Acceptable groundwater assessment. The groundwater quality will be considered acceptable if the post site alteration groundwater quality is consistent with the expectations of the Ontario Ministry of the Environment Reasonable Use Policy and there are no statistically increasing trends in chemical concentrations indicative of worsening water quality conditions.

Design, Construction and Operation of Groundwater Monitoring Systems

All fill areas, will be identified and studied through a network of monitoring wells operated during the active life of the fill area and for two years after closure. Monitoring wells designed and constructed as part of the monitoring network will be maintained along with records that include, but are not limited to, well location, well size, type of well, the design and construction practice used in its installation and well and screen depths.

a. Standards for the location of monitoring points:

1. Monitoring points will be established at sufficient locations down gradient with respect to groundwater flow to detect discharge of potential contaminants from within the fill area.
2. Monitoring wells will be located in stratigraphic horizons that could serve as contaminant migration pathways.
3. Monitoring wells will be established as close to the potential source of discharge as possible without interfering with the fill operations, and within half the distance from the edge of the potential source of discharge to property line down gradient, with respect to groundwater flow, from the source.
4. A minimum of at least three monitoring wells will be established at the property line and will be located down gradient from the fill area with respect to groundwater flow. Such well or wells will be used to monitor any statistically significant increase in the concentration of any constituent and will be used for determining compliance with applicable groundwater quality parameters.

b. Standards for monitoring well design and construction:

1. All monitoring wells will be cased in a manner that maintains the integrity of the borehole. The casing material will be inert so as not to affect the water sample. Well casings requiring a solvent-cement type coupling will not be used.

2. Wells will be screened to allow sampling only at the desired interval. Annular space between the borehole wall and well screen section will be packed with gravel or sand sized to avoid clogging by the material in the zone being monitored. The slot size of the screen will be designed to minimize clogging. Screens will be fabricated from material expected to be inert with respect to the constituents of the groundwater to be sampled.
 3. Annular space above the well screen section will be sealed with a relatively impermeable, expandable material such as a cement/bentonite grout, which does not react with or in any way affect the sample, in order to prevent contamination of samples and groundwater and avoid interconnections. The seal will extend to the highest known seasonal groundwater level.
 4. The annular space will be back-filled from an elevation below the frost line and mounded above the surface and sloped away from the casing so as to divert surface water away.
 5. The annular space between the upper and lower seals and in the unsaturated zone may be back-filled with uncontaminated cuttings.
 6. All wells will be covered with caps and equipped with devices to protect against tampering and damage.
 7. All wells will be developed to allow free entry of water to minimize turbidity of the sample and minimize clogging.
 8. Other sampling methods and well construction techniques may be utilized if they meet Provincial water well construction standards.
- c. Standards for Sample Collection and Analysis
1. The groundwater monitoring program will include consistent sampling and analysis procedures to assure that monitoring results can be relied upon to provide data representative of groundwater quality in the zone being monitored.
 2. The operator will utilize procedures and techniques to insure that collected samples are representative of the zone being monitored and that prevent cross contamination of samples from other monitoring wells or from other samples.
 3. The operator will establish a quality assurance quality control program for groundwater sample collection.
 4. The operator will institute a chain of custody procedure to prevent tampering and contamination of the collected samples prior to completion of analysis.

Groundwater Monitoring Program

- a. The operator will implement a monitoring program in accordance with the following requirements:
1. Monitoring schedule and frequency:
 - A. The monitoring period will begin as soon as a fill permit is issued. Monitoring will continue for a minimum period of two years after closure. The operator will sample all monitoring points on a quarterly basis.
 - B. The monitoring frequency may change on a well by well basis to an annual schedule if all constituents monitored within the zone of attenuation are less than or equal to Standards criteria for three consecutive quarters. However, monitoring will return to a quarterly schedule at any well where a statistically significant increase is determined to have occurred in the concentration of any constituent with respect to the previous sample.
 - C. Monitoring will be continued for a minimum period of two years after closure. Monitoring beyond the minimum period may be discontinued if no statistically significant increase is detected in the concentration of any constituent above that measured and recorded during the immediately preceding schedule sampling for three consecutive quarters.

2. Criteria for choosing constituents to be monitored:
 - A. The operator will monitor each well for constituents that will provide a means for detecting groundwater contamination. Constituents will be chosen for monitoring if the constituent appears in, or is expected to be in, the leachate.
 - B. One or more indicator constituents, representative of the transport processes of constituents in the leachate, may be chosen for monitoring in place of the constituents it represents.
- b. If the analysis of the monitoring data shows that the concentration of one or more constituents is attributable to the fill operations and exceeds pre-approval concentrations, then the operator will conduct a groundwater impact assessment. The assessment monitoring program will be conducted in accordance with the following requirements:
 1. The impact assessment will be conducted to collect additional information to assess the nature and extent of groundwater contamination, which will consist of, but not be limited to, the following steps:
 - A. More frequent sampling of the wells in which the observation occurred;
 - B. More frequent sampling of any surrounding wells;
 - C. The placement of additional monitoring wells to determine the source and extent of the contamination; and
 - D. Monitoring of additional constituents to determine the source and extent of contamination.
 2. If the analysis of the assessment monitoring data shows that the concentration of one or more constituents monitored is above the applicable groundwater quality standards and is attributable to the fill operations, the operator will determine the nature and extent of the groundwater contamination, including an assessment of the continued impact on the groundwater should additional fill continue to be accepted at the facility, and will implement remedial action.

Plugging and Sealing of Drill Holes

- a. All drill holes, including exploration borings that are not converted into monitoring wells, monitoring wells that are no longer necessary to the operation of the site, and other holes that may cause or facilitate contamination of groundwater shall be sealed in accordance with the Ontario Regulation 903.

SCHEDULE "C" TO BY-LAW NUMBER 31/12

1.0 SITE ALTERATION PERMIT FEES

1.1. BASE FEE

The fee for processing, administration and inspection for a Permit shall be two hundred and fifty dollars (\$250) plus fifty dollars (\$50) per hectare (rounded to the greater whole aggregate).

1.2. AGREEMENT FEES

Site Alteration projects that fall within the criteria of Section 5.2 of this By-Law are subject to an Agreement with the municipality. In addition to the base fee as described under item 1.1 the applicant agrees to pay the Township all reasonable costs incurred by the Township in connection with the undertaking proposed for this site which, without limiting the generality of the foregoing, shall include all expenses of the Township heretofore and hereinafter incurred for legal, engineering, surveying, planning and inspection services, extra Council meetings, if any, and employees' extra time, if any, and shall pay such costs from time to time forthwith upon demand, provided, if such costs be not paid forthwith same shall bear interest from the date which is 10 days following the date of demand to the date of payment at two (2) percentage points in excess of prime rate of interest charged by the Canadian Imperial Bank of Commerce during such period.

2.0 SECURITY FOR SITE ALTERATION MEASURES

The Chief Building Official may, prior to the issuance of a Permit under this By-law, require the applicant to enter into an agreement with the Township to provide security in the form of a Letter of Credit or other agreement acceptable to the Township Treasurer, for the applicant's obligations under the By-law and any Permit issued, and such requirements as the Chief Building Official considers necessary to ensure that the work which is the subject of the Permit is completed in accordance with proper engineering standards and practice, this By-law, and the terms and conditions of the Permit. Said agreement may be registered on title. The Mayor and the Township Clerk are hereby authorized to execute any such agreement on behalf of the Township.

- 2.1 The Letter of Credit or agreement must remain in effect for the full duration of the Permit. Any Letter of Credit or agreement and its subsequent renewal forms shall contain a clause stating that thirty (30) days written notice must be given to the Township prior to its expiry or cancellation.
- 2.2 The Letter of Credit shall contain a clause stating that in the event that the Township receives notice that a Letter of Credit is expiring and will not be renewed and further or additional securities are not provided forthwith, the Township may draw on the current Letter of Credit at the discretion of the Chief Building Official. The Permit Holder agrees that any interest accruing on the realized cash security shall belong to the Township and not to the Permit Holder.

3.0 IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER:

- 3.1 to obtain the approval of the Chief Building Official that the Site has been adequately reinstated and stabilized in accordance with this by-law, the plans accompanying the Permit and the terms and conditions of the Permit; and,
 - 3.2 to request that the Township carry out a final inspection of the Site and to obtain the approval of the Chief Building Official that this by-law and the terms and conditions of the Permit have been complied with the Permit Holder.
- 4.0 When the provisions of section 3.0 above have fully complied with to the satisfaction of the Chief Building Official, he or she shall release the Permit Holder's security.

SCHEDULE "D" TO BY-LAW NUMBER 31/12

PERMIT CONDITIONS

1.0 All Permit Holders shall:

- 1.1** Notify the Chief Building Official in writing within 48 hours of commencing any Land Disturbance;
- 1.2** Notify the Chief Building Official in writing of the completion of any control measures within fourteen (14) days after their installations;
- 1.3** Obtain permission in writing from the Chief Building Official prior to modifying the Control Plan;
- 1.4** Install all control measures as identified in the approved Control Plan;
- 1.5** Maintain all road Drainage systems, stormwater Drainage systems, control measures and other facilities identified in the Control Plan;
- 1.6** Repair any siltation or Erosion damage to adjoining surfaces and Drainage ways resulting from land developing or disturbing activities;
- 1.7** Inspect the construction control measures at least once per week and after each rainfall of at least 1 centimetre and make needed repairs;
- 1.8** Allow employees of the Township to enter the Site for the purpose of inspecting for compliance with the Control Plan or for performing any work necessary to bring the Site into compliance with the Control Plan; and
- 1.9** Maintain a copy of the Control Plan and Operational Procedures Manual on the Site.

2.0 The Township

- 2.1** Upon the failure by the Permit Holder to complete all or part of the works in the time stipulated in the Control Plan, may draw the appropriate amount from the securities posted and use the funds to arrange for the completion of the said works, or any part thereof;
- 2.2** Upon the failure by the permit Holder to repair or maintain a specific part of the works as required by the Township, and in the time requested, the Township may at any time authorize the use of all or part of the securities to pay the cost of any part of the works it may in its absolute discretion deem necessary; or
- 2.3** In the case of emergency repairs or clean-up, the Township may undertake the necessary works at the expense of the Permit Holder and reimburse itself out of securities posted by the applicant or to add to the cost of the works to the real property tax roll to be collected in like manner as taxes.

SCHEDULE "E" TO BY-LAW NUMBER 31/12

SECURITY DEPOSIT FOR THE REPAIR, CLEANING OR RESTITUTION OF THE TOWNSHIP HIGHWAYS

1. This requirement shall come into effect between the Township of Puslinch and the owner (or his authorized agent) of private lands adjacent to a Township Highway when the owner has initiated an undertaking that may cause injurious effects to Township Highways.
2. When it is determined by the Township Road Superintendent or designate, that the scope of a private undertaking will foul, damage, obstruct, injure or encumber the Township's highways; the owner shall provide financial securities to the Township to compensate for all such manners of maintenance and restitution that may result from the owner's actions on the thoroughfare.
3.
 - (a) The Township Road Superintendent shall determine the value of the financial securities required by the Township.
 - (b) The valuation of the security deposit will be an estimate based upon the scope of the owner's undertaking and potential costs to maintain and restore the Township highways to their existing conditions prior to the initiation of the undertaking.
 - (c) The minimum security deposit shall be \$1,000.00.
 - (d) At any time during the course of the owner's undertaking, the Township Road Superintendent may draw upon the securities posted by the owner to clean, maintain, repair or control the effects of the owner's undertaking on the Township highways.
 - (e) Should the Township Road Superintendent determine that highway maintenance or restitution costs resulting for the owner's undertaking will exceed the estimated security deposit; the owner shall forthwith provide the additional securities as deemed necessary by the Roads Superintendent.
 - (f) Upon the completion of the owner's undertaking, the Township will inspect the adjacent Township highways and refund the balance of the unused security deposit. Similarly, the owner will immediately reimburse the Township upon its demand for any and all additional funds expended to maintain, repair or correct any deficiencies to the Township's highways as a result of the owner's undertaking.
4. The security deposit to be posted with the Township shall be cash or in the form of a Letter of Credit acceptable to the Township Treasurer.
 - (b) The deposit must remain in effect for the full duration of the owner's undertaking or until such additional time as the Township Roads Superintendent deems necessary due to the season of the activities.
 - (c) Any letter of credit and its subsequent renewal forms shall contain a clause stipulating that thirty (30) days written notice must be given to the Township prior to its expiry or cancellation.
 - (d) The Letter of Credit shall contain a clause stating that in the event that the Township receives notice that the Letter of Credit is expiring and will not be renewed and further or additional securities are not provided forthwith, the Township may draw upon the current Letter of Credit at the discretion of the Township Treasurer.
5. In the case of emergency repairs or clean-up the Township Road Superintendent may undertake the necessary works at the expense of the owner and draw upon the securities posted by the owner.
6. All decisions of the Township's Road Superintendent shall be final with respect to any maintenance, cleaning, restoration or repairs to the Township highways resulting from the owner's undertaking.
7. Nothing within these requirements shall preclude the authority of the Township Roads Superintendent to maintain the standard duty of care on the Township highways, nor limit the abilities of the Superintendent to control or cease the proponent's activities upon the Township highways.



Puslinch Fire and Rescue Service Monthly Report January 2015

Fire Safety for Older Adults

In Ontario, adults aged 65 years and older are at a higher risk of dying by fire than any other age group.

Common fire scenarios involving seniors:

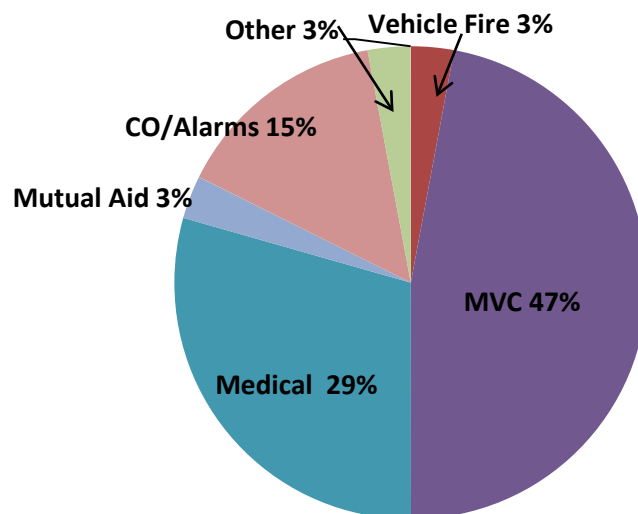
1. People smoking in their living area or bedroom while sleepy.
2. People reaching over a hot burner or stove and igniting their clothing.

Make sure a fire never starts by following these simple tips:

- If you smoke use large deep ashtrays. Smoke outside and NEVER smoke in bed.
- Don't reach for danger! Wear tight fitting or rolled up sleeves when cooking. Never reach across a hot burner and stay in the kitchen when you are cooking.
- Always blow out candles before leaving the room.
- Ensure items that can burn are 1 metre away from space heaters.
- Avoid overloading electrical outlets. Extension cords are for temporary connections.
- Avoid running cords under rugs which can damage the cord and cause a fire.
- Install smoke alarms on every floor of your home and outside sleeping areas. Install CO alarms. IT IS THE LAW
- Know exactly what to do if there is a fire. Plan and practise your escape!
- Know your emergency number. 911
- Once you escape a fire. Call 911 from your neighbour's phone.

REPORT MONTH:**2015 January**

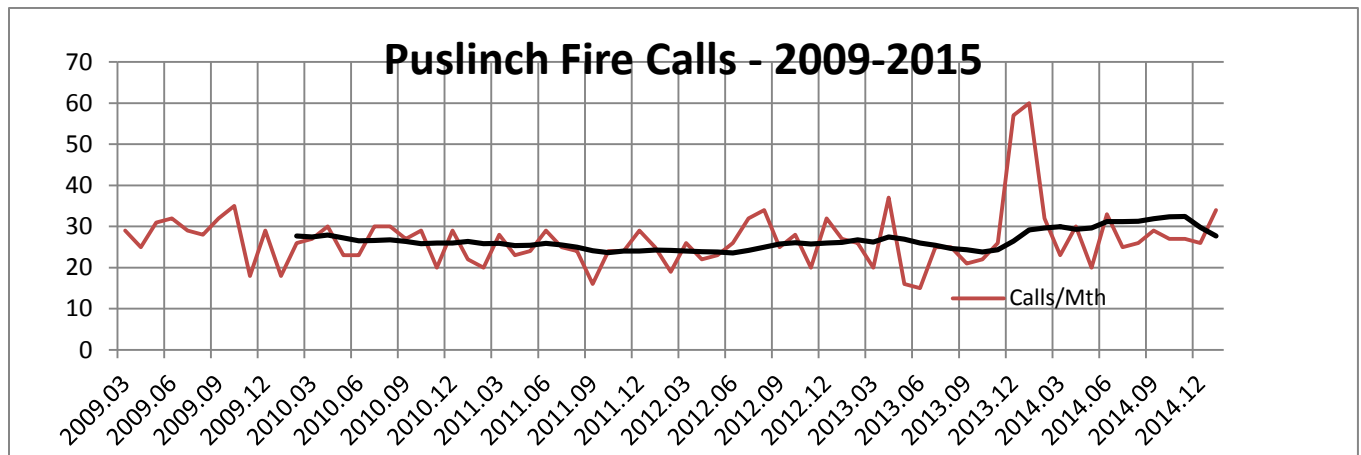
		Monthly Total	2015 YTD	2014 YTD	2013 YTD	\$ Loss Monthly	\$ Loss YTD
FIRE:	Structure	0	0	2	2	\$0	\$0
	Vehicular	1	1	1	3	\$5,000	\$5,000
	Grass and						
	Bush	0	0	0	0		
	Other	0	0	1	1		
			2015	2014			
		Monthly	YTD	YTD	2013 YTD		
Motor Vehicle Collisions		16	16	32	12		
Medical Assist		10	10	7	3		
Mutual Aid		1	1	2	0		
Carbon Monoxide		1	1	2	2		
Automatic Alarm		4	4	4	2		
Burning Complaints		0	0	4	0		
Incorrect Page		0	0	2	0		
Other		1	1	3	2		
TOTALS:			2015	2014			
		Monthly	YTD	YTD	2013 YTD		
		34	34	60	27		
Estimated Total Dollar Loss Due to Fire		\$5,000	\$5,000	\$318,000	\$360,000		

2015 YTD Emergency Calls

Prevention & Public Education

2015 January

Activity:	Monthly Total	2015 YTD
Inspections	1	1
Water Tank Inspection	1	1
Investigations	1	1
Emergency Planning	3	3
Public Education Volunteer	0	0
Public Education Paid	0	0
Meeting	2	2
Home Safe Home Campaign	0	0



Professional Development

2015 First Quarter

Activity:	Month	Day
Youth in Crisis	January	06 & 07
Performance Appraisal	January	14
Live Fire Training Acquired Structure	January	20, 21, 27 & 28
Live Fire Training Acquired Structure	February	3, 4, 10, 11, & 15
Driver Training and Pump Operations	February	18 & 25
Ice Water Rescue Training	February	17 & 24
Fire Inspection	March	3 & 4
Medical Training	March	10 & 11
No Training – March Break	March	17 & 18
Site Tour Mammoet	March	24 & 25



Live Fire Training at Acquired House





8.2(a)

RESOLUTION
MUNICIPAL COUNCIL
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

2015-

Date: February 18, 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
2012	12/14	7-02500	\$ 1,912.41
2013	11/14	7-02500	\$ 2,088.07
2014	10/14	7-02500	\$ 2,162.68

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Bulmer				
Councillor Roth				
Mayor Lever				
Councillor Stokley				
Councillor Fielding				
TOTAL				

MAYOR: _____

CARRIED	LOST
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REPORT ADM-2015-02

TO: Mayor and Members of Council

FROM: Donna Tremblay, Deputy Clerk

REPORT DATE: February 4, 2015

SUBJECT: Sale of VQA Wine at Eligible Ontario Farmers' Markets

RECOMMENDATIONS

That Report ADM-2015-02 regarding the Sale of VQA Wine at Eligible Ontario Farmers' Markets be received; and

That Council advise staff as to:

- a) whether or not the Municipal Council wishes the Township Clerk to advise the Registrar, in writing, of any objection to the sale of VQA wine at eligible Ontario Farmers' markets within the Township of Puslinch; or
- b) Whether or not the Municipal Council wishes to place any restrictions on municipally-run farmers' markets operating on municipal property.

PURPOSE

The purpose of this report is to provide Council with information regarding the Alcohol and Gaming Commission of Ontario pilot program to permit the Sale of VQA Wine at Eligible Ontario Farmers' Markets.

DISCUSSION

Background

On April 15, 2014, the Township Clerk received communications dated April 11, 2014, from the Alcohol and Gaming Commission of Ontario (AGCO), advising that Regulation 720 under the *Liquor Licence Act*, R.S.O. 1990, Chapter L.19 was being amended to permit the sale of Vintner's Quality Alliance ("VQA") wine at eligible Ontario farmers' markets effective May 1, 2014, as a two-year pilot program. Specifically the amendment is as follows:

3.2 (1) *In this section,*

“farmers’ market” means a central location at which a group of persons who operate stalls or other food premises meet to sell or offer for sale to consumers products that include, without being restricted to, farm products, baked goods and preserved foods, and at which a substantial number of the persons operating the stalls or other food premises are producers of farm products who are primarily selling or offering for sale their own products;

“production site” means property that is used by a manufacturer primarily for the alcoholic fermentation and production of Ontario wine;

“Vintners Quality Alliance wine” (VQA wine) has the same meaning as in the Vintners Quality Alliance Act, 1999. O. Reg. 98/14, s. 1.

(2) If the holder of a manufacturer’s licence manufactures VQA wine and if the Registrar, under clause 3 (1) (e) of the Liquor Control Act, authorizes the manufacturer to sell the wine at an occasional extension of a winery retail store that the manufacturer owns and operates at its production site, where the extension is within a farmers’ market, the manufacturer’s licence is subject to the following conditions:

- 1. The manufacturer shall comply with any authorization of the Registrar relating to the store.*
- 2. The municipality, if any, in which the farmers’ market is located has not advised the Registrar in writing that it objects to the sale.*
- 3. The manufacturer shall provide the Registrar with notice of the location and dates of the intended sales in advance.*
- 4. The manufacturer shall ensure that its VQA wine offered for sale at the farmers’ market is transported from the manufacturer’s store to the farmers’ market each day and any unsold product is returned to the manufacturer’s store by the end of the day.*
- 5. The manufacturer shall ensure that any sampling that it conducts in conjunction with the sale is conducted in accordance with the guidelines on sampling set out in the document entitled “Sampling Guidelines for Liquor Manufacturers”, dated July 2012, published by the Registrar and available through the website of the Alcohol and Gaming Commission of Ontario.*
- 6. The manufacturer shall ensure that any person involved in the sale or sampling of liquor holds a certificate demonstrating the successful completion of a server training course approved by the Board. O. Reg. 98/14, s. 1.*

(3) The document incorporated by reference under paragraph 5 of subsection (2) includes amendments made to the document from time to time after Ontario Regulation 98/14 is made. O. Reg. 98/14, s. 1.

(4) Nothing in this section authorizes the establishment or operation of farmers' markets at which all or a substantial number of the products sold or offered for sale are VQA wines. O. Reg. 98/14, s. 1.

Under subsection 2 of Section 3.2(2) a municipality may object to the sale of VQA wine at eligible Ontario farmers' markets within the Township of Puslinch. We are advised by representatives of the AGCO that such objection may be limited to the sale of wine at any or all of the eligible farmers' markets. Any objection would effectively prohibit the sale of VQA wine at the farmers' market locations objected to by the municipality.

Additionally, municipalities that operate farmers' markets or permit farmers' markets to operate on municipal property, may set further rules for VQA wine sales within those farmers' markets (e.g. tasting hours), as long as those rules do not contravene the AGCO's regulatory framework as set out in the Liquor Licence Act, Regulations and Registrar's policies.

The AGCO advises that a list of farmers' markets that intend to allow VQA wine sales will be posted on the AGO's website after May 1, 2014, after which the list will be updated on a weekly basis. Attached as Schedule "B" to this report is a copy of the List of "VQA Wine Sales at Ontario Farmers' Markets – Upcoming Dates and Locations Last Updated February 6, 2015."

Puslinch Farmers' Market

In 2012, the Township entered into an 5 year Agreement with the Aberfoyle Farmers' Market Association for use of the Optimist Recreation Centre rink pad to operate a farmers' market in order to provide the local community, growers and producers of local products a dynamic venue for the sale and/or purchase of local goods. In 2015, the Market will be commencing its third season of operation from Saturday, May 30th to an including Saturday, October 24th. The hours of operation of the market are from 8 a.m. to 1 p.m. except on the day of the Aberfoyle Fall Fair where the Market remains open until 4 p.m.

The popularity of the Aberfoyle Market continues to rise due to the growing consumer interest in obtaining fresh products directly from farmers, the increasing number and diverse product offerings of vendors and the social atmosphere of the Market. The Market brings residents from across the township and beyond its borders to Aberfoyle and helps to unify the community and provides residents and visitors with a feeling of pride.

During 2013 and 2014 Aberfoyle Farmers' Market provided beer samplings. The Market applied for and obtained Special Occasion Permits from the LCBO with respect

to these events and received authorization from the Township. No alcohol was offered for sale during these events.

Requests for the sale of VQA Wine 2014 Market Season

Upon receipt of correspondence from the AGO, the Township contacted a representative of the Aberfoyle Farmers' Markets to inquire as to whether they had received any applications from VQA vendors to sell wine at their Market during the 2014 Market season. The Market advised that they had not received any inquiries, but would contact the Township should any inquiries be received.

Requests for sale of VQA Wine 2015 Market Season

On February 11, 2015, the Township received correspondence from the Aberfoyle Farmers' Market indicating that they had received an application from a VQA winery for their 2015 Season. A copy of this correspondence is attached as Schedule "A" to this report.

Restrictions for Council's Consideration:

That Council authorize a maximum of one (1) wine vendor in the Aberfoyle Farmers' Market pursuant to the regulations set out under the Alcohol and Gaming Commission of Ontario for markets across Ontario; and/or

That Council allow VQA wine vendors in the Aberfoyle Farmers' Market to have wine sampling during the operation of the market between the hours of 8:00 a.m. and 1 p.m. as per the regulations set out under the Alcohol and Gaming Commission of Ontario for markets across Ontario; and/or

That Council restrict the sampling and sale of VQA wine at the Aberfoyle Farmers' Market during Children's Day; and/or

That Council restrict the sampling of beer and VQA wine so as both events do not occur on the same Market Day; and/or

That Council impose no restrictions.

APPLICABLE LEGISLATION AND REQUIREMENTS

Regulation 720 under the *Liquor Licence Act*, R.S.O. 1990, Chapter L.19

FINANCIAL IMPLICATIONS

There is no financial impact associated with this report.

ATTACHMENTS

Schedule “A” – Correspondence from Aberfoyle Farmers Market dated February 11, 2015

Schedule “B” – AGCO VQA Wine Sales at Ontario Farmers’ Market – Upcoming Dates and Locations



'food you love, growers you know'

February 11, 2015

Township of Puslinch
7404 Wellington Rd 34
RR 3 Guelph ON

regarding : VQA Wine Vendor
Dear Mayor and Council,

In 2014 the province of Ontario introduced a two year pilot project that would allow VQA wineries to attend and sell their product as vendors at farmers' markets. During the first year of this pilot, 40 VQA wineries participated at more than 100 farmers' markets across Ontario. The response from customers and fellow vendors was very positive and survey results show that 83% of the wineries are planning to participate again in 2015.

Unlike events that are regulated through the LCBO via a Special Occasions Permit (SOP), the sale of VQA wines at farmers' markets is regulated by the Alcohol and Gaming Commission of Ontario (AGCO). This means, that a winery attending as a vendor at a farmers' market would be operating under an extension of their existing licence and would be subject to all the same conditions that would apply for their on farm facility. For example, all staff selling product or providing samples at the market will be Smart Serve certified and customers will be limited to a maximum of 4 1 oz samples per day.

Our purpose for writing is to let you know that we have received an application from a VQA winery for our 2015 season. Prior to approving this application, we would like to confirm that the Township of Puslinch has not and or is not contemplating sending a letter of objection to the Registrar of the AGCO opting out of the pilot project. Once confirmed we will advise the applicant and complete our vendor review process. Upon completion we will provide you with contact information for the approved winery for your records.

Thank you,

Matthew Bulmer
Executive Director
Aberfoyle Farmers' Market Association.

VQA Wine Sales at Ontario Farmers' Markets

Upcoming Dates and Locations*

Last Updated: February 6, 2015

City or Town	Farmers' Market Name	Days	Date(s)
Elora	Elora Farmers' Market	Saturdays	Year Round
Kitchener	Kitchener Farmers' Market	Saturdays	January 3 – April 25
Milton	TERRA @ Home Winter Farmers' Market	Saturdays	January 10 – March 21
North Gower	North Gower Farmers' Market	Saturday	April 4
Orillia	Orillia Farmers' Market	Saturdays	January 3 – May 16
Simcoe	Simcoe Farmers' Market	Thursdays	January 8 – October 29
Stratford	Slow Food Perth County Market	Sundays	Year Round
Toronto	Evergreen Brickworks Farmers' Market	Saturdays	January 3 – April 25 (except March 14)
	St. Lawrence Market	Saturdays	Year Round
	The Stop Farmers' Market at Wychwood Barns	Saturdays	February 7, 14, 21, 28; March 7, 14; 21, 28; April 11, 18, 25; May 16, 23
	Toronto Botanical Garden Farmers' Market	Thursdays	January 8 – May 14
	Toronto Food & Drink Market	Friday, Saturday, Sunday	April 10, 11, 12
Welland	Welland Farmers' Market	Saturdays	January 3 – May 2
Windsor	Market Square	Saturdays	January 10 – February 28

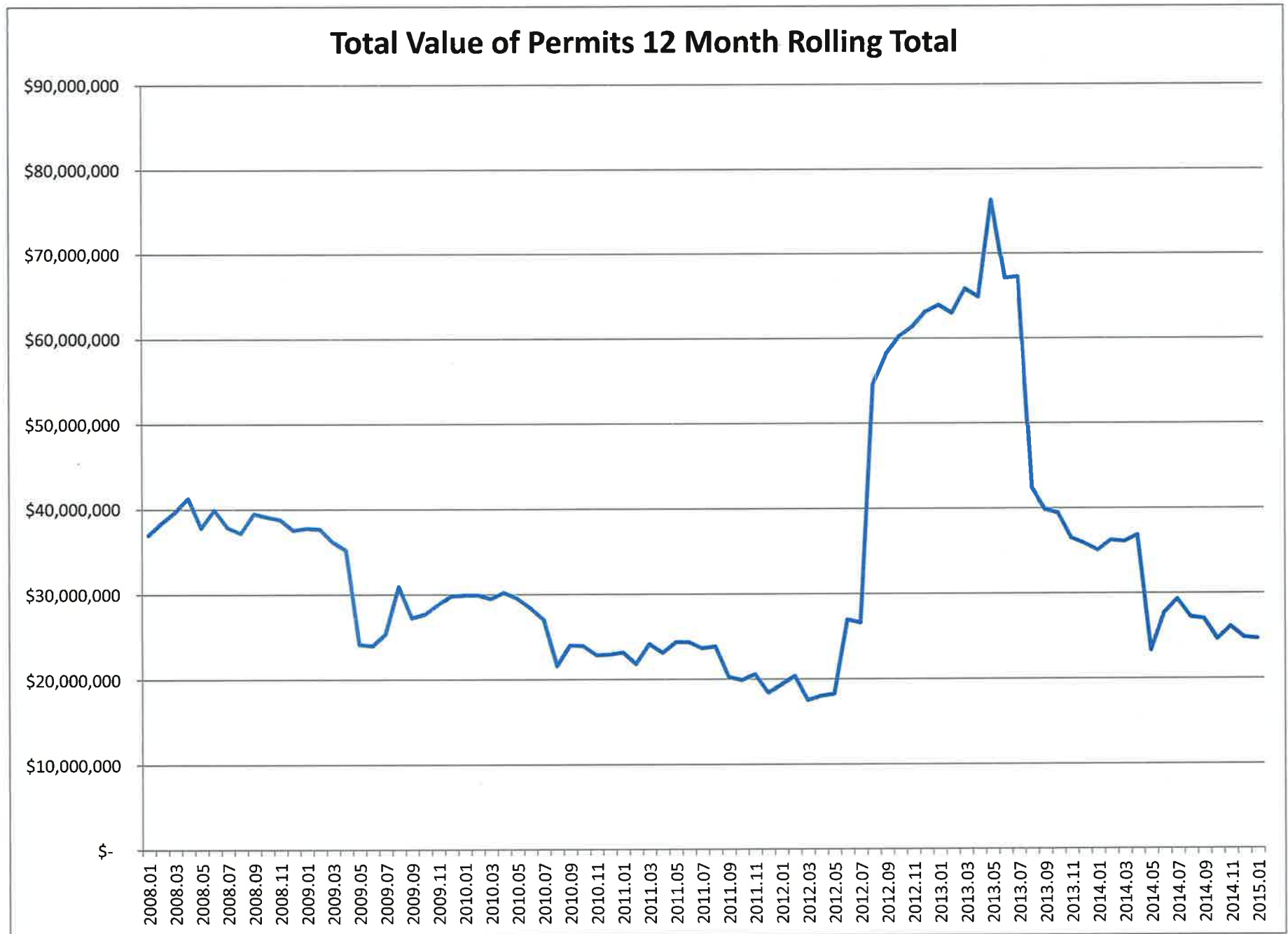
*The dates and locations included in this list are based on notifications provided by participating wineries. Actual dates may vary.

8.4(a).

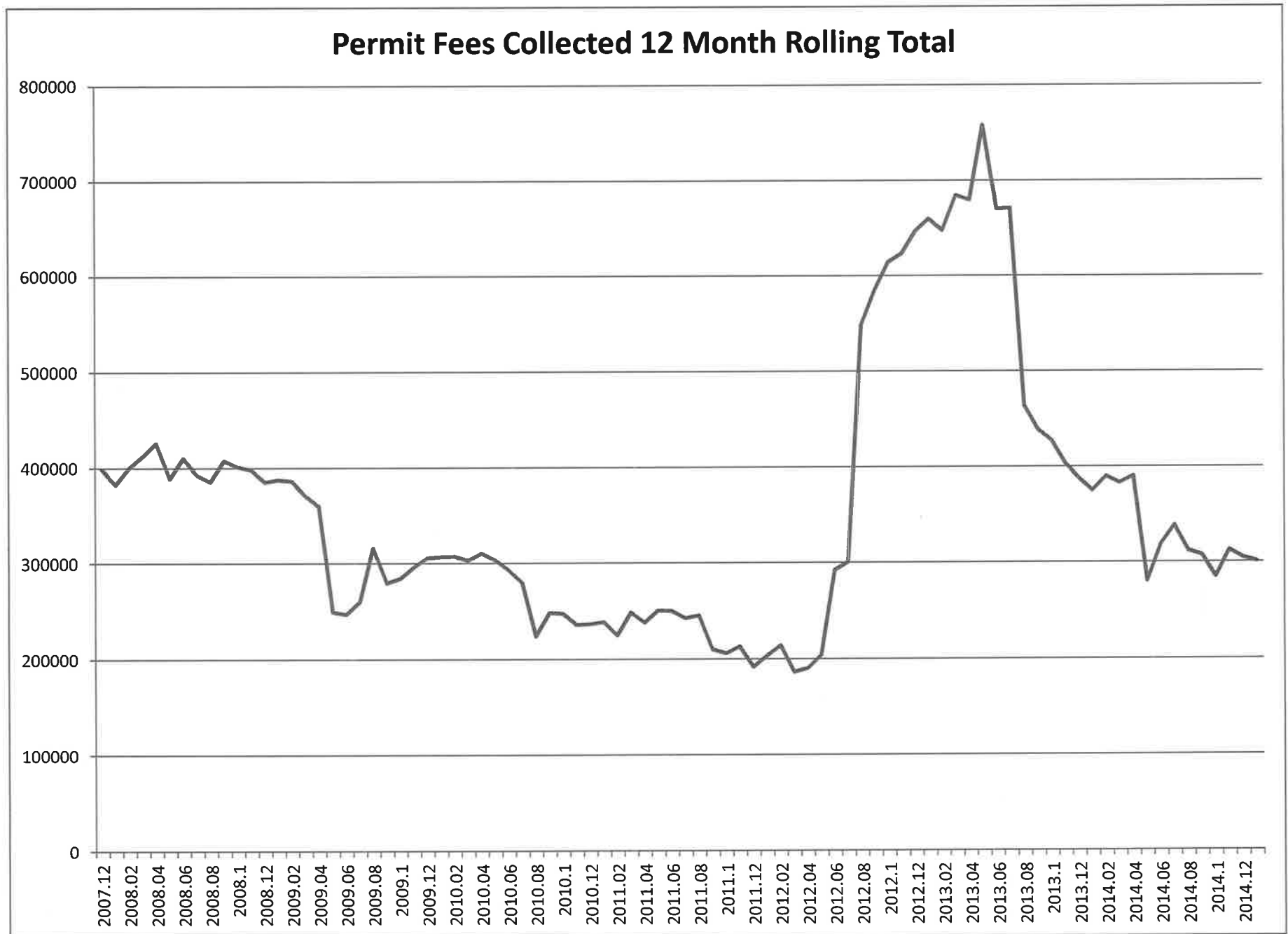
2015 BUILDING REPORT

	<u>VALUE OF CONSTRUCTION</u>		<u>PERMIT FEES COLLECTED</u>		<u>%</u>	<u>PERMITS</u>
	<u>2014</u>	<u>2015</u>	<u>2014</u>	<u>2015</u>	<u>CHANGE</u>	<u>ISSUED</u>
January	\$1,527,500.00	\$1,355,000.00	\$17,727.00	\$13,967.00	89%	7
February	\$0.00	\$0.00	\$0.00	\$0.00	0%	
March	\$0.00	\$0.00	\$0.00	\$0.00	0%	
April	\$0.00	\$0.00	\$0.00	\$0.00	0%	
May	\$0.00	\$0.00	\$0.00	\$0.00	0%	
June	\$0.00	\$0.00	\$0.00	\$0.00	0%	
July	\$0.00	\$0.00	\$0.00	\$0.00	0%	
August	\$0.00	\$0.00	\$0.00	\$0.00	0%	
September	\$0.00	\$0.00	\$0.00	\$0.00	0%	
October	\$0.00	\$0.00	\$0.00	\$0.00	0%	
November	\$0.00	\$0.00	\$0.00	\$0.00	0%	
December	\$0.00	\$0.00	\$0.00	\$0.00	0%	
TOTALS TO DATE		\$1,355,000.00		\$13,967.00		7
2014 COMPARISON		\$1,527,500.00		\$17,727.00		17
Total % CHANGE		89%		79%		41%

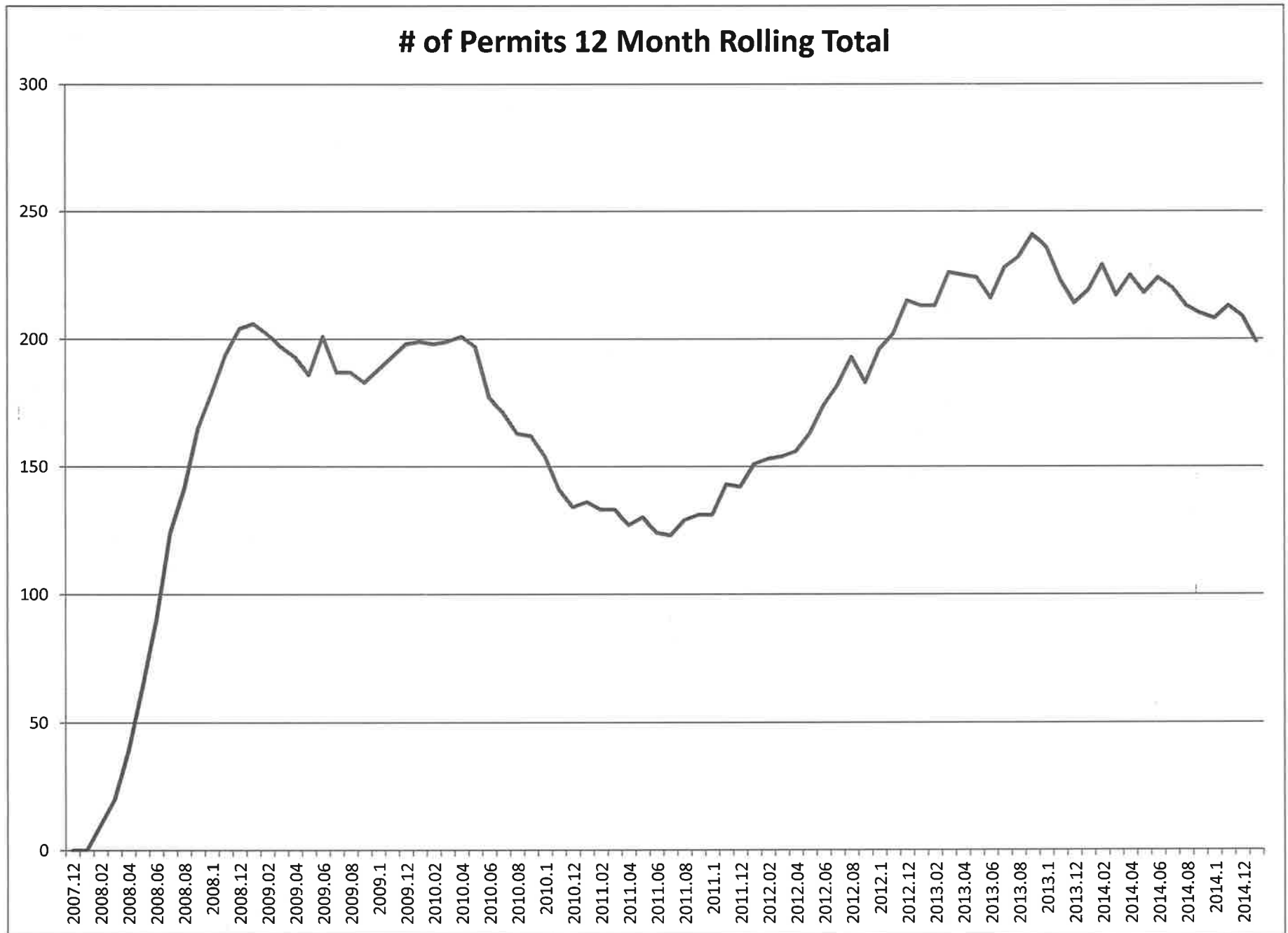
Note: The Graphs Below only Include Septic Permits in 2012 and beyond



Note: The Graphs Below only Include Septic Permits in 2012 and beyond



Note: The Graphs Below only Include Septic Permits in 2012 and beyond





REPORT PD-2015-004

TO: Mayor and Members of Council

FROM: Kelly Patzer, Development Coordinator

DATE: February 18, 2015

SUBJECT: Holding Removal – Rezoning Application – Mini Lakes Residents Association – Site 380, 12 Lakeshore Drive PVT - File No. D14/MIN Part Lot 21 & 22, Concession 8, municipally known as 7541 Wellington Road 34

RECOMMENDATIONS

THAT Report PD-2015-004 regarding the Holding Removal – Rezoning Application – Mini Lakes Residents Association – Site 380, 12 Lakeshore Drive PVT - File No. D14/MIN, Part Lot 21 & 22, Concession 8, municipally known as 7541 Wellington Road 34, Township be received; and

THAT Council authorize the request to remove the Holding (h1) Provision from Zoning By-law 19/85, as amended, for Site 380 at 12 Lakeshore Drive PVT, on the lands described as Part Lot 21 & 22, Concession 8, municipally known as 7541 Wellington Road 34, be approved; and

THAT Council direct staff to prepare the by-law to authorize the removal of the Holding (H) Provision.

DISCUSSION

Background

The Mini Lakes property is subject to Ontario Municipal Board Approved Zoning By-law Amendment - By-law 17/00, to permit year-round residence and a sewage treatment plant.

A holding zone provision (h-1) was placed on the lands to ensure the orderly development of the Mini Lakes sites from a seasonal recreational park to a permanent year-round residential community. Council may remove the 'h-1' symbol by amendment to the by-law, subject to being satisfied the following criteria have been met under Section 4(6a), Holding Zone Provisions (Mini Lakes) of by-law 19/85:

- (i) The sewage treatment and water supply services have been completed to provide for year-round operation of those services; and

- (ii) A development agreement between the owners of the land and the Township addressing occupation of the units, operation and maintenance of the services and financial arrangements has been registered on title of the lands; and
- (iii) Where a site is being converted from seasonal to year-round use, an occupancy permit has been issued by the Chief Building Official permitting the year-round occupation of the dwelling unit on the site.

Comments

The application for amendment to the zoning by-law to lift the holding symbol on Site 380, 12 Lakeshore Drive PVT, 7541 Wellington Road 34, was circulated to Township staff and agencies for comments. No objections were received.

In response to criteria (i) of the holding provision, GM Blue Plan staff noted that Mini Lakes has an application with the Ministry of Environment and Climate Change (MOE&CC) regarding upgrades to the existing sewage plant to address non-compliance issues. A representative of Mini Lakes contacted the MOE&CC confirmed with the staff member assigned to the application that the delay in finalizing the review application is due to understaffing at the MOE&CC. Mini Lakes confirmed the funding is in place to proceed with tendering and construction of the plant upgrades once the Environmental Compliance Approval (ECA) was received.

GM Blue Plan staff confirmed the existing plant has sufficient capacity to permit the hold removals. The proposed plant upgrades are not to expand capacity (the revised ECA will slightly reduce the rated capacity) but will make operational changes to help the plant meet their effluent criteria. Township staff will monitor the ongoing application with the MOE&CC.

The Operations & Maintenance Agreements – Sewage Treatment System & Communal Water System and the Condominium & Subdivision Agreements made between Mini Lakes Residents Association and the Corporation of the Township of Puslinch were signed August 13, 2014 and registered on title and fulfil criteria (ii) of the holding zone provision.

An Occupancy Permit was granted to the residence located at Site 380, 12 Lakeshore Drive PVT November 21, 2014, fulfilling criteria (iii) of the holding provision.

Notice

Notice regarding the Holding Removal has been given to the owner of the lands in accordance with the Planning Act.

Financial Implications

None

Applicable Legislation and Requirements

Planning Act



Committee of Adjustment
November 10, 2014
9:30 am
Council Chambers, Aberfoyle

MINUTES

MEMBERS PRESENT:

Barb McKay, Chair
Matthew Bulmer

MEMBERS ABSENT:

Beverley Nykamp

OTHERS IN ATTENDANCE:

Simon Hasin
Shawn Boroumand
James Seeley
Dianne Paron
Shawn Sawatzky
Karen Landry

1. CALL TO ORDER

The meeting was called to order at 9:30 am.

2. DISCLOSURE OF PECUNIARY INTEREST

None

3. APPROVAL OF MINUTES

Moved by B. McKay and Seconded by M. Bulmer

That the Minutes of the Committee of Adjustment meeting dated October 14th, 2014 are hereby adopted as amended.

CARRIED

4. APPLICATIONS

A. File D13/BOR – Shawn Boroumand – 11 Swastika Trail – Lot A, Plan 398

The purpose of the application is to seek relief from provisions of Zoning By-law #19/85:

- i. Resort Residential (RR) Zone, Section 7.3(c) Front Yard Depth - Requesting permission to allow a front yard depth of 0.31 metres to accommodate a proposed dwelling, whereas the by-law requires a minimum front yard depth of 7.5 metres;
- ii. Resort Residential (RR) Zone, Section 7.3(d) Interior Side Yard Width (minimum) - Requesting permission to allow an interior side yard of 0.23 metres to accommodate a proposed dwelling, whereas the by-law requires a minimum interior side yard of 2.0 m on both sides where a private garage is attached to a single dwelling;
- iii. Resort Residential (RR) Zone, Section 7.3(e) Exterior Side Yard Width (minimum) - Requesting permission to allow an exterior side yard of 1.2 metres to accommodate a proposed dwelling, whereas the by-law requires a minimum exterior side yard width of 3.5 metres;
- iv. Resort Residential (RR) Zone, Section 7.3(g) Lot Coverage (maximum) - Requesting permission to allow a lot coverage of 39.4% whereas the by-law requires a maximum lot coverage of 30%;

- v. General Provisions, Section 3.26(a) Setbacks from Watercourses - Requesting permission to allow an 8 metre setback from a warm watercourse to accommodate a proposed dwelling, whereas the by-law requires a 15 m setback from a warm watercourse that is not within a Natural Environment Zone.
- S. Hasin of Simonview Homes noted the house was not increasing in size, but the proposal is to move the house back as to not obstruct the neighbours' views. The front porch will not be covered but the deck will be larger and there will be a greater distance from the dwelling to the water.
 - K. Patzer noted that different reliefs are shown on the amended plan than what was originally requested and ensured that amending the relief was agreeable with the applicant. The front yard depth was amended from 0.31 metres to 2.06 metres and the setback to the watercourse was amended from 8 metres to 11 metres for the deck only.

Moved by M. Bulmer, seconded by B. McKay
That the application by Shawn Boroumand, file D13/BOR:

Resort Residential (RR) Zone, Section 7.3(c) Front Yard Depth – to allow a front yard depth of 2.06 metres to accommodate a proposed dwelling, whereas the by-law requires a minimum front yard depth of 7.5 metres;

Resort Residential (RR) Zone, Section 7.3(d) Interior Side Yard Width (minimum) – to allow an interior side yard of 0.23 metres to accommodate a proposed dwelling, whereas the by-law requires a minimum interior side yard of 2.0 m on both sides where a private garage is attached to a single dwelling;

Resort Residential (RR) Zone, Section 7.3(e) Exterior Side Yard Width (minimum) – to allow an exterior side yard of 1.2 metres to accommodate a proposed dwelling, whereas the by-law requires a minimum exterior side yard width of 3.5 metres;

Resort Residential (RR) Zone, Section 7.3(g) Lot Coverage (maximum) – to allow a lot coverage of 44.2% whereas the by-law requires a maximum lot coverage of 30%;

General Provisions, Section 3.26(a) Setbacks from Watercourses – to allow an 11 metre setback from a warm watercourse to accommodate a proposed deck, whereas the by-law requires a 15 m setback from a warm watercourse that is not within a Natural Environment Zone;

Be approved.

CARRIED

- B. File D13/SEE – James, Douglas & Carly Seeley – 24 Back Street, Morriston.

The purpose of the application is to seek relief from provisions of Zoning By-law #19/85:

General Provisions, Swimming Pools, Section 3.20a(iii) - Requesting permission to allow a 1.5 metre setback from the rear lot line for an accessory building containing pool equipment, whereas the by-law requires a minimum accessory building setback of 3 metres from any lot line where the accessory building contains water circulating or treatment equipment such as pumps and filters.

- James Seeley inquired about any overhang (eves) setback
- K. Patzer confirmed that the setback is from the lot line to the closest supporting wall/structure.

Moved by B. McKay, seconded by M. Bulmer

That the application by James, Douglas & Carly Seeley, file D13/SEE:

To allow a 1.5 metre setback from the rear lot line for an accessory building containing pool equipment, whereas Section 3.20a(iii), General Provisions, Swimming Pools, of the by-law requires a minimum accessory building setback of 3

metres from any lot line where the accessory building contains water circulating or treatment equipment such as pumps and filters.

Be approved.

CARRIED

C. File D13/MIN (PAR) – Mini Lakes (Gordon Parks) – 38 Dogwood Road @ 7541 Wellington Road 34, Concession 8, Part Lots 21 & 22 - #D13/PAR

The purpose of the application is to seek relief from provisions of Zoning By-law #19/85:

To allow a 38% site/lot coverage to accommodate a pro-posed sun porch, whereas the by-law requires a maximum coverage of a site/lot by all buildings and structures of 35%

- K. Landry explained that the original application has been amended as Mini Lakes is the owner of the property, not Gordon Parks and that water and wastewater services are private. As well, the calculated lot coverage is to be 39%
- S. Sawatzky stated that the addition is a three season sunroom which requires a greater lot coverage than what the by-law permits.

Moved by M. Bulmer, seconded by B. McKay

That the application by Mini Lakes, file D13/MIN:

To allow a 39% site/lot coverage to accommodate a proposed sun porch, whereas Section 7B.5(h) Mini Lakes Zone of the by-law requires a maximum coverage of a site/lot by all buildings and structures of 35%.

Be approved

CARRIED

5. NEXT MEETING

To be rescheduled.

6. AJOURNMENT

The meeting adjourned at 10:15 am.



Planning Advisory Committee Meeting
November 24, 2014
7:30 pm
Council Chambers, Aberfoyle

MINUTES

MEMBERS PRESENT:

Councillor Roth, Chair
Marilyn Fisher
John Sepulis
Lorne Wallace
Robin Wayne
Dennis O'Conner

OTHERS IN ATTENDANCE:

Kelly Patzer, Development Coordinator
Aldo Salis, County of Wellington
Jeff Buisman, Van Harten Surveying
Brian Beatty, BSRD
Darryl Wettlaufer of R. Ritz Architect
Dave Jassal

1. CALL TO ORDER

- The meeting was called to order at 7:30 pm.

2. DISCLOSURE OF PECUNIARY INTEREST

- None.

3. APPROVAL OF MINUTES – November 3, 2014

- Added Mayor Lever as an attendee
- Moved by Lorne Wallace and Seconded by Robin Wayne
- That the minutes of the November 3, 2014 Planning Advisory Committee Meeting are hereby adopted as presented.

CARRIED

4. DELEGATIONS/PRESENTATIONS

Zoning:

- A. Brian Beatty, BSRD on behalf of Bill & Lisa Hamilton
- B. Darryl Wettlaufer of R. Ritz Architect on behalf of Dave Jassal

Consents:

- A. Brian Beatty, BSRD on behalf of Margaret Anderson
- B. Jeff Buisman, Van Harten Surveying on behalf of Thomas & Jo Powers
- C. Jeff Buisman, Van Harten Surveying on behalf of John & Marion Summers

5. REGULAR BUSINESS

Zoning By-law Amendment Matters

- A. File D14/HAM Bill & Lisa Hamilton – 7652 Wellington Road 34, Concession 9, Part Lot 20 – A site specific amendment to the Agricultural (A) Zone to permit a landscape contractor's yard (landscaping business)
 - Brian Beatty presented the application to bring an existing contractors yard to zoning conformity.

- A special provision in the Agricultural Zone is required to permit the existing use.
- Robin Wayne inquired if there have been any complaints made to the Building Department
- Mr. Beatty responded that he is unaware of any complaints as he has not spoken to the CBO, Robert Kelly and stated the property has been owned by Hamilton since 2005.
- The Committee is recommends a statutory Public Meeting for Zoning By-law Amendment File D14/HAM
- Moved by Lorne Wallace and Seconded by Robin Wayne

CARRIED

B. File D14/J2K Dave Jassal – 227 Brock Road, Concession 7, Part Lot 26 – To rezone the property from Agricultural (A) Zone to Highway Commercial (C2) Zone.

- Darryl Wettlaufer presented the application to rezone the property for a future car wash beside the existing Esso.
- Mr. Wettlaufer stated the property is currently zoned Agricultural. The car wash will become part of the Esso property and the remainder of the property to be rezoned will be severed off for a possible commercial strip mall use
- Mr. Wettlaufer informed that the car wash will use a reclaim water system
- John Sepulis asked about traffic impacts and if a Traffic Impact Study was prepared
- Dave Jassal stated there will be two entrances, one for the carwash and one for the portion of the property being severed and that the County did not have issue with the entrances. The TIS recommends a left turn lane for the plaza.
- Mr. Jassal informed the Committee that there is interest from a kitchen cabinet company for the stripmall/warehouse portion of the property
- Lorne Wallace asked why there is so much parking on the property.
- Mr. Wettlaufer stated that the Tim Hortons and proposed vacuum station at the car wash requires parking.
- Mr. Wettlaufer stated the SWM pond on the property is to be decommissioned and the property will tap into the Carroll Pond drain.
- Lorne Wallace asked how much the property will be built up.
- Mr. Wettlaufer stated 1metre to 1.5 metres.
- Mr. Jassal told the committee that a Geotechnical Report had been submitted with the application and the SWM report will be circulated with the second submission. The proposed car wash will also have a couple of bays for use.
- The Committee is recommends a statutory Public Meeting for Zoning By-law Amendment File D14/J2K
- Moved by Marilyn Fisher and Seconded by John Sepulis.

CARRIED

County of Wellington Land Division Committee

A. Severance file B120/14, Margaret Anderson - 6592 Concession 1, Concession 1 Front Part Lot 5, Township of Puslinch file D10/AND

- Brian Beatty presented the application and stated that the severance is for family estate planning
- A flag lot is proposed due to sight line requirements and the topography of the parcel as the frontage is low-lying.
- John Sepulis asked if there is a hydro pole on the property.
- Ms. Anderson stated the there is no pole on the portion of the property to be severed
- John Sepulis stated that creating a new lot accessed by Clergy Lane will pass off the responsibility the Lane to the new homeowners of the created parcel.
- Lorne Wallace asked how many homes are accessed by Clergy Lane.
- Ms. Anderson responded 6

- Councillor Roth asked if there is a barn on the property and any resulting MDS requirements
- Mr. Beatty informed that the calculations are being done by the County.
- The Committee had no comments to forward to the County's Land Division Committee. For file B120/14 – Anderson
- Moved by John Sepulis, Seconded by Marilyn Fisher.

CARRIED

B. Severance file B123/14, Thomas & Jo Powers, 6769 Niska Road, Concession 5, Part Lots 11&12, Township file D10/POW

- Jeff Buisman presented application.
- Discussion by the committee of the location of the lot as it is proposed in an area that is actively farmed and there are other possible locations for the proposed lot that would have less impact on the farm land.
- The Committee is in favour to move the application to the Land Division Committee with no conditions of approval, but a note that there is concern with the reduction of viable farm land and hindrance of future agricultural operations
- Moved by Dennis O'Conner, Seconded by Robin Wayne.

CARRIED

C. Severance file B124/14, John & Marion Summers - 4555 Victoria Rd S, Concession 9 Front Lot 17, Township of Puslinch file D10/SUM

- Jeff Buisman presented application.
- J. Sepulis mentioned there is an existing barn across the road and inquired if there would be any MDS implications due to the proximity of the barn
- J. Buisman said he was unaware of the barn as it was hidden from view by trees
- The Committee is in favour to move the application to the Land Division Committee with the recommendation to investigate the barn across the road for MDS compliance
- Moved by John Sepulis, Seconded by Marilyn Fisher.

CARRIED

6. CLOSED MEETING

- None.

7. FUTURE MEETINGS

- December 16th, 2014, 7:30pm

8. AJOURNMENT

- The meeting adjourned at 8:12pm
- Moved by Lorne Wallace and Seconded by Robin Wayne.

CARRIED

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**BY-LAW NO. XXX/15**

A by-law to constitute and appoint members to the
Puslinch Heritage Committee

WHEREAS by Section 5 of the Municipal Act, 2001, c.25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Section 11 (2) of the *Municipal Act*, S.O. 2001, c. 25, authorizes a municipality to pass by-laws respecting the governance structure of the municipality and its local boards;

AND WHEREAS Section 28 of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18 provides that the council of a municipality may by by-law establish a heritage committee to be known as the Heritage Committee to advise and assist the council on all matters relating to Parts IV and V of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18;

AND WHEREAS the Council of the Corporation of the Township of Puslinch deems it advisable to establish such a committee and provide for the appointment of members thereto;

NOW THEREFORE the Council of The Corporation of the Township of Puslinch HEREBY ENACTS AS FOLLOWS:

1. A heritage committee to be known as the Puslinch Heritage Committee is hereby established.
2. That the Puslinch Heritage Committee terms of reference attached as "Schedule A" to this By-law are hereby adopted.
3. The following members are hereby appointed and are to hold office for the term of Council being a four (4) year term ending November 30, 2018 or until such time as a successor has been appointed:

Mary Tivy
John Levak
Cameron Tuck
John Arnold
Barb Jefferson

**READ THREE TIMES AND FINALLY PASSED IN OPEN COUNCIL THIS 18th DAY OF
FEBRUARY, 2015.**

Dennis Lever, Mayor

Karen Landry, Clerk

Heritage Committee

TERMS OF REFERENCE

1. ENABLING LEGISLATION

Section 28 of the *Ontario Heritage Act* states a municipality may by by-law establish a heritage committee to advise and assist the Council on all matters relating to the conservation of property or cultural heritage value or interest and heritage conservation districts and such other heritage matters as the Council may specify by by-law.

The Heritage Committee was established through the adoption of By-law 2-11.

2. MANDATE

The primary function of the Heritage Committee is to advise Council and make recommendations on heritage designations, applications for repeal of designations, applications for alterations, and/or removal/demolition of Part IV and Part V properties under the *Ontario Heritage Act*.

Deliverables

The Committee will accomplish its mandate by:

- 1. Providing comments to Council on all heritage applications.
- 2. Commenting on various development applications which may impact existing or potential heritage properties or districts when required.
- 3. Commenting on demolition permits that apply to heritage properties.
- 4. Recording sites of heritage significance that are worthy of preservation, and awarding heritage plaques.
- 5. Recording historical information related to properties with heritage significance.
- 6. Promoting public awareness of Puslinch’s heritage.
- 7. Discussing concerns raised by the public and staff.

3. TYPE OF COMMITTEE

Statutory Committee - Discretionary

4. MEMBERSHIP AND ROLES AND RESPONSIBILITIES

1. Composition

The Heritage Committee is composed of the following Members:

Role	Member Name
Members of the Public	5
Chair	To be determined
Vice-Chair	To be determined
Role	Support
Support Staff	Legislative Assistant
External Resources	N/A

A Member’s term on the committee shall be concurrent with the Term of Council or until a successor is appointed.

2. Roles and Responsibilities

A Chair and Vice-Chair shall be appointed at the first meeting of the Committee and shall serve in this capacity for a minimum of 2 years.

The Chair's main role is to facilitate meetings.

The Committee will review and confirm at the end of the second year of the each term of Council the appointments of the Chair and Vice-chair.

3. Qualifications

Citizen Appointee with the following qualifications:

- Interest in Heritage buildings
- Demonstrated commitment and interest in the municipality

4. Office Deemed Vacant

The office of a member of the committee becomes vacant if the member is absent for three (3) meetings in a calendar year.

5. MEETING SCHEDULE

The Committee meets quarterly on the first Monday of the month at 7:00 p.m., and as many additional times as the Committee deems necessary.

Agenda Notification

Agendas for the committee meetings will be made available to the public in accordance with the notice provisions of the Township's procedural by-law. Meetings will be held at the Municipal Office of the Township of Puslinch.

General Meeting Schedule Guidelines

Three or more consecutive cancellation of meetings shall result in a report to Council for evaluation as to the Committee's mandate and functionality except in the following situations:

- Where the Committee has determined that meetings shall not be held during the summer months and December to recognize holiday schedules as they relate to quorum requirements.
- During a municipal election year, meetings shall be cancelled where possible in the last quarter.

6. REPORTING REQUIREMENTS AND METHOD

Specific Requirements

This Committee is established by Council and reports to Council.

Written reports or minutes from this Committee shall be submitted to Council after each meeting.

General Requirements

The Committee shall make recommendations to Council in response to a request from either Council or staff in the area of the Committee's mandate.

The Committee may make recommendations on issues within their mandate for Council's consideration.

7. BUDGET AND RESOURCES

Resource Budget

The following Township of Puslinch staff resources will be required per meeting for the successful operation of this Committee:

Staff Resource	Time Commitment (FTE) per meeting - estimate
Legislative Assistant	FTE - 5 hours

8. COMPLETION CRITERIA

This will be an on-going Committee until dissolved by Council.

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

(To remove the Holding Symbol for part of the Mini Lakes property in Aberfoyle pursuant to Section 34 and Section 36 of *The Planning Act*, R.S.O., 1990, as amended).

WHEREAS the County of Wellington Official Plan contains policies relating to the use of Holding Zone provisions pursuant to Section 36 of *The Planning Act*, R.S.O., 1990 as amended;

AND WHEREAS the lands affected by this By-law are presently subject to Holding Zone provisions, namely ('h-1') pursuant to the Township of Puslinch Zoning By-law Number 19/85 as amended;

AND WHEREAS the subject holding provisions preclude the use of the affected land for year-round residential occupancy until such a time as the Holding Zone symbol has been removed;

AND WHEREAS the requirements for the removal of the Holding Zone from part of the subject property have been addressed to Council's satisfaction.

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

- 1) THAT By-law 19/85 is amended by removing the Holding Zone symbol ('h-1') from a specific part of the lands described as Part of Lot 21, Concession 8, known as the Mini Lakes property, more specifically defined as the sites listed on Schedule "A" which forms part of this By-law.
- 2) That all other applicable provisions of Zoning By-law 19/85, as amended, shall continue to apply to the lands affected by this By-law.
- 3) That this By-law shall come into effect on the date of final enactment by Council pursuant to the requirements of *The Planning Act*, R.S.O., 1990 as amended.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 18th DAY OF FEBRUARY,
2015**

Dennis Lever, MAYOR

Karen Landry, C.A.O./CLERK

Schedule "A"
EXPLANATORY NOTE
By-Law No. _____

The Holding Zone symbol (h-1) shall be removed from site 380.

This is schedule "A" to By-law No. _____
Passed this _____ day of January, 2015

MAYOR

C.A.O./CLERK

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

EXPLANATORY NOTE

BY-LAW NUMBER ____

The purpose of this By-law is to remove the current holdings Symbol ('h-1') which applies to part of the subject property which is described as Part of Lot 21, Concession 8 known as the Mini Lakes Country Club owned by the Mini Lakes Residents Association.

The current zoning of the subject lands is **Mini Lakes (ML 'h-1') Holding Zone**. The holding zone was established by the Ontario Municipal Board on March 28, 2000 to ensure the orderly conversion of the Mini lakes property from a seasonal recreational/residential trailer park to a permanent residential adult lifestyle community.

Pursuant to Zoning By-law No. 19/85 as amended, the holding provisions may be removed from the subject land, or part of the subject land, when Council is satisfied that a development agreement between the land owner and the Township has been established and the new sewage and treatment and water supply services have been completed. These matters have now been addressed, and the owners are seeking to remove the Holding symbol from 1 dwelling site within the park.

Once the 'h-1' symbol has been removed from a dwelling site, it may be used for year round residential occupancy subject to the Townships building standards and applicable regulations of the Mini Lakes (ML) Zone.

The attached **Appendix 1** is the interim - as built plan of the Mini Lakes property, which highlights the dwelling site (as listed on Schedule "A") where the Holding symbol is to be removed in accordance with this By-law.

APPENDIX 1

Mini Lakes Residents Association
Sketch for Rezoning Application

Part Lots 21 and 22, Concession 8, Township of Fuelbert
NOVEMBER 7, 2014

SCALE 1 : 3000
0 50 100 150 200metres
VAN HARTEN SURVEYING INC.



Note:
The sites for which the application is being made to lift
the H-1 hold symbol are shaded.

 **Van Harten**
SURVEYING INC.
LAND SURVEYORS and ENGINEERS
453 DUNDAS STREET WEST, SUITE 200
TORONTO, ONTARIO M5T 1G5
PHONE (416) 895-2763 FAX (416) 895-2770
www.vanharten.com

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**BY-LAW NUMBER 16/15**

Being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Puslinch at its meeting held on February 18, 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 February 18, 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 18th DAY OF FEBRUARY, 2015.

Dennis Lever, Mayor

Karen Landry, C.A.O./Clerk